



Seaford Town Council

To the Members of the Finance & General Purposes Committee

A meeting of the Finance & General Purposes Committee will be held at the Council Chamber, 37 Church Street, Seaford, on Thursday 4th July at 7.00 pm, which you are summoned to attend.

James Corrigan
Town Clerk
28th June 2019

Agenda

1. Apologies for Absence and Declaration of Substitute Members

2. Disclosure of Interests

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

3. Public Participation

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

4. Finance Report

- a) To consider report 33/19 regarding receipts, payments and bank reconciliation for March and April (pages 1 to 6).
- b) To consider report 34/19 regarding the Council budget position for the period of 1st April 2018 to 31st March 2019 and 1st April to 31st May 2019 (pages 7 to 33).
- c) To consider report 37/19 by the Deputy Town Clerk and Responsible Financial Officer covering financial aspects of the Council (pages 34 to 35)

5. EMR Report 2018-19

To consider report 42/19 regarding the movement of EMR's during 2018/19 (pages 36 to 38).

6. Grant Applications

To consider report 35/19 regarding this year's grant requests (pages 39 to 42).

7. Debtors' Report

To consider exempt report 36/19 informing the Committee of the current debtors with a recommendation to write off the sum of £360 (exempt pages 1 to 2).

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

Circulation:

Committee: Councillor M Brown (Chair) and R Morland (Vice-Chair). Councillors N Adish, L Boorman, J Cash, O Honeyman, R Honeyman, A Latham, J Meek and L Wallraven.

For information: Councillors P Boorman, S Dunn, J Edson, M Everden, M Hayder, R Hayder, J Lord, R Reed, G Rutland and B Webb.



Seaford Town Council

Report 33/19

Agenda Item No: 4 (a)
Committee: Finance & General Purposes
Date: 4th July 2019
Title: Receipts, Payments and Bank Reconciliation Reports for February, March, April and May 2019.
By: Lucy Clark, Finance Manager
Purpose of Report: To advise the Committee of receipts, payments and bank reconciliations for February, March, April and May 2019.

Recommendations

You are recommended to note the report.

1. To note (as previously reported) the balance brought forward from January 2019 is £263,238.65
 2. To note the February 2019 total receipts are £125,312.57 and total payments are £132,345.76 leaving a balance to carry forward of £256,205.46.
 3. To note the March 2019 total receipts are £202,939.64 and total payments are £268,393.27 leaving a balance to carry forward of £190,751.83.
 4. To note the April 2019 total receipts are £604,797.81 and the total payments are £173,960.03 leaving a balance to carry forward of £621,589.61.
 5. To note the May 2019 total receipts are £126,777.92 and the total payments are £312,716.50 leaving a balance to carry forward of £435,651.03.
 6. To note that in addition to the Current Account balance above, the CCLA investment account balance is £625,000.00
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1. Information

- 1.1 In line with Financial Regulations 2.2, a member other than the Mayor shall be appointed to verify bank reconciliations. The member shall sign the reconciliations and the original bank statements as evidence of verification. This activity shall then on conclusion be reported, included any exceptions, to the Finance and General Purposes Committee.
- 1.2 Councillor Mark Brown is the current appointed member and continues to view and verify that he is in agreement with the bank reconciliations already reconciled by the Finance Manager. However, this task may also be carried out by the Vice Chairman of this Committee.

- 1.3 Therefore, in line with the above, attached to this report are the signed reconciliation pages for each month.
- 1.4 Cashbooks and BACS Pages detailing the receipts and payments are available to view on the Council Shared Drive. Hard copies will be available on request.
- 1.5 Councillor Mark Brown has viewed and verified the bank statements for February, March, April and May 2019, with the signed copies of the reconciliation pages attached in Appendix A.
- 1.6 On 13th November 2018, an investment account was opened with the CCLA Public Sector Deposit Fund. As at 20th December 2018, £400,000 had been transferred into this account, with a further £150,000 being transferred by 25th January, and a further £75,000 on 20th March 2019, leaving a balance of £625,000. Dividends are earned on holdings daily and are paid at the end of each month. The Council can drawdown funds on a day's notice back to the Coop current account. For the months under review £1,818.84 has been received in the Council's current account for dividends.

2. Financial Appraisal

The appendices comprise the bank account reconciliations for February, March, April and May 2019.

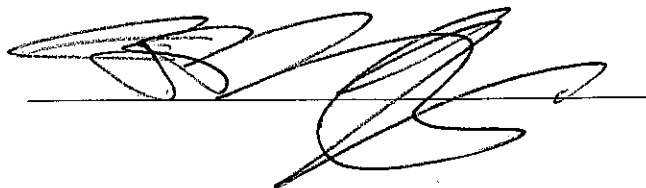
3. Contact Officer

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

Finance Manager



Town Clerk



MAY 2019

Date: 10/06/2019

Seaford Town Council 2019/2020 Current Year

Page 1

Time: 18:45

Bank Reconciliation Statement as at 31/05/2019
for Cashbook 1 - Current/Deposit Account

User: LC

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Coop Community Direct Plus	31/05/2019	903	416,710.42
			<u>416,710.42</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			416,710.42
<u>Receipts not Banked/Cleared (Plus)</u>			
26/05/2019 VIEW BANK		193.85	
29/05/2019		988.25	
29/05/2019 VIEW PDQ		522.87	
29/05/2019 GOLF PDQ		315.00	
30/05/2019 5509		1,000.00	
30/05/2019 VIEW PDQ		710.60	
30/05/2019 GOLF PDQ		538.00	
31/05/2019 VIEW PDQ		1,712.94	
31/05/2019 VIEW BANK		3,984.22	
31/05/2019 BACS		204.38	
31/05/2019 GOLF PDQ		744.00	
31/05/2019 GOLF BANK		6,001.50	
31/05/2019 GOLF BANK		2,025.00	
			<u>18,940.61</u>
			435,651.03
		Balance per Cash Book is :-	435,651.03
		Difference is :-	0.00

RECONCILED TO CASHBOOK

Name: Lucy Clark
Signed: [Signature] Date: 10/6/19

CHECKED AND VERIFIED BY:

Name: M Brown
Signed: [Signature] Date: 19/06/19

APRIL 2019

Date: 14/05/2019

Seaford Town Council 2019/2020 Current Year

Page 1

Time: 17:05

Bank Reconciliation Statement as at 30/04/2019
for Cashbook 1 - Current/Deposit Account

User: LC

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Coop Community Direct Plus	30/04/2019	889	597,643.68
			<u>597,643.68</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			597,643.68
<u>Receipts not Banked/Cleared (Plus)</u>			
26/04/2019 GOLF PDQ		608.00	
26/04/2019 VIEW PDQ		1,164.10	
27/04/2019 GOLF PDQ		678.00	
27/04/2019 VIEW PDQ		437.60	
28/04/2019 GOLF PDQ		1,820.50	
28/04/2019 VIEW PDQ		1,160.95	
29/04/2019 GOLF PDQ		3,305.50	
29/04/2019 VIEW PDQ		322.39	
30/04/2019		800.00	
30/04/2019 5486		170.40	
30/04/2019 GOLF BANK		2,186.50	
30/04/2019 GOLF PDQ		1,243.00	
30/04/2019 VIEW PDQ		223.53	
30/04/2019 VIEW BANK		5,043.96	
30/04/2019 VIEW BANK		1,400.00	
30/04/2019 GOLF BANK		3,381.50	
			<u>23,945.93</u>
			621,589.61
			Balance per Cash Book is :- 621,589.61
			Difference is :- 0.00

RECONCILED TO CASHBOOK

Name: LUCY CLARK

Signed: [Signature] Date: 13/5/19

CHECKED AND VERIFIED BY:

Name: M. Brown

Signed: [Signature] Date: 28/5/19

MARCH 2019

Date: 08/04/2019

Seaford Town Council 2018/2019 Current Year

Page 1

Time: 12:16

Bank Reconciliation Statement as at 31/03/2019
for Cashbook 1 - Current/Deposit Account

User: LC

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Coop Community Direct Plus	31/03/2019	877	105,269.97
			<u>105,269.97</u>
<u>Unpresented Cheques (Minus)</u>			<u>Amount</u>
22/03/2019 CHEQUE	RBL Poppy Appeal		120.00
			<u>120.00</u>
			105,149.97
<u>Receipts not Banked/Cleared (Plus)</u>			
24/03/2019 GOLF BANK			12,535.00
24/03/2019 VIEW BANK			830.65
27/03/2019			3,911.15
27/03/2019 5447			15.00
27/03/2019 GOLF PDQ			3,739.00
27/03/2019 VIEW PDQ			351.36
28/03/2019 GOLF PDQ			9,290.75
28/03/2019 VIEW PDQ			404.93
29/03/2019			3,091.15
29/03/2019 5430			51.64
29/03/2019 VIEW PDQ			1,060.25
29/03/2019 GOLF PDQ			6,450.00
29/03/2019 5463			2,730.94
30/03/2019 VIEW PDQ			1,783.93
30/03/2019 GOLF PDQ			10,194.00
31/03/2019 VIEW PDQ			2,462.89
31/03/2019 VIEW BANK			4,135.22
31/03/2019 VIEW BANK			500.00
31/03/2019 GOLF PDQ			2,996.00
31/03/2019 GOLF BANK			3,473.00
31/03/2019 GOLF BANK			15,595.00
			<u>85,601.86</u>
			190,751.83

Balance per Cash Book is :- 190,751.83
Difference is :- 0.00

RECONCILED TO CASHBOOK

Name: Lucy Clark
Signed: [Signature] Date: 8/4/19

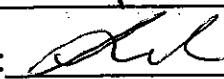
CHECKED AND VERIFIED BY:

