



## Seaford Town Council

**NOTICE IS HEREBY GIVEN OF the Seaford Town Council Finance & General Purposes Committee meeting to be held in the Council Chamber, 37 Church Street, Seaford, on Thursday 6<sup>th</sup> December 2018 at 7.00pm.**

### **FINANCE & GENERAL PURPOSES COMMITTEE** **ORDER OF BUSINESS**

**Meeting to be held**  
**Thursday 6<sup>th</sup> December 2018**

1. **Apologies for Absence and Declaration of Substitute Members**
2. **Disclosure of Interests**
3. **Public Participation**
4. **Finance Report**
5. **Venue & Facilities Hire Charges**
6. **Proposed Finance & General Purposes Budget 2019/20**
7. **Exclusion of Press & Public**
8. **Debtors Report**

**James Corrigan**  
**Town Clerk**  
**29<sup>th</sup> November 2018**

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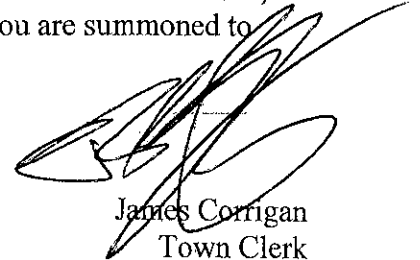
Seaford Town Council, 37 Church Street, Seaford, BN25 1HG  
Tel: 01323 894870 Fax: 01323 872976 Email: [admin@seafordtowncouncil.gov.uk](mailto:admin@seafordtowncouncil.gov.uk)



## Seaford Town Council

### To the Members of the Finance & General Purposes Committee

A meeting of the **Finance & General Purposes Committee** will be held at the **Council Chamber, 37 Church Street, Seaford**, on **Thursday 6<sup>th</sup> December** at **7.00 pm**, which you are summoned to attend.



James Corrigan  
Town Clerk  
29th November 2018

### Agenda

#### 1. Apologies for Absence and Declaration of Substitute Members

#### 2. Disclosure of Interests

To deal with any disclosure by Members of any discloseable pecuniary interests and interests other than pecuniary interests, as defined under the Seaford Town Council Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

#### 3. Public Participation

To deal with any questions, or brief representations, from members of the public in accordance with Standing Order 3 and Seaford Town Council Policy.

#### 4. Finance Report

- a) To consider report 133/18 regarding receipts, payments and bank reconciliation for September and October 2018 (pages 3 to 6).
- b) To consider report 134/18 regarding the Council budget position for the period 1<sup>st</sup> April to 31<sup>st</sup> October 2018 (pages 7 to 12).

#### 5. Venue and Facilities Hire Charges

To consider report 135/18 presenting the proposed Venue and Facilities Hire Charges for 2018/19 (pages 13 to 15).

#### 6. Proposed Finance and General Purposes Budget 2019/20

To consider report 137/18 presenting the Committee with the proposed Finance & General Purposes Budget for 2019/20 (pages 16 to 22).

#### 7. Exclusion of Press & Public

The Chairman will move that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during the discussion on the next item on the agenda as the item concerns confidential debtors information.

#### 8. Debtors Report

To consider exempt report 138/18 informing the Committee of the current debtor with a recommendation to write off £360 (exempt pages 1 to 2).

**For further information about items appearing on this agenda please contact James Corrigan, Town Clerk, 37 Church Street, Seaford, BN25 1HG. Telephone 01323 894 870.**

**Circulation:**

**Committee:** Councillor M Brown (Chair) and J Elton (Vice-Chair). Councillors D Argent, B Burfield, T Goodman, O Honeyman, R Honeyman, A Latham and L Wallraven.

**For information:** Councillors S Adeniji, P Boorman, D Burchett, L Freeman, N Freeman, R Hayder, J Lord, P Lower, M Wearmouth, B Webb and C White.



Seaford Town Council

Report 133-18

<b>Agenda Item No:</b>	4 (a)
<b>Committee:</b>	Finance & General Purposes
<b>Date:</b>	6 <sup>th</sup> December 2018
<b>Title:</b>	Receipts, Payments and Bank Reconciliation Reports for September and October 2018.
<b>By:</b>	Lucy Clark, Finance Manager
<b>Purpose of Report:</b>	To advise the Committee of receipts, payments and bank reconciliations for September and October 2018

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**Recommendations**

You are recommended to note the report.

1. To note (as previously reported) the balance brought forward from August 2018 is £409,511.71.
  2. To note the September 2018 total receipts are £92,971.54 and total payments are £174,871.73 leaving a balance to carry forward of £327,611.52.
  3. To note the October 2018 total receipts are £705,613.17 and total payments are £246,071.42 leaving a balance to carry forward of £787,153.26.
  4. To note that in addition to the Current Account balance above, the investment account balance is £134,128.97 bringing the overall balance to carry forward of £921,282.23.
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**1. Information**

- 1.1 In line with Financial Regulations 2.2, a member other than the Mayor shall be appointed to verify bank reconciliations. The member shall sign the reconciliations and the original bank statements as evidence of verification. This activity shall then on conclusion be reported, included any exceptions, to the Finance and General Purposes Committee.
- 1.2 Councillor Mark Brown is the current appointed member and continues to view and verify that he is in agreement with the bank reconciliations already reconciled by the Finance Manager. However, this task may also be carried out the Deputy Chairman of this Committee, Councillor James Elton.
- 1.3 Therefore, in line with the above, this report attaches the signed reconciliation page for the relevant months.
- 1.4 Cashbooks and BACS Pages detailing the receipts and payments are available to view on the new Council Shared Drive. Hard copies will be available on request.
- 1.5 Councillor Mark Brown has viewed and verified the bank statements for September and October. Signed copies of the reconciliation pages are attached in Appendix A.

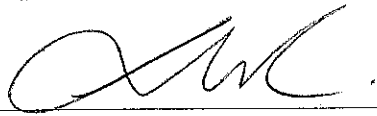
**2. Financial Appraisal**

The appendices comprise the bank account reconciliations for September and October 2018.

**3. Contact Officer**

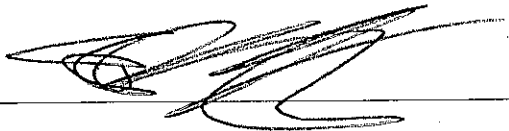
The Contact Officer for this report is Lucy Clark, Finance Manager.

