

HAILSHAM TOWN COUNCIL

FINANCE, BUDGET, RESOURCE AND STAFFING COMMITTEE

AGENDA

To appointed Members of the Committee

You are hereby summoned to a meeting of the Finance, Budget, Resource and Staffing Committee, to be held at the Fleur-de-Lys Council Chambers/Meeting Rooms, Market Street, Hailsham, on

Wednesday 8th January 2020 at 7.00 p.m.

1. **Public Forum**

A period of not more than 15 minutes will be assigned for the purpose of permitting members of the public to address the assembly or ask questions on matters relevant to responsibilities of this committee, at the discretion of the Chairman.

2. **Apologies for Absence**

To receive apologies for absence of appointed members.

3. **Minutes of previous Meeting**

To resolve that the minutes of Finance, Budget, Resource and Staffing Committee (Ref: FBR/19/5/39-46) held on 4th December 2019, may be taken as read, confirmed as correct record, and signed by the chairman.

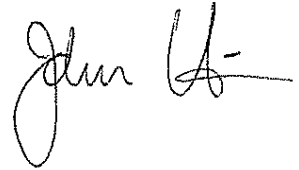
4. **Declarations of Interest**

To receive notice of declarations of personal or prejudicial interests in respect of items on this agenda.

5. **Accounts and Audit - Budget for 2020/2021**

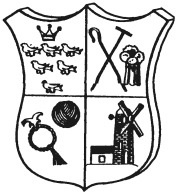
To discuss the updated budget and look at budgeting approach for the 2020/2021 budget.

Date this 2nd January 2020



JOHN HARRISON
Town Clerk

Committee Membership:	Substitutes:
<u>Councillors:</u> G. Blake-Coggins N. Coltman B. Granville R. Grocock K. Hinton P. Holbrook T Powis	<u>Councillors:</u> C. Bryant D. Cottingham B. Holbrook M. Laxton A. O'Rawe



HAILSHAM TOWN COUNCIL
FINANCE, BUDGET, RESOURCES AND STAFFING COMMITTEE

REPORT (Minutes)

of the meeting of the Finance, Budget, Resources and Staffing Committee,
held at the Fleur-De-Lys Meeting Room, Market Street, Hailsham
On Wednesday 4th December 2019 at 7.00 p.m.

FBR/19/5/
39

Public Forum

No members of the public attended the meeting

40 **Present:** Cllrs. G. Blake-Coggins (Chairman), N. Coltman, B. Granville, R. Grocock (Vice Chairman), K. Hinton, B. Holbrook (Substitute for P. Holbrook) & T. Powis.

41 **Officers Present:** Mr J. Harrison (Town Clerk).

42 **Apologies For Absence:** Cllr P. Holbrook & Ms M. Foster (Finance Officer)

43 **Minutes of Previous Meeting**

RESOLVED that the minutes of Finance, Budget, Resource and Staffing Committee (Ref: FBR/19/4/21-38) held on 30th October 2019, may be confirmed as a correct record, and signed by the chairman.

44 **Declarations of Interest:** None made

45 **Accounts and Audit – Budget for 2020-2021**

45.1 Mr Harrison talked through the report from the Finance officer which gave the detailed budget as has been worked out in the previous meetings, including the key reasons why things changed:

45.2 There have been amendments to the budget papers for 2020-2021 since the July 2019 meeting;

- 3% increase across most of the budget areas as per the five-year budget in the business plan.
- Additional funding to Dog bin waste of £19,700, due to the expensive cost to get dog waste collected and disposed of.
- increase in utilities across most sites for Electric/Gas and Water due to increase prices.
- Drainage at Maurice Thornton Playing Field and Western Road recreation ground, this was previously agreed to come from reserves indefinitely however this is not sustainable.
- Plant/Skip hire costs as per the maintenance requirements
- The Horticultural and grass cutting contract is out to tender later this year, and as the current contractor under quoted for the grass cutting at the cemetery, and the recreation ground at James West due to come under the town council, there will be

an increase in the cost of this contract. Further details will be available in the Autumn. £25,000 as a guide figure from the Deputy Town Clerk.

- Festive Lighting increase for additional lighting as per costed plan detailed at communities committee. (£5K).
- Wealden Works! – Full council agreed to fund the project from 2020-2021 (£6K)
- Changing Spaces Pod – Full council agreed to provide a Changing Spaces pod however this is a new budget line for maintenance/cleaning/utilities (£13K).
- Defibrillators – New budget as previous funds have now depleted, and yearly maintenance is required.
- Continued funding for SOX Street Lighting Repairs agreed by Full Council £17,297.00
- Staffing budgets increased by 3% as per Town Clerk information. Members Allowances have 2.5% potential increase.
- Neighbourhood plan new funds added of £5,000.00
- The vehicle leasing contract is due for renewal in March 2020, as such we are will not know the actual expenditure cost for 2020-2021 in time for the budget setting, on the advice of the Deputy Town Clerk, a 10% increase (£1,000) in the budget would be prudent.
- Youth Project additional funds for security fencing (£3K)
- 4 Market Square is currently empty due to tenant ceasing letting agreement, so this budget may have to be removed - £6,500.00
- James West Centre income for hire/letting is now built into the budget.

45.3 Taking all the above adjustments into account and the removal in the Council tax support grant from Wealden District Council of £17,819.00, there is a shortfall at present of £92,759.00.

