



Seaford Town Council

To the Members of the Community Services Committee

A meeting of the **Community Services Committee** will be held at **37 Church Street, Seaford** on **Thursday 15th November 2018** at **7.00pm** which you are summoned to attend.

James Corrigan
Town Clerk
8th 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. **Projects & Facilities Manager - Update Report**
To consider report 128/18 to inform members on progress and actions relating to Seaford Town Council assets, services and projects (pages 2 to 4).
5. **Finance Report**
To consider report 129/18 to inform members of the Community Services Committee of Income and Expenditure up to 30th September 2018 and the financial year to date (pages 5 to 17).
6. **Community Services Draft 2019-2020 Budget**
To consider report 130/18 presenting the draft projected outturn for the current financial year and the Committee budget for the 2019-2020 financial year (pages 18 to 26).

For further information about items appearing on this Agenda please contact James Corrigan, Town Clerk, 37 Church Street, Seaford, BN25 1HG. Telephone 01323 894870.

Circulation: Committee members (as below) and all registered email recipients of agendas.

Committee: Councillors D Argent, L Freeman (Vice-Chair), N Freeman, R Hayder, O Honeyman, P Lower (Chair), L Wallraven, M Wearmouth, B Webb and C White.

For information: Councillors S Adeniji, P Boorman, M Brown, D Burchett, B Burfield, J Elton, T Goodman, R Honeyman and A Latham.



Agenda Item No:	4
Committee:	Community Services
Date:	15 th November 2018
Title:	Projects & Facilities Manager Update Report
By:	Tony Jackson, Projects & Facilities Manager
Purpose of Report:	To inform the Committee on progress and actions relating to Seaford Town Council's assets and services.

Recommendations

You are recommended:

1. To note the contents of the report.
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1. Projects and Facilities Information

1.1 The Salts Skate Park

Seaford Town Council (STC) has now received the Section 106 funds towards the park. Due to the time this payment has taken, and making an allowance for inflation, the amount received was just shy of £180,000. This means STC only needs to raise a further £20,000.

The Newhaven, Peacehaven and Seaford Lions Club has now pledged to fund this outstanding amount.

Further funding from Sports England may also be available which would enable the final additions of flood lights and associated skatepark items such as signage, CCTV, and seating.

The plan is still to start construction of the the park early next year in order to have it finished by the summer.

1.2 Martello Toilets and Café

Challinor Hall Ltd Architectural Design Consultants have almost completed the detailed design and specification which, once approved by STC, will form part of the tender package that will be sent out to building contractors.

However, works cannot commence until STC has raised the appropriate funds through land sales.

The Town Clerk will be reporting back to the full Council regarding progress with land sales in due course.

1.3 Bönningstedt Beach Huts

Since the last Committee meeting, two more huts have been sold making a total of ten. Sales have been consistent throughout the summer; it is not anticipated that there will be any further sales until early next summer.

A tap has now been installed and is available to hut owners. We are continuing to look into the possibility of supplying electricity to the huts if required. We

have asked the owners' views on this and many would like to take up the option depending on how much it would cost.

It is also planned to put some temporary toilets in situ next summer solely for the use of beach hut owners. It is anticipated these improvements, together with the sea defence wall, will increase beach hut sales.

1.4 Sea Defence Wall - Bönningstedt Promenade

Christian Funnel who co-designed and constructed The Shoal has put together a design for a decorative, curved gabion wall that will incorporate planting and sponsored plaques. We will be sharing the drawings with colleagues from the Environment Agency for their views regarding robustness and it is hoped that work will start early next year.

1.5 Seaford Beach Wheelchair Access

STC is working with Sam Taylor from the Seaford Beach Access Campaign regarding wheelchair accessibility onto the beach.

Sam and I recently met with a Scope representative, Mark Bromfield, from Southend on Sea where they have completed something along the same lines.

The plan is to install decking similar to that opposite the Martello Kiosk and out about the same distance. This would lead to heavy-duty tiles laid on top of levelled shingle suitable for wheelchairs. The tiles would terminate a little way back from where the shingle drops away. These would then be monitored and moved/reconfigured as the edge of the level shingle shifts between realignment works.

STC will be donating £1,000 towards the project; the rest of the costs will be provided by Sam through fundraising.

1.6 Seafront Improvement Plan Review

The review was approved at October's Council meeting. Additions include:

- Seasonal short-term rent beach huts
- Water bottle fill stations
- Bike station and racks
- Concession huts
- Beach access for wheelchair users.

The title was also changed to the Seafront Improvement Plan, to reflect that the plan deals with improving the facilities we have as well as creating new and exciting ones. The new title also removes the misconception that the plan was for larger scale commercial or housing developments on the seafront.

It is planned to employ Jo Whitcombe on a temporary contract to assist in the delivery of this project. This will give us the extra resource to ensure we deliver the project in time for the beginning of next summer. This will include the new concession huts, new short let beach huts, showers, water points and temporary toilets.

There was only one omission from the original plan which was the 20 Executive Beach Huts. It was felt that with hindsight there would probably not be enough room for these.

1.7 Tourism Signage Scheme

The Brown Tourist Information signs have now all been installed. However we will review this to see if it is felt that further signs are required.

1.8 Christmas Magic 2018

The team is determined to make this every bit as good last year's highly successful event. Not easy as we have a reduced budget. However, the team has worked incredibly hard to secure far more sponsorship than we have had in previous years. The local volunteers on the Christmas Magic Committee have worked wonders; our thanks go to them. Sue Treadwell also managed to secure a grant of £1,800 towards materials for the lanterns. This means all the favourites will be returning, such as the lantern parade, the main entertainment stage, Santa's grotto and, last year's very special guests, the reindeers!

1.9 Filming and Photography

Another busy couple of months with a lot of filming taking place on Seaford Head, including a six-week shoot for the film *Summerlands*. So far this year, filming on Seaford Head has brought in an income in excess of £50,000.

1.10 Projects & Facilities – Team Update

Sharan Brydon has led on organising Christmas Magic with Sue Treadwell supporting. Both have worked extremely hard on this.

Lyn Collins is putting the final touches to next year's town guide.

Bob Offen has overseen signage and fencing works along Seaford Head from Splash Point to the Cuckmere Cottages.

1.11 Street Trading and Concession Policy

This was scheduled to be reviewed at this meeting but the officer responsible for this area of work has been fully committed to work on Christmas Magic and other scheduled projects so has not been able to give any time to the policy to take on board comments made at the Council meeting and subsequently. Accordingly, this policy will be brought to the Committee's attention at its next meeting. It should be noted this does not affect operations as the policy set out the current working practices, many of which have been in place for a number of years.

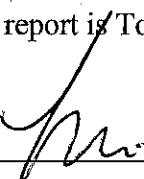
2. Financial Appraisal

There are no financial implications as a result of this report.


3. Contact Officer

The Contact Officer for this report is Tony Jackson, Projects & Facilities Manager.

Projects & Facilities
Manager



Town Clerk





Agenda Item No:	5
Committee:	Community Services
Date:	15 th November 2018
Title:	Finance Report
By:	Tony Jackson, Projects & Facilities Manager
Purpose of Report:	To inform members of the Community Services Committee of Income and Expenditure up to 30 th September 2018.

Recommendations

You are recommended:

1. To note the contents of the report.
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1. Information

- 1.1 Appendix A is attached which shows a breakdown of income and expenditure for Community Services up to 30th September 2018.

- 1.2 **The Salts**

As with the last report, the Water & Sewage budget is out of kilter due to a dispute with Business Stream (the utility provider); Finance are currently looking into this.

4261 (Grounds Maintenance Non-Contract) is high mainly due to groundworks carried out for the new wheelchair swing and remedial works to the tennis courts and surrounding fence.

- 1.3 **The Crouch**

Same issue with Business Stream as above.

4261 (Grounds Maintenance Non-Contract) is very low but will go up significantly due to recent and upcoming works including repairs to flint walls, tree stump removal and tree pruning.

- 1.4 **Martello Fields**

Income is steadily coming in from events.

4261 (Grounds Maintenance Non-Contract) is low but will rise as there is quite a lot of remedial fence work required.

- 1.5 **Other Open Spaces**

4261 (Grounds Maintenance Non-Contract) is over budget mainly due to tree works and the purchasing of concrete blocks for Cliff Gardens.

- 1.6 **Martello Tower**

£5,000 has been put aside in Building Maintenance to cover possible remedial works and surveying fees.

1.7 Seaford Head

As expected, we have had a significant rise in income from filming and photography that has far exceeded the amount budgeted for. The majority of this is down to two features films, *Hope Gap* and *Summerlands*, mainly being filmed on the Reserve.

1.8 Seafront

4255 (The Shoal Expenditure) is higher than expected due to additional works. This will be offset by additional income, 1082 (Income The Shoal). The Love Fish are now all sold, and the last remaining Mackerel plaques are selling steadily.

We also have an additional income, not budgeted for, in 1011 (Income Filming) again due to the *Hope Gap* film.