**Finance Manager**



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**Town Clerk**



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Date: 03/10/2018

Seaford Town Council 2018/2019

Page No: 1

Time: 11:07

User: LC

Bank Reconciliation Statement as at: 30/09/2018 for Cash Book 1 Current/Deposit Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Coop Community Direct Plus	28/09/2018	809	311,270.90
			<u>311,270.90</u>
<u>Unpresented Cheques (Minus)</u>			<u>Amount</u>
14/12/2017 202992	Parochial Church Council of SF	50.00	
			<u>50.00</u>
			<u>311,220.90</u>
<u>Receipts not Banked/Cleared (Plus)</u>			
26/09/2018		525.00	
26/09/2018		2,153.44	
27/09/2018		585.00	
27/09/2018		546.65	
28/09/2018		514.00	
28/09/2018		551.30	
29/09/2018		555.50	
29/09/2018		1,998.80	
30/09/2018		571.50	
30/09/2018		1,588.00	
30/09/2018		90.00	
30/09/2018		1,214.34	
30/09/2018		5,397.08	
30/09/2018		100.00	
			<u>16,390.61</u>
			<u>327,611.51</u>
			Balance per Cash Book is :- 327,611.52
			Difference is :- 0.00

RECONCILED TO CASHBOOK  
 Name: LUCY CLARK  
 Signed: [Signature] Date: 4/10/18  
 CHECKED AND VERIFIED BY:  
 Name: M BROWN  
 Signed: [Signature] Date: 28/10/18

OCTOBER 2018

Date: 05/11/2018

Seaford Town Council 2018/2019 Current Year

Page 1

Time: 13:34

31/10/2018

Bank Reconciliation Statement as at 05/11/2018  
for Cashbook 1 - Current/Deposit Account

User: LC

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Coop Community Direct Plus	31/10/2018	822	773,990.44
			<u>773,990.44</u>
<b>Unpresented Cheques (Minus)</b>			<b>Amount</b>
14/12/2017 202992 Parochial Church Council of SF		50.00	
			<u>50.00</u>
			773,940.44
<b>Receipts not Banked/Cleared (Plus)</b>			
28/10/2018 VIEW BANK		4,626.33	
29/10/2018 VIEW PDQ		359.56	
29/10/2018 GOLF PDQ		102.00	
30/10/2018		4,020.97	
30/10/2018 VIEW PDQ		321.60	
30/10/2018 GOLF PDQ		94.00	
31/10/2018 5372		66.00	
31/10/2018 VIEW PDQ		443.50	
31/10/2018 VIEW BANK		2,101.26	
31/10/2018 VIEW BANK		259.60	
31/10/2018		95.00	
31/10/2018 GOLF PDQ		320.00	
31/10/2018 GOLF BANK		303.00	
31/10/2018 GOLF BANK		100.00	
			<u>13,212.82</u>
			787,153.26
		<b>Balance per Cash Book is :-</b>	<b>787,153.27</b>
		<b>Difference is :-</b>	<b>0.00</b>

RECONCILED TO CASHBOOK

Name: LUCY CLARK

Signed: [Signature] Date: 6/11/18

CHECKED AND VERIFIED BY:

Name: M BROWN

Signed: [Signature] Date: 19/11/18



## Seaford Town Council

### Report 134/18

**Agenda Item No:** 4 (b)  
**Committee:** Finance & General Purposes  
**Date:** 6<sup>th</sup> December 2018  
**Title:** Finance Report  
**By:** Lucy Clark, Finance Manager  
**Purpose of Report:** To inform Members of the Income and Expenditure from 1<sup>st</sup> April to 31<sup>st</sup> October 2018 compared to the annual budgets.

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#### Recommendations

You are recommended:

#### 1. To approve the report.

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#### 1. Information

- 1.1 Attached in Appendix A is the detailed income and expenditure for the period 1<sup>st</sup> April 2018 to 31<sup>st</sup> October 2018 for each Committee compared to the projected annual budget.
- 1.2 Greater detail on reasons for over performance / underperformance of individual budgets has been provided by the Cost Centre Managers when reported to the relevant Committee.
- 1.3 With regards to the Finance and General Purposes Committee report, the overall budget for the period is broadly in line with the projected annual budget.
- 1.4 Variations are reported in Appendix B of this report.

#### 2. Financial Appraisal

The financial implications of this report are detailed above in Section 1.

#### 3. Contact Officer

The Contact Officer for this report is Lucy Clark, Finance Manager.

Finance Manager

Town Clerk



## Detailed Income &amp; Expenditure by Budget Heading 31/10/2018

Month No: 7

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>Finance &amp; General Purposes</b>							
<b>201 Administration</b>							
1013 Income Bank Charges	0	12	0	(12)			0.0%
1054 Income Other	0	100	0	(100)			0.0%
1059 Income Photocopying	4	55	0	(55)			0.0%
1062 Income Telephone Recharge	0	352	873	521			40.3%
1190 Interest Received	21	42	0	(42)			0.0%
Administration :- Income	<b>25</b>	<b>561</b>	<b>873</b>	<b>312</b>			<b>64.3%</b>
4000 Salaries & Wages	24,533	165,050	237,964	72,914		72,914	69.4%
4001 Employers NI	1,549	10,991	19,514	8,523		8,523	56.3%
4002 Employers Superannuation	4,399	30,544	43,145	12,601		12,601	70.8%
4003 Sub-contracted Staff	392	5,776	8,000	2,224		2,224	72.2%
4004 Staff Welfare Costs	98	511	822	311		311	62.2%
4009 Recruitment Costs	7	1,555	1,000	(555)		(555)	155.5%
4010 Staff Training	349	1,501	2,000	499		499	75.0%
4012 Staff Expenses	36	299	300	1		1	99.8%
4015 Office Refreshments	13	321	500	179		179	64.2%
4100 Telecommunications	271	2,105	3,265	1,160		1,160	64.5%
4105 Postage	14	164	1,388	1,224		1,224	11.8%
4106 Stationery	66	770	1,875	1,105		1,105	41.1%
4107 Photocopier	0	731	2,222	1,491		1,491	32.9%
4110 Advertising & Publicity	14	1,768	3,900	2,132		2,132	45.3%
4111 Office Equipment New	1,170	1,838	1,500	(338)		(338)	122.5%
4112 Subscriptions	(432)	3,537	4,310	773		773	82.1%
4113 Software Support	1,623	9,342	7,800	(1,542)		(1,542)	119.8%
4114 Licence Fee	0	0	35	35		35	0.0%
4115 Insurance	0	1,950	3,944	1,994		1,994	49.5%
4116 Web Site	0	420	380	(40)		(40)	110.5%
4155 Professional Fees	0	2,170	3,000	830		830	72.3%
4156 Bank Charges	139	746	1,000	254		254	74.6%
4157 Audit Fees	0	(175)	3,700	3,875		3,875	(4.7%)
4182 Catering & Hospitality	0	20	100	80		80	20.2%
4199 Other Expenditure	22	55	120	65		65	46.1%
4413 Neighbourhood Plan	0	8,270	6,675	(1,595)		(1,595)	123.9%
4414 N Plan Disbursement Budget	12	12	1,000	988		988	1.2%
Administration :- Indirect Expenditure	<b>34,275</b>	<b>250,272</b>	<b>359,459</b>	<b>109,187</b>	<b>0</b>	<b>109,187</b>	<b>69.6%</b>
Movement to/(from) Gen Reserve	<b>(34,250)</b>	<b>(249,711)</b>					

