



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 7th July 2016 at 7.00 pm**, which you are summoned to attend.

James Corrigan
Town Clerk
30th June 2016

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 relating to agenda items only, 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 38/16 regarding receipts, payments and bank reconciliation for February, March, April and May 2016 (pages 2 to 7).
- b) To consider report 39/16 regarding the Council budget position for the period of 1st April 2015 to 31st March 2016 and April 2016 to May 2016 (pages 8 to 37).

5. Grant Applications for 2016-2017

To consider report 40/16 regarding the grant requests as detailed in Appendices A & B (pages 38 to 44).

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:

Cllr M Brown (Chair) and L Worcester (Vice-Chair)

Cllr S Adeniji, D Argent, P Boorman, B Burfield, R Hayder, R Honeyman, M Lambert and A Latham.

For information: Cllrs D Burchett, C Campbell, R Chambers, L Freeman, O Honeyman, P Lower, M McLean, I Murray, D Silvey-Adam and L Wallraven.



Report 38/16

Seaford Town Council

Agenda Item No:	4(a)
Committee:	Finance & General Purposes
Date:	7th July 2016
Title:	Receipts, Payments and Bank Reconciliation Reports for February and March 2016
By:	Lucy Clark, Support Services Manager
Purpose of Report:	To advise the Committee of receipts, payments and bank reconciliations for February, March, April and May 2016

Recommendations

You are recommended to note the report

- 1. To note total receipts were £231,069.74 and total payments were £94,824.90 for February 2016 with a balance to carry forward of £519,715.89**
 - 2. To note total receipts were £157,346.62 and total payments of £173,648.68 for March 2016 with a balance to carry forward of £503,413.83**
 - 3. To note total receipts were £488,303.70 and total payments of £576,854.48 for April 2016 with a balance to carry forward of £576,854.48**
 - 4. To note total receipts were £121,549.35 and total payments of £129,017.24 for March 2016 with a balance to carry forward of £569,386.58**
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1. Information

- 1.1** As previously reported at the Finance and General Purposes Meeting held on 3rd March 2016, reports prior to this date had comprised of a print out of all cashbook listings of receipts and payments for the prior months have been attached to all agendas.
- 1.2** Since the Council have been involved in processing all receipts and payments for The View, the print outs had become considerably lengthy and costly to produce for each agenda. It is therefore becoming less sustainable to continue to produce in this way.
- 1.3** Financial Regulations 2.2 states that 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 on

conclusion be reported, including any exceptions to and noted by the Finance & General Purposes Committee.

- 1.4 Therefore, in line with the above, and following on from the March meeting, this report will attach the signed reconciliation page for the relevant months.
- 1.5 Copies of the cashbook detailing these receipts and payments are available in the members' room and by email should a Councillor so request.
- 1.6 The Chairman of this Committee, Councillor Mark Brown, continues to view and verify that he is in agreement with the bank reconciliations already reconciled by the Support Services Manager. This task may also be carried out the Deputy Chairman of this Committee, Councillor Leslie Worcester.
- 1.7 Councillor Brown has viewed and verified the bank statements for February, March and April. Signed copies of the reconciliation pages are attached in Appendix A.
- 1.8 May's reconciliation sheet has yet to be viewed and verified, however an un-signed copy of the reconciliation is attached for reference.

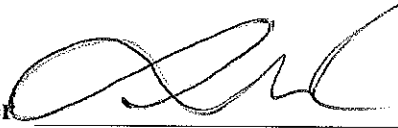
2. Financial Appraisal

The appendix comprises the bank account reconciliations for February, March, April and May 2016.

3. Contact Officer

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

Support Services Manager



Town Clerk



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MARCH 2016.

16

Seaford Town Council 2015/2016

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User: LC

Bank Reconciliation Statement as at: 31/03/2016 for Cash Book 1 Current/Deposit Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Coop Community Direct Plus	31/03/2016	477	467,140.26
			<u>467,140.26</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
07/08/2015 bacs	Southern Water	135.67	
29/03/2016 202887	Seaford Fair Trade Group	10.00	
			<u>145.67</u>
			466,994.59
<u>Receipts not Banked/Cleared (Plus)</u>			
06/03/2016		-0.01	
29/03/2016		3,872.00	
29/03/2016		234.50	
30/03/2016		2,715.25	
30/03/2016		189.00	
31/03/2016		3,870.49	
31/03/2016		340.00	
31/03/2016		4,206.00	
31/03/2016		18,425.00	
31/03/2016		460.40	
31/03/2016		1,970.93	
			<u>36,283.56</u>
			503,278.15
Balance per Cash Book is :-			503,278.15
Difference is :-			0.00

