

# HAILSHAM TOWN COUNCIL

## FINANCE, BUDGET, AND RESOURCES COMMITTEE

### AGENDA

NOTICE IS HEREBY GIVEN OF a meeting of the FINANCE, BUDGET, AND RESOURCES COMMITTEE to be held at the Fleur De Lys Council Chambers/Meeting Rooms, Market Street,  
on

**Wednesday 13<sup>th</sup> December 2023 at 7.00 p.m.**

1. **Public Forum**

Prior to commencement of the remainder of formal business of the meeting, 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.

The order of formal business to be transacted will thereafter be as follows:

2. **Apologies for Absence**

To receive apologies for absence of appointed members.

3. **Declarations of Interest**

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

4. **Minutes of previous Meeting**

To note that the Minutes and Reports of the Meeting of the Finance, Budget, and Resources Committee held on 18<sup>th</sup> October 2023, may be taken as read, confirmed as correct record, and signed by the Chairman.

**5.0 Accounts and Audit – Budget for 2024-2025**

5.1 To discuss and finalise the budget for 2024-2025 budget.

Dated 7<sup>th</sup> December 2023

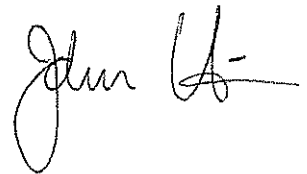
**Committee Membership:**

Councillors;

G. Blake-Coggins  
F. Clarke  
C. Mitchell  
S. Potts  
A. Marie-Ricketts  
D. Rusu  
G. White

**Substitutes:**

Councillor C. Bryant  
Councillor K. Blundell  
Councillor N. Hayes  
Councillor P. Holbrook



**JOHN HARRISON**  
Town Clerk

**Report to:** Finance, Budget and Resource Committee

**Date:** 13<sup>th</sup> December 2023

**By:** Michelle Webber – RFO

**Title of report:** Budget for 2024/2025

**PURPOSE:**

To discuss and finalise the budget for the 2024/2025.

**BACKGROUND:**

Hailsham Town Council is 1 of 63 Town/Parish councils in the UK with precepts in excess of £1 million.

Using the 2023-2024 budget as the baseline for setting the 2024-2025 budget, I have reviewed the ongoing expenditure costs to the council and have made the following adjustments, these are detailed in the budget notes attaches as an appendix to the budget papers.

- . 3% increase across most of the budget areas as per the five-year budget in the business plan.
- . increase 3% in utilities across most sites for Electric/Gas and Water due to increase prices.
- . Burial Fee increases of 5% for 2024-2025, 3% increase is included in the budget.
- . All SCP and JNC increase have now been implemented as of November 2023 with an additional 4% increase for 2024-2025.
- . Member Allowances for 2024-2025 – INFO PENDING DUE DECEMBER 2023
- . Gravedigging costs are increased in line with inflation at present I have built in 3% this will be reviewed in December and increased in line with inflation at that time.
- . Fishing permits I have kept at £550.00 as it varies depending on the take up – 2021-2022 - £1,047 actual income, 2022-2023 - £748.00 actual income.
- . Horticultural & Grass cutting contracts are increase by RPI to be updated prior to January 2024 meeting as RPI will be more current.
- . Street Market income budget has been added for stall income - £1,100.
- . Travel and training have been increased to £5,000 in total but will be split as follows – Staff training - £3,000, Councillor training - £1,000 and Travel costs - £1,000.
- . Hosting, Domains, and Computer software has been increased as these came in higher than budgeted in the current year.
- . the teen shelter maintenance budget of £1,000 to be reviewed over the coming months to see if it's adequate.
- . Newsletter budget reduced from £5,000 to £3,500 due to no longer requiring a distributor.
- . Tree Surgery budget increased to £28,000 on recommendation of outdoor works manager and a separate tree work budget of £3,000 for cemetery.
- . Youth Service – Increase of income budget from £1,000 to £6,000

- . Youth Service – Increase of £4,000 to cover possible crossover time period of buildings.
- . Changing Places – Increase from £13,000 to £15,000 based on actual data from neighbouring councils providing the service currently.
- . Election – increase to £10,000 from £5,000 to prepare for next elections – as current year elections totalled - £40K
- . Survey Fees - £10,000 as agreed at AMC for full asset survey.
- . James West – Expenditure adjusted as now based on a year of actual data.