At the current band D tax rate of £138.55 this would require an additional 669 houses to be added to our current tax base of 7649.3. Council is expecting the tax base information anytime.

To cover the current shortfall, Council would need to increase the band D tax rate by 9% which is an additional £12.47 per year bring band D to £151.02.

45.4 It was also noted that we did not include in budget to quote for electronic devices for council members. We have an indicative quote close to £4K to supply tablets plus ongoing maintenance if committee wished to factor this into the budget.

45.5 **Queries raised and items discussed by the committee:**

The committee agreed that it was unsustainable to continuously add to the budget and that a 9% increase in the band D rate was not desirable.

45.6 Explanation of the context surrounding the Council Tax Support Grant, that had originally made up 20% of total budget. It was introduced when council tax benefit came in and reduced tax base by 20%. Central government had funded the short-fall with top-up grant on a reduced scale – paid to District Councils to be given to parishes and was passed on by WDC. Next year is first year without any CT support grant.

45.7 Query over the additional £5,000 requested by the neighbourhood Plan Committee: Mr Harrison clarified the situation. There is £11,175 remaining on the budget. The NP committee had agreed to commission the existing consultants to undertake a professional appraisal of the WDC Conservation Area at £2300 plus expenses and to ring-fence £4K of what's left to promote the referendum – this therefore only leaves £4-5K of the existing budget. The Consultants will need to do more work i.e. meeting on the 19th needs consultant present. The NP Committee felt it was prudent to increase budget now rather than needing extra budget later on.

45.8 It was clarified that financial controls and audit regime determines that the council is required to keep an amount equalling 6% of budget in reserves.

45.9 Query as to whether it is possible to determine which areas of the budget are 'absolute costs' council will always have as overheads and therefore what's available for grants, projects etc.

45.10 Discussion that when groups or individuals come to meeting and ask for support, the council does not necessarily take into account whether these are meeting the council's priorities.

45.11 Discussion over the Changing Spaces pod. WDC have been asked WDC to part fund the installation, but that will not cover the revenue cost of maintenance.

45.12 How is the 3% 'blanket increase' across the budget actually applied and how much of it is going to be spent?

45.13 The Vehicle leasing contract is up for renewal and therefore council won't know the real price until March. Council is pushing to go onto electric vehicles however these are still very expensive. Committee agreed we should look at this again in three year's time as it is not worth considering now until the infrastructure gets better and the costs reduce.

45.14 How long is the contract on dog bins in place for? If HTC made a decision to stop using dog bins in a years' time this would reduce the budget. Other councils have done the same (examples given as Eastbourne and Tunbridge Wells). Council will need to highlight this is one of the reasons for the increase.

45.15 Confirmation of the budget setting process - where does the committee stand on the areas that have been agreed by council? FBRSC would come up with a report making recommendations and options to council with differing budgets. There is potentially less of an issue with a 4 or 5% increase. It largely depends on the increase in the tax base.

45.16 RE Street lighting - replacement of SOX lamps. Is this a four-year plan and how much longer is that running for, i.e. what year are we into in the four-year plan – **to be confirmed.**

45.17 Is the Street-light maintenance agreement we had with County Council set at a fixed amount therefore we don't need to increase it? - **to be confirmed**

45.18 Changing Spaces Pod: The budget includes an increase of £13K for the cleaning and maintenance, emptying Sani-Bins, supply of toilet roll etc. & this is probably a conservative estimate. The committee discussed whether we can delay installation to reduce the costs. This is not rescinding a previous resolution as there was no indication of deadline

45.19 4 Market Street property; it was explained that the property is currently vacant therefore there is no current rental income. It is not quite ready to be marketed but when it is will be done so through commercial agent. The rental income is in the budget as an income but need to be aware that might be an issue. HTC is reasonably confident it can be rented out and will be a rental stream.

45.20 Explanation of increase in dog hygiene bins emptying. The Contract was 'bought-out' and the new company refused to empty dog bins. Therefore HTC had to find a new contractor to empty the dog bin. HTC Had to agree a two-year contract. Committee discussed whether we can we reduce the bins – will also save money on staff time and black bags.

45.21 **RESOLVED to check terms of the contract to assess the costs of reducing the service or completely withdrawing and removing all dog bins.** Can we withdraw from the contract with adequate notice? Also agreed to find out what other councils local to Wealden and local district are doing.

The committee agreed a future meeting would be require din January when we had full view of the tax base;

RESOLVED to explore options of budgets without some of the key additions:

- Go through line by line and work out which don't need the blanket 3% increase.
- Not to add additional £5K to Neighbourhood Plan budget.
- To take out additional money for Festive Lighting £5K (& therefore keep budget at £11K)
- To recommend the reduction of the Grants Allocation by £5K (as was underspent by this amount this year)
- To Take out additional money to Wealden Works (£6K)
- To recommend deferring installation of the changing spaces pod by six months or more in order to reduce/remove the costs of maintenance and cleaning (£13K)

45.22 **RESOLVED** to produce three budget projections in conjunction with these reductions at: 0%, 5%, 9%.

45.23 **RESOLVED** to set an additional meeting for January to go over these amendments – the date set for Wednesday 8th January 2019 at 7.00pm.