RECONCILED TO CASHBOOK

Name:

SAUCY CLARK

Signed:

[Signature]

Date:

20/4/16

CHECKED AND VERIFIED BY:

Name:

MARK BROWN

Signed:

[Signature]

Date:

12/05/16

FEBRUARY 2016

Date: 09/03/2016

Seaford Town Council 2015/2016

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Time: 11:38

User: LC

Bank Reconciliation Statement as at: 29/02/2016 for Cash Book 1 Current/Deposit Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Coop Community Direct Plus	29/02/2016	467	508,118.46
			<u>508,118.46</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
07/08/2015 bacs	Southern Water	135.67	
07/12/2015 202854	Seaford Arts & Crafts	293.06 ✓	
25/02/2016 202885	CILEx	355.00	
			<u>783.73</u>
			507,334.73

Receipts not Banked/Cleared (Plus)

25/02/2016	78.00 ✓	
25/02/2016	183.85 ✓	
26/02/2016	998.00 ✓	
26/02/2016	111.35 ✓	Bank
27/02/2016	263.00 ✓	STATEMENT
27/02/2016	203.55 ✓	
28/02/2016	428.00 ✓	
28/02/2016	454.05 ✓	
29/02/2016	125.00 ✓	
29/02/2016	3,506.14 ✓	
29/02/2016	218.00 ✓	
29/02/2016	2,748.00 ✓	
29/02/2016	3,064.22 ✓	
		<u>12,381.16</u>
		519,715.89

Balance per Cash Book is :- 519,715.89

Difference is :- 0.00

RECONCILED TO CASHBOOK

Name: Lucy Clark

Signed: [Signature] Date: 7/3/16

CHECKED AND VERIFIED BY:

Name: M Brown

Signed: [Signature] Date: 7/3/16

APRIL 2016

Date: 27/05/2016

Seaford Town Council 2016/2017

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Time: 10:32

User: LC

Bank Reconciliation Statement as at: 30/04/2016 for Cash Book 1 Current/Deposit Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Coop Community Direct Plus	30/04/2016	487	556,453.70
			556,453.70

Unpresented Cheques (Minus)	Amount
01/04/2016 202889 Zurich Management Services	114.00
07/04/2016 BACS Seaford Baptist Church	-60.00
21/04/2016 202890 Wynne's/Seaford Fencing	40.00
	94.00
	556,359.70

Receipts not Banked/Cleared (Plus)

27/04/2016	562.00
27/04/2016	122.00
28/04/2016	138.00
28/04/2016	460.45
29/04/2016	140.00
29/04/2016	55.00
29/04/2016	1,008.00
29/04/2016	437.05
30/04/2016	568.00
30/04/2016	4,967.00
30/04/2016	360.75
01/05/2016	1,486.40
03/05/2016	10,190.13
	20,494.78
	576,854.48

Balance per Cash Book is :- 565,177.94

Difference Excluding Adjustments is :- 11,676.54

Adjustments to Reconciliation

0.00

Unreconciled Difference is :- 11,676.54

0.00

RECONCILED TO CASHBOOK

Name: LUCY CLARK
Signed: [Signature] Date: 26/5/16

CHECKED AND VERIFIED BY:

Name: MARK BROWN
Signed: [Signature] Date: 12/6/16

This is due to the Club House income for 1st May being included in April's figures.

This will be reconciled at the end of May 16.

MAY 2016

Date: 16/06/2016

Seaford Town Council 2016/2017

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Time: 18:00

User : LC

Bank Reconciliation Statement as at: 31/05/2016 for Cash Book 1 Current/Deposit Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Coop Community Direct Plus	27/05/2016	495	550,388.49
			<u>550,388.49</u>

Unpresented Cheques (Minus)	Amount
23/05/2016 202895 Teddys Treats	450.94
23/05/2016 202896 Seaford Lifeguards	1,033.30
25/05/2016 202897 CTLA	1,033.29
27/05/2016 202898 Geoff Stonebanks	38.98
	<u>2,556.51</u>
	547,831.98

Receipts not Banked/Cleared (Plus)

26/05/2016	339.50
26/05/2016	424.25
26/05/2016	176.00
27/05/2016	361.50
27/05/2016	420.00
27/05/2016	344.65
27/05/2016	136.00
28/05/2016	606.15
28/05/2016	720.00
29/05/2016	963.10
29/05/2016	589.00
30/05/2016	324.35
30/05/2016	732.00
31/05/2016	30.00
31/05/2016	6,863.39
31/05/2016	601.75
31/05/2016	862.47
31/05/2016	165.00
31/05/2016	6,895.50
	<u>21,554.61</u>
	569,386.59

RECONCILED TO CASHBOOK

Balance per Cash Book is :-

569,386.58

Signature: LUCY CLARK

Difference is :-

0.00

Signed: [Signature] Date: 16/6/16

CHECKED AND VERIFIED BY:

Signature: _____

Signed: _____ Date: _____



Seaford Town Council

Report 39/16

Agenda Item No: 4 (b)
Committee: Finance & General Purposes
Date: 7th July 2016
Title: Finance Report
By: Lucy Clark, Support Services Manager
Purpose of Report: To inform Members of the Income and Expenditure for the Financial Year End 2016 and the first two periods of the New Financial Year to 31st May 2016 compared to the annual budgets.