Items reinstated from 2023-2024 budget.

£22,100 Maintenance Plan for 2024-2025 as per work manager information.  
£11,000 Annual grants for local organisations  
£7,700 Urban grass cutting – Reduced due to self-delivery.

Items removed from the current budget.

£192.00 Allotment software not required.  
£1,200 income from hire of Pavilion  
£1,000 Bus Alliance

Other factors to be considered and discussed by the FBRC on 13<sup>th</sup> December 2023 are as follows:

. The provision of expenditure for the outcome of the staff review. As part of the papers there is a separate budget for the provision of the staff review being implemented in full.

. Increase the councils general reserve fund as at end of March 2023, it was below the recommended level of £300,000. RFO to advise the current General reserve level at the meeting and possible position at year end. With a review to release items ringfenced as EMR which are actually not required. Details to be advised at the meeting, with the most up to date information.

The Councils ear marked reserves statement as of £2,613,958.08 is attached as part of these papers.

Other Factors

If a cap is to be introduced on the % of precept increase, we won't be advised until January 2024, as consultation takes place in December 2023. This is discussed as a possibility every year but as yet to be introduced.

Members allowances for 2024-2025 will be discussed at full council when we have received the recommendation from Wealden District Council this will be December-January.

The band D tax base will not be available from Wealden District Council until early December 2023. **THIS IS STILL PENDING AT THE TIME OF THE AGENDA BEING PUBLISHED**

Taking all the above adjustments into account there is a shortfall at present of £168,835 in the overall budget, however this will change depending on the outcome of discussions in relation to items listed above and the decisions of the committees.

**All the detailed information on additional homes required and % increase per band D is on the summary budget sheets.**

Please be advised that this is a fluid situation and will change before the final budget papers go before Full Council in January 2024.

To consider the information provided by the RFO and discuss the draft budget for 2024-2025.

## Forward Budget Detail - By Centre

	Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
<b>100 Common Pond Allotments</b>						
1000 Allotment Rent (Inc)	448	448	0	0	0	0
Total Income	<b>448</b>	<b>448</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4510 General Maintenance	1,470	2,000	0	0	0	0
4520 Software Licence	64	0	0	0	0	0
4550 Water & Sewerage	150	656	0	0	0	0
Total Overhead Expenditure	<b>1,684</b>	<b>2,656</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(1,236)</b>	<b>(2,208)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>105 Battle Road Allotments</b>						
1000 Allotment Rent (Inc)	2,010	2,010	0	0	0	0
Total Income	<b>2,010</b>	<b>2,010</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4510 General Maintenance	161	165	0	0	0	0
4520 Software Licence	64	0	0	0	0	0
4550 Water & Sewerage	760	675	0	0	0	0
Total Overhead Expenditure	<b>985</b>	<b>840</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>1,025</b>	<b>1,170</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>110 Harold Ave Allotments</b>						
1000 Allotment Rent (Inc)	576	576	0	0	0	0
Total Income	<b>576</b>	<b>576</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4510 General Maintenance	64	150	0	0	0	0
4520 Software Licence	64	0	0	0	0	0
Total Overhead Expenditure	<b>128</b>	<b>150</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>448</b>	<b>426</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>115 Western Road Recreation Ground</b>						
1050 Rent	100	1,061	0	0	0	0
Total Income	<b>100</b>	<b>1,061</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4130 Gas/Electricity	300	300	0	0	0	0
4510 General Maintenance	802	1,073	0	0	0	0
4550 Water & Sewerage	1,647	1,700	0	0	0	0
4560 Drainage	2,000	2,000	0	0	0	0
Total Overhead Expenditure	<b>4,749</b>	<b>5,073</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(4,649)</b>	<b>(4,012)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>120 Maurice Thornton Playing Field</b>						
4510 General Maintenance	836	450	0	0	0	0
4550 Water & Sewerage	76	78	0	0	0	0
4560 Drainage	2,000	2,000	0	0	0	0
4600 Annual Rent	1,000	1,000	0	0	0	0