46.0 There being no other business, the meeting closed at 8.26pm

CHAIRMAN

DRAFT

Report to: Finance, Budget, Resource and Staffing Committee

Date: 8th January 2020

By: Michelle Foster – Finance Officer & John Harrison – Town Clerk

Title of report: Budget for 2020/2021

PURPOSE:

To discuss the updated budget for the 2020/2021 budget.

BACKGROUND:

There have been amendments to the budget papers for 2020-2021 in reference to the recommendations of the FBRSC meeting of 4th December 2019, the amendments and additions are detailed below as per the minutes;

- Go through line by line and work out which don't need the blanket 3% increase. **(Saving £724.00)**
- Not to add additional £5K to Neighbourhood Plan budget.
- To take out additional money for Festive Lighting £5K (& therefore keep budget at £11K)
- To recommend the reduction of the Grants Allocation by £5K (as was underspent by this amount this year)
- To Take out additional money to Wealden Works (£6K)
- To recommend deferring installation of the changing spaces pod by six months or more in order to reduce/remove the costs of maintenance and cleaning (£13K) = **(£6,500 saving)**

In addition to the above adjustments being actioned, on reviewing the current financial position of the Post Office, which is;

- . carry forward from 2019/2020 of £48,000
- . Bank balance as at 3.1.2020 - £25,000

On reflection of this large carry forward have reduced the budget of £45,000 to £20,000.

We have received the pension calculation for the coming year, and this has now been adjusted in the budget papers. **(£1,500.00 increase).**

Wealden District Council had made an error in calculating last year tax base as per a separate report in more detail as part of these papers.

At the current band D tax rate of £138.55, the tax base for this year is 7476.4 which is a reduction last year tax base.

The current shortfall is £64,972.00 which has reduced from £92,759.00 as per the amendments made since 4th December 2019.

To cover the current shortfall, we would need to increase the band D tax rate by 6.3% which is an additional £8.73 per year bring band D to £147.28.

CONSIDERATION:

To note the adjustments in the Finance Officer report and to agree to a suggested precept level for 2020-2021.

Tax Base Calculations for Hailsham Town Council for 2020-2021

1. Summary of email correspondence between HTC Town Clerk and WDC Finance Officers:

WDC: *In last year's calculation there were a combination of factors which meant Hailsham's tax base was higher than it should have been, there is, however, no need for retrospective adjustments and your precept has not been impacted.*

Hailsham's Tax Base for 2020-2021 is the 'corrected' figure of 7476.4. This is a 'decrease' of 172.9 from the figure of 7649.3 for 2019-2020 that HTC was given in error.

WDC: *It would appear to be an error in a spreadsheet where the figure for council tax benefits was not being pulled through into the main calculation. I ... picked up the error when working on the 2020/21 tax base calculations last week.*

Firstly can I reassure you that the full precept for your Parish for 2019/10 of £1,059,811 has been paid in full. The unfortunate change in the base number does not actually affect the payment of this precept in any way so again, I trust this will assure you.

I would also kindly advise that Council Tax base estimates are best estimates only and whilst every effort is made to set a correct base at budget time, the base itself for the Parish or District will always move as we go through the financial year, the base is affected by constant adjustments for any dwellings that may receive discounts on Council Tax or for any payers who receive Council Tax support, or increase for any additional properties that become chargeable.

Your tax base for 2019/20 should have actually been 7,425.5, and therefore was slightly overstated by circa 3%. The corrected figure would take the base for 2020/21 to 7,476.4 which would have been an increase of 50.9 dwellings. Again, we will ensure this is corrected for 2020/21 which will resolve the situation.

In terms of next year's precept for 2020/21, the corrected change in tax base will lead to a percentage change in terms of your council tax figure (as for most Parishes) but in monetary terms you will still receive the full amount of precept payment. A percentage change is regularly seen across Parishes and last year many parishes had changes over 10%.

In terms of the collection fund (where all council tax money is accounted for), we always prudently assume an overall variation of collection of 1.5%, (£1m overall), and therefore any impact of these tax base changes for your parish will be contained within this allowance. I can confirm that there will be no loss of revenue as such.

HTC:

The council goes through a lengthy and full budget setting process each year and is aware that percentage changes in precept happen often. However, naturally basing our budget on the assumption that last year's tax base was accurate, plus then factoring in the necessary inflationary increases, plus some additional costs related to council resolutions, the town council was looking

at an increase in budget, precept and thus an increase in Band D rate entirely dependent on the tax base, but assuming at least a modest increase in that, as has been the case for the past six years. This has expanded every year as we're in a growth town. Now we are facing a significant short fall.

I would like to suggest that, because the implications of this sudden and unexpected shortfall will be potentially disastrous for HTC and because this error was entirely WDC's, that WDC should meet the shortfall in our budget until the tax base catches up with or exceeds the previous (apparently incorrect) level

WDC: *In terms of the collection fund position, the point we were making was that there will be no loss of income for 2019/20 as we make an allowance for losses of collection. Under the collection fund accounting rules, these do not allow for the return of any money to your parish as you have had been paid the precept in full notwithstanding this change in tax base.*

HTC: just to clarify the situation with regards to HTC's budget. It is not this year's (19/20) that is causing me concern, It is the knock-on effect of this on next years and subsequent year's budgets that are causing me grave concerns and I think actually, will have serious consequences for the town council's financial situation for several years.