Name: [Signature] M Brown
Signed: [Signature] Date: 29/4/19

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Coop Community Direct Plus	28/02/2019	866	203,380.65
			203,380.65
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			203,380.65
<u>Receipts not Banked/Cleared (Plus)</u>			
24/02/2019 VIEW BANK		4,405.75	
24/02/2019 GOLF BANK		48.00	
25/02/2019		41,162.85	
26/02/2019 VIEW PDQ		1,399.59	
26/02/2019 GOLF PDQ		132.00	
27/02/2019 VIEW PDQ		803.38	
27/02/2019 GOLF PDQ		253.50	
28/02/2019		918.70	
28/02/2019 VIEW PDQ		536.02	
28/02/2019 VIEW BANK		1,980.52	
28/02/2019 BACS		30.00	
28/02/2019 GOLF BANK		714.50	
28/02/2019 GOLF BANK		440.00	
			52,824.81
			256,205.46
		Balance per Cash Book is :-	256,205.46
		Difference is :-	0.00

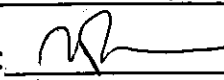
RECONCILED TO CASHBOOK

Name: Lucy Clark

Signed:  Date: 7/2/19

CHECKED AND VERIFIED BY:

Name: M Brown

Signed:  Date: 29/3/19



Report 34/19

Seaford Town Council

Agenda Item No:	4 (b)
Committee:	Finance & General Purposes
Date:	4 th July 2019
Title:	Finance Report
By:	Lucy Clark, Finance Manager
Purpose of Report:	To inform Members of the Income and Expenditure for the Financial Year End 2019 and the first two months of the 19/20 Financial Year to 31 st May compared to budget.

Recommendations

You are recommended:

1. To approve the report.

1. Information

- 1.1 Attached in Appendix A is the detailed income and expenditure for the period 1 April 2018 to 31 March 2019 for each Committee compared to the projected annual budget.
- 1.2 The Actual Total Net Expenditure over Income for 2018/19 shows a net surplus of £73,479 compared to the Annual Budget for a surplus of £70,217. Therefore, compared with the budgeted surplus, the outturn improved by some £3,262, with some £449,945 placed to Earmarked Reserves (EMR) at 31 March.
- 1.3 The Finance & General Purposes Committee expended some £58,518 over budget but realised additional income of £11,139 similarly. The key variances are as noted in Appendix B and Appendix C lists the EMR at 31st March.
- 1.4 Attached in Appendix D are the statements summarising income and expenditure for the period to 31st May 2019 for each Committee compared to the projected annual budget and detail for F&GP to 31st May at Appendix E. Key variances for the latter are at Appendix F.
- 1.5 Detail for over performance / underperformance of individual budgets is provided by the Cost Centre Managers when reporting to the relevant Committee.
- 1.6 With regard to the Finance and General Purposes Committee report, the overall budget for the period is broadly in line with the projected annual budget.

2. Financial Appraisal

The financial implications of this report are detailed above.

3. Contact Officer

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

Finance Manager

Town Clerk

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Community Services					
105 Salts Recreation Ground					
1011 Income Filming	267	0	(267)		
1050 Income Rent	1,678	2,450	772		
1051 Income Insurance Recharge	1,404	845	(559)		
1053 Income Grants	845	0	(845)		
1055 Income Memorial Bench	1,305	0	(1,305)		
1058 Income Water Recharge	1,432	1,000	(432)		
1066 Income Concession	17,745	16,900	(845)		
1073 Sports Pitch Hire & Green Fees	3,192	8,500	5,308		
Salts Recreation Ground :- Income	27,868	29,695	1,827		
4052 Water & Sewerage	10,183	2,000	(8,183)		(8,183)
4055 Electricity	61	250	189		189
4115 Insurance	2,621	2,263	(358)		(358)
4250 Public Seating	655	0	(655)		(655)
4251 Dog Bin Emptying	1,875	2,000	125		125
4252 Litter & Dog Bin Pch & Maint	546	800	254		254
4260 Grounds Maintenance Contract	69,759	70,176	417		417
4261 Grounds Maint non contract	7,942	6,000	(1,942)		(1,942)
4275 Building Maintenance	2,951	5,000	2,049		2,049
Salts Recreation Ground :- Indirect Expenditure	96,594	88,489	(8,105)	0	(8,105)
Net Income over Expenditure	(68,726)	(58,794)	9,932		
6001 less Transfer to EMR	845				
Movement to/(from) Gen Reserve	(69,570)				
106 Crouch Recreation Ground					
1050 Income Rent	1,713	1,625	(88)		
1051 Income Insurance Recharge	503	530	27		
1055 Income Memorial Bench	1,285	0	(1,285)		
1058 Income Water Recharge	1,547	0	(1,547)		
1073 Sports Pitch Hire & Green Fees	9,275	9,250	(25)		
Crouch Recreation Ground :- Income	14,323	11,405	(2,918)		
4052 Water & Sewerage	4,385	1,000	(3,385)		(3,385)
4055 Electricity	(235)	0	235		235
4115 Insurance	950	1,003	53		53
4250 Public Seating	519	0	(519)		(519)
4251 Dog Bin Emptying	1,339	1,400	61		61

Detailed Income & Expenditure by Budget Heading 31/03/2019

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4260 Grounds Maintenance Contract	42,908	44,064	1,156		1,156
4261 Grounds Maint non contract	976	6,000	5,024		5,024
4275 Building Maintenance	1,815	3,000	1,185		1,185
4902 Bad Debt	300	0	(300)		(300)
Crouch Recreation Ground :- Indirect Expenditure	52,957	56,467	3,510	0	3,510
Movement to/(from) Gen Reserve	(38,634)				
107 Martello Fields					
1050 Income Rent	6,822	12,000	5,178		
Martello Fields :- Income	6,822	12,000	5,178		
4251 Dog Bin Emptying	1,071	1,100	29		29
4260 Grounds Maintenance Contract	15,775	16,320	545		545
4261 Grounds Maint non contract	1,120	4,000	2,880		2,880
Martello Fields :- Indirect Expenditure	17,966	21,420	3,454	0	3,454
Movement to/(from) Gen Reserve	(11,144)				
108 Other Open Spaces					
1050 Income Rent	110	0	(110)		
1055 Income Memorial Bench	1,475	0	(1,475)		
1072 Income Tree Wardens	3,236	0	(3,236)		
1092 Income Grnds Maint Non Contrat	320	0	(320)		
1100 Income Advertising	43	0	(43)		
Other Open Spaces :- Income	5,183	0	(5,183)		
4052 Water & Sewerage	560	100	(460)		(460)
4154 Land Registry Fees	21	100	79		79
4250 Public Seating	489	0	(489)		(489)
4251 Dog Bin Emptying	2,143	2,200	57		57
4260 Grounds Maintenance Contract	30,175	31,008	833		833
4261 Grounds Maint non contract	10,347	5,000	(5,347)		(5,347)
4262 Tree Warden Expenses	3,358	2,000	(1,358)		(1,358)
4275 Building Maintenance	694	0	(694)		(694)
Other Open Spaces :- Indirect Expenditure	47,786	40,408	(7,378)	0	(7,378)
Net Income over Expenditure	(42,603)	(40,408)	2,195		
6001 less Transfer to EMR	796				
Movement to/(from) Gen Reserve	(43,399)				

09:09 Detailed Income & Expenditure by Budget Heading 31/03/2019

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
113 Crypt					
1051 Income Insurance Recharge	332	449	117		
1058 Income Water Recharge	29	0	(29)		
1093 Income Rate Refund	3,739	0	(3,739)		
Crypt :- Income	4,100	449	(3,651)		
4051 Rates	2,478	0	(2,478)		(2,478)
4052 Water & Sewerage	29	0	(29)		(29)
4115 Insurance	332	449	117		117
4275 Building Maintenance	348	1,000	653		653
Crypt :- Indirect Expenditure	3,186	1,449	(1,737)	0	(1,737)
Movement to/(from) Gen Reserve	914				
115 Martello Tower					
4115 Insurance	1,496	1,525	29		29
4275 Building Maintenance	0	5,000	5,000		5,000
Martello Tower :- Indirect Expenditure	1,496	6,525	5,029	0	5,029
Movement to/(from) Gen Reserve	(1,496)				
116 Seaford Head Estate					
1011 Income Filming	67,310	10,000	(57,310)		
1050 Income Rent	10,000	10,000	0		
1053 Income Grants	3,250	3,250	0		
1055 Income Memorial Bench	4,285	0	(4,285)		
1066 Income Concession	885	3,000	2,115		
1092 Income Grnds Maint Non Contrat	150	0	(150)		
1200 Income Nature Reserve	792	0	(792)		
Seaford Head Estate :- Income	86,672	26,250	(60,422)		
4110 Advertising & Publicity	2,185	0	(2,185)		(2,185)
4115 Insurance	802	853	51		51
4199 Other Expenditure	40	1,219	1,179		1,179
4250 Public Seating	3,039	0	(3,039)		(3,039)
4251 Dog Bin Emptying	1,071	1,100	29		29
4260 Grounds Maintenance Contract	1,857	1,632	(225)		(225)
4261 Grounds Maint non contract	5,117	2,000	(3,117)		(3,117)
4275 Building Maintenance	648	5,000	4,352		4,352
4500 Nature Reserve Expenses	15,326	14,500	(826)		(826)
4501 Filming Expenses	13,852	2,000	(11,852)		(11,852)
Seaford Head Estate :- Indirect Expenditure	43,938	28,304	(15,634)	0	(15,634)
Movement to/(from) Gen Reserve	42,734				