## Forward Budget Detail - By Centre

	Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4605 Pitch Marking Paint/Contractor	515	530	0	0	0	0
Total Overhead Expenditure	<b>4,427</b>	<b>4,058</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(4,427)</b>	<b>(4,058)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>125 Play Areas</b>						
4140 Insurance	1,494	1,539	0	0	0	0
4510 General Maintenance	2,421	2,494	0	0	0	0
4650 Safety Gates	1,000	1,000	0	0	0	0
Total Overhead Expenditure	<b>4,915</b>	<b>5,033</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(4,915)</b>	<b>(5,033)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>130 Public Open Spaces</b>						
1100 Fishing Permits	850	850	0	0	0	0
Total Income	<b>850</b>	<b>850</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4620 Teen Shelter	1,000	1,000	0	0	0	0
4690 POS - General Main	347	357	0	0	0	0
4695 Vermin Control	579	596	0	0	0	0
4700 Plant & Skip Hire	4,370	4,501	0	0	0	0
4705 Maintenance Plan	0	28,100	0	0	0	0
4715 Country Park - General Maint	522	522	0	0	0	0
4720 Orchard Park - General Maint	787	787	0	0	0	0
4725 Graffiti Cleaning	0	3,000	0	0	0	0
4730 Ersham Road Common - Gen	55	55	0	0	0	0
4735 Signage	0	2,000	0	0	0	0
Total Overhead Expenditure	<b>7,660</b>	<b>40,918</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(6,810)</b>	<b>(40,068)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>135 Common Pond</b>						
4510 General Maintenance	743	765	0	0	0	0
Total Overhead Expenditure	<b>743</b>	<b>765</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(743)</b>	<b>(765)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>145 Horticultural &amp; Ground Maint</b>						
4750 Grass & Hedge Cutting	29,786	31,782	0	0	0	0
4755 Tree Surgery	22,803	28,000	0	0	0	0
Total Overhead Expenditure	<b>52,589</b>	<b>59,782</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(52,589)</b>	<b>(59,782)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>160 Environment Services</b>						
4745 Urban Grass Cutting	0	7,700	0	0	0	0
Total Overhead Expenditure	<b>0</b>	<b>7,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Forward Budget Detail - By Centre

	Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
Net Income over Expenditure	<b>0</b>	<b>(7,700)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>170 Funded Projects</b>						
4980 Church Yard CCTV Service	309	309	0	0	0	0
4985 War Memorial - All Costs	515	720	0	0	0	0
4990 CAB Rent & Grant	13,300	13,300	0	0	0	0
Total Overhead Expenditure	<b>14,124</b>	<b>14,329</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(14,124)</b>	<b>(14,329)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>180 Cortlandt Stable Block</b>						
4995 Rent/Rates/Utilities	17,296	0	0	0	0	0
Total Overhead Expenditure	<b>17,296</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(17,296)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>200 Tourism &amp; Leisure</b>						
1400 Street Market Stall Pitch Fee	0	1,100	0	0	0	0
Total Income	<b>0</b>	<b>1,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4125 Rates	0	600	0	0	0	0
4905 Miscellaneous Items	219	369	0	0	0	0
4910 Event Advertising	579	596	0	0	0	0
4915 Bus Alliance	1,000	0	0	0	0	0
4925 Summer Event	3,930	3,680	0	0	0	0
4930 Christmas Light Switch On	2,165	1,000	0	0	0	0
4935 Christmas Market	2,155	1,815	0	0	0	0
4940 Fun Run	5,000	5,000	0	0	0	0
4955 Remembrance Sunday	0	500	0	0	0	0
4965 Bonfire S Summer Event	0	3,300	0	0	0	0
Total Overhead Expenditure	<b>15,048</b>	<b>16,860</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(15,048)</b>	<b>(15,760)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>205 Festive Lighting</b>						
4975 Christmas Festoons	11,825	14,050	0	0	0	0
Total Overhead Expenditure	<b>11,825</b>	<b>14,050</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(11,825)</b>	<b>(14,050)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>300 Town Council Site</b>						
1200 Kemer Kebab	10,500	10,500	0	0	0	0
1205 4 Market Square (Inc)	6,500	6,500	0	0	0	0
1275 Insurance Recharge	400	424	0	0	0	0
Total Income	<b>17,400</b>	<b>17,424</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4115 Telephone & mobiles	3,000	3,000	0	0	0	0
4125 Rates	7,428	7,600	0	0	0	0