As previously stated, the town council's budget setting process is based on assessing our current levels of service and costs, factoring in unavoidable increases in those costs (inflationary, increases in our salary bill depending on what settlements are reached, incremental salary increases etc – in fact approx. 60-70% of our budget is made up of salaries) and then factoring in additional costs as/if the council has resolved to add to services.

We then take the current year's tax base and the current year's Band D rate as a baseline. Then based on the extent of any modest uplift in the tax base, work out whether or by how much we might need to increase the band d rate. And thus that our determines our precept.

This whole process is based on the foundation that the present year's tax base is accurate. Then the assumption that there may be a modest increase in the tax base.

The council's budget, precept and Tax Base have all steadily increased over the past years, the only noticeable exception being when Council tax benefit was introduced, which saw our tax base drop but even then the shortfall was met by the CTS Grant.

Had HTC been given the accurate Tax base for this financial year HTC would have determined its budget and Band D rate accordingly and we would probably have seen a modest increase in the Band D rate to meet shortfalls related to inevitable inflationary increases in our costs. Instead because the tax base we were informed of indicated a not insignificant increase (of 340; from 7309 in 18/19 to 7649 in 19/20), the town council was able to meet its increased costs while not increasing the Band D rate at all.

What this situation now presents us with is an unprecedented 'reduction' in our tax base owing to a mistake in WDC's calculation. This means that the town council will have the 'morton's fork' choice of either significantly increasing its Band D rate or somehow significantly reducing its

budget, which at this point could only really be a cut in funds or services. Either of these options will have detrimental effect on the town council and the town's parishioners. Unless WDC can find a way of meeting that shortfall until the 'real' Tax base meets that we were previously given in error?

2. Meeting held with WDC Finance Officers (Financial Services Manager and Chief Finance Officer) and HTC Officers (Finance Officer, Deputy Town Clerk and Town Clerk) on 20th December 2019.

WDC have contacted CIPFA to ask for their professional opinion regarding whether there is any additional support they can offer to Hailsham Town Council. However, WDC's audit and accountability regulations state that WDC must use the most accurate estimation of the CT base it has and therefore cannot somehow compensate HTC for the shortfall/reduction in the CT base this year.

Therefore any statement or response from CIPFA is likely to say the same.

WDC officers have offered to attend the relevant HTC meeting to explain the situation

3. Statement received from SSALC on this issue (03.01.2020).

The council tax base is that which is communicated by the billing authority to the precepting authorities in accordance with the 1992 Act and regulations ([Local Authorities \(Calculation of Council Tax Base\) \(England\) Regulations 2012 \(SI 2012/2914\)](#)).

Coincidentally I have this morning received a lengthy note on the calculation of the council tax base: https://www.gov.uk/government/publications/council-tax-base-calculation?utm_source=18cb29ca-c3a3-4476-8810-f4406144cd49&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily.

It is always possible for the council tax base to go down as well as rise - leaving aside any errors. This might result from the loss or addition to the number of dwellings or changes to the number of benefit claimants or the number of exempt dwellings. From what has been said, it seems that the base was higher for last year and therefore Hailsham's tax yield was higher or its council tax band D equivalent lower than it would otherwise have been. I do not think that it is open to WDC to "compensate" HTC for an error in the calculation. It is of course open to the HTC to recalculate its budget and council tax requirement for 2020/21 as the time for submitting the council tax requirement has not yet passed. I do assume that the "loss" amounts to some £23,000.

SUMMARY OF COMMITTEE'S ESTIMATES - 2020/2021

% of budget

Corporate Resources & Services	870451	
Environment and Leisure	152100	
Corporate Assets & Cemetery	78276	
Total Budget	1,100,827	
Drawn from surplus	-	-
TOTAL PRECEPT	1100827	
Breakdown		
Precept (tax base x £138.55 band D)* 7476.4	1035855	94.10
		0.00
Total combined precept/grant	1035855	
Drawn from surplus/Reserves	64972	

parish rate 7649.3

138.55

Tax base for 2010.11 =	7087.1
Tax base for 2011.2012 =	7138.3
Tax base for 2012.2013	7333.7
Tax base for 2013.2014	6297.9
Tax base for 2014/2015	6497.2
Tax base for 2015/16	6829
Tax base for 2016/17	7171.8
Tax base for 2017/18	7195.8
Tax base for 2018/19	7309.3
Tax base for 2019/20	7649.3
Tax base for 2020/21	7476.4