Detailed Income & Expenditure by Budget Heading 31/03/2019

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
117 Seafront					
1011 Income Filming	7,388	0	(7,388)		
1057 Income Electricity Recharge	2,830	2,000	(830)		
1058 Income Water Recharge	161	110	(51)		
1066 Income Concession	53,510	46,000	(7,510)		
1078 Income Entertainment Area	1,600	0	(1,600)		
1082 Income The Shoal	19,745	5,000	(14,745)		
1084 Income Promenade	166	0	(166)		
1100 Income Advertising	17	0	(17)		
Seafront :- Income	85,416	53,110	(32,306)		
4052 Water & Sewerage	212	200	(12)		(12)
4055 Electricity	3,431	2,000	(1,431)		(1,431)
4115 Insurance	705	660	(45)		(45)
4154 Land Registry Fees	9	0	(9)		(9)
4250 Public Seating	193	0	(193)		(193)
4253 Shelters	1,580	2,000	420		420
4255 The Shoal Expenditure	24,682	15,000	(9,682)		(9,682)
4261 Grounds Maint non contract	4,736	2,000	(2,736)		(2,736)
4270 Vehicles & Equipment Maint	133	0	(133)		(133)
4275 Building Maintenance	2,570	5,000	2,430		2,430
4501 Filming Expenses	600	0	(600)		(600)
Seafront :- Indirect Expenditure	38,850	26,860	(11,990)	0	(11,990)
Movement to/(from) Gen Reserve	46,566				
118 Beach Huts					
1054 Income Other	542	0	(542)		
1060 Beach Huts Site Licence	20,521	20,271	(250)		
1061 Beach Hut Annual Rent	10,963	10,963	(0)		
1093 Income Rate Refund	5,592	0	(5,592)		
1094 Income Seasonal Beach Huts	25	0	(25)		
Beach Huts :- Income	37,643	31,234	(6,409)		
4051 Rates	6,551	7,335	784		784
4110 Advertising & Publicity	805	0	(805)		(805)
4115 Insurance	1,531	1,140	(391)		(391)
4258 Seasonal Beach Hut Revenue Exp	2,135	0	(2,135)		(2,135)
4275 Building Maintenance	824	1,000	176		176
Beach Huts :- Indirect Expenditure	11,846	9,475	(2,371)	0	(2,371)
Movement to/(from) Gen Reserve	25,797				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
119 Old Town Hall					
1050 Income Rent	1,275	1,275	0		
1051 Income Insurance Recharge	180	192	12		
Old Town Hall :- Income	<u>1,455</u>	<u>1,467</u>	<u>12</u>		
4115 Insurance	180	192	12		12
4275 Building Maintenance	60	2,000	1,940		1,940
Old Town Hall :- Indirect Expenditure	<u>240</u>	<u>2,192</u>	<u>1,952</u>	<u>0</u>	<u>1,952</u>
Movement to/(from) Gen Reserve	<u>1,215</u>				
121 Seaford in Bloom					
1054 Income Other	35	210	175		
Seaford in Bloom :- Income	<u>35</u>	<u>210</u>	<u>175</u>		
4402 Seaford in Bloom	8,854	10,000	1,146		1,146
Seaford in Bloom :- Indirect Expenditure	<u>8,854</u>	<u>10,000</u>	<u>1,146</u>	<u>0</u>	<u>1,146</u>
Movement to/(from) Gen Reserve	<u>(8,819)</u>				
125 Allotments					
1050 Income Rent	922	892	(30)		
Allotments :- Income	<u>922</u>	<u>892</u>	<u>(30)</u>		
Movement to/(from) Gen Reserve	<u>922</u>				
130 Other Recreation					
4410 Swimming Pool	0	10,000	10,000		10,000
Other Recreation :- Indirect Expenditure	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>0</u>	<u>10,000</u>
Movement to/(from) Gen Reserve	<u>0</u>				
134 CCTV					
4055 Electricity	2,472	2,200	(272)		(272)
4115 Insurance	324	354	30		30
4276 CCTV	10,830	9,012	(1,818)		(1,818)
CCTV :- Indirect Expenditure	<u>13,627</u>	<u>11,566</u>	<u>(2,061)</u>	<u>0</u>	<u>(2,061)</u>
Movement to/(from) Gen Reserve	<u>(13,627)</u>				
135 Community Service Other					
1053 Income Grants	1,800	0	(1,800)		
1070 Armed Forces Day Income	2,055	2,500	445		

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1075 Income Christmas Event	7,173	5,000	(2,173)		
1085 Events Income	165	0	(165)		
Community Service Other :- Income	11,193	7,500	(3,693)		
4110 Advertising & Publicity	2,015	200	(1,815)		(1,815)
4115 Insurance	50	55	5		5
4195 Events Expenditure	1,029	1,000	(29)		(29)
4273 Christmas Lights	10,648	15,000	4,352		4,352
4281 Christmas Event Expenses	6,659	5,000	(1,659)		(1,659)
4282 Armed Forces Day Expenditure	1,990	2,500	510		510
Community Service Other :- Indirect Expenditure	22,391	23,755	1,364	0	1,364
Movement to/(from) Gen Reserve	(11,198)				
<u>225 Projects Pool</u>					
1014 CIL & S106 Receipts	190,541	10,000	(180,541)		
1016 Beach Hut Sales	135,583	400,000	264,417		
1017 Land Sales	0	142,000	142,000		
1053 Income Grants	22,480	0	(22,480)		
1054 Income Other	1,000	0	(1,000)		
1081 Young Mayor Income	4,841	0	(4,841)		
Projects Pool :- Income	354,445	552,000	197,555		
4155 Professional Fees	1,200	0	(1,200)		(1,200)
4257 Seafront Improvement Plan	6,823	0	(6,823)		(6,823)
4274 Projects Expenditure	17,382	30,000	12,618		12,618
4415 Asset Sale Costs	1,795	12,000	10,205		10,205
4420 Beach Hut Capital Expenditure	13,309	250,000	236,691		236,691
4421 Martello Toilets Capital Costs	2,000	280,000	278,000		278,000
4422 Skate Park in Salts	147	0	(147)		(147)
Projects Pool :- Indirect Expenditure	42,656	572,000	529,344	0	529,344
Net Income over Expenditure	311,788	(20,000)	(331,788)		
6000 plus Transfer from EMR	4,297				
6001 less Transfer to EMR	1,930				
Movement to/(from) Gen Reserve	314,155				
<u>301 Planning & Highways</u>					
4263 Bus Shelter Maintenance/Clean	745	1,000	255		255
Planning & Highways :- Indirect Expenditure	745	1,000	255	0	255
Movement to/(from) Gen Reserve	(745)				
Community Services :- Income	636,076	726,212	90,136		
Expenditure	403,131	909,910	506,779	0	506,779
Net Income over Expenditure	232,945	(183,698)	(416,643)		

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
plus Transfer from EMR	4,297				
less Transfer to EMR	3,571				
Movement to/(from) Gen Reserve	233,671				

Finance & General Purposes201 Administration

1013	Income Bank Charges	12	0	(12)	
1049	Income Postage Recharge	6	0	(6)	
1054	Income Other	100	0	(100)	
1059	Income Photocopying	81	0	(81)	
1062	Income Telephone Recharge	749	873	124	
1190	Interest Received	1,134	0	(1,134)	
1201	Insurance Refund	671	0	(671)	
	Administration :- Income	2,753	873	(1,880)	
4000	Salaries & Wages	280,455	237,964	(42,491)	(42,491)
4001	Employers NI	25,681	19,514	(6,167)	(6,167)
4002	Employers Superannuation	52,901	43,145	(9,756)	(9,756)
4003	Sub-contracted Staff	7,651	8,000	349	349
4004	Staff Welfare Costs	966	822	(144)	(144)
4009	Recruitment Costs	1,555	1,000	(555)	(555)
4010	Staff Training	5,742	2,000	(3,742)	(3,742)
4011	Staff Protective Clothing	101	0	(101)	(101)
4012	Staff Expenses	796	300	(496)	(496)
4015	Office Refreshments	489	500	11	11
4100	Telecommunications	3,633	3,265	(368)	(368)
4105	Postage	496	1,388	892	892
4106	Stationery	1,242	1,875	633	633
4107	Photocopier	1,638	2,222	584	584
4108	Recycling & Shredding	120	0	(120)	(120)
4110	Advertising & Publicity	3,149	3,900	752	752
4111	Office Equipment New	3,419	1,500	(1,919)	(1,919)
4112	Subscriptions	4,126	4,310	184	184
4113	Software Support	10,037	7,800	(2,237)	(2,237)
4114	Licence Fee	35	35	0	0
4115	Insurance	1,950	3,944	1,994	1,994
4116	Web Site	420	380	(40)	(40)
4154	Land Registry Fees	12	0	(12)	(12)
4155	Professional Fees	3,244	3,000	(244)	(244)
4156	Bank Charges	1,347	1,000	(347)	(347)