16:26 Detailed Income & Expenditure by Budget Heading 31/10/2018

Month No: 7

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>205 Premises - Church Street</b>							
1050 Income Rent	86	4,615	5,813	1,198			79.4%
Premises - Church Street :- Income	<u>86</u>	<u>4,615</u>	<u>5,813</u>	<u>1,198</u>			<u>79.4%</u>
4050 Rent payable	7,500	20,130	23,300	3,170		3,170	86.4%
4051 Rates	796	5,578	8,003	2,425		2,425	69.7%
4059 Church Street Service Charges	12,468	32,968	37,250	4,282		4,282	88.5%
4270 Vehicles & Equipment Maint	0	51	550	499		499	9.3%
4275 Building Maintenance	0	58	500	442		442	11.7%
Premises - Church Street :- Indirect Expenditure	<u>20,764</u>	<u>58,785</u>	<u>69,603</u>	<u>10,818</u>	<u>0</u>	<u>10,818</u>	<u>84.5%</u>
Movement to/(from) Gen Reserve	<u>(20,678)</u>	<u>(54,170)</u>					
<b>206 Premises - Hurdis House</b>							
1050 Income Rent	5,629	11,258	21,630	10,372			52.0%
1051 Income Insurance Recharge	0	373	0	(373)			0.0%
Premises - Hurdis House :- Income	<u>5,629</u>	<u>11,632</u>	<u>21,630</u>	<u>9,998</u>			<u>53.8%</u>
4115 Insurance	0	386	410	24		24	94.1%
4301 Public Works Loan Payment	0	7,501	15,002	7,501		7,501	50.0%
Premises - Hurdis House :- Indirect Expenditure	<u>0</u>	<u>7,887</u>	<u>15,412</u>	<u>7,525</u>	<u>0</u>	<u>7,525</u>	<u>51.2%</u>
Movement to/(from) Gen Reserve	<u>5,629</u>	<u>3,745</u>					
<b>210 Civic Expenses</b>							
1081 Young Mayor Income	0	100	0	(100)			0.0%
Civic Expenses :- Income	<u>0</u>	<u>100</u>	<u>0</u>	<u>(100)</u>			
4013 Members Expenses	6	17	100	83		83	17.0%
4014 Member Training	0	0	1,000	1,000		1,000	0.0%
4106 Stationery	130	274	500	226		226	54.7%
4110 Advertising & Publicity	0	0	50	50		50	0.0%
4113 Software Support	2,256	6,527	0	(6,527)		(6,527)	0.0%
4115 Insurance	0	190	207	17		17	91.8%
4180 Room Hire	0	0	120	120		120	0.0%
4181 Civic - Mayors Allowance	270	504	1,500	996		996	33.6%
4182 Catering & Hospitality	34	46	500	454		454	9.1%
4183 Civic - Awards	0	(42)	500	542		542	(8.4%)
4184 Civic - other	0	0	200	200		200	0.0%
4188 Town Crier Expenses	0	35	125	90		90	28.0%
4189 Young Mayor	14	182	600	418		418	30.3%
4190 Election Costs	0	0	10,000	10,000		10,000	0.0%
Civic Expenses :- Indirect Expenditure	<u>2,711</u>	<u>7,732</u>	<u>15,402</u>	<u>7,670</u>	<u>0</u>	<u>7,670</u>	<u>50.2%</u>
Movement to/(from) Gen Reserve	<u>(2,711)</u>	<u>(7,632)</u>					

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2018

Month No: 7

## Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>215 Grants</u>							
4401 Grants	0	23,000	23,000	0		0	100.0%
Grants :- Indirect Expenditure	0	23,000	23,000	0	0	0	100.0%
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>(23,000)</b>					
Finance & General Purposes :- Income	5,741	16,908	28,316	11,408			59.7%
Expenditure	57,751	347,676	482,876	135,200	0	135,200	72.0%
<b>Movement to/(from) Gen Reserve</b>	<b>(52,010)</b>	<b>(330,768)</b>					
Grand Totals:- Income	5,741	16,908	28,316	11,408			59.7%
Expenditure	57,751	347,676	482,876	135,200	0	135,200	72.0%
<b>Net Income over Expenditure</b>	<b>(52,010)</b>	<b>(330,768)</b>	<b>(454,560)</b>	<b>(123,792)</b>			
<b>Movement to/(from) Gen Reserve</b>	<b>(52,010)</b>	<b>(330,768)</b>					

Finance & General Purposes Committee Variance Reporting  
2017/18

APPENDIX B

		Previously Reported	Reported 6th December 2018
201	Administration		
4000	Salaries & Wages	14/06/18 - This is significantly higher this month due to additional staff payments as agreed by Council. The year end budget is now due to be overspent. 27/09/18 - As previously reported	The predicted outturn at year end is higher than originally budgeted due to the 2% increase not being included, the additional staff payments agreed by Council following the adoption of the Additional Hours policy, the recruitment of the new Deputy Town Clerk and some additional costs covering the Executive Support Officer's maternity leave.
4001	Employers NI	14/06/18 - As above	As above
4002	Employers Superannuation	14/06/18 - As above	As Above
4003	Sub Contracted Staff		Costs to to date related to the previous Financial Consultant and the current Facilities Consultant. It is not expected that this cost centre would be overbdget at year end.
4004	Staff Welfare Costs		Costs relate to Perk Box - this budget is expected to be higher at year end due to the recruitment of additional staff this year.
4009	Recruitment Costs	27/09/2018 Recruitment costs are overbudget due to the recruiting of a Deputy Clerk/RFO and maternity cover for the Executive Support Officer.	As previously reported
4012	Staff Expenses		The year end outturn is likely to be over budget due to the inclusion of staff mileage being and eye tests.
4015	Office Refreshments		Projected outturn at year end is likely to be overbudget due to increased use of water during the summer and an increase in staff.
4100	Telecommunications	14/06/18 - The amount is higher than a usual amount due to the part of the annual maintenance being accrued into this year.	As previously reported
4105	Postage	14/06/18 - The credit relates to costs from the Golf Course Season Ticket letters being journalled to the correct account.	
4110	Advertising & Publicity	14/06/18 The expenditure % is high at the end of month 1 due to the cost of the Council Tax Leaflet	
4111	Office Equip New		The overspend relates to two necessary laptops for the facilities department.
4113	Software Support	14/06/18 - The expenditure % is high due to ICT Schools costs for 2018/19 being paid in full in Month 1. This said, there will be an overspend of approx £1,500 at year end due to the new payroll system that was needed to be installed but not budgeted for.	In addition to previously reported, the projected outturn is likely to be £2,500 overbudget with the introduction of the necessary HR System that integrates with the Payroll along with SIRAS additions.
4115	Insurance	14/06/18 - This is currently showing significantly overbudget due to the overall amount being coded to 201. The split has now been confirmed and has been journalled to the correct accounts and will show in May's figures. 27/09/18 - The Insurance figure has been journalled and due to more accurate apportionment to other departments, the actual year to date figure is likely to remain well under budget.	As previously reported
4116	Website	14/06/18 - The % is high due to the annual invoice being paid in month 1. 27/09/18 - This is now overbudget due to the additional costs of an essential certificate.	As previously reported
4155	Professional Fees		The expense to date relates to necessary legal costs.
4156	Bank Charges	27/09/2018 - Following the changes in our bank account, this budget will be oversent by the year end. Further information is reported elsewhere in this agenda.	As previously reported.
4157	Audit Fees	14/06/18 This is currently showing in credit due to the accrual for external audit costs for 2017/18 yet to be invoiced.	As previously reported
4413	Neighbourhood Plan		Costs are higher than budgeted due to the additional costs for the Dane Valley Project