Recommendations

You are recommended:

1. To approve the report.

1. Information

- 1.1 Attached in Appendix A are the statements detailing income and expenditure for the period 1 April 2015 to 31 March 2016 for each Committee compared to the projected annual budget
- 1.2 As previously reported at the Council Meeting on 21 June 2016, the Actual Total Net Expenditure over Income for 2015/16 shows a net deficit of £14,773 compared to the Current Annual Budget showing an overspend of £52,232. Although it would appear the council has made a saving of £37,459 compared with the budgeted deficit, the remaining part of the Golf Club House loan for £185,785 was received from the Public Works Loan Board. Without this loan the Council would have made a deficit of approx. £195,000.
- 1.3 Part of this overspend has been met by Ear Marked Reserves (EMR's) which is made up as follows:

£6,722	Elections
£2,030	Crypt – Ancient Monument
£10,757	Hurdis House
£1,603	Seaford Head Nature Reserve
£13,681	Church Street Utilities
£1,146	Tree Planting
£1,625	Xmas Lights
£16,059	Vision Plan/Regeneration (Neighbourhood Plan)
£5,017	Seaford In Bloom

£9,985	External Officer Support
£1,064	Seafront Bins

Total EMR's = £69,689

Further overspends have been met by the General Reserve (GR) by Council resolution which is made up as follows:

£43,745	-	Building Works to Hurdis House
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Total GR's = £43,745

This would reduce the approx. £195,000 deficit to £81,566 for 2015/16 which is largely explained as follows:

- (a) £35,405 has been overspent within the Professional Fees budget due to various legal and other costs relating to Personnel issues during the year.
- (b) £40,770 for contract staff at The View, Seaford Head Golf Club was not budgeted for.
- (c) £43,451 has been overspent on the New Club House staff.
- (d) £23,853 has been overspent in respect of the election costs however £6,722 will be met by the EMR.
- (e) £21,182 has been overspent on the gas and electricity at the Golf Club and Club House.

- 1.4 Attached in Appendix B are the statements detailing income and expenditure for the period 1 April 2016 to 31 May 2016 for each Committee compared to the projected annual budget.
- 1.5 Greater detail on reasons for over performance / underperformance of individual budgets has been provided by the Cost Centre Managers when reported to the relevant Committee.
- 1.6 With regards to the Finance and General Purposes Committee report, the overall budget for the period is broadly in line with the projected annual budget.
- 1.7 Variations are reported in Appendix C of this report.

2. Financial Appraisal

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


3. Contact Officer

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

Support Services Manager



Town Clerk



28/04/2016

Seaford Town Council 2015/2016

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Detailed Income & Expenditure by Budget Heading 31/03/2016

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Month No : 12

Committee Report

Community Services

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
105	<u>Salts Recreation Ground</u>						
4051	Rates	0	240	601	361		361
4052	Water & Sewerage	943	2,205	3,025	820		820
4055	Electricity	115	247	361	114		114
4115	Insurance	0	3,592	3,000	-592		-592
4199	Other Expenditure	0	-22	0	22		22
4250	Public Seating	0	265	0	-265		-265
4251	Dog Bin Emptying	148	1,632	1,619	-13		-13
4260	Grounds Maintenance Contract	5,705	69,336	70,997	1,661		1,661
4271	Grounds Maint non contract	2,038	4,610	5,000	390		390
4275	Building Maintenance	0	257	0	-257		-257
	Salts Recreation Ground :- Expenditure	8,948	82,362	84,603	2,242	0	2,242
1050	Income Rent	359	1,303	2,928	-1,625		0
1051	Income Insurance Recharge	0	1,287	1,285	2		0
1054	Income Other	0	2,102	0	2,102		0
1055	Income Seating	0	180	0	180		0
1058	Income Water Recharge	0	2,135	1,755	380		0
1066	Income Concession	0	16,800	16,800	0		0
1071	Income Base Rent	0	17	1,100	-1,083		0
1073	Sports Pitch Hire	0	2,735	9,000	-6,265		0
1093	Income Rate Refund	0	240	0	240		0
	Salts Recreation Ground :- Income	359	26,800	32,868	-6,068		
	Net Expenditure over Income	8,590	55,562	51,735	-3,827		
106	<u>Crouch Recreation Ground</u>						
4052	Water & Sewerage	501	1,184	2,183	999		999
4055	Electricity	77	362	298	-64		-64
4115	Insurance	0	1,784	1,787	3		3
4156	Bank Charges	91	91	0	-91		-91
4251	Dog Bin Emptying	106	1,165	1,349	184		184
4260	Grounds Maintenance Contract	3,509	42,107	40,494	-1,612		-1,612
4261	Grounds Maint non contract	571	4,025	3,500	-525		-525
4275	Building Maintenance	0	113	0	-113		-113
	Crouch Recreation Ground :- Expenditure	4,855	50,832	49,611	-1,221	0	-1,221
1050	Income Rent	-78	1,759	2,475	-716		0
1051	Income Insurance Recharge	0	741	745	-4		0
1057	Income Electricity Recharge	0	166	149	17		0