Detailed Income & Expenditure by Budget Heading 31/03/2019

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4157 Audit Fees	3,123	3,700	577		577
4182 Catering & Hospitality	39	100	61		61
4199 Other Expenditure	76	120	44		44
4270 Vehicles & Equipment Maint	210	0	(210)		(210)
4413 Neighbourhood Plan	11,722	6,675	(5,047)		(5,047)
4414 N Plan Disbursement Budget	54	1,000	946		946
Administration :- Indirect Expenditure	426,425	359,459	(66,966)	0	(66,966)
Movement to/(from) Gen Reserve	(423,673)				
205 Premises - Church Street					
1050 Income Rent	13,916	5,813	(8,103)		
Premises - Church Street :- Income	13,916	5,813	(8,103)		
4050 Rent payable	20,927	23,300	2,373		2,373
4051 Rates	7,966	8,003	37		37
4059 Church Street Service Charges	34,548	37,250	2,702		2,702
4199 Other Expenditure	5	0	(5)		(5)
4270 Vehicles & Equipment Maint	638	550	(88)		(88)
4275 Building Maintenance	116	500	384		384
Premises - Church Street :- Indirect Expenditure	64,199	69,603	5,404	0	5,404
Movement to/(from) Gen Reserve	(50,283)				
206 Premises - Hurdis House					
1050 Income Rent	22,313	21,630	(683)		
1051 Income Insurance Recharge	373	0	(373)		
Premises - Hurdis House :- Income	22,686	21,630	(1,056)		
4115 Insurance	386	410	24		24
4301 Public Works Loan Payment	15,002	15,002	(0)		(0)
Premises - Hurdis House :- Indirect Expenditure	15,388	15,412	24	0	24
Movement to/(from) Gen Reserve	7,298				
210 Civic Expenses					
1081 Young Mayor Income	100	0	(100)		
Civic Expenses :- Income	100	0	(100)		
4013 Members Expenses	82	100	18		18
4014 Member Training	225	1,000	775		775
4106 Stationery	274	500	226		226
4110 Advertising & Publicity	0	50	50		50

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4113 Software Support	5,361	0	(5,361)		(5,361)
4115 Insurance	190	207	17		17
4180 Room Hire	0	120	120		120
4181 Civic - Mayors Allowance	684	1,500	816		816
4182 Catering & Hospitality	99	500	401		401
4183 Civic - Awards	(42)	500	542		542
4184 Civic - other	0	200	200		200
4188 Town Crier Expenses	70	125	55		55
4189 Young Mayor	332	600	268		268
4190 Election Costs	5,108	10,000	4,892		4,892

Civic Expenses :- Indirect Expenditure

12,381	15,402	3,021	0	3,021
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Movement to/(from) Gen Reserve

(12,281)

215 Grants

4401 Grants	23,000	23,000	0		0
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Grants :- Indirect Expenditure

23,000	23,000	0	0	0
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Movement to/(from) Gen Reserve

(23,000)

Finance & General Purposes :- Income

39,455	28,316	(11,139)		
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Expenditure

541,394	482,876	(58,518)	0	(58,518)
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Movement to/(from) Gen Reserve

(501,939)

Golf Course and The View101 Golf Course

1000 Golf Course Season Ticket	147,049	150,000	2,951		
1001 Golf Course Green Fees M-F	77,269	71,500	(5,769)		
1002 Golf Course Green Fees w/eb/h	51,834	56,000	4,167		
1003 Golf Course Specials	54,103	52,000	(2,103)		
1004 Golf Course Locker	1,501	1,500	(1)		
1005 Golf Course Credit Card Charge	0	60	60		
1007 Golf Course Air Traffic	7,500	7,500	0		
1011 Income Filming	1,700	0	(1,700)		
1050 Income Rent	85	0	(85)		
1054 Income Other	1,125	0	(1,125)		
1055 Income Memorial Bench	1,500	0	(1,500)		
1311 Buggy Hire	18,735	16,000	(2,735)		
1317 Income VAT Refund	125,131	0	(125,131)		

Golf Course :- Income

487,531	354,560	(132,971)		
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Detailed Income & Expenditure by Budget Heading 31/03/2019

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4000 Salaries & Wages	86,785	87,871	1,086		1,086
4001 Employers NI	7,423	7,620	197		197
4002 Employers Superannuation	9,841	9,553	(288)		(288)
4004 Staff Welfare Costs	329	346	17		17
4009 Recruitment Costs	609	0	(609)		(609)
4010 Staff Training	1,839	1,500	(339)		(339)
4011 Staff Protective Clothing	955	1,000	45		45
4015 Office Refreshments	308	315	7		7
4041 Golf Professional Retainer	44,886	42,749	(2,137)		(2,137)
4045 Golf Course Player Costs	420	0	(420)		(420)
4046 Golf Club Membership Fees	15,208	16,000	793		793
4051 Rates	19,961	19,976	15		15
4052 Water & Sewerage	8,013	4,500	(3,513)		(3,513)
4055 Electricity	2,509	2,850	341		341
4056 Gas	273	650	377		377
4060 Refuse	250	400	150		150
4100 Telecommunications	246	235	(11)		(11)
4105 Postage	45	100	55		55
4106 Stationery	519	450	(69)		(69)
4110 Advertising & Publicity	3,955	4,000	45		45
4112 Subscriptions	432	500	68		68
4113 Software Support	1,059	1,030	(29)		(29)
4114 Licence Fee	75	75	0		0
4115 Insurance	7,083	7,200	117		117
4116 Web Site	0	60	60		60
4156 Bank Charges	3,610	2,000	(1,610)		(1,610)
4251 Dog Bin Emptying	1,071	1,100	29		29
4261 Grounds Maint non contract	30,322	29,950	(372)		(372)
4270 Vehicles & Equipment Maint	16,888	16,500	(388)		(388)
4271 Vehicle & Equipment Lease	16,897	17,212	315		315
4272 Equipment Purchase	750	500	(250)		(250)
4275 Building Maintenance	981	750	(231)		(231)
4279 Fire & Security	449	0	(449)		(449)
4308 Rent - Shop, Locker & Chng Rms	50,000	50,000	(0)		(0)
4309 Buggy Lease & Maintenance	6,590	5,276	(1,314)		(1,314)
4501 Filming Expenses	200	0	(200)		(200)
Golf Course :- Indirect Expenditure	<u>340,780</u>	<u>332,268</u>	<u>(8,512)</u>	<u>0</u>	<u>(8,512)</u>
Net Income over Expenditure	<u>146,751</u>	<u>22,292</u>	<u>(124,459)</u>		
6000 plus Transfer from EMR	2,245				
Movement to/(from) Gen Reserve	<u>148,996</u>				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
102 Capital Costs-Golf & The View					
4266 Borehole & Related Expenditure	2,245	0	(2,245)		(2,245)
4267 Spike Bar Costs	930	0	(930)		(930)
4275 Building Maintenance	26,520	0	(26,520)		(26,520)
Capital Costs-Golf & The View :- Indirect Expenditure	29,696	0	(29,696)	0	(29,696)
6001 less Transfer to EMR	(930)				
Movement to/(from) Gen Reserve	(28,766)				
103 The View					
1050 Income Rent	1,250	1,000	(250)		
1305 Income Hire Pro-Shop & Chg Rms	50,000	50,000	(0)		
1306 Income Golf Club Room Hires	2,977	4,500	1,523		
1307 Income Bar Sales	201,135	200,000	(1,135)		
1308 Income Food Sales	192,121	210,000	17,879		
1310 Income - Society Food	29,323	34,000	4,677		
1312 Function Food Sales	73,124	40,000	(33,124)		
1313 Function Bar Sales	5,565	0	(5,565)		
1315 Income Linen Charge	16	0	(16)		
1316 Events Income - The View	30	0	(30)		
The View :- Income	555,541	539,500	(16,041)		
4000 Salaries & Wages	225,012	200,450	(24,562)		(24,562)
4001 Employers NI	14,940	12,444	(2,496)		(2,496)
4002 Employers Superannuation	13,885	14,280	395		395
4003 Sub-contracted Staff	16,569	10,000	(6,569)		(6,569)
4004 Staff Welfare Costs	301	519	218		218
4010 Staff Training	1,398	1,000	(398)		(398)
4012 Staff Expenses	46	500	454		454
4016 Staff Uniform	47	500	453		453
4017 Timesheet & Rota Software	198	700	502		502
4051 Rates	6,415	6,419	4		4
4052 Water & Sewerage	6,388	3,625	(2,763)		(2,763)
4055 Electricity	14,915	13,000	(1,915)		(1,915)
4056 Gas	5,099	7,000	1,901		1,901
4060 Refuse	4,050	4,500	450		450
4100 Telecommunications	1,025	1,100	75		75
4105 Postage	135	100	(35)		(35)
4106 Stationery	945	1,000	55		55
4107 Photocopier	4	0	(4)		(4)
4110 Advertising & Publicity	4,938	7,000	2,062		2,062

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4112 Subscriptions	75	0	(75)		(75)
4113 Software Support	1,362	800	(562)		(562)
4114 Licence Fee	921	900	(21)		(21)
4115 Insurance	3,695	3,830	135		135
4116 Web Site	623	800	177		177
4156 Bank Charges	3,769	2,700	(1,069)		(1,069)
4196 Events Expenditure - The View	4,326	1,500	(2,826)		(2,826)
4199 Other Expenditure	144	0	(144)		(144)
4201 Cleaning & Hygiene	19,258	20,000	742		742
4202 Linen Cleaning	3,587	2,500	(1,087)		(1,087)
4261 Grounds Maint non contract	18	0	(18)		(18)
4270 Vehicles & Equipment Maint	3,728	2,000	(1,728)		(1,728)
4272 Equipment Purchase	934	3,000	2,066		2,066
4275 Building Maintenance	8,710	3,000	(5,710)		(5,710)
4276 CCTV	0	1,500	1,500		1,500
4279 Fire & Security	1,280	1,350	70		70
4301 Public Works Loan Payment	104,977	105,000	23		23
4303 Food Expenditure	106,881	85,200	(21,681)		(21,681)
4304 Bar Expenditure	59,362	57,600	(1,762)		(1,762)
4305 Fire Extinguishers	0	250	250		250
4306 Catering Utensils & Equip	2,709	600	(2,109)		(2,109)
4307 Bar Utensils & Equip	87	600	513		513
4311 Pest Control	819	750	(69)		(69)
4313 Stock Take	2,340	2,200	(140)		(140)
4314 Cost of Card Top Up Incentives	4,490	3,940	(550)		(550)
The View :- Indirect Expenditure	650,404	584,157	(66,247)	0	(66,247)
Movement to/(from) Gen Reserve	(94,863)				
Golf Course and The View :- Income	1,043,072	894,060	(149,012)		
Expenditure	1,020,880	916,425	(104,455)	0	(104,455)
Net Income over Expenditure	22,193	(22,365)	(44,558)		
plus Transfer from EMR	2,245				
less Transfer to EMR	(930)				
Movement to/(from) Gen Reserve	25,368				