		Previously Reported	Reported 6th December 2018
205	Premises Church Street		
4059	Church Street Service Charges	14/06/2018 - The credit of £8,250 relates to an accrual from last year. The invoice has yet to be received so this credit will offset the invoice.	Further Invoices are expected in relation to the backdated service charge which was agreed last year. If not invoiced by year end, the variance of £4,282 should be put in an EMR to cover.
210	Civic Expenses		
4113	Software Support	14/06/18 - Although there is not spend to show to date, following the issue of Councillor email and SIRUS accounts, there will be an additional unbudgeted spend of approx £5K at the year end. 27/09/2018 - As previously reported, the overspend relates to the cost of setting up all councillors with their own email and in addition, SIRUS which allows access to the Councils S Drive.	27/09/2018 - As previously reported, the overspend relates to the cost of setting up all councillors with their own email and in addition, SIRAS which allows access to the Councils S Drive.
4115	Insurance	27/09/2018 - The insurance costs have all been paid for 2018/19 so there be a small saving on budget at the end of the year.	



## Seaford Town Council

Report 135/18

**Agenda Item No:** 5  
**Committee:** Finance & General Purposes  
**Date:** 6<sup>th</sup> December 2018  
**Title:** Hire Charges for use of Council Office Facilities and Open Spaces  
**By:** Lucy Clark – Finance Manager  
**Purpose of Report:** To seek approval for the use of Council Office Facilities and Open Spaces during 2019/20.

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### Recommendations

**You are recommended:**

1. To approve the fees proposed Venue & Facilities Hire Charges during 2019-20 as shown in Appendix A.
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### 1. Information

- 1.1 Attached as Appendix A is the proposed fee schedule for the use of Council facilities during 2019/20. Appendix B shows the current fees for 2018/19.
- 1.2 Hire charges relating to the rooms within the Council Offices are inclusive of VAT which must be charged. The rates have been increased by 3% for 2019/20.
- 1.3 Photocopying fees have been increased by two pence.
- 1.4 Open Spaces hire charges have all been increased by 3% (no VAT is charged on these prices).
- 1.5 The Bonningstedt beach hut site licence costs have remained the same at £500 including VAT. The rentals and site licence fees for Martello Beach Huts have increased by 3% (there was no increase in the previous year for rentals).

### 2. Financial Appraisal

The financial implications as set as in section 1 of this report.

### 3. Contact Officer

The Contact Officer for this report is Lucy Clark, Support Services Manager

Finance Manager

Town Clerk

## Venue/facilities Hire Charges

Effective from 1 April 2019 until 31 March 2020

Venue/Facility	Concessions Voluntary Groups with Official Council Representation	Non Commercial Local Seaford Based Voluntary Groups	Commercial Outside Bodies or Voluntary Groups That Are Not Based in Seaford.
Rooms		(9.00 - 16.00)	(9.00 - 16.00)
Council Chamber - Hourly Rate	£0	£8.95 (incl VAT)	£17.90 (incl VAT)
Council Chamber - Daily Rate	£0	£53.35 (incl VAT)	£106.65 (incl VAT)
Offices, 37 Church Street - Hourly Rate	£0	£6.65 (incl VAT)	£13.10 (incl VAT)
Offices, 37 Church Street - Daily Rate	£0	£31.00 (incl VAT)	£72.15 (incl VAT)

Office Services	Photocopying
A4 B/W Single Sided Sheet	11p (incl VAT)
A4 B/W Double Sided Sheet	13p (incl VAT)
A4 Colour Single Sided Sheet	15p (incl VAT)
A4 Colour Double Sided Sheet	20p (incl VAT)
A3 B/W Single Sided Sheet	15p (incl VAT)
A3 B/W Double Sided Sheet	17p (incl VAT)
A3 Colour Single Sided Sheet	21p (incl VAT)
A3 Colour Double Sided	30p (incl VAT)

Open Spaces	Not for Profit / Voluntary Groups (All Exempt from VAT)			Commercial / Outside Bodies (All Exempt from VAT)		
	Day Rate	Set Up Rate	Hourly Rate	Day Rate	Set Up Rate	Hourly Rate
Crouch Gardens - Ornamental	£ 32.45	£ 16.25	£ 6.50	£ 166.25	£ 81.10	£ 27.05
Crouch Gardens - Pitch	£ 43.25	£ 21.65	£ 14.05	£ 166.25	£ 81.10	£ 27.05
Martello East Field	£ 164.80	£ 82.40	£ 41.20	£ 412.00	£ 185.40	£ 103.00
Martello West Field	£ 41.20	£ 20.60	£ 13.40	£ 267.80	£ 92.70	£ 51.50
Martello Entertainment Area	£ 30.90	£ 15.45	£ 6.20	£ 154.50	£ 77.25	£ 20.60
Promenade	£ 43.25	£ 43.25	n/a	£ 43.25	£ 43.25	n/a
Salts Recreation Grounds	£ 173.05	£ 84.00	£ 86.55	£ 432.60	£ 194.70	£ 103.00
South Hill Barn	£ 32.45	£ 16.25	£ 6.50	£ 173.05	£ 86.55	£ 43.25

Beach Huts	
Martello - Site Licence	£418.70 (incl VAT)
Martello - Rental Fees	£1,355.05 (incl VAT)
Bonningstedt - Site Licence	£500 (incl VAT)

Venue/facilities Hire Charges  
Effective from 1 April 2018 until 31 March 2019

Venue/Facility	Concessions Voluntary Groups with Official Council Representation	Non Commercial Local Seaford Based Voluntary Groups	Commercial Outside Bodies or Voluntary Groups That Are Not Based in Seaford.
<b>Rooms</b>		(9.00 - 16.00)	(9.00 - 16.00)
Council Chamber - Hourly Rate	£0	£8.70 (incl VAT)	£17.35 (incl VAT)
Council Chamber - Daily Rate	£0	£51.80 (incl VAT)	£103.55 (incl VAT)
Offices, 37 Church Street - Hourly Rate	£0	£6.45 (incl VAT)	£12.70 (incl VAT)
Offices, 37 Church Street - Daily Rate	£0	£30.10 (incl VAT)	£70.05 (incl VAT)