## Forward Budget Detail - By Centre

	Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4130 Gas/Electricity	8,000	8,240	0	0	0	0
4140 Insurance	13,378	13,792	0	0	0	0
5000 Internal Repairs/General Maint	232	500	0	0	0	0
5005 External Repairs/General Maint	669	688	0	0	0	0
5010 Electronic Gates	546	562	0	0	0	0
5015 Maintenance 4 Market Sq	1,688	1,688	0	0	0	0
5020 Gas Boiler - Annual Service	212	300	0	0	0	0
5025 Intruder & Smoke Alarm	295	350	0	0	0	0
Total Overhead Expenditure	<b>35,448</b>	<b>36,720</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(18,048)</b>	<b>(19,296)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>305 Maurice Thornton Pavilion</b>						
1215 Pavilion Lets	1,200	0	0	0	0	0
Total Income	<b>1,200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4130 Gas/Electricity	1,803	1,500	0	0	0	0
4510 General Maintenance	530	546	0	0	0	0
4550 Water & Sewerage	320	300	0	0	0	0
Total Overhead Expenditure	<b>2,653</b>	<b>2,346</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(1,453)</b>	<b>(2,346)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>310 Grovelands Barn</b>						
4510 General Maintenance	274	282	0	0	0	0
5100 MT Hut/Grovelands Barn	530	546	0	0	0	0
5105 Grovelands Barn Rates	3,152	3,200	0	0	0	0
Total Overhead Expenditure	<b>3,956</b>	<b>4,028</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(3,956)</b>	<b>(4,028)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>315 Union Corner Hall</b>						
4510 General Maintenance	1,000	1,000	0	0	0	0
Total Overhead Expenditure	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(1,000)</b>	<b>(1,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>320 Public Toilets - Stable Block</b>						
4515 Cleaning/Maintenance	15,450	5,100	0	0	0	0
Total Overhead Expenditure	<b>15,450</b>	<b>5,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(15,450)</b>	<b>(5,100)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>325 Changing Pod</b>						
4515 Cleaning/Maintenance	0	15,000	0	0	0	0
Total Overhead Expenditure	<b>0</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Forward Budget Detail - By Centre

	Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
Net Income over Expenditure	<b>0</b>	<b>(15,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>330 Welbury Farm/Jim West Com Hall</b>						
1210 Meeting Room Lets/J West	33,000	33,000	0	0	0	0
Total Income	<b>33,000</b>	<b>33,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4115 Telephone & mobiles	1,200	1,200	0	0	0	0
4125 Rates	9,023	9,250	0	0	0	0
4130 Gas/Electricity	8,000	6,500	0	0	0	0
4510 General Maintenance	2,357	2,500	0	0	0	0
4515 Cleaning/Maintenance	6,000	5,050	0	0	0	0
4550 Water & Sewerage	1,000	2,000	0	0	0	0
5150 Maintenance/Running Costs	420	500	0	0	0	0
5155 J West Refund	0	6,000	0	0	0	0
Total Overhead Expenditure	<b>28,000</b>	<b>33,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>400 Cemetery Lodge</b>						
1220 Cemetery Rent	6,900	6,900	0	0	0	0
Total Income	<b>6,900</b>	<b>6,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4510 General Maintenance	174	179	0	0	0	0
5175 Cemetery Lodge Repairs	464	478	0	0	0	0
Total Overhead Expenditure	<b>638</b>	<b>657</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>6,262</b>	<b>6,243</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>405 Cemetery Services &amp; Overheads</b>						
1500 Burial Fees	53,045	54,636	0	0	0	0
Total Income	<b>53,045</b>	<b>54,636</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4125 Rates	4,326	6,300	0	0	0	0
4130 Gas/Electricity	3,430	3,533	0	0	0	0
4550 Water & Sewerage	350	500	0	0	0	0
4750 Grass & Hedge Cutting	17,783	17,783	0	0	0	0
5210 Telephone	637	656	0	0	0	0
5215 Fire Extinguisher/Boiler Servi	128	170	0	0	0	0
5220 Pest Control	318	328	0	0	0	0
5225 Repairs/Cleaning & Waste	2,145	2,208	0	0	0	0
5230 Burial Record IT-Licence	349	500	0	0	0	0
5300 Grave Digging	15,757	16,900	0	0	0	0
5305 Maintenance Flowers & Trees	4,062	3,579	0	0	0	0
5350 Ditch Clearance	61	1,093	0	0	0	0
Total Overhead Expenditure	<b>49,346</b>	<b>53,550</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>3,699</b>	<b>1,086</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>500 Street Lighting</b>						