Precept

801 Precept					
1176 Precept	709,949	709,949	0		

09:09 Detailed Income & Expenditure by Budget Heading 31/03/2019

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1177 Council Tax Support Grant	20,891	20,891	0		
Precept :- Income	<u>730,840</u>	<u>730,840</u>	<u>0</u>		
Movement to/(from) Gen Reserve	<u>730,840</u>				
Precept :- Income	730,840	730,840	0		
Expenditure	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>730,840</u>				
Reserves					
<u>901 Reserves</u>					
9029 EMR Seafront Projects (SCP)	4,600	0	(4,600)		(4,600)
Reserves :- Indirect Expenditure	<u>4,600</u>	<u>0</u>	<u>(4,600)</u>	<u>0</u>	<u>(4,600)</u>
6000 plus Transfer from EMR	3,600				
Movement to/(from) Gen Reserve	<u>(1,000)</u>				
Reserves :- Income	0	0	0		
Expenditure	4,600	0	(4,600)	0	(4,600)
Net Income over Expenditure	<u>(4,600)</u>	<u>0</u>	<u>4,600</u>		
plus Transfer from EMR	3,600				
Movement to/(from) Gen Reserve	<u>(1,000)</u>				
Grand Totals:- Income	2,449,443	2,379,428	(70,015)		
Expenditure	1,970,004	2,309,211	339,207	0	339,207
Net Income over Expenditure	<u>479,439</u>	<u>70,217</u>	<u>(409,222)</u>		
plus Transfer from EMR	10,142				
less Transfer to EMR	2,641				
Movement to/(from) Gen Reserve	<u>486,940</u>				

**Finance & General Purposes Committee Variance Reporting
2018/19**

		Previously Reported	Reported 4th July 2019
201	Administration		
1317	Income VAT Refund	07/03/19 - The amounts showing within this code were input in error but have all now been transferred to the correct cost centre of 101 leaving a nil balance which will show at the end of February's figures.	04/07/19 - As previously reported
4000	Salaries & Wages	14/06/18 - This is significantly higher this month due to additional staff payments as agreed by Council. The year end budget is now due to be overspent. 06/12/18 - The predicted outturn at year end is higher than originally budgeted due to the 2% increase not being included, the additional staff payments agreed by Council following the adoption of the Additional Hours policy, the recruitment of the new Deputy Town Clerk and some additional costs covering the Executive Support Officer's maternity leave.	04/07/19 - As previously reported
4001	Employers NI	As above	04/07/19 - As previously reported
4002	Employers Superannuation	As above	04/07/19 - As previously reported
4003	Sub Contracted Staff	06/12/18 - Costs to to date related to the previous Financial Consultant and the current Facilities Consultant. It is not expected that this cost centre would be overbudget at year end.	04/07/19 - As previously reported
4004	Staff Welfare Costs	06/12/18 - Costs relate to Perk Box - this budget is expected to be higher at year end due to the recruitment of additional staff this year.	04/07/19 - As previously reported
4009	Recruitment Costs	27/09/2018 Recruitment costs are overbudget due to the recruiting of a Deputy Clerk/RFO and maternity cover for the Executive Support Officer.	04/07/19 - As previously reported
4010	Staff Training	07/03/19 - This account has gone overbudget this year due to training for new staff along with other necessary training including Legionella, Elections and CILCA registrations.	04/07/19 - As previously reported
4012	Staff Expenses	07/03/19 - As previously reported, this is now largely overbudget mainly due to underbudgeting for eyetests, additional milage claimed for all local trips along (ie to The View from 37 Church Street) along with the mileage claimed for the increase in training this year.	04/07/19 - As previously reported
4015	Office Refreshments	07/03/19 - It is now predicted that the costs will be in budget this year due to the change in the water facility. The bottled water has now been replaced by a filtered tap reducing the cost significantly.	04/07/19 - As previously reported

		Previously Reported	Reported 4th July 2019
4100	Telecommunications	14/06/18 - The amount is higher than a usual amount due to the part of the annual maintenance being accrued into this year.	
4105	Postage	07/03/19 - It is now predicted that the costs will be significantly lower than budget largely due to the new franking machine that is leased on a yearly basis.	04/07/19 - As previously reported
4110	Advertising & Publicity	14/06/18 The expenditure % is high at the end of month 1 due to the cost of the Council Tax Leaflet.	
4111	Office Equip New	07/03/19 - a further laptop was purchased for the Facilities department including the 5 year warranty. 06/12/18 - The overspend relates to two necessary laptops for the facilities department.	04/07/19 - As previously reported
4113	Software Support	14/06/18 - The expenditure % is high due to ICT Schools costs for 2018/19 being paid in full in Month 1. This said, there will be an overspend of approx £1,500 at year end due to the new payroll system that was needed to be installed but not budgeted for. 06/12/18 - In addition to previously reported, the projected outturn is likely to be £2,500 overbudget with the introduction of the necessary HR System that integrates with the Payroll along with SIRAS additions.	04/07/19 - More SIRAS users have been implemented to improve efficiency and the IRIS HR module implemented to commence 1st April 2019
4115	Insurance	14/06/18 - This is currently showing significantly overbudget due to the overall amount being coded to 201. The split has now been confirmed and has been journalled to the correct accounts and will show in May's figures. 27/09/18 - The Insurance figure has been journalled and due to more accurate apportionment to other departments, the actual year to date figure is likely to remain well under budget.	04/07/19 - As previously reported
4116	Website	14/06/18 - The % is high due to the annual invoice being paid in month 1. 27/09/18 - This is now overbudget due to the additional costs of an essential certificate.	04/07/19 - As previously reported
4155	Professional Fees	06/12/18 - The expense to date relates to necessary legal costs. 07/03/19 - A further laptop was purchased for the Facilities department including the 5 year warranty.	04/07/19 - As previously reported
4156	Bank Charges	27/09/2018 - Following the changes in our bank account, this budget will be overspent by the year end. Further information is reported elsewhere in this agenda. 07/03/19 - It is estimated that this account will be approximately £200 overbudget at year end due to the charges brought in back in July 18.	04/07/19 - As previously reported
4157	Audit Fees	07/03/19 - The figure is low as both the internal and external audit fees are not charged until well into the next financial year once all the audits have been completed. An accrual will be made at year end so as the approximate costs will show in this financial year.	04/07/19 - As previously reported
4413	Neighbourhood Plan	06/12/18 Costs are higher than budgeted due to the additional costs for the Dane Valley Project.	04/07/19 - As previously reported.

		Previously Reported	Reported 4th July 2019
205	Premises Church Street		
1050	Income Rent	07/03/19 - The significant income within this code relates to backdated service charge to Lewes District Council.	04/07/19 - As previously reported
4059	Church Street Service Charges	14/06/2018 - The credit of £8,250 relates to an accrual from last year. The invoice has yet to be received so this credit will offset the Invoice. 06/12/18 - Further invoices are expected in relation to the backdated service charge which was agreed last year. If not invoiced by year end, the variance of £4,282 should be put in an EMR to cover.	04/07/19 - as previously reported
4270	Vehicles & Equip Maint	07/03/19 - The significant income within this code relates to backdated service charge to Lewes District Council.	04/07/19 - As previously reported
206	Hurdis House		
4115	Insurance	27/09/2018 - The insurance costs have all been paid for 2018/19 so there be a small saving on budget at the end of the year.	04/07/19 - As previously reported
210	Civic Expenses		
4113	Software Support	14/06/18 - Although there is not spend to show to date, following the issue of Councilfor email and SIRAS accounts, there will be an additional unbudgeted spend of approx £5K at the year end. 27/09/2018 - As previously reported, the overspend relates to the cost of setting up all councillors with their own email and in addition, SIRAS which allows access to the Councils S Drive.	04/07/19 - As previously reported
4115	Insurance	27/09/2018 - The insurance costs have all been paid for 2018/19 so there be a small saving on budget at the end of the year.	04/07/19 - As previously reported
4190	Election Costs	07/03/19 - An invoice for approx £5,108 has been received in February for last year's by- election. Therefore, approx £4,892 will be transferred to the Election Ear Marked Reserve at year end. 06/12/18 - There is still an expected costs for the By-election earlier in the year. The remainder of the unspent budget should be put into an EMR at the year end.	04/07/19 - LDC Invoiced £5,108 for the by-elections