Office Services	Photocopying
A4 B/W Single Sided Sheet	9p (incl VAT)
A4 B/W Double Sided Sheet	11p (incl VAT)
A4 Colour Single Sided Sheet	13p (incl VAT)
A4 Colour Double Sided Sheet	18p (incl VAT)
A3 B/W Single Sided Sheet	13p (incl VAT)
A3 B/W Double Sided Sheet	15p (incl VAT)
A3 Colour Single Sided Sheet	19p (incl VAT)
A3 Colour Double Sided	28p (incl VAT)

Open Spaces	Not for Profit / Voluntary Groups (All Exempt from VAT)			Commercial / Outside Bodies (All Exempt from VAT)		
	Day Rate	Set Up Rate	Hourly Rate	Day Rate	Set Up Rate	Hourly Rate
Crouch Gardens	£ 31.50	£ 15.75	£ 6.30	£ 157.50	£ 78.75	£ 26.25
Crouch Small Pitch	£ 42.00	£ 21.00	£ 13.65	£ 157.50	£ 78.75	£ 26.25
Martello East Field	£ 160.00	£ 80.00	£ 40.00	£ 400.00	£ 180.00	£ 100.00
Martello West Field	£ 40.00	£ 20.00	£ 13.00	£ 260.00	£ 90.00	£ 50.00
Martello Entertainment Area	£ 30.00	£ 15.00	£ 6.00	£ 150.00	£ 75.00	£ 20.00
Promenade	£ 42.00	£ 42.00	n/a	£ 42.00	£ 42.00	n/a
Salts Recreation Grounds	£ 168.00	£ 84.00	£ 42.00	£ 420.00	£ 189.00	£ 100.00
South Hill Barn	£ 31.50	£ 15.75	£ 6.30	£ 168.00	£ 84.00	£ 42.00

Beach Huts	
Martello - Site Licence	£406.50 (incl VAT)
Martello - Rental Fees	£1,315.58 (incl VAT)
Bonningstedt - Site Licence	£500 (incl VAT)





**Agenda Item No:** 6

**Committee:** Finance & General Purposes

**Date:** 6<sup>th</sup> December 2018

**Title:** Proposed Finance & General Purposes Budget 2019/20

**By:** Lucy Clark, Finance Manager

**Purpose of Report:** To present a draft budget for 2019/20 for the Committee to consider and make any recommendation to the Council meeting on the 24<sup>th</sup> January 2019.

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### Recommendations

You are recommended:

1. To consider the draft 2019/20 Committee budget.
  2. To make any recommendations to the Council when considering the Committee Budget for 2019/20.
  3. To note that a Working Group Meeting for all Councillors to discuss all Committee budgets in detail is being held on 10<sup>th</sup> January 2019.
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### 1. Information

- 1.1 Attached at Appendix A shows the summary of the actual financial performance of the Finance & General Purposes Committee for 2017/18. Also included are the actual figures to 30/09/2018; the projected outturn to 30/09/18, and the draft budget for 2019/20 through to 2023/24.
- 1.2 The budget for years beyond 2019/20 will not be binding on the Council and are indicative only but will assist in future planning.
- 1.3 The projection for this financial year for the Committee is currently showing as an overspend of £61,568.
- 1.4 The following points should be noted:
  - The Salaries, Employers NI and Employers Superannuation projected outturns show a combined overspend of £56,129 which is the main reason for the Committee's overall overspend. This is due to the original budget not allowing for a 2% increase; the additional staff payment agreed by Council following the adoption of the Additional Hours Policy; the recruitment of the new Deputy Town Clerk and RFO and the maternity cover for the Executive Support Officer.
  - Overspends within the Software Support accounts total £7,929 which includes the necessary new Payroll & HR systems along with setting up all Councillors with council email addresses and access to the Councillor Server via SIRUS; the first year's costs being more expensive due to the purchasing of licences.
  - The overspend of £4,000 within the Neighbourhood Plan budget is due to the additional costs of reports for the Dane Valley Project. However, it is not

expected that there will be further costs within the Disbursement Budget resulting in a saving a £1,000.

- The overspend of £6,467 within the Church Street Service Charge relates to the remaining service charge costs dating back to 2013 following negotiations with Sussex Police. The actual figure we have been invoiced to date is now £32,969 which is nearer to the budget, but as most of these costs only include utility costs up to May 18, it is estimated that further costs up to March 19 could total £10,748; an amount that should be accrued if we were not to receive a further invoice in this financial year.
  - The bank charges have significantly increased since July 2018 when we were forced to change to a business account. Whereas before, the Admin cost centre was bearing all the bank charges these have now been allocated accordingly to the Admin, Golf Course and The View which is why there is only a small increase is shown in the F&GP Committee's projected outturn
  - Whilst the Election Costs show an underspend of £4,000, this must be put into the elections EMR at year end to assist with the new elections in May 2019.
  - With regards to the insurance, the budget figure related to the Liabilities/Other Lines of Cover cost. Whereas previously, the Admin Department bore full cost, this has now been allocated accordingly to the Admin, Golf Course and The View which has resulted in a saving for the F&GP Committee. In addition, by continuing for a further two years with Zurich, a credit of £671 will also be received prior to the year end.
  - With regards to the Interest Received account code, it is anticipated that following the RFO depositing funds into the CCLA account, interest of £3,350 may be received by the year end.
  - Smaller savings have been made across all cost centres where possible including Postage, Photocopier, Members Training, Mayors Expenses amongst the highest.
- 1.5 It is not intended to use any funds from the Ear Marked Reserves to reduce the overspend of £62,568 this year.
- 1.6 With regards to the 2019/20 budget, this has been fully evaluated considering the planned spends for the new year. Notes for some budgets are included where necessary in Appendix A.
- 1.7 The existing and projected Earmarked Reserves are detailed in Appendix B attached.
- 1.8 The summary of all Committees is attached in Appendix C for information. The Band D tax bases are in italics and have been estimated with an increase of 100-unit year on year. The actual figure for 2019/20 will be known in December. The balance available to transfer to reserves will be increased/decreased by approx. £860 for each 10-unit increase/decrease of the Band D base.
- 1.9 A Working Group Meeting has been organised for the Committee and all other Councillors to gain a detailed understanding of the Councils finances prior to the Council meeting on the 24th January 2019. This will take place on the 10<sup>th</sup> January 2019.

**2. Financial Appraisal**

The financial implications of this report are detailed in Section 1 of the report.

**3. Contact Officer**

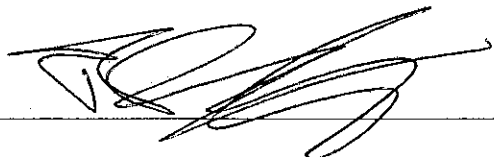
The Contact Officer for this report is Lucy Clark, Finance Manager.