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1073	Sports Pitch Hire	0	1,106	9,000	-7,894		0
	Crouch Recreation Ground :- Income	-78	3,772	12,369	-8,597		
	Net Expenditure over Income	4,933	47,060	37,242	-9,818		
<u>107</u>	<u>Martello Fields</u>						
4251	Dog Bin Emptying	85	932	1,079	147		147
4260	Grounds Maintenance Contract	1,290	15,480	14,648	-832		-832
4261	Grounds Maint non contract	353	1,955	2,000	45		45
	Martello Fields :- Expenditure	1,728	18,368	17,727	-641	0	-641
1050	Income Rent	1,673	5,787	3,750	2,037		0
	Martello Fields :- Income	1,673	5,787	3,750	2,037		
	Net Expenditure over Income	55	12,581	13,977	1,397		
<u>108</u>	<u>Other Open Spaces</u>						
4051	Rates	0	66	624	558		558
4052	Water & Sewerage	122	308	73	-235		-235
4155	Professional Fees	0	100	0	-100		-100
4250	Public Seating	60	840	0	-840		-840
4251	Dog Bin Emptying	170	1,865	1,620	-245		-245
4260	Grounds Maintenance Contract	2,468	29,611	28,779	-832		-832
4261	Grounds Maint non contract	20	2,192	3,500	1,308		1,308
4270	Vehicles & Equipment Maint	0	21	0	-21		-21
4275	Building Maintenance	175	175	0	-175		-175
	Other Open Spaces :- Expenditure	3,014	35,178	34,596	-582	0	-582
1074	Income Other	0	10	0	10		0
1055	Income Seating	0	795	0	795		0
1066	Income Concession	0	2,085	0	2,085		0
1093	Income Rate Refund	0	2,427	0	2,427		0
	Other Open Spaces :- Income	0	5,317	0	5,317		
	Net Expenditure over Income	3,014	29,861	34,596	4,735		
<u>113</u>	<u>Crypt</u>						
4051	Rates	0	5,568	5,573	5		5
4052	Water & Sewerage	106	278	206	-72		-72
4055	Electricity	184	842	902	60		60
4056	Gas	275	1,169	2,280	1,111		1,111
4105	Postage	0	0	10	10		10

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4106	Stationery	4	6	100	94		94
4110	Advertising & Publicity	560	886	1,000	114		114
4115	Insurance	0	769	1,225	456		456
4199	Other Expenditure	0	50	50	0		0
4201	Cleaning & Hygiene	43	283	650	367		367
4261	Grounds Maint non contract	0	50	0	-50		-50
4275	Building Maintenance	0	213	0	-213		-213
	Crypt :- Expenditure	1,172	10,113	11,996	1,883	0	1,883
1050	Income Rent	165	7,981	6,250	1,731		0
	Crypt :- Income	165	7,981	6,250	1,731		
	Net Expenditure over Income	1,007	2,131	5,746	3,615		
115	<u>Martello Tower</u>						
4115	Insurance	0	2,207	2,207	0		0
	Martello Tower :- Expenditure	0	2,207	2,207	0	0	0
	Net Expenditure over Income	0	2,207	2,207	0		
116	<u>Seaford Head Estate</u>						
4052	Water & Sewerage	0	71	0	-71		-71
4055	Electricity	0	691	0	-691		-691
4115	Insurance	0	1,236	1,236	0		0
4155	Professional Fees	0	1,586	0	-1,586		-1,586
4250	Public Seating	353	4,495	0	-4,495		-4,495
4251	Dog Bin Emptying	85	932	1,080	148		148
4260	Grounds Maintenance Contract	152	1,671	2,299	628		628
4275	Grounds Maint non contract	763	-647	2,000	2,647		2,647
4275	Building Maintenance	0	235	0	-235		-235
4500	Nature Reserve Expenses	1,050	17,693	10,500	-7,193		-7,193
	Seaford Head Estate :- Expenditure	2,402	27,962	17,115	-10,847	0	-10,847
1050	Income Rent	-4,681	10,319	10,000	319		0
1053	Income Grants	0	3,793	3,350	443		0
1055	Income Seating	4,100	5,898	0	5,898		0
1066	Income Concession	0	2,085	4,170	-2,085		0
1200	Income Nature Reserve	0	19,883	2,500	17,383		0
	Seaford Head Estate :- Income	-581	41,978	20,020	21,958		
	Net Expenditure over Income	2,983	-14,016	-2,905	11,111		