1.9 Bönningstedt Beach Huts

As mentioned in the separate update report, two more huts have sold making a total of ten.

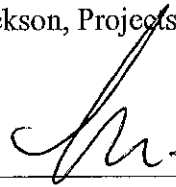
2. Financial Appraisal

The financial implications in this report are outlined in Section 1 of this report.

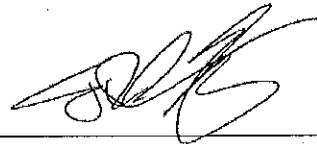
3. Contact Officer

The Contact Officer for this report is Tony Jackson, Projects & Facilities Manager.

Projects & Facilities Manager



Town Clerk



	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Community Services							
<u>105 Salts Recreation Ground</u>							
4052	1,206	3,320	2,000	-1,320		-1,320	166.0 %
4055	0	-84	250	334		334	-33.5 %
4115	0	2,621	2,263	-358		-358	115.8 %
4251	156	937	2,000	1,063		1,063	46.9 %
4252	0	546	800	254		254	68.3 %
4260	5,805	34,832	70,176	35,344		35,344	49.6 %
4261	150	4,845	6,000	1,156		1,156	80.7 %
4275	0	1,114	5,000	3,886		3,886	22.3 %
	7,318	48,132	88,489	40,357	0	40,357	54.4 %
Salts Recreation Ground :- Expenditure							
1011	0	267	0	267			0.0 %
1050	-158	1,444	2,450	-1,006			59.0 %
1051	0	1,404	845	559			166.2 %
1058	0	1,432	1,000	432			143.2 %
1066	0	11,830	16,900	-5,070			70.0 %
1073	431	1,749	8,500	-6,751			20.6 %
	273	18,126	29,695	-11,569			61.0 %
Salts Recreation Ground :- Income							
	7,045	30,005	58,794	28,789			
Net Expenditure over Income							
<u>106 Crouch Recreation Ground</u>							
4052	579	1,101	1,000	-101		-101	110.1 %
4055	0	-235	0	235		235	0.0 %
4115	0	950	1,003	53		53	94.7 %
4250	0	519	0	-519		-519	0.0 %
4251	112	670	1,400	730		730	47.8 %
4260	3,571	21,425	44,064	22,639		22,639	48.6 %
4261	0	529	6,000	5,471		5,471	8.8 %
4275	480	480	3,000	2,520		2,520	16.0 %
	4,741	25,438	56,467	31,029	0	31,029	45.0 %
Crouch Recreation Ground :- Expenditure							
1050	406	1,306	1,625	-319			80.4 %
1051	0	503	530	-27			95.0 %
1055	0	1,285	0	1,285			0.0 %
1058	0	422	0	422			0.0 %
1073	134	6,734	9,250	-2,516			72.8 %
	540	10,250	11,405	-1,155			89.9 %
Crouch Recreation Ground :- Income							
	4,201	15,188	45,062	29,874			
Net Expenditure over Income							

Month No : 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
107 Martello Fields							
4251 Dog Bin Emptying	89	536	1,100	564		564	48.7 %
4260 Grounds Maintenance Contract	1,313	7,877	16,320	8,443		8,443	48.3 %
4261 Grounds Maint non contract	0	830	4,000	3,170		3,170	20.8 %
Martello Fields :- Expenditure	1,402	9,242	21,420	12,178	0	12,178	43.1 %
1050 Income Rent	602	6,822	12,000	-5,178			56.9 %
Martello Fields :- Income	602	6,822	12,000	-5,178			56.8 %
Net Expenditure over Income	800	2,420	9,420	7,000			
108 Other Open Spaces							
4052 Water & Sewerage	31	60	100	40		40	59.5 %
4154 Land Registry Fees	21	21	100	79		79	21.0 %
4251 Dog Bin Emptying	179	1,071	2,200	1,129		1,129	48.7 %
4260 Grounds Maintenance Contract	2,511	15,067	31,008	15,941		15,941	48.6 %
4261 Grounds Maint non contract	2,419	5,698	5,000	-698		-698	114.0 %
4262 Tree Warden Expenses	55	239	2,000	1,761		1,761	11.9 %
4275 Building Maintenance	4	374	0	-374		-374	0.0 %
Other Open Spaces :- Expenditure	5,220	22,530	40,408	17,878	0	17,878	55.8 %
1050 Income Rent	0	110	0	110			0.0 %
1072 Income Tree Wardens	0	1,400	0	1,400			0.0 %
1092 Income Grnds Maint Non Contrat	0	320	0	320			0.0 %
1100 Income Advertising	17	59	0	59			0.0 %
Other Open Spaces :- Income	17	1,889	0	1,889			
Net Expenditure over Income	5,203	20,641	40,408	19,767			
113 Crypt							
4051 Rates	0	2,478	0	-2,478		-2,478	0.0 %
4052 Water & Sewerage	0	29	0	-29		-29	0.0 %
4115 Insurance	0	332	449	117		117	74.0 %
4275 Building Maintenance	0	323	1,000	678		678	32.3 %
Crypt :- Expenditure	0	3,161	1,449	-1,712	0	-1,712	218.2 %
1051 Income Insurance Recharge	0	332	449	-117			74.0 %
1058 Income Water Recharge	0	29	0	29			0.0 %
1093 Income Rate Refund	0	3,739	0	3,739			0.0 %
Crypt :- Income	0	4,100	449	3,651			913.2 %
Net Expenditure over Income	0	-939	1,000	1,939			

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
115 Martello Tower							
4115 Insurance	0	1,433	1,525	92		92	93.9 %
4275 Building Maintenance	0	0	5,000	5,000		5,000	0.0 %
Martello Tower :- Expenditure	0	1,433	6,525	5,092	0	5,092	22.0 %
Net Expenditure over Income	0	1,433	6,525	5,092			
116 Seaford Head Estate							
4110 Advertising & Publicity	0	185	0	-185		-185	0.0 %
4115 Insurance	0	802	853	51		51	94.0 %
4199 Other Expenditure	0	25	1,219	1,194		1,194	2.1 %
4250 Public Seating	160	830	0	-830		-830	0.0 %
4251 Dog Bin Emptying	89	536	1,100	564		564	48.7 %
4260 Grounds Maintenance Contract	155	927	1,632	705		705	56.8 %
4261 Grounds Maint non contract	207	2,127	2,000	-127		-127	106.4 %
4275 Building Maintenance	0	623	5,000	4,377		4,377	12.5 %
4500 Nature Reserve Expenses	0	6,250	14,500	8,250		8,250	43.1 %
4501 Filming Expenses	0	3,580	2,000	-1,580		-1,580	179.0 %
Seaford Head Estate :- Expenditure	611	15,885	28,304	12,419	0	12,419	56.1 %
1011 Income Filming	32,000	52,200	10,000	42,200			522.0 %
1050 Income Rent	0	5,000	10,000	-5,000			50.0 %
1053 Income Grants	0	-813	3,250	-4,063			-25.0 %
1066 Income Concession	150	675	3,000	-2,325			22.5 %
1092 Income Grnds Maint Non Contrat	150	150	0	150			0.0 %
1200 Income Nature Reserve	85	534	0	534			0.0 %
Seaford Head Estate :- Income	32,385	57,747	26,250	31,497			220.0 %
Net Expenditure over Income	-31,774	-41,861	2,054	43,915			
117 Seafront							
4052 Water & Sewerage	66	67	200	133		133	33.6 %
4055 Electricity	-63	1,164	2,000	836		836	58.2 %
4115 Insurance	0	705	660	-45		-45	106.8 %
4154 Land Registry Fees	0	9	0	-9		-9	0.0 %
4253 Shelters	120	720	2,000	1,280		1,280	36.0 %
4255 The Shoal Expenditure	683	21,028	15,000	-6,028		-6,028	140.2 %
4261 Grounds Maint non contract	600	1,415	2,000	585		585	70.8 %
4270 Vehicles & Equipment Maint	0	37	0	-37		-37	0.0 %
4275 Building Maintenance	125	2,319	5,000	2,681		2,681	46.4 %
4501 Filming Expenses	0	500	0	-500		-500	0.0 %
Seafront :- Expenditure	1,531	27,965	26,860	-1,105	0	-1,105	104.1 %