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR - Elections	0.00	4,892.00	4,892.00
321 EMR - Building Improvements	0.00		0.00
322 EMR - Crypt Ancient Monument	0.00		0.00
323 EMR - Crypt Professional Fees	4,965.00		4,965.00
324 Crypt - General Fund - Capital	0.00		0.00
325 Crypt - General Fund - Revenue	0.00		0.00
326 EMR - Open Spaces	0.00		0.00
327 EMR - S106 Salts Skate Park	0.00	199,733.59	199,733.59
328 EMR - Signage	0.00		0.00
329 EMR - The Salts Landscaping	0.00	844.55	844.55
330 Reserve Lifeguard/Beach Huts	0.00		0.00
332 Reserve Seafront Enhancement	0.00		0.00
334 EMR - Seaford H Nature Reserve	538.57		538.57
335 Smarter Seaford	0.00		0.00
336 Year End Provisions	0.00		0.00
337 EMR - Church St Utilities	0.00		0.00
338 Reserve War Memorial	0.00		0.00
339 EMR - Golf Course Project	0.00		0.00
340 EMR - Equipment	8,759.00		8,759.00
341 EMR - Seaford Residents Assn	0.00		0.00
342 EMR - Tree Planting	10,288.02	1,877.59	12,165.61
343 EMR - Grit Bin	0.00		0.00
344 EMR - Projects Reserve	0.00		0.00
345 EMR - Memorial Bench Maint	120.00		120.00
346 EMR - Xmas Lights	0.00		0.00
347 EMR - Vision Plan/Regen	0.00		0.00
348 EMR - Seaford In Bloom	0.00		0.00
349 EMR - Golf Course Machinery	0.00		0.00
350 EMR - Greenkeepers Shed	0.00		0.00
352 EMR - Martello Toilets	0.00		0.00
353 EMR - External Officer Support	2,504.02		2,504.02
354 EMR - The Base	0.00		0.00
355 EMR - The Seaford App.	1,206.00		1,206.00
356 EMR - Cricket Club Carpet	0.00		0.00
357 EMR - Seafront Bins	0.00		0.00
358 EMR - Community Projects	0.00	4,079.87	4,079.87
359 EMR - Coastal Community Proj	0.00		0.00
361 EMR - CIL Receipts	11,005.20	42.49	11,047.69
362 EMR - Seafront Projects (SCP)	4,600.00	-4,600.00	0.00
363 EMR - Seafront Devlp Plan	0.00	112,264.79	112,264.79
364 EMR - Spike Bar	0.00	39,070.00	39,070.00
365 EMR - Borehole	0.00	47,754.73	47,754.73
	43,985.81	405,959.61	449,945.42

27/06/2019

Seaford Town Council 2019/2020 Current Year

Page 1

09:20

Summary Income & Expenditure by Budget Heading 31/05/2019

Month No: 2

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>Community Services</u>						
Income	99,835	758,209	658,374			13.2%
Expenditure	146,948	1,011,542	864,594	0	864,594	14.5%
Net Income over Expenditure	<u>(47,113)</u>					
plus Transfer from EMR	89,883					
less Transfer to EMR	8,545					
Movement to/(from) Gen Reserve	<u>34,224</u>					
<u>Finance & General Purposes</u>						
Income	5,842	35,655	29,813			16.4%
Expenditure	110,213	569,314	459,101	0	459,101	19.4%
Net Income over Expenditure	<u>(104,372)</u>					
plus Transfer from EMR	0					
Movement to/(from) Gen Reserve	<u>(104,372)</u>					
<u>Golf Course and The View</u>						
Income	348,232	1,058,449	710,217			32.9%
Expenditure	265,366	1,156,459	891,093	0	891,093	22.9%
Net Income over Expenditure	<u>82,865</u>					
plus Transfer from EMR	33,776					
less Transfer to EMR	0					
Movement to/(from) Gen Reserve	<u>116,641</u>					
<u>Precept</u>						
Income	397,152	783,873	386,721			50.7%
Expenditure	0	0	0	0	0	0.0%
Net Income over Expenditure	<u>397,152</u>					
plus Transfer from EMR	0					
Movement to/(from) Gen Reserve	<u>397,152</u>					
<u>Reserves</u>						
Income	0	0	0			0.0%
Expenditure	0	0	0	0	0	0.0%
Net Income over Expenditure	<u>0</u>					

Summary Income & Expenditure by Budget Heading 31/05/2019

Month No: 2

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
plus Transfer from EMR	0					
Movement to/(from) Gen Reserve	<u>0</u>					
Grand Totals:- Income	851,060	2,636,186	1,785,126			32.3%
Expenditure	522,528	2,737,315	2,214,787	0	2,214,787	19.1%
Net Income over Expenditure	<u>328,532</u>	<u>(101,129)</u>	<u>(429,661)</u>			
plus Transfer from EMR	123,658					
less Transfer to EMR	8,545					
Movement to/(from) Gen Reserve	<u>443,645</u>					

Seaford Town Council 2019/2020 Current Year
 Detailed Income & Expenditure by Phased Budget Heading 31/05/2019

Committee Report

Month No: 2

Finance & General Purposes

201 Administration

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
1054 Income Other	114	100	(14)	100			113.6%
1059 Income Photocopying	2	0	(2)	0			0.0%
1062 Income Telephone Recharge	152	142	(10)	850			17.9%
1190 Interest Received	535	150	(385)	6,042			8.9%
	803	392	(411)	6,992			11.5%
Administration :- Income							
4000 Salaries & Wages	49,940	49,278	(662)	295,667		245,727	16.9%
4001 Employers NI	4,447	4,352	(95)	26,115		21,668	17.0%
4002 Employers Superannuation	9,439	9,034	(405)	54,204		44,765	17.4%
4003 Sub-contracted Staff	2,018	1,334	(684)	8,000		5,982	25.2%
4004 Staff Welfare Costs	182	196	14	1,176		994	15.5%
4009 Recruitment Costs	0	0	0	1,030		1,030	0.0%
4010 Staff Training	867	344	(523)	2,060		1,193	42.1%
4012 Staff Expenses	37	142	105	850		813	4.4%
4015 Office Refreshments	33	104	71	630		597	5.2%
4100 Telecommunications	956	900	(56)	5,400		4,444	17.7%
4105 Postage	40	142	102	850		810	4.7%
4106 Stationery	468	322	(146)	1,931		1,463	24.2%
4107 Photocopier	482	400	(82)	1,600		1,118	30.1%
4108 Recycling & Shredding	0	34	34	200		200	0.0%
4110 Advertising & Publicity	1,226	1,004	(222)	4,017		2,792	30.5%

Detailed Income & Expenditure by Phased Budget Heading 31/05/2019

Committee Report

Month No: 2

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
4111 Office Equipment New	200	258	58	1,545		1,345	12.9%
4112 Subscriptions	3,982	790	(3,192)	4,745		763	83.9%
4113 Software Support	6,228	1,788	(4,440)	10,725		4,497	58.1%
4114 Licence Fee	0	0	0	35		35	0.0%
4115 Insurance	1,928	2,008	80	2,008		80	96.0%
4116 Web Site	2,104	1,000	(1,104)	2,500		396	84.2%
4154 Land Registry Fees	30	3	(27)	20		(10)	150.0%
4155 Professional Fees	0	516	516	3,090		3,090	0.0%
4156 Bank Charges	186	250	64	1,500		1,314	12.4%
4157 Audit Fees	(2,701)	0	2,701	9,300		12,001	(29.0%)
4158 Catering & Hospitality	25	16	(9)	100		75	24.6%
4159 Other Expenditure	7	20	13	120		113	5.5%
4160 Equipment Purchase	1,937	0	(1,937)	2,480		543	78.1%
4413 Neighbourhood Plan	711	0	(711)	4,000		3,289	17.8%
	84,772	74,235	(10,537)	445,898	0	361,126	19.0%
	(83,969)						
	4,554	4,442	(112)	6,042			75.4%
	4,554	4,442	(112)	6,042			75.4%
	0	0	0	500		500	0.0%
	0	0	0	500	0	500	0.0%

Administration :- Indirect Expenditure

Movement to/(from) Gen Reserve

205 Premises - Church Street

1050 Income Rent

Premises - Church Street :- Income

4901 Term Maintenance

Premises - Church Street :- Direct Expenditure

Month No: 2

Committee Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
4050 Rent payable	13,873	9,000	(4,873)	18,000		4,127	77.1%
4051 Rates	1,120	1,368	248	8,205		7,085	13.6%
4059 Church Street Service Charges	7,245	4,650	(2,595)	9,300		2,055	77.9%
4100 Telecommunications	12	0	(12)	0		(12)	0.0%
4199 Other Expenditure	2	0	(2)	0		(2)	0.0%
4270 Vehicles & Equipment Maint	28	88	60	550		522	5.1%
4275 Building Maintenance	35	250	215	1,500		1,465	2.3%
Premises - Church Street :- Indirect Expenditure	<u>22,314</u>	<u>15,356</u>	<u>(6,958)</u>	<u>37,555</u>	<u>0</u>	<u>15,241</u>	<u>59.4%</u>
Movement to/(from) Gen Reserve	<u>(17,760)</u>						
Premises - Hurdis House	0	5,534	5,534	22,137			0.0%
Income Rent	385	384	(1)	384			100.2%
Income Insurance Recharge							
Premises - Hurdis House :- Income	<u>385</u>	<u>5,918</u>	<u>5,533</u>	<u>22,521</u>			<u>1.7%</u>
4115 Insurance	398	398	0	398		0	100.0%
4301 Public Works Loan Payment	0	0	0	15,002		15,002	0.0%
Premises - Hurdis House :- Indirect Expenditure	<u>398</u>	<u>398</u>	<u>0</u>	<u>15,400</u>	<u>0</u>	<u>15,002</u>	<u>2.6%</u>
Movement to/(from) Gen Reserve	<u>(13)</u>						
210 Civic Expenses	100	100	0	100			100.0%
1081 Young Mayor Income	100	100	0	100			100.0%
Civic Expenses :- Income	<u>100</u>	<u>100</u>	<u>0</u>	<u>100</u>			<u>100.0%</u>