Month No : 12

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
117	Seafront						
4052	Water & Sewerage	368	368	175	-193		-193
4055	Electricity	895	2,932	2,266	-666		-666
4115	Insurance	0	509	518	9		9
4154	Land Registry Fees	0	78	0	-78		-78
4250	Public Seating	25	267	0	-267		-267
4253	Shelters	234	1,434	1,690	256		256
4260	Grounds Maintenance Contract	0	0	335	335		335
4261	Grounds Maint non contract	326	3,286	2,500	-786		-786
	Seafront :- Expenditure	1,848	8,875	7,484	-1,391	0	-1,391
1011	Income Filming	104	104	0	104		0
1050	Income Rent	0	0	0	0		0
1055	Income Seating	0	1,085	0	1,085		0
1057	Income Electricity Recharge	0	1,879	2,266	-387		0
1058	Income Water Recharge	0	133	80	53		0
1066	Income Concession	-42	42,783	42,825	-42		0
1092	Income Grnds Maint Non Contrat	0	1,710	0	1,710		0
	Seafront :- Income	63	47,695	45,171	2,524		
	Net Expenditure over Income	1,785	-38,820	-37,687	1,133		
118	Beach Huts						
4051	Rates	0	2,914	3,171	257		257
4115	Insurance	0	1,084	1,085	1		1
4275	Building Maintenance	0	145	0	-145		-145
	Beach Huts :- Expenditure	0	4,144	4,256	112	0	112
1060	Income Other	0	112	0	112		0
1060	Beach Huts Site Licence	-15,786	15,376	15,326	50		0
1061	Beach Hut Annual Rent	-11,609	12,042	12,042	0		0
	Beach Huts :- Income	-27,395	27,531	27,368	163		
	Net Expenditure over Income	27,395	-23,387	-23,112	275		
119	Old Town Hall						
4115	Insurance	0	190	190	0		0
4275	Building Maintenance	2,409	2,409	0	-2,409		-2,409
	Old Town Hall :- Expenditure	2,409	2,599	190	-2,409	0	-2,409
1050	Income Rent	106	1,328	1,275	53		0
1051	Income Insurance Recharge	0	0	190	-190		0
	Old Town Hall :- Income	106	1,328	1,465	-137		
	Net Expenditure over Income	2,303	1,271	-1,275	-2,546		