				2020 - 2021 Estimates					
				Expenditure	Income	Nett	2019/20	Actual	
						Total	Estimate	2018/19	
NEW		(approved by sub-committee)							
Amended									
		A	B	C	D	E			
		301 STAFFING COSTS							
301	4001	Wages (Manual)	162664			162664	161312	126466	
301	4000	Salaries (Admin.)	275647			275647	266230	278450	
301	4005	NHI (Wages & salariaes)	58867			58867	57381	102018	
301	4005	Pension (wages & salaries)	82412			82412	75834	0	
301	4002	Youth Café & infopoint	105771			105771	97918	99630	
301	4002	NHI Youth Café & infopoint	9663			9663	7164		
301	4002	Pension Youth Café & infopoint	12744			12744	9033		
301	4545	Honorarias (Bailiffs/Tree Warden/Town Crier)	2000			2000	2000	1337	
301	4510	Members Allowances	24228			24228	23800	29230	
				733996	0	733996	700672	637131	
		302 ADMINISTRATION EXPENSES							
302	4491	Office equip/etc/computer consultancy	2300			2300	2300	1156	
302	4431	Newsletter	9000			9000	9000	6491	
302	4429	Annual Town Meeting	600			600	600	477	
302	4440	Telephone & mobiles	3000			3000	2700	1962	
302	4155	Contract Cleaning	4841			4841	4700	4627	
302	4120	Rates	7002			7002	7000	6840	
302	4120	Water/Sewerage/Gas/Electricity	4700			4700	4700	5494	
302	4177	Annual Electrical Test of Equipment	318			318	309	302	
302	4130	Insurance	13000	400		12600	8800	11086	
302	4455	Franking machine/postage	1600			1600	1600	1170	
302	4570	Audit fees	2864			2864	2781	2454	
302	4030	Travelling, Training & seminar costs	3090			3090	3000	3983	
302	4410	Photocopier lease & Monthly Use Charges	3708			3708	3600	3072	
		Room Hire Expenses	600			600	600	430	
302	4480	Computer Software/anti virus software/Web licences	1648			1648	1600	1907	
		New Software/Website - running costs (up to £2500)	3090			3090	3000	2798	
302	4460	Subscriptions & Publications	3914			3914	3914	4178	
302	4585	Professional fees	3713			3713	3605	4413	
302	4571	Election	0			0	0	0	
302	4430	Advertising / Publicity	515			515	500	456	
302	4176	Annual extinguisher etc., inspection & servicing	424			424	412	448	
302	4400	Stationery & miscellaneous equipment	4000			4000	4000	3182	
302	4150	Commercial Rubbish Disposal	2650			2650	1834	5966	
		Civic regalia	258			258	250	0	
302		Hailsham Neighbourhood Plan	0			0	0	11955	
				76835	400	76435	70805	84847	
		303 CHAIRMANS ALLOWANCE							
303	4500	Chairmans allowance	1500			1500	1500	339	
		Carried over from previous year							
			1500	0		1500	1500	339	
		304 MACHINERY/TOOLS/PROTECTIVE CLOTHING							
310	4070/4071	Tools & Protective Clothing	1963			1963	1906	1825	
			1963	0		1963	1906	1825	
		305 VEHICLE FLEET							
311	4310	Leasing costs	10000			10000	9000	9058	
311	4330	Vehicle Overheads - fuel	4500			4500	4500	2810	
311	4301/4340	Vehicle Overheads - service & RFL (5)	0			0	0	426	
311	4130	Vehicle Overheads - Insurance	4120			4120	4000	3810	
				18620	0	18620	17500	16104	
		306 TWINNING							
320	4800	Civic Events	400			400	400	0	
				400	0	400	400	0	

				2020 - 2021 Estimates							
				Expenditure	Income	Nett	2019/20	Actual			
						Total	Estimate	2018/19			
NEW	(approved by sub-committee)										
Amended											
		A	B	C	D	E					
		307 MISC.PROVISIONS									
330	4801	Annual Grants	4213		4213	6213	850	ADJUSTED AS PER FBSRC 4.12.19			
			4213	0	4213	6213	850				
		308 SECTION 137 (FREE RESOURCE)									
331	4850	Grants to Voluntary bodies (transfer from 307)	5000		5000	5000	9100				
331	4851	Miscellaneous	400		400	400	55				
			5400		5400	5400	9155				
		309 PROJECTS (Add to Cap.Funds)									
350	4970	No 03 - Community Build Project (unallocated £4316)	0		0	3000	0	ADJUSTED AS PER FBSRC 4.12.19			
350	4980	No 11 - Town youth Facilities (unallocated £327)			0	0	0				
350	4972	No 14 - Contingency Fund (unallocated £35862)			0	0	25659				
350	4973/1705	No 16 - Youth Project	18000	1000	17000	14000	15514	Security Fencing £3K			
350	4974	No 21 - Criminal Damage (unallocated £1528)			0	0	0				
		No 14 - Bus Concessions	8000		8000	8000	7657	No increase as within current budget			
			26000	1000	25000	25000	48830				
		311 FUNDED SERVICES									
352	4910	Hellingly P.C. subsidy (as provided by Hellingly PC)	27810		27810	27810	26033				
		Hailsham Revitalization Fund	5150		5150	5150	21947	No increase 13.12.19 as carry forward £16,753			
		Hailsham Forward	0		0	0	1665				
352	4912	CCTV - Camera costs	7957		7957	7725	7292				
			0		0	0	0				
		Post Office Operation costs	20000		20000	45000	3449	REDUCED AS £48k CARRY FORWARD AVAILABLE			
			60917	0	60917	85685	60386				
		312 ACCOUNT INTEREST & COMMUTED SUMS									
360	1880	Interest on accounts		530	-530	-515	-2172				
		Bank charges	637	0	637	618	775				
			637	530	107	103	-1397				
		313 RENTS, LETTINGS & HIRE FEES									
365	1031	Kemer Kebab		10500	-10500	-10500	-10500				
365	1032	4 Market Square	0	6500	-6500	-6500	-4312	EMPTY AT THE MOMENT			
365	1000	Meeting Room Lets/J West		33000	-33000	-3000	-22222	£30K J West . £3K FDL			
365	1001	Pavilion Lets		1200	-1200	-1200	-803				
365	1033	Cemetery Rent		6900	-6900	-6900	-7140				
		Miscellaneous rents			0	0	-1				
			0	58100	-58100	-28100	-44978				
		Vat refund (income)									
		Total expenditure	930481								
		Total income		60030							
		Nett total			870451	887084	813092				
		Total			870451	-1.88					
		Last year Precept									
		Total Precept			1100827						
		NEW									
		Amended									