## Forward Budget Detail - By Centre

	Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4510 General Maintenance	16,391	16,883	0	0	0	0
5375 New Lighting	0	18,350	0	0	0	0
5380 Energy (145516 kwh per year)	14,490	14,925	0	0	0	0
5390 Annual Repairs	12,384	12,384	0	0	0	0
Total Overhead Expenditure	<b>43,265</b>	<b>62,542</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(43,265)</b>	<b>(62,542)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>505 Street Furniture</b>						
5400 Bus Shelter Repairs	281	289	0	0	0	0
5405 Black Sacks	200	0	0	0	0	0
5410 Defibrulators	1,073	2,000	0	0	0	0
Total Overhead Expenditure	<b>1,554</b>	<b>2,289</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(1,554)</b>	<b>(2,289)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>600 Staffing Costs</b>						
4000 Wages (Manual)	177,885	203,529	0	0	0	0
4005 Salaries (Admin.)	318,833	347,004	0	0	0	0
4010 NHI (Wages & salaries)	72,949	81,048	0	0	0	0
4015 Pension (wages & salaries)	89,796	78,222	0	0	0	0
4020 Youth Café & InfoPoint	145,745	159,082	0	0	0	0
4025 NHI Youth Café & InfoPoint	12,768	15,948	0	0	0	0
4030 Pension Youth Café & InfoPoint	18,324	20,451	0	0	0	0
4055 Honoraria's (Bailiffs/Tree War	2,000	2,122	0	0	0	0
4060 Members Allowances	24,953	26,473	0	0	0	0
Total Overhead Expenditure	<b>863,253</b>	<b>933,879</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(863,253)</b>	<b>(933,879)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>605 Administration Expenses</b>						
4100 Office equip/etc/computer	4,666	4,666	0	0	0	0
4105 Newsletter	2,500	3,000	0	0	0	0
4110 Annual Town Meeting	618	637	0	0	0	0
4120 Contract Cleaning	4,841	4,841	0	0	0	0
4135 Annual Electrical Test of Equi	338	348	0	0	0	0
4145 Franking machine/postage	1,300	900	0	0	0	0
4150 Audit fees	3,039	3,130	0	0	0	0
4155 Travelling, Training & seminar	3,183	5,000	0	0	0	0
4160 Photocopier lease & Monthly	2,967	3,056	0	0	0	0
4165 Room Hire Expenses	618	1,200	0	0	0	0
4170 Computer Software/licenses	5,790	5,964	0	0	0	0
4175 Website Hosting/Domains	1,133	1,167	0	0	0	0
4180 Subscriptions & Publications	4,635	6,000	0	0	0	0
4185 Professional fees	4,223	5,200	0	0	0	0
4186 Survey Fees	0	10,000	0	0	0	0
4190 Election	5,000	10,000	0	0	0	0
4195 Advertising / Publicity	515	546	0	0	0	0
4200 Annual extinguisher etc., insp	350	350	0	0	0	0