Finance Manager:



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Town Clerk:



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Account Code	Administration Cost Centre 201	2017/18 Actual	2018/19 Actual to 30/09/18	2018/19 Projected Outturn	2018/19 Final Budget	2019/20 Budget	2020-21 Budget	2021-22 Budget	2022-23 Budget	2023-24 Budget	2019-20 Budget Notes
4000	Salaries & Wages	207,072	140,517	279,479	237,964	295,667	301,580	307,612	313,764	320,039	
4001	Employers NI	17,104	9,442	24,768	19,514	26,115	26,376	26,640	26,906	27,175	Salary costs have increase on average by 5%
4002	Employers Superannuation	32,281	26,145	52,505	43,145	54,204	54,746	55,294	55,846	56,405	
4003	Sub-contracted Staff	5,991	3,384	8,600	8,000	8,000	8,080	8,161	8,242	8,325	
4004	Staff Welfare Costs	828	413	903	822	1,176	1,211	1,248	1,285	1,324	
4009	Recruitment Costs	205	1,548	1,555	1,000	1,030	1,061	1,093	1,126	1,159	
4010	Staff Training	3,390	1,152	2,000	2,000	2,060	2,122	2,185	2,251	2,319	
4012	Staff Expenses	402	264	830	300	850	876	902	929	957	
4015	Office Refreshments	495	308	615	500	630	649	668	688	709	
4100	Telecommunications	3,522	1,834	4,100	3,265	5,400	5,562	5,729	5,901	6,078	Budget provides for an alternative telecom provider
4105	Postage	486	150	650	1,388	850	876	902	929	957	
4106	Stationery	1,737	705	1,875	1,875	1,931	1,989	2,049	2,110	2,173	
4107	Photocopier	2,306	731	1,500	2,222	1,600	1,648	1,697	1,748	1,801	
4108	Recycling and Shredding	0	0	150	0	200	206	212	219	225	
4110	Advertising & Publicity	3,462	1,754	3,600	3,900	4,017	4,138	4,262	4,389	4,521	
4111	Office Equipment	4,295	667	1,400	1,500	1,545	1,591	1,639	1,688	1,739	
4112	Subscriptions	4,270	3,969	4,200	4,310	4,745	4,887	5,034	5,185	5,341	
4113	Software Support	8,059	7,719	10,327	7,800	10,725	8,100	8,450	8,800	9,064	
4114	Licence Fee	35	0	35	35	35	35	35	35	35	
4115	Insurance	3,829	1,950	1,950	3,944	2,008	2,068	2,130	2,194	2,260	
4116	Web Site	360	420	600	380	2,500	500	500	500	500	Looking to upgrade website in 19/20
4154	Land Registry Fees	18	0	0	0	20	21	21	22	23	
4155	Professional Fees	7,304	2,170	3,000	3,000	3,090	3,183	3,278	3,377	3,478	
4156	Bank Charges	919	608	1,200	1,000	1,500	1,545	1,591	1,639	1,688	
4157	Audit Fees	2,090	-175	3,700	3,700	9,300	3,800	3,800	3,900	3,900	Budget includes for securing Investor in People Standard - £5,500
4182	Catering & Hospitality	94	20	100	100	100	100	100	100	100	
4199	Other Expenditure	243	33	120	120	120	120	150	150	150	
4272	Equipment Purchase			0	0	2,480	500	500	500	500	Budget includes costs of new Laptops and Lecturn (shared with The View)
4413	Neighbourhood plan	11,591	8,270	11,000	6,675	4,000	0	0	0	0	
4414	Neighbourhood Disbursement Budget	1,497	0	0	1,000	0	0	0	0	0	
<b>Administration Expenditure</b>		<b>323,885</b>	<b>215,998</b>	<b>420,762</b>	<b>359,459</b>	<b>445,898</b>	<b>437,569</b>	<b>445,882</b>	<b>454,424</b>	<b>462,944</b>	
1013	Income Bank Recharge	0	12	12	0	0	0	0	0	0	
1020	Income Training	200	0	0	0	0	0	0	0	0	
1053	Income Grants	6,000	0	0	0	0	0	0	0	0	
1054	Income Other	112	100	100	0	100	100	100	100	100	
1059	Photocopying Income	79	51	60	0	0	0	0	0	0	
1062	Income Telephone Recharge	905	352	840	873	850	876	902	929	957	
1190	Interest Received	66	0	3,350	0	6,042	6,223	6,410	6,602	6,800	
<b>Administration Income</b>		<b>7,362</b>	<b>515</b>	<b>4,362</b>	<b>873</b>	<b>6,992</b>	<b>7,199</b>	<b>7,412</b>	<b>7,631</b>	<b>7,857</b>	
<b>Net Expenditure over Income</b>		<b>316,523</b>	<b>215,483</b>	<b>416,400</b>	<b>358,586</b>	<b>438,906</b>	<b>430,370</b>	<b>438,470</b>	<b>446,793</b>	<b>455,087</b>	
Account Code	<b>Premises - Church Street Cost Centre 205</b>										
4050	Rent Payable	17,565	12,630	22,700	23,300	18,000	18,540	19,096	19,669	20,259	
4051	Rates	8,227	4,782	7,966	8,003	8,203	8,451	8,705	8,966	9,235	
4059	Service Charge	37,000	20,500	43,717	37,250	9,300	9,579	9,866	10,162	10,467	
4155	Professional Fees	1,347	0	0	0	0	0	0	0	0	
4199	Other Expenditure	2	0	0	0	0	0	0	0	0	
4270	Vehicle & Equipment Maintenance	644	51	550	550	550	567	583	601	619	
4275	Building Maintenance	418	58	550	500	1,500	1,500	1,500	1,500	1,500	
4301	Public Works Loan Board Term Maintenance (Planned)	18,089	0	0	0	0	0	0	0	0	
<b>Premises - Church St Expenditure</b>		<b>83,292</b>	<b>38,021</b>	<b>75,983</b>	<b>69,603</b>	<b>38,055</b>	<b>39,152</b>	<b>40,281</b>	<b>41,445</b>	<b>42,643</b>	
1050	Income Rent	5,960	4,529	6,121	5,813	6,042	6,223	6,410	6,602	6,800	
1093	Income Rate Refund	5,443	0	0	0	0	0	0	0	0	
<b>Premises - Church Street Income</b>		<b>11,403</b>	<b>4,529</b>	<b>6,121</b>	<b>5,813</b>	<b>6,042</b>	<b>6,223</b>	<b>6,410</b>	<b>6,602</b>	<b>6,800</b>	
<b>Net Expenditure over Income</b>		<b>71,889</b>	<b>33,492</b>	<b>69,862</b>	<b>63,790</b>	<b>32,013</b>	<b>32,928</b>	<b>33,871</b>	<b>34,842</b>	<b>35,843</b>	
Account Code	<b>Premises - Hurdis House Cost Centre 206</b>										
4115	Insurance	399	386	386	410	398	410	422	435	448	
4155	Professional Fees	673	0	0	0	0	0	0	0	0	
4275	Building Maintenance	11,032	0	0	0	0	0	0	0	0	
4301	Public Works Loan Board	15,002	7,501	15,002	15,002	15,002	15,002	15,002	15,002	15,002	
<b>Premises-Hurdis House Expenditure</b>		<b>27,106</b>	<b>7,887</b>	<b>15,388</b>	<b>15,412</b>	<b>15,400</b>	<b>15,412</b>	<b>15,424</b>	<b>15,437</b>	<b>15,450</b>	
1050	Income Rent	15,825	5,629	22,313	21,630	22,137	22,580	23,031	23,492	23,962	
1051	Income Insurance Recharge	0	373	373	0	384	396	407	420	432	
<b>Premises - Hurdis House Income</b>		<b>15,825</b>	<b>6,002</b>	<b>22,686</b>	<b>21,630</b>	<b>22,521</b>	<b>22,975</b>	<b>23,439</b>	<b>23,912</b>	<b>24,394</b>	
<b>Net Expenditure over Income</b>		<b>11,281</b>	<b>1,885</b>	<b>-7,298</b>	<b>-6,218</b>	<b>-7,121</b>	<b>-7,563</b>	<b>-8,014</b>	<b>-8,475</b>	<b>-8,944</b>	