		2020 - 2021 Estimates			2019/20	Actual		
		Expenditure	Income	Nett	Estimate	2018/19		
		A	B	C	D	E		
		(approved by committee)						
101 ALLOTMENTS								
101	4115	Common Pond site - water supply			159	155	150	
102	4115	Battle Road site - water supply x2			600	515	584	
101/102	4201	General Maintenance/Waste Collection (include new site)	1500		1500	2781	2508	
101/102	1080	Allotment Rent (53 plots @ £39.60 & 20+38 plots @ £23.10)		3542	-3542	-3542	-3135	
102	4200	Soil Test (Identified in Risk Policy)			53	52	0	
		Software licence			180	175	165	
		Key deposit (Deposits held from previos years)			0	0	1965	
			2492	3542	-1050	136	2237	
102 WESTERN ROAD RECREATION GROUND								
105	4115	Water & sewerage			500	129	501	
105	4201	General maintenance (include Outdoor Gym)			955	927	1370	
105	1040	Rent from Beaconsfield/Tennis Club/Pitch hire		1000	-1000	-1000	-838	
		Drainage	2000		2000			
			3455	1000	2455	56	1033	
MAURICE THORNTON PLAYING FIELD								
106	4100	Annual rent			1000	1000	1000	
106	4248	Pitch marking paint			530	515	764	
106	4115	Water			70	62	63	
106	4201	General maintenance			711	690	221	
		Skate Park Maintenance			515	515	250	
		Drainage	2000		2000			
			4826	0	4826	2782	2298	
COMMON POND								
107	4201	General maintenance			721	721	13	
			721	0	721	721	13	
ERSHAM ROAD COMMON								
108	4201	General Maintenance incl. fence repairs			53	52	0	
			53	0	53	52	0	
		Total Recreation Areas (code 102)	9055	1000	8055	3611	3344	
103 PLAY AREAS								
115	4230	All Sites - Insurance (engineers inspection)			1450	1450	980	
115	4239	All sites - Safety gates			1000	1000	0	
115	4201	All Sites - general maintenance			1273	1236	346	
		Total Play Areas (code 103)	3723	0	3723	3686	1326	
104 PUBLIC OPEN SPACES								
109	4201	Country Park - General maintenance			477	464	1045	
109	1065	Fishing Permits		550	-550	-400	-847	
110	4201	Orchard Park - General Repairs/ skip hire			743	721	367	
111	4201	POS - General Maintenance			318	309	18	
109	4275	Vermin control			515	515	474	
		Plant & Skip Hire	4000		4000			
			6053	550	5503	1609	1057	
105 HORTICULTURAL & GROUND MAINTENANCE								
140	4240	Grass & Hedge Cutting	25000		25000	19570	15437	
		Payment from Redrow (POS upgrade)			0	0		
140	4250	Tree Surgery - all sites	17611		17611	17098	16650	
			42611	0	42611	36668	32087	
106 PROJECT FUNDS (Add to existing funds)								
150	4945	No 04 - Play Equipment (unallocated balance £.....)	0		0	0	7183	
150	4941	No 05 - Play Area Surface Fund (fund balance £.....)	0		0	0	0	
			0	0	0	0	7183	
107 ENVIRONMENT SERVICES								
160	4271	Dog Hygiene Bin Emptying (waste disposal/new bins etc)	19700		19700	6000	3201	
160	4141	Urban Grass Cutting	10916		10916	10219	2729	
			30616	0	30616	16219	3201	
111 TOURISM & LEISURE								
333	4812	Tourism & Leisure Grants	2500		2500	2500	2500	
333	4821	Communities - Festivities	15914		15914	15825	19787	
333	4820	Miscellaneous items	212		212	206	0	
		Event advertising	530		530	515	400	
		Bus Alliance	1000		1000	1000	365	
			20156	0	20156	20046	23052	
FESTIVE LIGHTING								
235	292/1150	Christmas Festoons	11000	0	11000	11000	10601	
					0			
			11000	0	11000	11000	10601	

		2020 - 2021 Estimates			2019/20	Actual		
		Expenditure	Income	Nett	Estimate	2018/19		
(approved by committee)								
		A	B	C	D	E		
113 FUNDED PROJECTS								
351	4901	Church Yard CCTV Service contract	309		309	309	0	No increase 13.12.19
351	4902	War Memorial - All service costs	350		350	155	343	Increase due to increase in water costs
332	4810	CAB rent & grant	13287		13287	13287	13287	No increase as per 2018-19 agreed
		Wealden Works	0		0	0	0	REMOVED FUNDING OF £6K as per FBSRC 4.12.19
			13945.9	0	13946	13751	13630	
114 Cortlandt Stable Block								
		Cortlandt Stable Block Rent/Rates/Utilities	16480		16480	16000	15757	
		Maintenance - Cortlandt Stable Block	1060		1060	1060	0	No increase as £5K to carry forward
			17540		17540	17060	0	
		Total expenditure	157192			123786	50435	
		Total Income		5092				
		Nett total			152100			
						22.9		
		NEW						
		AMENDED						