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Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1011	Income Filming	0	6,817	0	6,817			0.0 %
1050	Income Rent	42	84	0	84			0.0 %
1057	Income Electricity Recharge	-555	913	2,000	-1,087			45.7 %
1058	Income Water Recharge	0	50	110	-60			45.7 %
1066	Income Concession	300	50,725	46,000	4,725			110.3 %
1082	Income The Shoal	1,260	8,795	5,000	3,795			175.9 %
1084	Income Promenade	0	82	0	82			0.0 %
1100	Income Advertising	0	17	0	17			0.0 %
	Seaford :- Income	1,047	67,483	53,110	14,373			127.1 %
	Net Expenditure over Income	483	-39,518	-26,250	13,268			
118	Beach Huts							
4051	Rates	320	5,271	7,335	2,064		2,064	71.9 %
4115	Insurance	0	1,531	1,140	-391		-391	134.3 %
4275	Building Maintenance	0	139	1,000	861		861	13.9 %
	Beach Huts :- Expenditure	320	6,941	9,475	2,534	0	2,534	73.3 %
1054	Income Other	0	203	0	203			0.0 %
1060	Beach Huts Site Licence	208	20,521	20,271	250			101.2 %
1061	Beach Hut Annual Rent	0	10,963	10,963	0			100.0 %
1093	Income Rate Refund	0	5,592	0	5,592			0.0 %
	Beach Huts :- Income	208	37,279	31,234	6,045			119.4 %
	Net Expenditure over Income	112	-30,339	-21,759	8,580			
119	Old Town Hall							
4115	Insurance	0	180	192	12		12	93.8 %
4275	Building Maintenance	0	0	2,000	2,000		2,000	0.0 %
	Old Town Hall :- Expenditure	0	180	2,192	2,012	0	2,012	8.2 %
1050	Income Rent	106	744	1,275	-531			58.3 %
1051	Income Insurance Recharge	0	180	192	-12			93.8 %
	Old Town Hall :- Income	106	924	1,467	-543			63.0 %
	Net Expenditure over Income	-106	-744	725	1,469			
121	Seaford in Bloom							
4402	Seaford in Bloom	1,346	8,169	10,000	1,831		1,831	81.7 %
	Seaford in Bloom :- Expenditure	1,346	8,169	10,000	1,831	0	1,831	81.7 %
1054	Income Other	0	0	210	-210			0.0 %
	Seaford in Bloom :- Income	0	0	210	-210			0.0 %
	Net Expenditure over Income	1,346	8,169	9,790	1,621			

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>125</u> <u>Allotments</u>							
1050 Income Rent	0	922	892	30			103.3 %
Allotments :- Income	<u>0</u>	<u>922</u>	<u>892</u>	<u>30</u>			<u>103.3 %</u>
Net Expenditure over Income	<u>0</u>	<u>-922</u>	<u>-892</u>	<u>30</u>			
<u>130</u> <u>Other Recreation</u>							
4410 Swimming Pool	0	0	10,000	10,000		10,000	0.0 %
Other Recreation :- Expenditure	<u>0</u>	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>0</u>	<u>10,000</u>	<u>0.0 %</u>
Net Expenditure over Income	<u>0</u>	<u>0</u>	<u>10,000</u>	<u>10,000</u>			
<u>134</u> <u>CCTV</u>							
4055 Electricity	0	514	2,200	1,686		1,686	23.4 %
4115 Insurance	0	324	354	30		30	91.6 %
4276 CCTV	549	4,430	9,012	4,582		4,582	49.2 %
CCTV :- Expenditure	<u>549</u>	<u>5,269</u>	<u>11,566</u>	<u>6,297</u>	<u>0</u>	<u>6,297</u>	<u>45.6 %</u>
Net Expenditure over Income	<u>549</u>	<u>5,269</u>	<u>11,566</u>	<u>6,297</u>			
<u>135</u> <u>Community Service Other</u>							
4110 Advertising & Publicity	0	25	200	175		175	12.5 %
4115 Insurance	0	50	55	5		5	90.8 %
4195 Events Expenditure	0	305	1,000	695		695	30.5 %
4273 Christmas Lights	0	1,292	15,000	13,708		13,708	8.6 %
4281 Christmas Event Expenses	1,451	1,757	5,000	3,243		3,243	35.1 %
4282 Armed Forces Day Expenditure	856	1,985	2,500	515		515	79.4 %
Community Service Other :- Expenditure	<u>2,307</u>	<u>5,414</u>	<u>23,755</u>	<u>18,341</u>	<u>0</u>	<u>18,341</u>	<u>22.8 %</u>
1053 Income Grants	1,800	1,800	0	1,800			0.0 %
1070 Armed Forces Day Income	0	1,985	2,500	-515			79.4 %
1075 Income Christmas Event	450	660	5,000	-4,340			13.2 %
1085 Events Income	0	120	0	120			0.0 %
Community Service Other :- Income	<u>2,250</u>	<u>4,565</u>	<u>7,500</u>	<u>-2,935</u>			<u>60.9 %</u>
Net Expenditure over Income	<u>57</u>	<u>849</u>	<u>16,255</u>	<u>15,406</u>			
<u>225</u> <u>Projects Pool</u>							
4155 Professional Fees	0	1,200	0	-1,200		-1,200	0.0 %
4274 Projects Expenditure	995	7,365	30,000	22,635		22,635	24.6 %
4415 Asset Sale Costs	0	1,795	12,000	10,205		10,205	15.0 %

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4420 Beach Hut Capital Expenditure	0	4,583	250,000	245,417		245,417	1.8 %
4421 Martello Toilets Capital Costs	0	2,000	280,000	278,000		278,000	0.7 %
Projects Pool :- Expenditure	995	16,943	572,000	555,057	0	555,057	3.0 %
1014 CIL Receipts	0	2,287	10,000	-7,713			22.9 %
1016 Beach Hut Sales	25,000	101,833	400,000	-298,167			25.5 %
1017 Land Sales	0	0	142,000	-142,000			0.0 %
Projects Pool :- Income	25,000	104,120	552,000	-447,880			18.9 %
Net Expenditure over Income	-24,005	-87,177	20,000	107,177			
301 Planning & Highways							
4263 Bus Shelter Maintenance/Clean	30	144	1,000	856		856	14.4 %
Planning & Highways :- Expenditure	30	144	1,000	856	0	856	14.4 %
Net Expenditure over Income	30	144	1,000	856			
Community Services :- Expenditure	26,370	196,845	909,910	713,065	0	713,065	21.6 %
Income	62,428	314,228	726,212	-411,984			43.3 %
Net Expenditure over Income	-36,059	-117,383	183,698	301,081			

Finance & General Purposes

201 Administration							
4000 Salaries & Wages	19,645	140,517	237,964	97,447		97,447	59.0 %
4001 Employers NI	1,075	9,442	19,514	10,072		10,072	48.4 %
4002 Employers Superannuation	3,728	26,145	43,145	17,000		17,000	60.6 %
4003 Sub-contracted Staff	1,430	5,384	8,000	2,616		2,616	67.3 %
4004 Staff Welfare Costs	77	413	822	409		409	50.2 %
4009 Recruitment Costs	20	1,548	1,000	-548		-548	154.8 %
4010 Staff Training	-116	1,152	2,000	848		848	57.6 %
4012 Staff Expenses	31	264	300	36		36	87.9 %
4015 Office Refreshments	36	308	500	192		192	61.6 %
4100 Telecommunications	208	1,834	3,265	1,431		1,431	56.2 %
4105 Postage	-3	150	1,388	1,238		1,238	10.8 %
4106 Stationery	135	705	1,875	1,170		1,170	37.6 %
4107 Photocopier	410	731	2,222	1,491		1,491	32.9 %
4110 Advertising & Publicity	14	1,754	3,900	2,146		2,146	45.0 %
4111 Office Equipment New	667	667	1,500	833		833	44.5 %
4112 Subscriptions	124	3,969	4,310	341		341	92.1 %
4113 Software Support	136	7,719	7,800	81		81	99.0 %
4114 Licence Fee	0	0	35	35		35	0.0 %

Month No : 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
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	1,510	2,170	3,000	830		830	72.3 %
4156 Bank Charges	221	608	1,000	392		392	60.8 %
4157 Audit Fees	2,400	-175	3,700	3,875		3,875	-4.7 %
4182 Catering & Hospitality	12	20	100	80		80	20.2 %
4199 Other Expenditure	0	33	120	87		87	27.8 %
4413 Neighbourhood Plan	1,343	8,270	6,675	-1,595		-1,595	123.9 %
4414 N Plan Disbursement Budget	0	0	1,000	1,000		1,000	0.0 %
Administration :- Expenditure	33,104	215,996	359,459	143,463	0	143,463	60.1 %
1013 Income Bank Charges	0	12	0	12			0.0 %
1054 Income Other	0	100	0	100			0.0 %
1059 Income Photocopying	14	51	0	51			0.0 %
1062 Income Telephone Recharge	72	352	873	-521			40.3 %
1190 Interest Received	0	21	0	21			0.0 %
Administration :- Income	86	536	873	-337			61.4 %
Net Expenditure over Income	33,017	215,460	358,586	143,126			
205 Premises - Church Street							
4050 Rent payable	0	12,630	23,300	10,670		10,670	54.2 %
4051 Rates	796	4,782	8,003	3,221		3,221	59.7 %
4059 Church Street Service Charges	0	20,500	37,250	16,750		16,750	55.0 %
4270 Vehicles & Equipment Maint	34	51	550	499		499	9.3 %
4275 Building Maintenance	54	58	500	442		442	11.7 %
Premises - Church Street :- Expenditure	884	38,021	69,603	31,582	0	31,582	54.6 %
1050 Income Rent	22	4,529	5,813	-1,284			77.9 %
Premises - Church Street :- Income	22	4,529	5,813	-1,284			77.9 %
Net Expenditure over Income	862	33,492	63,790	30,298			
206 Premises - Hurdis House							
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 :- Expenditure	0	7,887	15,412	7,525	0	7,525	51.2 %
1050 Income Rent	0	5,629	21,630	-16,001			26.0 %
1051 Income Insurance Recharge	0	373	0	373			0.0 %
Premises - Hurdis House :- Income	0	6,002	21,630	-15,628			27.8 %
Net Expenditure over Income	0	1,884	-6,218	-8,102			