Account Code	Civic Expenses Cost Centre 210	2017/18 Actual	2018/19 Actual to 30/09/18	2018/19 Projected Outturn	2018/19 Final Budget	2019/20 Budget	2020-21 Budget	2021-22 Budget	2022-23 Budget	2023-24 Budget	2019-20 Budget Notes
4013	Members Expenses	75	11	100	100	100	100	100	100	100	
4014	Members Training	195	0	100	1,000	1,500	1,000	1,000	1,000	1,000	
4106	Stationery	487	144	500	500	1,000	500	500	500	500	
4110	Advertising & Publicity	0	0	50	50	50	50	50	50	50	
4113	Software Support	0	4,271	5,399	0	3,690	3,801	3,915	4,032	4,153	
4115	Insurance	201	190	190	207	196	202	208	214	221	
4180	Room Hire	0	0	0	120	0	0	0	0	0	
4181	Civic - Mayor's Expenses	634	234	1,000	1,500	1,500	1,500	1,500	1,500	1,500	
4182	Catering & Hospitality	233	12	500	500	500	500	500	500	500	
4183	Civic - Awards	168	-42	500	500	500	500	500	500	500	
4184	Civic - Other	465	0	200	200	200	200	200	200	200	
4188	Town Crier Expenses	70	35	125	125	125	125	125	125	125	
4189	Young Mayor	200	168	600	600	600	600	600	600	600	
4190	Election Costs	5,826	0	6,000	10,000	30,000	12,000	12,000	12,000	12,000	LDC estimate £26,620 at worst - budget £30k for any surplus to go into EMR
4265	Defibrillator Costs	5,844	0	0	0	0	0	0	0	0	Costs now included in CS Budget
<b>Civic Expenses Expenditure</b>		<b>14,398</b>	<b>5,023</b>	<b>15,264</b>	<b>15,402</b>	<b>39,961</b>	<b>21,078</b>	<b>21,198</b>	<b>21,321</b>	<b>21,449</b>	
1030	Income Defibrillators	6,149	0	0	0	0	0	0	0	0	
1075	Income Christmas Event	-600	0	0	0	0	0	0	0	0	
1081	Young Mayor Income	0	100	100	0	100	103	106	109	113	Annual Rotary donation
<b>Civic Expenses Income</b>		<b>5,549</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>100</b>	<b>103</b>	<b>106</b>	<b>109</b>	<b>113</b>	
<b>Net Expenditure over Income</b>		<b>8,849</b>	<b>4,923</b>	<b>15,164</b>	<b>15,402</b>	<b>39,861</b>	<b>20,975</b>	<b>21,092</b>	<b>21,212</b>	<b>21,336</b>	
Account Code	<b>Grants Pool Cost Centre 215</b>										
4401	Grants Pool	22,875	23,000	23,000	23,000	30,000	30,000	30,000	30,000	30,000	Recommended that this is increased as per F&GP Minute ref F5.1
<b>Grants Expenditure</b>		<b>22,875</b>	<b>23,000</b>	<b>23,000</b>	<b>23,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	
<b>Grants Income</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Net Expenditure over Income</b>		<b>22,875</b>	<b>23,000</b>	<b>23,000</b>	<b>23,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	
<b>COMMITTEE SUMMARY</b>											
201	Administration	316,523	215,483	416,400	358,586	438,906	430,370	438,470	446,793	455,087	
205	Promises Church Street	71,889	33,492	69,862	63,790	32,013	32,928	33,871	34,842	35,843	
206	Promises Hurdle House	11,281	1,885	-7,298	-6,218	-7,121	-7,563	-8,014	-8,475	-8,944	
210	Civic Expenses	8,849	4,923	15,164	15,402	39,861	20,975	21,092	21,212	21,336	
215	Grants	22,875	23,000	23,000	23,000	30,000	30,000	30,000	30,000	30,000	
<b>Total Net Expenditure</b>		<b>431,417</b>	<b>278,783</b>	<b>517,128</b>	<b>454,560</b>	<b>533,659</b>	<b>506,710</b>	<b>515,418</b>	<b>524,373</b>	<b>533,321</b>	
<b>Total Committee Expenditure</b>		<b>471,556</b>	<b>289,929</b>	<b>550,397</b>	<b>482,876</b>	<b>569,314</b>	<b>543,210</b>	<b>552,785</b>	<b>562,627</b>	<b>572,485</b>	
<b>Total Committee Income</b>		<b>40,139</b>	<b>11,146</b>	<b>33,269</b>	<b>28,316</b>	<b>35,655</b>	<b>36,500</b>	<b>37,366</b>	<b>38,254</b>	<b>39,164</b>	
<b>Net Committee Requirement</b>		<b>431,417</b>	<b>278,783</b>	<b>517,128</b>	<b>454,560</b>	<b>533,659</b>	<b>506,710</b>	<b>515,418</b>	<b>524,373</b>	<b>533,321</b>	