Month No : 12

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>125</u>	<u>Allotments</u>						
4199	Other Expenditure	154	864	996	132		132
	Allotments :- Expenditure	<u>154</u>	<u>864</u>	<u>996</u>	<u>132</u>	<u>0</u>	<u>132</u>
1050	Income Rent	0	863	855	8		0
1054	Income Other	0	622	996	-374		0
	Allotments :- Income	<u>0</u>	<u>1,485</u>	<u>1,851</u>	<u>-366</u>		
	Net Expenditure over Income	<u>154</u>	<u>-622</u>	<u>-855</u>	<u>-233</u>		
<u>130</u>	<u>Other Recreation</u>						
4410	Swimming Pool	0	806	10,000	9,194		9,194
	Other Recreation :- Expenditure	<u>0</u>	<u>806</u>	<u>10,000</u>	<u>9,194</u>	<u>0</u>	<u>9,194</u>
	Net Expenditure over Income	<u>0</u>	<u>806</u>	<u>10,000</u>	<u>9,194</u>		
<u>134</u>	<u>CCTV</u>						
4055	Electricity	731	1,459	1,706	247		247
4115	Insurance	0	926	926	0		0
4276	CCTV	0	9,382	8,153	-1,229		-1,229
	CCTV :- Expenditure	<u>731</u>	<u>11,767</u>	<u>10,785</u>	<u>-982</u>	<u>0</u>	<u>-982</u>
	Net Expenditure over Income	<u>731</u>	<u>11,767</u>	<u>10,785</u>	<u>-982</u>		
<u>135</u>	<u>Community Service Other</u>						
4115	Insurance	0	193	194	1		1
4195	Events Expenditure	0	2,755	200	-2,555		-2,555
4262	Tree Warden Expenses	2,000	3,456	2,310	-1,146		-1,146
4263	Christmas Lights	-500	14,194	13,000	-1,194		-1,194
4275	Building Maintenance	500	0	0	0		0
4281	Christmas Event Expenses	0	8,221	0	-8,221		-8,221
4290	Physical Activity Proj Expenses	0	1,290	8,000	6,710		6,710
	Community Service Other :- Expenditure	<u>2,000</u>	<u>30,109</u>	<u>23,704</u>	<u>-6,405</u>	<u>0</u>	<u>-6,405</u>
1065	Income Xmas Lights	0	0	500	-500		0
1070	Income Community Serv Events	0	2,134	0	2,134		0
1072	Income Tree Wardens	340	1,685	400	1,285		0
1075	Income Christmas Event	-150	8,730	0	8,730		0
	Community Service Other :- Income	<u>190</u>	<u>12,549</u>	<u>900</u>	<u>11,649</u>		
	Net Expenditure over Income	<u>1,810</u>	<u>17,559</u>	<u>22,804</u>	<u>5,245</u>		

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
220	<u>Building Maintenance Pool</u>						
4274	Projects Expenditure	0	1,000	0	-1,000		-1,000
4275	Building Maintenance	50	6,881	6,000	-881		-881
	Building Maintenance Pool :- Expenditure	<u>50</u>	<u>7,881</u>	<u>6,000</u>	<u>-1,881</u>	<u>0</u>	<u>-1,881</u>
1091	Income Building Maintenance	0	300	0	300		0
	Building Maintenance Pool :- Income	<u>0</u>	<u>300</u>	<u>0</u>	<u>300</u>		
	Net Expenditure over Income	<u>50</u>	<u>7,581</u>	<u>6,000</u>	<u>-1,581</u>		
225	<u>Projects Pool</u>						
4274	Projects Expenditure	199,310	206,410	45,000	-161,410		-161,410
	Projects Pool :- Expenditure	<u>199,310</u>	<u>206,410</u>	<u>45,000</u>	<u>-161,410</u>	<u>0</u>	<u>-161,410</u>
1053	Income Grants	0	204,898	0	204,898		0
	Projects Pool :- Income	<u>0</u>	<u>204,898</u>	<u>0</u>	<u>204,898</u>		
	Net Expenditure over Income	<u>199,310</u>	<u>1,512</u>	<u>45,000</u>	<u>43,488</u>		
301	<u>Planning & Highways</u>						
4263	Bus Shelter Maintenance/Clean	18	218	750	532		532
	Planning & Highways :- Expenditure	<u>18</u>	<u>218</u>	<u>750</u>	<u>532</u>	<u>0</u>	<u>532</u>
	Net Expenditure over Income	<u>18</u>	<u>218</u>	<u>750</u>	<u>532</u>		
	Community Services :- Expenditure	<u>228,640</u>	<u>500,693</u>	<u>327,021</u>	<u>-173,672</u>	<u>0</u>	<u>-173,672</u>
	Income	<u>-25,499</u>	<u>387,421</u>	<u>152,012</u>	<u>235,409</u>		
	Net Expenditure over Income	<u>254,139</u>	<u>113,271</u>	<u>175,009</u>	<u>61,737</u>		