Month No : 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
210 Civic Expenses							
4013 Members Expenses	4	11	100	89		89	10.6 %
4014 Member Training	0	0	1,000	1,000		1,000	0.0 %
4106 Stationery	38	144	500	356		356	28.7 %
4110 Advertising & Publicity	0	0	50	50		50	0.0 %
4113 Software Support	91	4,271	0	-4,271		-4,271	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	0	234	1,500	1,266		1,266	15.6 %
4182 Catering & Hospitality	0	12	500	488		488	2.3 %
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	0	168	600	432		432	27.9 %
4190 Election Costs	0	0	10,000	10,000		10,000	0.0 %
Civic Expenses :- Expenditure	133	5,021	15,402	10,381	0	10,381	32.6 %
1081 Young Mayor Income	0	100	0	100			0.0 %
Civic Expenses :- Income	0	100	0	100			
Net Expenditure over Income	133	4,921	15,402	10,481			
215 Grants							
4401 Grants	0	23,000	23,000	0		0	100.0 %
Grants :- Expenditure	0	23,000	23,000	0	0	0	100.0 %
Net Expenditure over Income	0	23,000	23,000	0			
Finance & General Purposes :- Expenditure	34,120	289,926	482,876	192,950	0	192,950	60.0 %
Income	108	11,168	28,316	-17,148			39.4 %
Net Expenditure over Income	34,012	278,758	454,560	175,802			
Golf Course							
101 Golf Course							
4000 Salaries & Wages	7,395	44,417	87,871	43,454		43,454	50.5 %
4001 Employers NI	633	3,804	7,620	3,816		3,816	49.9 %
4002 Employers Superannuation	862	5,128	9,553	4,425		4,425	53.7 %
4004 Staff Welfare Costs	28	168	346	178		178	48.6 %
4010 Staff Training	0	1,179	1,500	321		321	78.6 %
4011 Staff Protective Clothing	140	575	1,000	425		425	57.5 %

Month No : 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4015 Office Refreshments	0	307	315	8		8	97.4 %
4041 Golf Professional Retainer	3,562	21,375	42,749	21,374		21,374	50.0 %
4046 Golf Club Membership Fees	0	15,208	16,000	793		793	95.0 %
4051 Rates	1,996	11,975	19,976	8,001		8,001	59.9 %
4052 Water & Sewerage	0	2,043	4,500	2,457		2,457	45.4 %
4055 Electricity	358	1,587	2,850	1,263		1,263	55.7 %
4056 Gas	33	173	650	477		477	26.6 %
4060 Refuse	0	125	400	275		275	31.2 %
4100 Telecommunications	10	159	235	76		76	67.5 %
4105 Postage	0	45	100	55		55	44.8 %
4106 Stationery	122	124	450	326		326	27.6 %
4110 Advertising & Publicity	0	1,538	4,000	2,462		2,462	38.5 %
4112 Subscriptions	0	0	500	500		500	0.0 %
4113 Software Support	137	954	1,030	76		76	92.6 %
4114 Licence Fee	0	75	75	0		0	100.0 %
4115 Insurance	0	7,083	7,200	117		117	98.4 %
4116 Web Site	0	0	60	60		60	0.0 %
4156 Bank Charges	428	1,779	2,000	221		221	89.0 %
4251 Dog Bin Emptying	89	536	1,100	564		564	48.7 %
4261 Grounds Maint non contract	1,482	20,362	29,950	9,588		9,588	68.0 %
4270 Vehicles & Equipment Maint	1,891	10,489	16,500	6,011		6,011	63.6 %
4271 Vehicle & Equipment Lease	0	16,897	17,212	315		315	98.2 %
4272 Equipment Purchase	0	750	500	-250		-250	150.0 %
4275 Building Maintenance	0	0	750	750		750	0.0 %
4279 Fire & Security	0	330	0	-330		-330	0.0 %
4308 Rent - Shop, Locker & Chng Rms	4,167	25,000	50,000	25,000		25,000	50.0 %
4309 Buggy Lease & Maintenance	1,077	3,507	5,276	1,769		1,769	66.5 %
4501 Filming Expenses	0	200	0	-200		-200	0.0 %
Golf Course :- Expenditure	24,410	197,890	332,268	134,378	0	134,378	59.6 %
1000 Golf Course Season Ticket	290	146,282	150,000	-3,719			97.5 %
1001 Golf Course Green Fees M-F	6,951	49,120	71,500	-22,380			68.7 %
1002 Golf Course Green Fees w/eb/h	5,634	36,140	56,000	-19,860			64.5 %
1003 Golf Course Specials	4,466	35,297	52,000	-16,703			67.9 %
1004 Golf Course Locker	21	1,496	1,500	-4			99.7 %
1005 Golf Course Credit Card Charge	0	0	60	-60			0.0 %
1007 Golf Course Air Traffic	1,875	5,625	7,500	-1,875			75.0 %
1011 Income Filming	0	1,700	0	1,700			0.0 %
1054 Income Other	0	833	0	833			0.0 %
1055 Income Memorial Bench	0	1,500	0	1,500			0.0 %
1311 Buggy Hire	2,696	12,983	16,000	-3,017			81.1 %
Golf Course :- Income	21,933	290,976	354,560	-63,584			82.1 %
Net Expenditure over Income	2,478	-93,086	-22,292	70,794			

Month No : 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>102</u> <u>New Club House Construction</u>							
4275 Building Maintenance	23,197	26,520	0	-26,520		-26,520	0.0 %
New Club House Construction :- Expenditure	<u>23,197</u>	<u>26,520</u>	<u>0</u>	<u>-26,520</u>	<u>0</u>	<u>-26,520</u>	
Net Expenditure over Income	<u>23,197</u>	<u>26,520</u>	<u>0</u>	<u>-26,520</u>			
<u>103</u> <u>The View</u>							
4000 Salaries & Wages	19,397	116,233	200,450	84,217		84,217	58.0 %
4001 Employers NI	1,229	7,457	12,444	4,987		4,987	59.9 %
4002 Employers Superannuation	1,148	6,830	14,280	7,450		7,450	47.8 %
4003 Sub-contracted Staff	1,856	6,091	10,000	3,909		3,909	60.9 %
4004 Staff Welfare Costs	21	140	519	379		379	27.0 %
4010 Staff Training	0	27	1,000	973		973	2.7 %
4012 Staff Expenses	0	0	500	500		500	0.0 %
4016 Staff Uniform	0	47	500	453		453	9.4 %
4017 Timesheet & Rota Software	0	198	700	502		502	28.3 %
4051 Rates	642	3,848	6,419	2,571		2,571	60.0 %
4052 Water & Sewerage	776	1,082	3,625	2,543		2,543	29.8 %
4055 Electricity	1,525	6,764	13,000	6,236		6,236	52.0 %
4056 Gas	385	1,986	7,000	5,014		5,014	28.4 %
4060 Refuse	0	1,628	4,500	2,872		2,872	36.2 %
4100 Telecommunications	74	504	1,100	596		596	45.8 %
4105 Postage	117	133	100	-33		-33	133.1 %
4106 Stationery	239	582	1,000	418		418	58.2 %
4110 Advertising & Publicity	613	2,018	7,000	4,982		4,982	28.8 %
4113 Software Support	91	718	800	82		82	89.7 %
4114 Licence Fee	0	826	900	74		74	91.8 %
4115 Insurance	0	3,695	3,830	135		135	96.5 %
4116 Web Site	11	11	800	789		789	1.4 %
4156 Bank Charges	486	1,669	2,700	1,031		1,031	61.8 %
4196 Events Expenditure - The View	470	1,717	1,500	-217		-217	114.5 %
4199 Other Expenditure	0	40	0	-40		-40	0.0 %
4201 Cleaning & Hygiene	1,583	11,281	20,000	8,719		8,719	56.4 %
4202 Linen Cleaning	396	1,897	2,500	603		603	75.9 %
4270 Vehicles & Equipment Maint	0	1,391	2,000	609		609	69.5 %
4272 Equipment Purchase	0	282	3,000	2,718		2,718	9.4 %
4275 Building Maintenance	2,065	2,808	3,000	192		192	93.6 %
4276 CCTV	0	0	1,500	1,500		1,500	0.0 %
4279 Fire & Security	4	1,040	1,350	310		310	77.0 %
4301 Public Works Loan Payment	35,386	52,488	105,000	52,512		52,512	50.0 %
4303 Food Expenditure	7,625	54,429	85,200	30,771		30,771	63.9 %