		2020 - 2021 Estimates			2019/20	Actual	
		Expenditure	Income	Nett	Estimate	2018/19	
					Total		
(approved by committee)							
		A	B	C	D	E	
201 TOWN COUNCIL SITE							
201	4170	Internal Repairs/General Maintenance	212		212	206	401
		Electronic Gates to car park/service/upgrade/repair	500		500	155	1011
		Maintenance for 4 Market Square	1500		1500	1500	0
201	4178	Gas Boiler - Annual Service	212		212	206	70
201	4175	Intruder alarm & smoke alarm service	430		430	515	80
201	4171	External Repair/General maintenance	612		612	200	162
		Total Town Council Site	3466	0	3466	2782	1724
202 RECREATION BUILDINGS (incl UNION HALL)							
		<u>Maurice Thornton Pavilion</u>					
206	4120	Overheads (water,electric,cleaing etc)	1273		1273	1236	924
206	4201	General Repairs	515		515	515	210
		<u>Storage Sheds (General)</u>					
210	4201	General Maintenece	250		250	100	56
		MT hut and Grovelands barn energy	500		500	309	459
		Grovelands Barn rates	2971		2971	2800	2592
		<u>Union Corner Hall</u>					
207	4201	Maintenance Grant	1000		1000	1000	0
					0		
		<u>Public Toilets - Stable Block</u>					
		Cleaning/maintenance	15000		15000	15000	11159
		<u>Changing Pod</u>					
		Cleaning/maintenance	6500		6500	0	0
		<u>Welbury Farm - Jim West Community Hall</u>					
208	4201	Maintenance/Running costs	10300		10300	10000	61126
		Total Pavilions & Storage sheds	38309	0	38309	31560	81845
203 CEMETERY BUILDING MAINTENANCE							
215	4201	General Maintenance of buildings	159		159	155	70
215	4172	Cemetery Lodge Repairs	424		424	412	90
			583	0	583	567	160
204 PROJECT FUNDS							
					0		
230	4950	No18 - New Burial Ground (balance £17500)	0		0		0
			0	0	0	0	0
205 CEMETERY SERVICES & OVERHEADS							
216	4120	Rates	2864		2864	2781	2698
216	4120	Water & sewerage	446		446	433	400
216	4120	Electricity	470		470	309	451
216	4120	Gas	800		800	500	763
216	4440	Telephone	600		600	600	566
216	4201	Fire Extinguisher & boiler service	124		124	124	109
216	4275	Pest Control	300		300	52	299
216	4201	General repairs & cleaning materials&Waste Collection	1963		1963	1906	2625
216	4190	Burial Record Computer system (annual licence)	339		339	330	285
			7906	0	7906	7035	8196
207 FUNERAL & GRAVES							
219	4280	Grave digging	14420		14420	14000	12650