Continued over page

## Forward Budget Detail - By Centre

	Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4205 Stationery & miscellaneous	3,000	2,744	0	0	0	0
4210 Commercial Rubbish Disposal	7,730	8,117	0	0	0	0
4215 Civic regalia	258	274	0	0	0	0
4220 Hailsham Neighbourhood Plan	5,000	5,000	0	0	0	0
4225 Vending/Water Machine	1,000	1,500	0	0	0	0
4550 Water & Sewerage	1,220	1,220	0	0	0	0
Total Overhead Expenditure	<b>63,924</b>	<b>84,860</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(63,924)</b>	<b>(84,860)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>610 Chairmans Allowance</b>						
4280 Chairmans allowance	1,500	1,500	0	0	0	0
Total Overhead Expenditure	<b>1,500</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(1,500)</b>	<b>(1,500)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>615 Youth Provision</b>						
1310 Activity Income	1,000	6,000	0	0	0	0
Total Income	<b>1,000</b>	<b>6,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4125 Rates	6,200	6,578	0	0	0	0
4300 Youth Café	9,373	13,944	0	0	0	0
4305 FNP	2,527	2,681	0	0	0	0
4315 Safe Hub	400	424	0	0	0	0
4320 Hellingly Youth Club	300	318	0	0	0	0
4325 Mini Bus	1,600	1,697	0	0	0	0
4330 Monday Club	600	637	0	0	0	0
Total Overhead Expenditure	<b>21,000</b>	<b>26,279</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(20,000)</b>	<b>(20,279)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>620 Machinery/Tools/Protective Clo</b>						
4350 Protective Clothing	572	600	0	0	0	0
4355 Tools	1,573	1,609	0	0	0	0
Total Overhead Expenditure	<b>2,145</b>	<b>2,209</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(2,145)</b>	<b>(2,209)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>625 Vehicle Fleet</b>						
4360 Leasing costs	13,000	13,792	0	0	0	0
4365 Vehicle Overheads - fuel	3,305	3,713	0	0	0	0
4370 Vehicle Overheads - service &	1,049	1,000	0	0	0	0
4375 Vehicle Overheads - Insurance	2,856	3,200	0	0	0	0
Total Overhead Expenditure	<b>20,210</b>	<b>21,705</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(20,210)</b>	<b>(21,705)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>630 Twinning</b>						

## Forward Budget Detail - By Centre

	Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4395 Civic Events	400	400	0	0	0	0
Total Overhead Expenditure	<b>400</b>	<b>400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(400)</b>	<b>(400)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>635 Misc. Provision</b>						
4400 Annual Grants	0	11,000	0	0	0	0
Total Overhead Expenditure	<b>0</b>	<b>11,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>0</b>	<b>(11,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>640 Section 137 (Free Resource)</b>						
4999 Miscellaneous	400	424	0	0	0	0
Total Overhead Expenditure	<b>400</b>	<b>424</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(400)</b>	<b>(424)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>650 Funded Services</b>						
1235 Post Office - H/card	0	500	0	0	0	0
Total Income	<b>0</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5500 Hellingly P.C. subsidy (as pro	34,779	34,779	0	0	0	0
5505 Hailsham Revitalization Fund	5,150	5,464	0	0	0	0
5510 CCTV - Camera costs	8,196	7,000	0	0	0	0
5515 Post Office Operation costs	60,000	60,000	0	0	0	0
Total Overhead Expenditure	<b>108,125</b>	<b>107,243</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>(108,125)</b>	<b>(106,743)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>655 Account Int &amp; Commuted Sums</b>						
1076 Precept	1,281,529	0	0	0	0	0
1080 Interest on accounts	1,000	4,000	0	0	0	0
Total Income	<b>1,282,529</b>	<b>4,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5550 Bank charges	618	900	0	0	0	0
Total Overhead Expenditure	<b>618</b>	<b>900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Net Income over Expenditure	<b>1,281,911</b>	<b>3,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Budget Income</b>	1,399,058	128,505	0	0	0	0
<b>Expenditure</b>	1,399,058	1,578,845	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4510	General Maintenance	100	Common Pond Allotments	23.10.23 Increase to cover waste collection costs
4130	Gas/Electricity	115	Western Road Recreation Ground	30.8.2023 - Added as now EON charging for the track lights
4550	Water & Sewerage	115	Western Road Recreation Ground	23.10.23 - Water costs increase due to increase across the board
4705	Maintenance Plan	130	Public Open Spaces	As per detailed plan updated with JW 23.10.2023
4725	Graffiti Cleaning	130	Public Open Spaces	9.8.2023 - RG advised a graffiti budget for 2024-2025
4735	Signage	130	Public Open Spaces	9.10.2023 Signage for open spaces AMC
4750	Grass & Hedge Cutting	145	Horticultural & Ground Maint	23.10.23 - Uplifted with inflation 6.70%
4745	Urban Grass Cutting	160	Environment Services	16.11.2023 - Reduced due to ESCC costings for HTC to do 6 cuts
4905	Miscellaneous Items	200	Tourism & Leisure	Includes Reception/Activities £200.00
4925	Summer Event	200	Tourism & Leisure	Bunting costs and stand proud event, Festival
4510	General Maintenance	305	Maurice Thornton Pavilion	23.10.23 - increase due to increase of usage
4515	Cleaning/Maintenance	320	Public Toilets - Stable Block	2.8.2023 - 6 months of cleaning contract
4515	Cleaning/Maintenance	325	Changing Pod	5.7.2023 FBRC - Reinstatement of cleaning costs/ 16.11 figure based on costings provided
5155	J West Refund	330	Welbury Farm/Jim West Com Hall	24.11.2023 JW budgeted adjusted based on 2023-2024 actuals
5300	Grave Digging	405	Cemetery Services & Overheads	23.10.23 - Uplifted for inflation 6.7%
5390	Annual Repairs	500	Street Lighting	Increased based on 5 year average since 2017.
4000	Wages (Manual)	600	Staffing Costs	All Wages 4000-4030 updated with NJC/Pension plus 4% 13.11.2023
4060	Members Allowances	600	Staffing Costs	Pending WDC info in December 2022