Finance & General Purposes

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
121 Seaford in Bloom						
4402 Seaford in Bloom	0	8,124	0	-8,124		-8,124
Seaford in Bloom :- Expenditure	<u>0</u>	<u>8,124</u>	<u>0</u>	<u>-8,124</u>	<u>0</u>	<u>-8,124</u>
Net Expenditure over Income	<u>0</u>	<u>8,124</u>	<u>0</u>	<u>-8,124</u>		
201 Administration						
4000 Salaries & Wages	15,866	178,340	173,318	-5,022		-5,022
4001 Employers NI	1,227	14,489	14,904	415		415
4002 Employers Superannuation	2,534	24,510	23,014	-1,496		-1,496
4004 Staff Welfare Costs	210	210	0	-210		-210
4009 Recruitment Costs	190	190	1,000	810		810
4010 Staff Training	155	8,289	7,000	-1,289		-1,289
4012 Staff Expenses	0	56	500	445		445
4015 Office Refreshments	60	317	150	-167		-167
4100 Telecommunications	-140	2,982	2,500	-482		-482
4105 Postage	-157	1,603	1,000	-603		-603
4106 Stationery	128	1,903	2,000	97		97
4107 Photocopier	650	3,821	2,300	-1,521		-1,521
4110 Advertising & Publicity	599	2,423	2,500	77		77
4111 Office Equipment New	0	322	1,500	1,178		1,178
4112 Subscriptions	9	3,951	3,400	-551		-551
4113 Software Support	900	3,652	3,520	-132		-132
4114 Licence Fee	0	35	35	0		0
4115 Insurance	0	4,325	3,414	-911		-911
4116 Web Site	60	330	420	90		90
4155 Professional Fees	1,124	35,405	0	-35,405		-35,405
4156 Bank Charges	113	893	500	-393		-393
4157 Audit Fees	3,050	3,360	4,000	640		640
4180 Room Hire	0	116	100	-16		-16
4182 Catering & Hospitality	0	23	100	77		77
4190 Election Costs	37,845	37,853	14,000	-23,853		-23,853
4199 Other Expenditure	0	52	0	-52		-52
4413 Neighbourhood Plan	0	11,373	0	-11,373		-11,373
Administration :- Expenditure	<u>64,421</u>	<u>340,820</u>	<u>261,175</u>	<u>-79,645</u>	<u>0</u>	<u>-79,645</u>
1020 Income Training	0	420	0	420		0
1048 Income Coastal Community Bid	0	10,000	0	10,000		0
1049 Income Postage Recharge	0	3	0	3		0

Month No : 12

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1050	Income Rent	509	509	0	509		0
1054	Income Other	9	19	0	19		0
1059	Income Photocopying	0	4	0	4		0
1062	Income Telephone Recharge	73	727	850	-123		0
1190	Interest Received	96	3,077	1,400	1,677		0
	Administration :- Income	686	14,758	2,250	12,508		
	Net Expenditure over Income	63,735	326,062	258,925	-67,137		
205	Premises - Church Street						
4050	Rent payable	0	15,000	17,500	2,500		2,500
4051	Rates	0	10,559	10,355	-204		-204
4059	Church Street Service Charges	0	0	8,500	8,500		8,500
4111	Office Equipment New	7	7	0	-7		-7
4270	Vehicles & Equipment Maint	73	374	500	126		126
4275	Building Maintenance	601	13,681	500	-13,181		-13,181
4301	Public Works Loan Payment	0	18,089	18,089	0		0
	Premises - Church Street :- Expenditure	680	57,710	55,444	-2,266	0	-2,266
1050	Income Rent	0	69	600	-531		0
1054	Income Other	0	10,067	6,525	3,542		0
	Premises - Church Street :- Income	0	10,136	7,125	3,011		
	Net Expenditure over Income	680	47,574	48,319	745		
206	Premises - Hurdis House						
4051	Rates	0	1,688	0	-1,688		-1,688
4052	Water & Sewerage	2	246	0	-246		-246
4053	Electricity	0	121	100	-21		-21
4115	Insurance	0	777	756	-21		-21
4155	Professional Fees	0	11,015	5,000	-6,015		-6,015
4275	Building Maintenance	17,266	43,745	0	-43,745		-43,745
4301	Public Works Loan Payment	0	15,002	15,002	0		0
	Premises - Hurdis House :- Expenditure	17,268	72,594	20,858	-51,736	0	-51,736
1050	Income Rent	-24,706	2,150	0	2,150		0
1057	Income Electricity Recharge	0	46	0	46		0
1058	Income Water Recharge	0	114	0	114		0
1093	Income Rate Refund	0	1,688	0	1,688		0
	Premises - Hurdis House :- Income	-24,706	3,998	0	3,998		
	Net Expenditure over Income	41,974	68,597	20,858	-47,739		