Detailed Income & Expenditure by Phased Budget Heading 31/05/2019

Committee Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
4013 Members Expenses	0	16	16	100		100	0.0%
4014 Member Training	0	250	250	1,500		1,500	0.0%
4105 Postage	14	0	(14)	0		(14)	0.0%
4106 Stationery	417	1,000	583	1,000		583	41.7%
4110 Advertising & Publicity	0	25	25	50		50	0.0%
4113 Software Support	2,188	3,690	1,502	3,690		1,502	59.3%
4115 Insurance	201	196	(5)	196		(5)	102.6%
4181 Civic - Mayors Allowance	(82)	250	332	1,500		1,582	(5.5%)
4182 Catering & Hospitality	0	84	84	500		500	0.0%
4183 Civic - Awards	127	0	(127)	500		373	25.4%
4184 Civic - other	0	0	0	200		200	0.0%
4185 Town Crier Expenses	0	0	0	125		125	0.0%
4186 Young Mayor	(136)	100	236	600		736	(22.6%)
4190 Election Costs	0	0	0	30,000		30,000	0.0%
	<u>2,730</u>	<u>5,611</u>	<u>2,881</u>	<u>39,961</u>	<u>0</u>	<u>37,231</u>	<u>6.8%</u>
Civic Expenses :- Indirect Expenditure							
Movement to/(from) Gen Reserve	<u>(2,630)</u>						
215 Grants	0	0	0	30,000		30,000	0.0%
4401 Grants	0	0	0	30,000		30,000	0.0%
	<u>0</u>	<u>0</u>	<u>0</u>	<u>30,000</u>	<u>0</u>	<u>30,000</u>	<u>0.0%</u>
Movement to/(from) Gen Reserve	<u>0</u>						
Finance & General Purposes :- Income	5,842	10,852	5,010	35,655			16.4%
Expenditure	110,213	95,600	(14,613)	569,314	0	459,101	19.4%
Movement to/(from) Gen Reserve	<u>(104,372)</u>						

Detailed Income & Expenditure by Phased Budget Heading 31/05/2019

Committee Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	5,842	10,852	5,010	35,655			16.4%
Expenditure	110,213	95,600	(14,613)	569,314	0	459,101	19.4%
Net Income over Expenditure	<u>(104,372)</u>	<u>(84,748)</u>	<u>19,624</u>	<u>(533,659)</u>			
Movement to/(from) Gen Reserve	<u>(104,372)</u>						

Finance & General Purposes Committee Variance Reporting 2019/20

		Reported 4th July 2019
201	Administration	> £250
1190	Interest received	CCLA Deposit interest
4000-4002	Salaries & Wages, NI & superann	Slight variation in increments compared to budget, as Clerk awarded an increment on attaining CILCA
4003	Sub-contracted staff	Use of consultant for project work
4010	Staff training	Greater take-up of training with current staff
4112	Subscriptions	Phasing as many are paid in the earlier part of the year
4113	Software support	Full-year Schools ICT charges and setup for new Council
4116	Website	Will exceed budget
4272	Equipment purchase	Backup printer, 3 laptops, accessories/cover and microwave
4413	Neighbourhood Plan	Phasing
4050/4059	Rent/service charges payable	Back charges agreed with Police Commissioner services



Seaford Town Council

Report 37/19

Agenda Item No: *4c*

Committee: Finance and General Purposes

Date: 4th July 2019

Title: Deputy Town Clerk and RFO's Report – July 19

By: Colin Andrews

Purpose of Report: To inform Councillors of key aspects of the Council's finances and related updates.

Recommendations

You are recommended:

1. To note the contents of the report.
-

1. Information

- 1.1 For its accounting system the Council upgraded to the latest version of Rialtas/Omega in the autumn, to which has been added the ability to compile phased budgets and, most recently functionality to comply with HMRC's drive towards Making Tax Digital for the submission of VAT returns. The phased budget module should assist with monitoring of budgets and has in fact been used for the accompanying report for 19/20 - 34/19 Finance & General Purposes.
- 1.2 Returning Councillors will be aware that a claim for repayment of VAT for the bulk of golf activities at Seaford Head Golf Course was submitted to HMRC in 2018 and repayment of £125k plus £1k interest received in December. The benefit to SHGC in the current financial year will be of the order of £25k as fees have not been reduced.
- 1.3 Whilst we are only at the stage of considering the first two months' performance of 19/20 in planning for the framing of the 2020/21 budget in the autumn it is intended to work to a tighter timetable, leading to improved input and coordination.
- 1.4 Insurance cover has been reviewed carefully and both the improvements at the Martello Tower and sums for loss of revenue at The View and Seaford Head Golf Course have been set at the appropriate level for 19/20.
- 1.5 Business Continuity and Risk Assessment are in key focus currently. As has been reported to Council, Full Risk Assessment has been conducted using the LCRS application adopted by Council. A report will be prepared for August Council covering Business Continuity and plans to address all risks identified for Council, Golf and The View activities will be submitted for approval.

- 1.6 To complement IRIS payroll, upgraded to the latest business software in 2018, IRIS HR has been implemented for 19/20. Certain training and related issues are being addressed to ensure that staff derive the maximum benefit out of its use and practice.
- 1.7 As with other colleagues Colin and Lucy undertook additional training with Learning Curve Group in the Spring and are enrolled to progress with CILCA training for completion within a year. We ensure that we keep up to date with technical developments by specific training courses, HMRC webinars, information from the Institute of Chartered Accountants in England & Wales and the accountancy press.
- 1.8 The logs of tasks of both the Town Clerk and Deputy Town Clerk are submitted and progress reviewed at each CCMG, with minutes being circulated to all Councillors.

2. Financial Appraisal

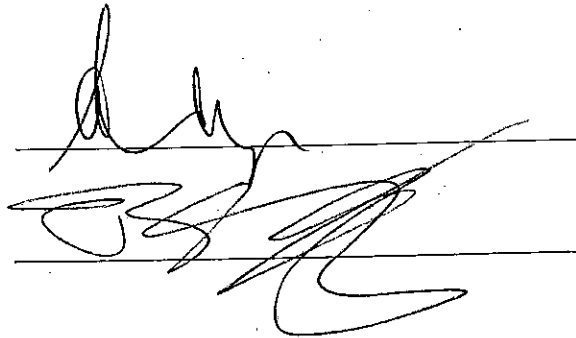
There are no financial implications consequential from this report.

3. Contact Officer

The Contact Officer for this report is Colin Andrews, Deputy Town Clerk/RFO

Responsible Financial
Officer

Town Clerk

The image shows two handwritten signatures in black ink. The top signature is for the Responsible Financial Officer and the bottom signature is for the Town Clerk. Both signatures are written over horizontal lines that serve as a baseline for the text.



Seaford Town Council

Report 42/19

Agenda Item No:	5
Committee:	Finance and General Purposes
Date:	4th July 2019
Title:	Ear Marked Reserves 2018-19
By:	Lucy Clark, Finance Manager
Purpose of Report:	To inform Councillors of the Ear Marked Reserve Position at the end of 2018-19 and to seek approval of transfers.

Recommendations

You are recommended:

1. To note the Ear Marked Reserve Position at 31st March 2019.
 2. To note the transfers £440,551 to the Ear Marked Reserves scheduled at Appendix A.
 3. To note the transfers from Ear Marked Reserves of £34,591 used to fund expenditure
 4. To note the transfer of £73,479 to General Reserve.
-

1. Information

- 1.1 When expenditure is met from an Ear Marked Reserve (EMR), this expense will show as an overspend on the revenue account. EMR's and their funds sit outside the revenue account due to where they sit on the balance sheet. If their funds were transferred to the Revenue account to offset the expense then this would show as increased income and give false information for the end of year annual return figures. Instead, the funds in the EMR's are internally transferred via a journal to the General Reserves (GR) which then reduces the amount in the EMR.
- 1.2 In order to keep accurate records of the reserve money held, a spreadsheet has been set up showing any movement. A copy is attached in Appendix A showing the actual reserve position as at 31st March 2019.
- 1.3 A transfer of £73,479 was made to General Reserve with a year-end figure of £207,154.
- 1.4 CIL Receipts can be spent on a wide range of projects to support the development of Seaford however spends must be published and where receipts have not been spent within 5 years or spent otherwise than that in accordance with Regulation 59C of the CIL Regulations 2010 (as amended), the charging authority may require those receipts to be repaid. Therefore, the CIL receipts cannot be absorbed into the general reserves at year end but should be held in an EMR until the spend is known.

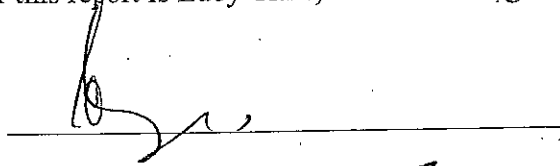
2. Financial Appraisal

The financial implications are explained in section 1 of this report.