**Budget Notes**

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<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
<b>4186</b>	Survey Fees	<b>605</b>	Administration Expenses	4.12.23 - Survey Costs as per AMC meeting 29.11.2023
<b>4190</b>	Election	<b>605</b>	Administration Expenses	23.10.23 - Election costs need to increase year on year
<b>1310</b>	Activity Income	<b>615</b>	Youth Provision	4.12.23 - Increase of income for activities
<b>4300</b>	Youth Café	<b>615</b>	Youth Provision	16.11.2023 added £4K for crossover of service

## Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR - CIL 18/19	166,334.77	-116,169.85	50,164.92
321 EMR - CIL 19/20	115,255.99	-541.90	114,714.09
322 EMR - CIL 20/21	123,824.58		123,824.58
324 EMR - CIL 22/23	688,269.29		688,269.29
325 EMR - Ripley's Land	27,162.49	-7,371.00	19,791.49
326 EMR - Historical Commuted Sum	39,450.00	-9,941.84	29,508.16
328 EMR - Ripley's POS	23,790.28		23,790.28
329 EMR - Street Lighting	26,643.00	-8,554.09	18,088.91
330 EMR - S106	1,757.07		1,757.07
331 EMR - Comm Building Project	18,618.00		18,618.00
332 EMR - Hard Surface	1,324.00		1,324.00
333 EMR - Youth Services	32,994.00		32,994.00
334 EMR - Public Toilet reinstate	25,500.00		25,500.00
335 EMR - Cemetery New Burial Fund	17,500.00		17,500.00
336 EMR - Transport GRant Balance	3,100.00		3,100.00
337 EMR - NHP	9,772.00		9,772.00
338 EMR - St Mary Church Lights	3,000.00	-280.00	2,720.00
339 EMR - Car Park Pass Cllrs	500.00		500.00
340 EMR - Drainage	6,800.00	-1,000.00	5,800.00
341 EMR- Western Rd Lighting	10,937.00	-10,937.00	0.00
342 EMR - Changing Places	10,100.00	-100.00	10,000.00
343 EMR - Maintenance Plan 22/23	38,517.00	-35,911.61	2,605.39
344 EMR - Cemetery Lodge Boiler	3,617.00		3,617.00
345 EMR - Cem Garden of Rem work	7,240.00	-4,493.68	2,746.32
346 EMR- Staffing Review	5,000.00	-5,000.00	0.00
347 EMR - Election Costs	12,971.00	-12,971.00	0.00
348 EMR- Revitalization Fund	21,118.00		21,118.00
349 EMR- Post Office Subsidy	20,107.00		20,107.00
350 EMR - Storm Damage	2,000.00		2,000.00
351 EMR - Cortlandt Stable Block	4,390.00		4,390.00
352 EMR - Events 2023-2024	4,200.00		4,200.00
353 EMR - Xmas Lighting Repairs	3,000.00	-2,690.00	310.00
354 EMR - Chairmans Allow 22-23	853.00	-800.00	53.00
355 EMR - 4 Market Square Roof	6,000.00		6,000.00
356 EMR - Allotments	5,070.00	240.00	5,310.00
357 EMR - CIL 23-24	0.00	1,343,764.58	1,343,764.58
	<b>1,486,715.47</b>	<b>1,127,242.61</b>	<b>2,613,958.08</b>