Month No : 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4304 Bar Expenditure	5,495	38,302	57,600	19,298		19,298	66.5 %
4305 Fire Extinguishers	0	0	250	250		250	0.0 %
4306 Catering Utensils & Equip	727	2,622	600	-2,022		-2,022	436.9 %
4307 Bar Utensils & Equip	0	87	600	513		513	14.5 %
4311 Pest Control	179	521	750	229		229	69.4 %
4313 Stock Take	180	1,080	2,200	1,120		1,120	49.1 %
4314 Cost of Card Top Up Incentives	351	2,310	3,940	1,630		1,630	58.6 %
The View :- Expenditure	83,068	334,781	584,157	249,376	0	249,376	57.3 %
1050 Income Rent	250	1,000	1,000	0			100.0 %
1305 Income Hire Pro-Shop & Chg Rms	4,167	25,000	50,000	-25,000			50.0 %
1306 Income Golf Club Room Hires	279	1,898	4,500	-2,602			42.2 %
1307 Income Bar Sales	19,139	126,860	200,000	-73,140			63.4 %
1308 Income Food Sales	14,887	94,692	210,000	-115,308			45.1 %
1310 Income - Society Food	2,473	24,316	34,000	-9,684			71.5 %
1312 Function Food Sales	7,691	39,132	40,000	-868			97.8 %
1313 Function Bar Sales	1,164	4,191	0	4,191			0.0 %
1315 Income Linen Charge	0	8	0	8			0.0 %
1316 Events Income - The View	0	20	0	20			0.0 %
The View :- Income	50,050	317,117	539,500	-222,383			58.8 %
Net Expenditure over Income	33,018	17,664	44,657	26,993			
Golf Course :- Expenditure	130,675	559,191	916,425	357,234	0	357,234	61.0 %
Income	71,982	608,093	894,060	-285,967			68.0 %
Net Expenditure over Income	58,693	-48,902	22,365	71,267			
Precept							
801 Precept							
1176 Precept	0	354,975	709,949	-354,974			50.0 %
1177 Council Tax Support Grant	0	10,446	20,891	-10,445			50.0 %
Precept :- Income	0	365,421	730,840	-365,419			50.0 %
Net Expenditure over Income	0	-365,421	-730,840	-365,419			
Precept :- Expenditure	0	0	0	0	0	0	0.0 %
Income	0	365,421	730,840	-365,419			50.0 %
Net Expenditure over Income	0	-365,421	-730,840	-365,419			



Agenda Item No:	6
Committee:	Community Services
Date:	15 th November 2018
Title:	Community Services Committee Draft Budget 2019-20
By:	Tony Jackson, Projects & Facilities Manager
Purpose of Report:	To present the draft projected outturn for the current financial year and the Committee Budget for the year 2019-20.

Recommendations

You are recommended:

1. To note the projected outturn for 2018-19.
 2. To recommend for approval the draft budget for 2019-20 subject to any amendments agreed.
 3. To note the planned Ear Marked reserves which will all have to be implemented for legal and accountancy reasons.
-

1. Information

1.1 The draft projected outturn for the current financial year and the Community Services Committee budget for 2019-20 is attached to this report as Appendix B.

1.2 The following comments should be considered when reviewing this report. There are also some notes included in the spreadsheet, specific to line items.

- (a) **The Salts** – Overall is projected to be over budget. This is mainly due to additional works to the new wheelchair swing and the tennis courts.

There is a projected underspend for 4275 (Building Maintenance) which was over budgeted for, however it is proposed this is kept at the same rate for next year as it is anticipated remedial works to the toilets, café and scout hut will be required.

The 4261 (Grounds Maintenance Non-Contract) budget will be increased next year by £1,000 to cover essential works to the low wall that runs along the back of the tennis courts and café.

- (b) **The Crouch** – An overall underspend is projected. 4261 (Grounds Maintenance Non-Contract) and 4275 (Building Maintenance) have both been over budgeted in previous years, this is reflected in next year's budget.

- (c) **Martello Fields** – Overall overbudget mainly due to 1050 (Income Rent) projection being very high for 18/19. This has been adjusted for next year's budget. The income received from all sports fields will be reviewed more fully before the financial year end to give a better understanding of this stream of income for future years.

- (d) **Other Open Spaces** - 4261 (Grounds Maintenance Non-Contract) will be over budget mainly due to tree works but also having to purchase concrete blocks for Cliff Gardens. This budget is higher next year as it is expected there will be further tree works.
- (e) **Seaford Head Estate** – 1011 (Income Filming) will probably hit £60,000 this year; we had budgeted for £10,000. In the most part, this is down to the two feature films that have mainly been filmed on the Reserve. However, the future budgeted income has been kept down to £12,000 for 19/20 as it cannot be guaranteed there will be anywhere near the same amount of filming next year, although every effort will be made to achieve this.
- 4261 (Grounds Maintenance Non-Contract) is over budget this year due to additional safety works including signs and fence repairs adjacent to the cliff edge.
- (f) **Seafront** – There is an additional spend on 4255 (The Shoal Expenditure) but this will be more than offset by income from 1082 (Income The Shoal).
- 4261 (Grounds Maintenance Non-Contract) is over budget but 4275 (Building Maintenance) is under. These figures have been altered for next year's budget to better reflect the maintenance works required.
- 1066 (Income Concession) was up on what was expected mainly due to the new concessions.
- (g) **Projects Pool** – Overall expenditure is far lower than expected mainly due to the next set of beach huts and the Martello Toilet/Café building projects not happening yet. Income is also lower largely due to a land sale not going through so far this year.
- The 4422 (Skatepark Park, Salts) will commence this year and we predict three-quarters of the project spend will be in year 18/19 with a quarter in year 19/20. We now have enough funding in place for the park works to commence thanks to the Section 106 funds being released (£180,000) and a very generous donation (£20,000) from the Newhaven, Peacehaven and Seaford Lions Club.
- (h) **Ear Marked Reserve** – The following will be added to the Councils Ear Marked Reserves at the end of the year. £48,800 from Beach Hut Capital Sales, due to the legal requirement to account for capital receipts and to comply with the Seafront Improvement Plan.
- (i) £50,000 remaining skatepark project costs, to comply with the grant conditions to ensure this funding is only spent on the skatepark.
- (j) £5,660 of the remaining CIL to ensure this is properly spent in accordance with the CIL requirements.
- (k) Tree Warden expenses of £1400 as this has been specifically donated for use by the tree wardens.

2. Financial Appraisal

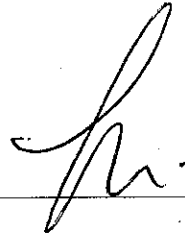
The draft budget for 2018-19 for this Committee is attached at Appendix A. This has been fully evaluated considering the current projections for this financial year and planned spend for next financial year. The expected position at the end of this financial year after taking into account ear marked reserve transfers is that there will be a committee surplus of £56,627.

The budget for 2019/20 is an increase in this year's budget of £4697, which is an increase in budget of 2.56%.

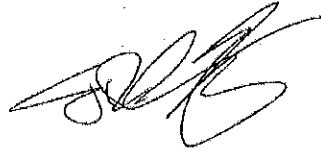
3. Contact Officer

The Contact Officer for this report is Tony Jackson, Projects & Facilities Manager.