Seaford Town Council

Earmarked Reserves Estimated at 31/03/2019

A/C Code	Reserve Details	Opening Balance at 01/04/2018	Transfers to EMR from General Fund	Transfers to General Fund	Used To Fund Expenditure	Projected Closing Balance 31/03/2019	Comments
320	EMR Elections	£ -	£ 4,000	£ -	£ -	£ 4,000	To use to assist in funding the 2019/20 Elections
323	EMR Crypt - Professional Fees	£ 4,965	£ -	£ -	£ -	£ 4,965	
334	EMR Seaford Head Nature Reserve	£ 539	£ -	£ -	£ -	£ 539	
340	EMR Equipment	£ 8,759	£ -	£ -	£ -	£ 8,759	
342	EMR Tree Planting	£ 10,288	£ 1,400	£ -	£ -	£ 11,688	The amount of £1,400 is from residents donations specifically for Tree Wardens - this amount and any future receipts in relation to the tree wardens will need putting into the EMR at year end.
345	EMR Memorial Bench Maintenance	£ 120	£ -	£ -	£ -	£ 120	
353	EMR External Officer Support	£ 2,504	£ -	£ -	£ -	£ 2,504	
355	EMR The Seaford App.	£ 1,206	£ -	£ -	£ -	£ 1,206	
358	EMR Community Projects	£ -	£ 1,600	£ -	£ -	£ 1,600	£500 for STC Football Club CCTV; £1,000 to Beach Access; £100 for Bike Racks.
361	EMR CIL Income	£ 11,005	£ 5,660	£ -	£ -	£ 16,665	CIL received this year was £10,660. After spending £5,000 towards the Disabled Swing, the balance of £5,660 is to be put in EMR at year end.
362	Seaford Projects (SCP)	£ 3,600	£ -	£ 3,600	£ -	£ -	£3,600 returned to Seaford Community Partnership.
TBA	Skate Park - The Salts	£ -	£ 50,000	£ -	£ -	£ 50,000	Remainder of unspent S106 money specifically for the new skate park project.
TBA	Capital Receipts	£ -	£ 48,833	£ -	£ -	£ 48,833	Capital Receipts
	<b>EMR Total</b>	<b>£ 42,986</b>	<b>£ 107,493</b>	<b>£ 3,600</b>	<b>£ -</b>	<b>£ 146,879</b>	

<b>General Fund</b>	£ 95,631	£ -	£ 4,594	£ 91,037
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Summary Budget 2019/20		2017/18 Actual	2018/19 Projected Outturn	2018/19 Final Budget	2019/20 Budget	2020-21 Budget	2021-22 Budget	2022-23 Budget	2023-24 Budget
<b>Finance &amp; General Purposes Committee</b>	Expenditure	471,556	550,397	482,876	569,314	543,210	552,785	562,627	572,485
	Income	40,139	33,269	28,316	35,655	36,500	37,366	38,254	39,164
	<b>Net</b>	<b>431,417</b>	<b>517,128</b>	<b>454,560</b>	<b>533,659</b>	<b>506,710</b>	<b>515,418</b>	<b>524,373</b>	<b>533,321</b>
<b>Community Services Committee</b>	Expenditure	833,701	596,874	909,910	962,042	454,866	396,889	407,573	418,611
	Income	748,118	575,696	726,212	758,209	276,912	212,389	216,311	220,348
	<b>Net</b>	<b>85,583</b>	<b>21,178</b>	<b>183,698</b>	<b>203,833</b>	<b>177,954</b>	<b>184,500</b>	<b>191,261</b>	<b>198,263</b>
<b>Golf and The View Committee</b>	Expenditure	921,635	980,090	916,425	1,007,005	1,041,472	1,072,592	1,099,217	1,130,850
	Income	809,073	889,255	894,060	929,548	953,079	982,391	1,007,508	1,038,453
	<b>Net</b>	<b>112,562</b>	<b>90,835</b>	<b>22,365</b>	<b>77,458</b>	<b>88,393</b>	<b>90,201</b>	<b>91,709</b>	<b>92,397</b>
<b>Total Committees</b>	Expenditure	2,226,892	2,127,361	2,309,211	2,538,361	2,039,548	2,022,265	2,069,416	2,121,946
	Income	1,597,330	1,498,220	1,648,588	1,723,412	1,266,491	1,232,146	1,262,074	1,297,965
	<b>Total Net Expenditure</b>	<b>629,562</b>	<b>629,141</b>	<b>660,623</b>	<b>814,950</b>	<b>773,057</b>	<b>790,119</b>	<b>807,343</b>	<b>823,981</b>
<b>Expenditure met from Ear Marked Reserves</b>									
EMR322 - Crypt Ancient Monument	Building Works	(2,263)	0						
EMR323 - Crypt Professional Fees	Professional Fees	(3,500)	0						
EMR326 - Open Spaces	Moved to General Reserves	(9,276)	0						
EMR327 - S106	Moved to General Reserves	(7,010)	0						
EMR328 - Signage	Seaford Tourist Signs	(6,000)	0						
EMR337 - Church Street Utilities	Service Charge Historic Costs	(3,821)	0						
EMR340 - Equipment	IT Equipment	(3,000)	0						
EMR350 - Greenkeepers Shed	Works to new GK Shed	(726)	0						
EMR353 - External Officer Support	Projects Officer Role & RFO Role	(9,773)	0						
EMR358 - EMR Community Projects	Cladding for STFC	(6,084)	0						
EMR353 - External Officer Support	Projects Officer Role & RFO Role	(9,773)	0						
EMR362 - Seafont Projects	Returned funds to SCP		(3,600)						
EMR320 - Election costs	2019/20 Elections		0		(4,000)				
EMRTBA - Skate Park	New Skate Park		0		(50,000)				
<b>Total Funding Required</b>		<b>568,336</b>	<b>625,541</b>	<b>660,623</b>	<b>760,950</b>	<b>773,057</b>	<b>790,119</b>	<b>807,343</b>	<b>823,981</b>
Transfer to CIL Reserve		11,005	5,660						
Transfer into EMR342 - Tree Planting	Residents Donations	320	1,400						
Transfer into EMRTBA - Salts Skate Park			50,000						
Transfer into EMRTBA - Capital Receipts			48,833						
Transfer into EMR320- Elections			4,000	0	0	0	0	0	0
Transfer from General Reserves			(4,594)	70,217	44,414	67,641	87,870	109,949	136,217
Amount required to balance from General Reserves		21,074							
Contingencies Fund					0	0	0	0	0
<b>Total additional transfers</b>		<b>32,399</b>	<b>105,299</b>	<b>70,217</b>	<b>44,414</b>	<b>67,641</b>	<b>87,870</b>	<b>109,949</b>	<b>136,217</b>
<b>Net post Reserve transfers</b>		<b>600,735</b>	<b>730,840</b>	<b>730,840</b>	<b>805,364</b>	<b>840,698</b>	<b>877,988</b>	<b>917,292</b>	<b>960,198</b>
Revenue Support Grant		25,368	20,891	20,891	16,414	11,937	7,460	2,983	0
<b>Precept demand</b>		<b>575,367</b>	<b>709,949</b>	<b>709,949</b>	<b>788,950</b>	<b>828,761</b>	<b>870,528</b>	<b>914,309</b>	<b>960,198</b>
Tax Base				9,707	9,807	9,907	10,007	10,107	10,207
<b>Band D Council Tax</b>				<b>73.14</b>	<b>80.45</b>	<b>83.66</b>	<b>87.00</b>	<b>90.47</b>	<b>94.08</b>
Council Tax Percentage increase					9.99%	3.99%	3.99%	3.99%	3.99%