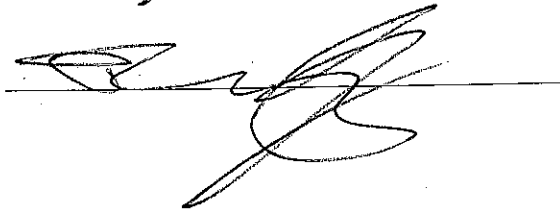
3. Contact Officer

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

Finance Manager



Town Clerk



Seaford Town Council

Actual Earmarked Reserves as at 31/03/2019

A/C Cod	Reserve Details	Opening At 01/04/2018	Transfers To Reserves from General Fund	Transfers to Other reserves	Used To Fund Expenditure	Actual Closing Balance 31/03/2019	Comments
320	EMR - Elections	£ -	£ 4,892	£ -	£ -	£ 4,892	Transferred balance of Election Budget at Year End
323	EMR - Crypt Professional Fees	£ 4,965	£ -	£ -	£ -	£ 4,965	
327	EMR - S106 Salts Skate Park	£ -	£ 199,881	£ -	£ 147	£ 199,734	Transferred expenditure at Year End
329	EMR - The Salts Landscaping	£ -	£ 845	£ -	£ -	£ 845	Transferred when monies received in March
334	EMR Seaford Head Nature Reserve	£ 539	£ -	£ -	£ -	£ 539	
340	EMR Equipment	£ 8,759	£ -	£ -	£ -	£ 8,759	
342	EMR Tree Planting	£ 10,288	£ 1,878	£ -	£ -	£ 12,166	Transferred all relevant income at year end.
345	EMR Memorial Bench Maintenance	£ 120	£ -	£ -	£ -	£ 120	
353	EMR External Officer Support	£ 2,504	£ -	£ -	£ -	£ 2,504	
355	EMR The Seaford App.	£ 1,206	£ -	£ -	£ -	£ 1,206	
358	EMR Community Projects	£ -	£ 4,080	£ -	£ -	£ 4,080	Allocated relevant income including Go Fund Me & Donations for the Beach Access, & Football CCTV
361	EMR - CIL Receipts	£ 11,005	£ 3,293	£ -	£ 3,250	£ 11,048	CIL received this year was £10,660. Spent £4,637.49 on Disabled Swing & £2,650 on Pebble Barriers at Seaford leaving a balance of £3,292 to transfer. £3250 spent on seaford low level fencing All allocated correctly at year end.
362	EMR Seaford Projects (SCP)	£ 4,600	£ -	£ -	£ 4,600	£ -	Returned to Seaford Community Partnership.
363	Seaford Development Plan	£ -	£ 135,684	£ -	£ 23,419	£ 112,265	BBH Sales received; Bike Rack Contribution. Offset by BBH Capital expenses, Seasonal BH expenses & Toilet feasibility.
364	EMR - Spike Bar	£ -	£ 40,000	£ -	£ 930	£ 39,070	New Spike Bar at Seaford Head Golf Course
365	EMR - Borehole & New Tank	£ -	£ 50,000	£ -	£ 2,245	£ 47,755	Project Work costs of £930 Borehole and New Tank at Seaford Head Golf Course
	General Fund (Not including Commitments)	£ 133,675	£ -	£ 73,479	£ -	£ 207,154.00	Pump work costs of £2,245 Actual Year End General Fund Figure
Totals		£ 177,661	£ 440,551.29	£ 73,479.00	£ 34,591.48	£ 657,099	



Seaford Town Council

Report 35/19

Agenda Item No:	6
Committee:	Finance & General Purposes Committee
Date:	4 th July 2019
Title:	Grant Applications for 2019-20
By:	Lucy Clark, Finance Manager
Purpose of Report:	To consider grant requests as detailed in Appendices A and B

Recommendations

You are recommended:

1. To consider grant requests as detailed in Appendices A and B
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1. Information

- 1.1 The current Grants Scheme opened for applications on 1st April 2019. The deadline for returning the completed forms to the Council with all the information requested was noon on 7th June 2019.
- 1.2 The approved budget allocation for both small and large grants in 2019-20 has been set at £30,000. The maximum grant that can be awarded for large grants is £3,000 with the exception of two existing grant applicants that are exempt from the maximum grant limit namely the Citizens Advice Bureau (CAB) and Community Transport for Lewes Area (CTLA).
- 1.3 Historically CAB and CTLA funding had been dealt with separately and were awarded their funds prior to the official grant process. This was so their funding was in place for 1 April to guarantee continuation of service. However, during 2015-16 it was agreed that they should be included within the overall grant procedure to ensure fairness and equality throughout the process. Although they now receive their grant later in the year, their service provision is still dependent upon receiving financial support from this Council.
- 1.4 The grants scheme is promoted via press releases, the Council website and Facebook advising those who may wish to apply to do so by downloading an application form direct from the Council's website.
- 1.5 A total of twenty-four applications were received with the small grant applications totalling £2,950 and the large grant applications totalling £44,307. The large

applications included those from CAB and CTLA who are the two exceptions as mentioned above who can be awarded £5,000 each.

- 1.6 Full applications and supporting documents were placed in the Meeting Room for consideration prior to the Working Group meeting.
- 1.7 Where organisations exist for the sole benefit and pleasure of their members or undertake activities which do not complement the functions of the Council, Members should give careful consideration, given the limited funds available
- 1.8 A Finance & General Purposes Working Group meeting was held on 18th June 2019 where members of the Committee were able to assess each application individually and take time to score in line with the grants policy. Following this process, recommendations of awards have been made for both small and large grants applicants to be approved at this meeting.
- 1.9 It is recommended that a total amount of £1,000 is awarded for the small grants which are individually listed in Appendix A.
- 1.10 It is recommended that a total amount of £29,000 is awarded for the large grants which are individually listed in Appendix B.
- 1.11 When considering all the applications both large and small, the working group did so in full recognition of the Grants Policy. Due to the overall amount requested significantly exceeding the budget, this has resulted in grants being turned down and others being reduced.

2. Financial Appraisal

The budget allocated for all grants is £30,000. The total amount of grants requested was £47,257 and therefore the recommendation will result in the full budget amount of £30,000 being awarded.

3. Contact Officer

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

Finance Manager

Town Clerk

2019-2020 Recommendations for Large Grants

Name of Organisation	Purpose of Grant	Amount Requested 2019	F&GP Working Group Recommended Award 2019
CAB Lewes District	Contribution to staffing & service overheads	£ 5,000	£ 5,000
CTLA Community Transport	Transport services to BN25 for Dial-a-ride, Group travel, Travel club and rural services	£ 5,000	£ 4,000
Cuckmere Buses	To help meet ongoing annual running costs & avoid deficits.	£ 1,000	£ 1,000
Down Syndrome Development Trust	To help set up the Summer Camp at Cradle Hill School.	£ 625	£ 625
Cuckmere Haven SOS (Lapwing Music Festival)	To support the Lapwing Music Festival.	£ 2,000	£ 500
Seaford Bonfire Society	Towards the Cost of Specialist Security & Medical Personnel to ensure the safety of the public.	£ 2,500	£ 2,000
Seaford Community Events Committee	Towards Cost of Event Management.	£ 1,500	£ 1,500
Seaford Contemporary Illustrators & Printmakers (SCIP)	To fund work for The Green Show - a large Seaford Art event taking place at S H Barn & Fee Children's workshops for Xmas 19.	£ 2,328	£ 500
Seaford Musical Theatre	Implementation of a Hearing Loop Amplifier & Microphone for patrons with hearing problems.	£ 954	£ 700
Seaford Town Football Club	To replace the Mesh Fencing surrounding the Crouch football pitch.	£ 3,000	£ 2,000
SeeAbility	To support the Speech and Language Therapist which would reach out to the 21 Seaford based people with learning disabilities and many of whom are blind.	£ 3,000	£ 2,675
St James' Trust (Seaford)	Towards re-decorating all the communal areas at the Community Centre.	£ 3,000	£ 500
St Wilfrid's Hospice Eastbourne	Towards the costs of the Community Nursing team providing care and support for patients and their families.	£ 3,000	£ 2,000
Sussex Community Rail Partnership	Towards the Bishopstone Station project - restoring, improving and protecting the grade II listed main art deco building and devising ways to use these buildings to the full.	£ 3,000	£ 500
Teddy Treats Childrens Charity	To provide Top Talent Sponsorship for local children via local dance, drama, tennis, art and other creative clubs.	£ 3,000	£ 1,500
The Youth Counselling Project	To continue the provision to provide Counselling for children in Seaford Schools.	£ 2,400	£ 1,500
Waves Family Support	To support our clients in need of counselling who are not able to afford the necessary fees for professional counselling.	£ 3,000	£ 2,500
	Claimed	£ 44,307	
	Total Recommended Award		£ 29,000

2018-19 Recommendations for Small Grants

Name of Organisation	Purpose of Grant	Amount Requested 2019	F&GP Working Group Recommended Award 2019
Bishopstone Parish Hall	To help with the cost of resurfacing the yard area to improve the fabric of the building and making safe.	£ 500.00	£ 500.00
ESAB Seaford (Inner Light) Group	Towards subsidising the cost of transport to & from monthly meetings along with monthly hall hire.	£ 200.00	£ 200.00
Havens Community Hub CIC	Support for Seaford Charities; Leadership Training, Fundraising help, Community projects.	£ 500.00	£ -
Sailhaven	To assist with the restoration of a 1961 Crusader boat (specifically to buy timber and glue for the boats hull) which will eventually provide free sailing training to local children.	£ 500.00	£ -
Seaford Silver Band	Towards instrument repair and replacement; extra uniforms & general overheads.	£ 500.00	£ -
The Crouch Bowling Club	Towards the purchase of bowling aids for those having difficulty bending and to buy an additional set of steps.	£ 500.00	£ 300.00
Willett Charitable Trust Bishopstone	Works associated with re-routing and re-building footpath steps	£ 250.00	
Claimed		£ 2,950.00	
Total Recommended to Award			£ 1,000.00