Projects & Facilities Manager



Town Clerk



Account Code	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
Salts Recreation Ground										
Cost Centre 105										
4052	Water & Sewerage	4,844	3,320	5,210	2,000	5,366	5,527	5,693	5,864	6,039
4055	Electricity	253	-84	37	250	250	258	265	273	281
4115	Insurance	2,197	2,621	2,621	2,263	2,700	2,781	2,864	2,950	3,039
4154	Land Registry Fees	6	0	0	0	0	0	0	0	0
4250	Public Seating	615	0	0	0	0	0	0	0	0
4251	Dog Bin Emptying	1,875	937	1,875	2,000	2,060	2,123	2,185	2,251	
4252	Litter & Dog Bin Pch & Maintenance	702	546	702	800	824	849	874	900	
4260	Grounds Maintenance Contract	69,246	34,832	69,665	70,176	72,000	74,160	76,385	78,676	81,037
4261	Grounds Maintenance Non Contract	740	4,845	6,500	6,000	5,000	5,150	5,305	5,464	19/20 Budget includes remedial works to Salts wall.
4272	Equipment Purchase	50	0	0	0	0	0	0	0	0
4275	Building Maintenance	7,967	1,114	3,000	5,000	5,150	5,305	5,464	5,628	Toilets, Café and Scout Hut rental works.
Salts Recreation Ground Expenditure										
88,495 48,131 89,610 88,489 95,116 95,759 98,632 101,591 104,639										
1011	Income Filming	0	267	267	0	0	0	0	0	0
1050	Income Rent	2,602	1,444	1,735	2,450	2,369	2,440	2,513	2,589	Projection lower than budget as no Forest Fit income this year
1051	Income Insurance Recharge	819	1,404	1,404	845	1,490	1,534	1,580	1,628	
1053	Income Grants	620	0	0	0	0	0	0	0	0
1055	Income Memorial Bench	1,100	0	0	0	0	0	0	0	0
1058	Income Water Recharge	1,257	1,432	2,500	1,000	1,061	1,093	1,126	1,159	
1666	Concession Income	16,990	11,830	17,745	16,900	18,277	18,277	18,277	18,277	19/20 Budget reduced as previous year was highly over budgeted. Will undertake an audit of all sports pitch hire fees later in year.
1073	Sports Pitch Hire & Green Fees	4,267	1,749	3,600	8,500	3,636	3,672	3,709	3,746	
1076	Income Insurance Claim	2,167	0	0	0	0	0	0	0	0
Salts Recreation Ground Income										
29,732 18,126 27,251 29,698 26,651 26,832 27,016 27,285 27,399										
Net Expenditure over Income										
58,763 30,005 62,359 58,794 68,463 68,927 71,616 74,386 77,240										
Crouch Recreation Ground										
Cost Centre 106										
4052	Water & Sewerage	3,097	1,101	2,442	1,000	1,100	1,133	1,167	1,202	
4055	Electricity	451	-235	-235	0	0	0	0	0	0
4115	Insurance	974	950	950	1,003	1,030	1,061	1,093	1,126	
4155	Professional Fees	625	0	0	0	0	0	0	0	0
4250	Public Seating	0	519	519	0	0	0	0	0	0
4251	Dog Bin Emptying	1,339	670	1,340	1,400	1,421	1,464	1,508	1,553	
4260	Grounds Maintenance Contract	42,544	21,425	42,830	44,064	45,460	46,824	48,239	49,675	
4261	Grounds Maintenance Non Contract	5,933	529	5,000	6,000	4,120	4,244	4,371	4,502	19/20 Budget includes £500 towards CCTV
4275	Building Maintenance	2,187	480	2,000	3,000	2,060	2,122	2,185	2,251	
Crouch Recreation Ground Expenditure										
57,150 25,439 54,866 56,467 54,424 55,191 56,847 58,553 60,309										
1050	Income Rent	1,568	1,306	1,625	1,625	2,228	2,295	2,364	2,434	
1051	Income Insurance Recharge	514	503	503	530	534	550	566	583	
1054	Income Other	630	0	0	0	0	0	0	0	0
1055	Income Memorial Bench	0	1,285	1,285	0	0	0	0	0	0
1057	Income Electricity Recharge	416	0	0	0	0	0	0	0	0
1058	Income Water Recharge	40	422	2,442	0	0	0	0	0	0
1073	Sports Pitch Hire & Green Fees	9,220	6,734	9,953	9,250	9,595	9,691	9,788	9,886	
1092	Income Grnds Maint Non Contract	300	0	0	0	0	0	0	0	0
Crouch Recreation Ground Income										
12,688 10,250 15,848 11,405 12,181 12,356 12,535 12,717 12,903										
Net Expenditure over Income										
44,462 15,189 39,018 45,062 42,243 42,835 44,312 45,835 47,406										
Martello Fields										
Cost Centre 107										
4251	Dog Bin Emptying	1,071	536	1,072	1,100	1,105	1,138	1,172	1,207	1,244
4260	Grounds Maintenance Contract	15,617	7,877	15,754	16,320	16,236	16,713	17,214	17,731	18,263
4261	Grounds Maintenance Non Contract	2,976	830	4,000	4,000	4,120	4,244	4,371	4,502	4,637
Martello Fields Expenditure										
19,664 9,243 20,826 21,420 21,451 22,095 22,757 23,440 24,143										
1011	Income Filming	890	0	0	0	0	0	0	0	0
1050	Income Rent	10,729	6,822	7,000	12,000	8,240	8,487	8,742	9,004	
Martello Fields Income										
11,529 6,822 7,000 12,000 8,240 8,487 8,742 9,004										
Net Expenditure over Income										
8,135 2,421 13,826 9,420 13,251 13,855 14,270 14,698 15,139										
Other Open Spaces										
Cost Centre 108										
4052	Water & Sewerage	202	60	200	100	206	212	219	225	
4154	Land Registry Fees	130	21	21	100	106	109	113	116	
4250	Public Seating	110	0	0	0	0	0	0	0	0
4251	Dog Bin Emptying	2,143	1,071	2,143	2,200	2,273	2,341	2,412	2,484	
4260	Grounds Maintenance Contract	29,873	15,067	30,134	31,008	31,969	32,928	33,916	34,934	
4261	Grounds Maintenance Non Contract	13,425	5,698	7,000	5,000	6,180	6,365	6,556	6,753	Mainly over budget due to concrete blocks at Cliff gardens
4262	Tree Warden Expenses	1,548	239	239	2,000	515	530	546	563	Budget lowered to £500 due to high EMR. Discussions to be arranged with Tree Wardens
4275	Building Maintenance	0	374	0	0	0	0	0	0	The £374 figure spent to 30/09/18 has been journalled to 4261 so nil projection and nil budget
Other Open Spaces Expenditure										
47,431 22,530 39,736 40,408 40,048 41,249 42,487 43,762 45,074										
1050	Income rent	90	110	110	0	90	90	90	90	Substation income
1066	Concession Income	375	0	0	0	0	0	0	0	
1072	Income Tree Wardens	510	1,400	1,400	0	0	0	0	0	Donations from residents - to be put in EMR
1092	Income Grounds Maintenance Non Contract	6,303	320	320	0	0	0	0	0	
1100	Income Advertising	0	59	43	0	0	0	0	0	Projection lower than spent to 30/09/2018 due to credits issued
Other Open Spaces Income										
7,278 1,889 1,873 0 90 90 90 90 90										
Net Expenditure over Income										
40,153 20,641 37,864 40,408 39,958 41,159 42,397 43,672 44,984										

Account Code	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
Account Crypt										
Cost Centre 113										
4051 Rates	5,756	2,478	2,478	0	0	0	0	0	0	
4052 Water & Sewerage	33	29	29	0	0	0	0	0	0	
4055 Electricity	649	0	0	0	0	0	0	0	0	
4056 Gas	292	0	0	0	0	0	0	0	0	
4115 Insurance	435	332	332	449	452	476	490	505	520	
4154 Land Registry Fees	3	0	0	0	0	0	0	0	0	
4155 Professional Fees	873	0	0	0	0	0	0	0	0	
4201 Cleaning & Hygiene	326	0	0	0	0	0	0	0	0	
4275 Building Maintenance	1,790	323	323	1,000	1,000	515	530	546	563	
Crypt Expenditure	10,157	3,162	3,161	1,449	1,452	991	1,024	1,051	1,083	
1050 Income Rent	5,570	0	0	0	0	0	0	0	0	
1051 Income Insurance Recharge	0	332	332	449	452	476	490	505	520	
1054 Income Other	70	0	0	0	0	0	0	0	0	
1058 Income Water Recharge	0	29	29	0	0	0	0	0	0	
1093 Income Rate Refund	0	3,739	3,739	0	0	0	0	0	0	
Crypt Income	5,640	4,100	4,100	449	452	476	490	505	520	
Net Expenditure over Income	4,517	-938	-939	1,000	1,000	515	530	546	563	
Account South Street Toilets										
Cost Centre 114										
4275 Building Maintenance	804	0	0	0	1,000	1,030	1,061	1,093	1,126	Includes any term maintenance works
South Street Expenditure	804	0	0	0	1,000	1,030	1,061	1,093	1,126	
South Street Income	0	0	0	0	0	0	0	0	0	
Net Expenditure over Income	804	0	0	0	1,000	1,030	1,061	1,093	1,126	
Account Martello Tower										
Cost Centre 115										
4115 Insurance	1,480	1,433	1,433	1,525	1,500	2,060	2,122	2,185	2,251	Estimated £2K to include new bridge
4154 Land Registry Fees	6	0	0	0	0	0	0	0	0	
4275 Building Maintenance	0	0	3,000	5,000	5,150	5,305	5,464	5,628	5,796	Projection includes costs for survey works.
Martello Tower Expenditure	1,486	1,433	4,433	6,525	6,650	7,365	7,586	7,813	8,047	
Martello Tower Income	0	0	0	0	0	0	0	0	0	
Net Expenditure over Income	1,486	1,433	4,433	6,525	6,650	7,365	7,586	7,813	8,047	
Account Seaford Head Estate										
Cost Centre 116										
4110 Advertising & Publicity	0	185	185	0	0	0	0	0	0	
4115 Insurance	828	802	802	853	879	905	933	961	989	
4154 Land Registry Fees	3	0	0	0	0	0	0	0	0	
4155 Professional Fees	609	0	0	0	0	0	0	0	0	
4199 Other Expenditure	728	25	25	1,219	1,219	0	0	0	0	
4250 Public Seating	4,712	830	0	0	0	0	0	0	0	
4251 Dog Bin Emptying	1,071	536	1,071	1,100	1,103	1,136	1,170	1,205	1,241	
4260 Grounds Maintenance Contract	1,839	927	1,854	1,632	1,910	1,967	2,026	2,087	2,150	
4261 Grounds Maintenance Non Contract	1,431	2,127	3,500	2,000	2,000	3,090	3,183	3,278	3,377	High due to H&S work along cliff edge
4275 Buildings Maintenance	4,763	623	1,000	5,000	5,000	5,150	5,305	5,464	5,628	
4500 Nature Reserve Expenses	12,228	6,250	12,228	14,500	14,500	14,500	14,500	14,500	14,500	
4501 Filming Expenses	4,175	3,580	11,000	2,000	2,000	4,120	4,244	4,371	4,502	
Seaford Head Estate Expenditure	32,386	15,885	31,665	28,304	30,392	30,869	31,360	31,866	32,387	
1011 Income Filming	23,475	52,200	60,000	10,000	12,000	12,000	12,000	12,000	12,000	
1050 Income Rent	10,000	5,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	
1053 Income Grants	3,250	-813	3,250	3,250	3,250	3,250	3,250	3,250	3,250	
1055 Income Memorial Bench	4,250	0	0	0	0	0	0	0	0	
1066 Income Concession	2,173	675	1,425	3,000	1,800	1,854	1,910	1,967	2,026	
1091 Income Building Maintenance	733	0	0	0	0	0	0	0	0	
1092 Income Grnds Maint Non Contract	0	150	0	0	0	0	0	0	0	
1200 Income Nature Reserve	174	534	650	0	650	650	650	650	650	
Seaford Head Estate Income	44,855	57,746	75,325	26,250	27,700	27,754	27,810	27,867	27,926	
Net Expenditure over Income	-11,669	-41,861	-43,660	2,054	2,692	3,115	3,550	3,999	4,461	