**RESERVES RINGFENCED**

			CIL 18/19	CIL 19/20	CIL 20/21	CIL 22/23	CIL 23/24	Ripley Land capital	Ripley POS	Ripley Street light	WDC S106	Historical Commuted Sums			
<b>Balance as per RBS 1.11.2023</b>			50,164.92	114,714.09	123,824.58	688,269.29	1,343,764.58	19,791.49	23,790.28	18,088.91	1,757.07	29,508.16			
<b>RESOLUTIONS</b>	<b>MINUTE REF</b>														
Maurice Thoron Excess Path	HTC/21/3/184		- 14,000.00												
Stoney Lane Resurface	STC/22/1/10	125,000.00	- 36,164.92	- 88,835.08											
HTFC Clubhouse Funding	STC/22/1/10	70,000.00		- 25,879.01	- 44,120.99										
Cycle Café	STC/22/1/10				- 75,000.00										
Common Pond Island	AMC/23/3/49.1				- 3,180.00										
Common Pond Pathway	AMC/23/3/49.1	13,699.00		- 1,523.59	- 12,175.41										
Common Pond Pathway	AMC/23/4/76				- 5,000.00										
Outdoor Gym - Western Rd	AMC/23/2/41				- 30,000.00										
Changing Places	HTC/23/XXX				-136,000.00										
Bus Shelter Maintenance	AMC/23/4/69							- 8,500.00							
Union Corner Hall	HTC/20/3/140								-10,000.00						
CCTV	HTC/				- 11,301.91										
Electric Survey/Plans - Office	HTC/23/02/184	1,935.00										- 1,935.00			
Stroma Gardens Play	AMC/														
Quinnell Play area surface	AMC/23/4/75				- 19,000.00										
Electrical Works - Town offices	HTC/				- 60,000.00										
Youth Service - Church/House	HTC/23/02x/192	825,000			-414,791.97	-410208.03									
James west Guttering	AMC/							-2000							
<b>Total Funds Available</b>			-	- 0.00	- 0.00	-	933,556.55	9,291.49	13,790.28	18,088.91	1,757.07	27,573.16	-		

KEY	
MINUTE REF	
Full Council	HTC
Asset Management	AMC
Strategy	STC
Finance, Budget & Resource	FBR

SUMMARY OF COMMITTEE'S ESTIMATES - 2024/2025

		% of budget
Total Income	128,505	
Total Expenditure	1,578,845	
Total Budget	1,450,340	
Drawn from surplus	-	0
<b>TOTAL PRECEPT</b>	<b>1,281,505</b>	
<b>Breakdown</b>		
<b>Precept ( tax base x £166.65 band D)* 7689.8</b>	<b>1,281,505</b>	<b>100</b>
		<b>0</b>
Total combined precept/grant	1,281,505	
Drawn from surplus/Reserves	168,835	
	7689.8	166.65
<b>Additional Homes</b>	<b>1,013.11</b>	
<b>Additional £ per band D</b>	<b>21.96</b>	<b>188.61</b>
		<b>13.20%</b>

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	
Tax case for 2021- 2022	7584.2	0
Tax base for 2022-2023	7675.4	
Tax base for 2023-2024	7689.8	