Amended to £500.00 as very under budgeted in prvious years

Reduced as new monthly payment plan

No increase 13.12.19

Increase due to skip hire for clearance of rubbish

Increase due to increase in electric used by bonfire society/men in sheds

No increase

CHANGING POD MAINTENANCE /ADJUSTED TO BUDGET OF 6 MONTHS EXPENDITURE

Increase due office now in use full time

Increase due office now in use full time

TO REVIEW as overspend the last 2 years! - Adjusted to £300.00 as per FBSRC

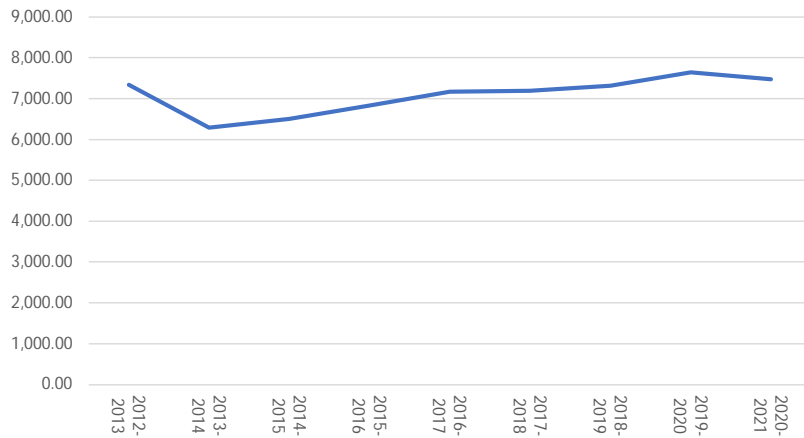
£873.60 is for waste collection

		2020 - 2021 Estimates				2019/20	Actual		
		Expenditure		Income	Nett	Estimate	2018/19		
						Total			
		(approved by committee)							
		A		B		C	D	E	
219	4201	General Maintenance - chapel flowers & mem trees	530			530	515	2073	
219	1100	Burial & Monument fees	0	51500		-51500	-51500	-67429	
			14950		51500	-36550	-36985	-52706	
		208 HORTICULTURAL (incl FLORAL DISPLAYS)							
218	4240	Grass & Hedge Cutting	13000			13000	7210	6668	Increased to around £13,000 due to go to tender in the Autumn but previously very under quoted
218	4242	Ditch Clearance	1000			1000	1000	921	No increase
						0		0	
			14000		0	14000	8210	7589	
		209 STREET LIGHTING							
		New Lighting	17297			17297	17297	0	NEW SOX LAMPS 4 year plan
235	4201	General Maintenance	15450			15450	15000	13258	
235	4291	Energy (145516 kwh per year)	13261			13261	12875	13844	
		Annual Repairs	3090			3090	3090	20589	
			49097.9		0	49098	48262	47691	
		210 STREET FURNITURE							
240	4277	Bus shelter Repairs	258			258	258	327	
240	4277	Black Sacks	206			206	206	0	
		Defibulators	1000			1000	0	0	Maintenance Budget - added as old budget depleted
			1464		0	1464	464	0	
		Total Expenditure	129776				61895	94499	
		Total Income		51500					
		Nett Total				78276			
							26.47		
		NEW AMENDED							

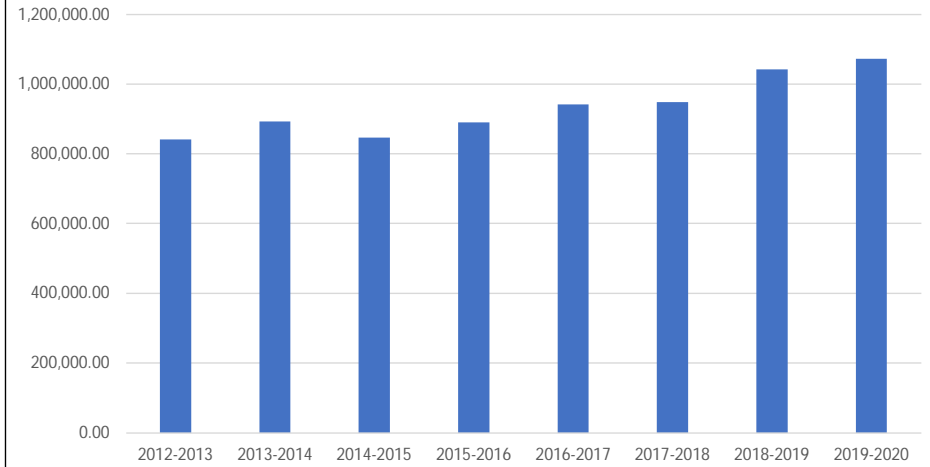
HEADLINE BUDGET INFORMATION 2012-2013 TO 2020-2021

Financial Year	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Tax Base	7,333.69	6,297.00	6,497.20	6829	7,171.80	7,195.80	7,309.30	7,649	7476.4
Tax Base Difference		-1,036.69	200.20	331.80	342.80	24.00	113.50	340	-173
HTC Band D Rate	114.69	114.69	114.69	116.98	121.66	126.53	138.55	138.55	
Band D Rate difference		0.0%	0.0%	2.0%	4.0%	4.0%	9.5%	0.0%	
Precept	841,100.91	722,202.93	745,163.87	798,856.42	872,521.19	910,485.00	1,012,703	1,059,811	
WDC CT Support Grant	0.00	118,794.00	100,975.00	83,156.00	65,337.00	47,518.00	29,699.00	11,880	0
Reserves	0.00	52,018.85	0.00	8,573.00	4,204.00	-9,184.00	0.00	874	
Budget	841,100.91	893,015.78	846,138.87	890,585.42	942,062.19	948,819.00	1,042,402.00	1,072,565	
Corporate Resources & Services		795,649	690,611	728,805	751,704	781,075	871,109	887,084	
Environment and Leisure		60,820	132,748	129,800	154,218	129,823	111,183	123,636	
Corporate Assets and Cemetery		36,650	22,780	31,980	36,140	37,920	60,110	61,845	
Budget		893,119	846,139	890,585	942,062	948,818	1,042,402	1,072,565	
Budget Difference			-46,980	44,446	51,477	6,756	93,584	30,163	

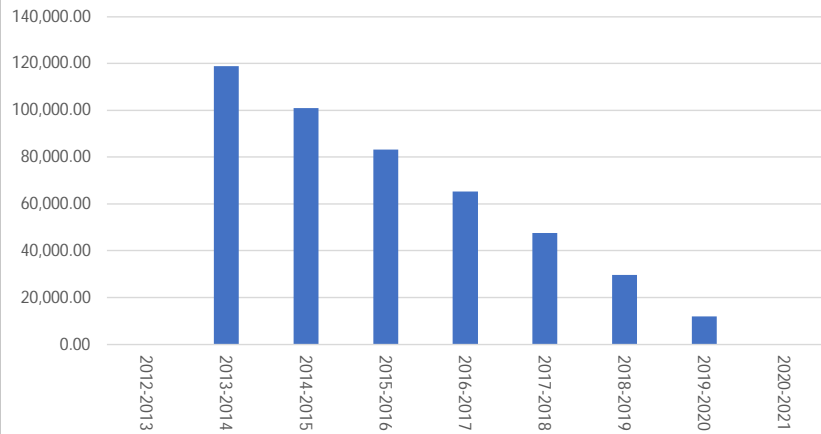
HTC Tax Base



HTC Budget



HTC Council Tax Support Grant



HTC Band D rate