Account Code	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
Seafront										
Cost Centre 117										
4052	Water & Sewerage	164	67	200	200	232	239	246	254	261
4055	Electricity	2,744	1,164	2,800	2,000	2,060	2,122	2,185	2,251	2,319
4115	Insurance	615	705	705	660	727	749	771	794	818
4154	Land Registry Fees	24	9	9	0	0	0	0	0	0
4201	Cleaning & Hygiene	12	0	0	0	0	0	0	0	0
4290	Public Seating	3,254	0	0	0	0	0	0	0	0
4253	Shelters	1,708	720	1,000	2,000	2,060	2,122	2,185	2,251	2,319
4254	Martello Entertainments Area	4,870	0	0	0	0	0	0	0	0
4255	The Shoal Expenditure	39,310	21,028	23,810	15,000	0	0	0	0	0
4261	Grounds Maintenance Non Contract	741	1,415	3,000	2,000	6,000	4,000	4,120	4,244	4,371
4270	Vehicles & Equipment Maintenance	0	37	109	0	100	100	160	100	100
4275	Building Maintenance	7,834	2,319	3,000	5,000	2,000	3,600	3,090	3,183	3,278
4501	Filing Expenses	0	500	500	0	0	0	0	0	0
4502	Concession Huts Expenditure	0	0	0	0	900	927	955	983	1,013
Seafront Expenditure										
61,276 27,964 35,124 26,860 24,879 13,258 13,653 14,060 14,479										
1011	Income Filing	309	6,817	6,817	0	0	309	318	328	338
1033	Income Grants	4,600	0	0	0	0	0	0	0	0
1054	Income Other	0	0	0	0	0	0	0	0	0
1055	Income Memorial Bench	715	0	0	0	0	0	0	0	0
1057	Income Electricity Recharge	3,021	913	2,800	2,000	2,000	2,122	2,185	2,251	2,319
1058	Income Water Recharge	136	50	200	116	116	116	120	123	127
1066	Income Concession	49,746	50,725	53,723	46,000	56,253	60,042	61,843	63,698	65,609
1078	Income Entertainments Area	1,660	0	800	0	0	0	0	0	0
1082	Income The Shoal	79,780	8,795	13,000	5,000	0	0	0	0	0
1084	Income Promenade	120	166	166	0	0	0	0	0	0
1100	Income Advertising	0	17	17	0	0	0	0	0	0
Seafront Income										
140,078 67,483 77,523 53,110 60,766 62,589 64,467 66,401 68,393										
Net Expenditure over Income										
-78,802 -39,519 -42,399 -26,750 -16,687 -49,331 -50,814 -52,341 -53,914										
Beach Huts										
Cost Centre 118										
4051	Rates	5,213	5,271	6,551	7,335	5,000	3,850	4,240	4,660	5,126
4110	Advertising & Publicity	40	0	0	0	0	515	530	546	563
4115	Insurance	695	1,531	1,531	1,140	1,194	1,209	1,245	1,283	1,321
4154	Land Registry	3	0	0	0	0	0	0	0	0
4199	Other Expenditure	238	0	0	0	0	0	0	0	0
4275	Building Maintenance	695	139	500	1,000	1,030	1,061	1,093	1,126	1,159
4502	Seasonal Beach Hut Revenue Expenditure	0	0	0	0	1,000	1,030	1,061	1,093	1,126
Beach Huts Expenditure										
6,884 6,941 8,582 9,475 7,204 7,665 8,170 8,707 9,295										
1054	Income Other	46	203	203	0	0	0	0	0	0
1060	Beach Hut Site Licence	16,332	20,521	20,521	20,271	21,612	22,135	22,674	23,230	23,802
1061	Beach Hut Annual Rental	8,370	10,963	10,963	10,963	11,292	11,631	11,980	12,339	12,709
1091	Income Building Maintenance	30	0	0	0	0	0	0	0	0
1093	Income Rate Refund	67	5,592	5,592	0	0	0	0	0	0
4502	Income Seasonal Beach Huts	0	0	0	0	12,706	12,706	12,706	12,706	12,706
Beach Huts Income										
25,345 -37,279 37,279 31,234 45,610 46,472 47,360 48,275 49,217										
Net Expenditure over Income										
-18,461 -30,338 -28,697 -21,759 -18,406 -38,807 -39,191 -39,567 -39,922										
Old Town Hall										
Cost Centre 119										
4115	Insurance	186	180	180	192	194	204	210	216	223
4154	Land Registry Fees	12	0	0	0	0	0	0	0	0
4274	Projects Expenditure	1,000	0	0	0	0	0	0	0	0
4275	Building Maintenance	2,119	0	1,000	2,000	2,000	2,060	2,122	2,185	2,251
Old Town Hall Expenditure										
3,317 180 1,180 2,192 2,194 2,264 2,332 2,402 2,474										
1050	Income Rent	1,275	744	1,275	1,275	1,275	1,275	1,275	1,275	1,275
1051	Income Insurance Recharge	186	180	180	192	198	204	210	216	223
Old Town Hall Income										
1,461 924 1,455 1,467 1,473 1,479 1,485 1,491 1,498										
Net Expenditure over Income										
1,856 -744 -275 725 725 785 847 910 976										
Seaford In Bloom										
Cost Centre 121										
4402	Seaford In Bloom	8,690	8,169	8,664	10,000	10,000	10,609	10,927	11,255	11,593
Seaford In Bloom Expenditure										
8,690 8,169 8,664 10,000 10,000 10,609 10,927 11,255 11,593										
1054	Other Income	218	0	0	210	416	416	416	416	416
Seaford In Bloom Income										
218 0 0 210 416 416 416 416 416										
Net Expenditure over Income										
8,472 8,169 8,664 9,790 9,584 10,193 10,511 10,839 11,177										
Allotments										
Cost Centre 125										
4154	Land Registry Fees	0	0	0	0	0	0	0	0	0
4199	Other Expenditure	0	0	0	0	0	0	0	0	0
4275	Building Maintenance	0	0	0	0	500	0	0	0	0
Allotments Expenditure										
0 0 0 0 500 0 0 0 0 0										
1050	Income Rent	892	922	922	892	950	979	1,008	1,038	1,069
Allotments Income										
892 922 922 892 950 979 1,008 1,038 1,069										
Net Expenditure over Income										
-892 -922 -922 -892 -450 -979 -1,008 -1,038 -1,069										
Other Recreation										
Cost Centre 130										
4410	Swimming Pool	8,180	0	10,000	10,000	0	10,000	10,000	10,000	10,000
Other Recreation Expenditure										
8,180 0 10,000 10,000 10,000 10,000 10,000 10,000 10,000										
Other Recreation Income										
0 0 0 0 0 0 0 0 0										

Will look to carry out some refurb work next year

19/20 budget higher as includes bumper fencing works

Can be lower as not many buildings. Main expense this year was Martello WC

Mainly down to Hopo Cap film

PO figure is reduced by the rate refund code

Pass contribution towards project - includes term maint works

19/20 budget relates to fencing works.

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
Net Expenditure over Income	8,188	0	10,000	10,000	10,000	10,000	10,000	10,000	

	2017/18	2018/19	2018/19	2018/19	2019/20	2020-21	2021-22	2022-23	2023-24	2019-20 Budget Notes
	Actual	Actual to 30/09/18	Projected Outturn	Final Budget	Budget	Budget	Budget	Budget	Budget	
Account CCTV										
Code Cost Centre 134										
4055	Electricity	2,115	514	2,371	2,200	2,524	2,599	2,677	2,757	
4115	Insurance	343	324	324	354	376	387	399	411	
4276	CCTV	7,270	4,430	10,527	9,012	9,400	9,682	9,972	10,272	PO includes last year's Q4 not accrued for. 19/20 budget includes a 3% increase with additional costs for replacement cameras.
CCTV Expenditure										
		9,728	5,268	13,222	11,566	12,299	12,668	13,048	13,440	
CCTV Income										
		0	0	0	0	0	0	0	0	
Net Expenditure over Income										
		9,728	5,268	13,222	11,566	12,299	12,668	13,048	13,440	
Account Community Service Events										
Code Cost Centre 135										
4110	Advertising & Publicity	0	25	25	200	0	0	0	0	
4115	Insurance	53	50	50	55	59	60	62	64	
4195	Events Expenditure	5,266	305	1,000	1,000	3,090	3,183	3,278	3,377	New event at Crouch/Remembrance/other new events
4256	Street Market Expenditure	1,993	0	0	0	0	0	0	0	
4273	Christmas Lights	9,690	1,292	11,000	15,000	15,000	15,000	15,000	15,000	including new flag pole lights
4281	Christmas Event Expenditure	9,504	1,757	9,000	5,000	10,300	10,609	10,927	11,255	Projected cost largely offset by grant & Xmas income
4282	Armed Forces Day Expenditure	2,457	1,985	1,985	2,500	2,652	2,732	2,814	2,898	Projected cost offset by the income code
Community Service Other Expenditure										
		28,963	5,414	23,060	23,755	31,101	31,584	32,082	32,594	
1053	Income Grants	0	1,800	1,800	0	0	0	0	0	Grant received for Lantern Parade
1054	Income Other	41	0	0	0	0	0	0	0	
1070	Armed Forces Day	1,709	1,985	1,985	2,500	2,652	2,732	2,814	2,898	Offsets the expenditure code
1075	Christmas Event Income	3,838	660	6,200	5,000	7,210	7,426	7,649	7,879	
1083	Income Street Markets	1,359	0	0	0	0	0	0	0	
1085	Events Income	0	120	120	1,000	1,030	1,061	1,093	1,126	Mainly for proposed gin/fizz festival at Crouch
Community Service Other Income										
		6,947	4,565	10,105	7,500	10,892	11,219	11,556	11,902	
Net Expenditure over Income										
		22,016	849	12,955	16,255	20,209	20,365	20,526	20,692	
Account Projects Pool										
Code Cost Centre 225										
4155	Professional Fees	10,372	1,200	11,500	0	0	0	0	0	Includes additional support to deliver projects this financial year.
4274	Project Expenditure	22,441	7,365	16,000	30,000	30,900	31,827	32,782	33,765	Projected outturn includes costs for the disabled swing which is partly covered by all of the YM income code, and £5K from the CIL Income.
4415	Asset Sale Cost	6,209	1,795	1,795	12,000	10,000	10,000	10,000	10,000	Next year's budget includes a minimum £10K spend to assist with tennis courts.
4420	Beach Hut Capital Expenditure	409,664	4,583	53,000	250,000	68,333	0	0	0	Budget figure for Potential land sale at South Down Road to include ecological surveys etc. PO figure includes £40K for Gablon wall. The PO figure will result in a surplus of BH Capital Sales so difference of £48,800 must go into EMR. 19/20 budget relates to electricity, commission and remainder of new huts.
4421	Martello Toilets Capital Costs	4	2,000	0	280,000	0	0	0	0	No projected costs as no projected income this year. The budget for next year is subject to Capital Receipt of Land Sales as per the Income Land Sale budget.
4422	Skate Park, Salts	10	0	150,000	0	0	0	0	0	The total project costs are £200K which is covered by the S106 income within the 1014 income code and the £20K within the Income Grant code. Only £150K of the project is predicted to be spent this year resulting in a £50K surplus. This MUST be put into an EMR at year end so as the project can continue to be funded from this EMR next year. (Reason that no budget is required for next year as already in EMR).
TBA	Seaford Improvement Plan	0	0	20,000	0	0	0	0	0	New Renewable Beach & Concession Huts.
Projects Pool Expenditure										
		448,700	16,943	252,295	572,000	605,333	41,827	42,782	43,765	
1014	CIL & S106 Receipts	11,005	2,287	190,541	10,000	10,000	10,000	10,000	10,000	Income relates to £10,660 CIL and £179,881 S106 for Skate Park. Surplus of £50K for skatepark not being spent this year must be transferred to EMR. The balance of CIL after the £5K used for disabled swing must also be transferred to an EMR (£5,660K)
1016	Beach Hut Sales	281,250	101,833	101,833	400,000	68,333	0	0	0	19/20 projects 8 sold at £41 gross & 2 in 20/21 at same price. Note that capital income must be transferred to an EMR and not Gen Reserve if not spent on capital project in the same year.
1017	Land Sales	170,000	0	0	142,000	0	0	0	0	Base figure from potential land sale - to cover Martello Toilet Expenditure. Expected income is greater if one of current site is sold.
1053	Income Grants	0	0	20,000	0	0	0	0	0	NPS Lions donation
1081	Young Mayor Income	0	0	4,641	0	0	0	0	0	Swing Donations from 18/19 YM
Projects Pool Income										
		462,255	104,120	317,015	552,000	78,333	10,000	10,000	10,000	
Net Expenditure over Income										
		-13,555	-87,177	-64,720	20,000	30,900	31,827	32,782	33,765	
Planning & Highways										
Code Cost Centre 301										
4199	Other Expenditure	10	0	0	0	0	0	0	0	
4263	Bus Shelter Maintenance/Cleaning	380	144	448	1,000	1,030	1,061	1,093	1,126	
Planning & Highways Expenditure										
		390	144	448	1,000	1,030	1,061	1,093	1,126	
Planning & Highways Income										
		0	0	0	0	0	0	0	0	
Net Expenditure over Income										
		390	144	448	1,000	1,030	1,061	1,093	1,126	
COMMITTEE SUMMARY										
Net Expenditure										
105	Salts Recreation Ground	58,763	30,005	62,359	58,794	68,463	71,616	74,386	77,240	
106	The Crouch Recreation Ground	44,462	15,189	39,018	45,062	42,741	42,835	44,312	45,835	
107	Martello Fields	8,135	2,421	13,826	9,420	13,855	14,270	14,698	15,139	
108	Other Open Spaces	40,153	20,641	37,864	40,408	41,159	42,397	43,672	44,984	
113	Crypt	4,517	-938	-939	1,000	515	530	546	563	
114	South Street	804	0	0	0	1,030	1,061	1,093	1,126	
115	Martello Tower	1,486	1,433	4,433	6,525	7,365	7,585	7,813	8,047	
116	Seaford Head Estate	-11,669	-41,861	-43,660	2,054	3,115	3,550	3,999	4,461	
117	Seaford	-78,802	-39,519	-42,399	-26,250	-49,331	-50,814	-52,341	-53,914	
118	Beach Huts	-18,461	-30,338	-28,697	-21,759	-38,807	-39,191	-39,567	-39,922	
119	Old Town Hall	1,856	-744	-275	725	785	847	910	976	
121	Seaford in Bloom	8,472	8,169	8,664	9,790	10,193	10,511	10,839	11,177	
125	Allotments	-892	-922	-922	-892	-979	-1,008	-1,038	-1,069	
130	Other Recreation	8,180	0	10,000	10,000	10,000	10,000	10,000	10,000	
134	CCTV	9,728	5,268	13,222	11,566	12,299	12,668	13,048	13,440	
135	Community Service Other	22,016	849	12,955	16,255	20,209	20,365	20,526	20,692	
220	Building Maintenance Pool	0	0	0	0	0	0	0	0	
225	Projects Pool	-13,555	-87,177	-64,720	20,000	30,900	31,827	32,782	33,765	
301	Planning & Highways	390	144	448	1,000	1,030	1,061	1,093	1,126	
Total Net Committee Requirement										
		85,583	-117,380	21,178	183,698	175,100	181,589	188,294	195,236	
Total Committee Expenditure										
		833,701	196,846	596,873	909,918	452,809	393,973	404,597	415,573	

	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
Total Committee Income	748,118	314,226	575,695	726,212	758,210	276,909	212,383	216,303	220,337	
Transfers to EMR's end of 18/19										
EMR Tree Wardens			1,400							
EMR CIL			5,660							
EMR Capital Receipts			48,833							
EMR Skate Park			50,000							
Total EMR Transfers			105,893							
Total Net Committee requirement	85,583	-117,380	127,071	183,698	188,394	175,100	181,589	188,294	195,236	