Month No : 12

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
210	Civic Expenses						
4013	Members Expenses	0	133	150	17		17
4014	Member Training	0	1,300	1,500	200		200
4106	Stationery	0	782	100	-682		-682
4110	Advertising & Publicity	0	187	0	-187		-187
4111	Office Equipment New	0	466	0	-466		-466
4181	Civic - Mayors Allowance	0	1,091	1,500	409		409
4182	Catering & Hospitality	0	280	750	470		470
4183	Civic - Awards	316	480	2,000	1,520		1,520
4184	Civic - other	0	82	450	368		368
4185	Fun Day & Tourney	0	850	500	-350		-350
8	Town Crier Expenses	135	195	125	-70		-70
4189	Young Mayor	200	382	500	118		118
	Civic Expenses :- Expenditure	651	6,228	7,575	1,347	0	1,347
1056	Income Fun Day & Tourney	0	400	0	400		0
1080	Income Jubilee Event	50	50	0	50		0
1081	Young Mayor Income	0	250	0	250		0
	Civic Expenses :- Income	50	700	0	700		
	Net Expenditure over Income	601	5,528	7,575	2,047		
215	Grants						
4401	Grants	0	28,650	29,750	1,100		1,100
4405	Grants in Kind	2,182	2,182	2,200	18		18
	Grants :- Expenditure	2,182	30,832	31,950	1,118	0	1,118
1105	Seahaven Loan Repayment	-2,660	-709	2,129	-2,838		0
	Grants :- Income	-2,660	-709	2,129	-2,838		
	Net Expenditure over Income	4,841	31,541	29,821	-1,720		
	Finance & General Purposes :- Expenditure	85,203	516,308	377,002	-139,306	0	-139,306
	Income	-26,629	28,883	11,504	17,379		
	Net Expenditure over Income	111,832	487,426	365,498	-121,928		

Month No : 12

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Golf Course							
<u>101</u>	<u>Golf Course</u>						
4000	Salaries & Wages	4,173	74,081	75,954	1,873		1,873
4001	Employers NI	368	4,071	4,682	611		611
4002	Employers Superannuation	1,137	13,489	13,948	459		459
4003	Sub-contracted Staff	2,200	2,200	0	-2,200		-2,200
4009	Recruitment Costs	410	1,871	0	-1,871		-1,871
4010	Staff Training	0	2,675	1,500	-1,175		-1,175
4011	Staff Protective Clothing	111	843	1,000	157		157
4041	Golf Professional Retainer	3,363	40,356	41,006	650		650
4045	Golf Course Player Costs	325	741	2,350	1,609		1,609
4046	Golf Club Membership Fees	8,690	28,149	23,540	-4,609		-4,609
4051	Rates	0	19,592	0	-19,592		-19,592
4052	Water & Sewerage	22	773	8,000	7,227		7,227
4055	Electricity	451	3,327	1,000	-2,327		-2,327
4056	Gas	0	7	0	-7		-7
4060	Refuse	0	282	300	18		18
4100	Telecommunications	46	1,224	300	-924		-924
4105	Postage	157	273	300	27		27
4106	Stationery	108	314	200	-114		-114
4110	Advertising & Publicity	275	3,025	3,000	-25		-25
4113	Software Support	-414	234	300	66		66
4114	Licence Fee	0	0	75	75		75
4115	Insurance	0	5,017	7,950	2,933		2,933
4155	Professional Fees	0	967	0	-967		-967
4156	Bank Charges	399	1,549	2,200	651		651
4201	Cleaning & Hygiene	0	210	0	-210		-210
4200	Public Seating	55	3,569	0	-3,569		-3,569
4251	Dog Bin Emptying	85	932	1,700	768		768
4261	Grounds Maint non contract	0	27,015	25,589	-1,426		-1,426
4270	Vehicles & Equipment Maint	2,657	14,119	14,500	381		381
4271	Vehicle & Equipment Lease	990	11,008	20,996	9,988		9,988
4272	Equipment Purchase	0	75	0	-75		-75
4275	Building Maintenance	0	1,106	2,000	894		894
4308	Rent - Shop, Locker & Chng Rms	0	152	18,000	17,848		17,848
4309	Buggy Lease	440	4,007	690	-3,317		-3,317
4310	Buggy Fuel	0	0	300	300		300
4312	Season Ticket Refund	0	545	0	-545		-545
Golf Course :- Expenditure		26,048	267,797	271,380	3,583	0	3,583

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1000	Golf Course Season Ticket	-2,351	164,638	183,826	-19,188		0
1001	Golf Course Green Fees M-F	3,333	62,840	49,979	12,861		0
1002	Golf Course Green Fees w/eb/h	3,181	52,951	40,429	12,522		0
1003	Golf Course Specials	1,733	44,430	40,063	4,367		0
1004	Golf Course Locker	1,323	3,811	5,233	-1,422		0
1005	Golf Course Credit Card Charge	55	230	100	130		0
1007	Golf Course Air Traffic	0	9,050	5,000	4,050		0
1011	Income Filming	0	2,500	0	2,500		0
1054	Income Other	313	1,881	0	1,881		0
1055	Income Seating	0	3,324	0	3,324		0
1100	Income Advertising	0	0	1,000	-1,000		0
1211	Buggy Hire	242	9,404	6,000	3,404		0
	Golf Course :- Income	7,826	355,059	331,630	23,429		
	Net Expenditure over Income	18,222	-87,262	-60,250	27,012		
102	<u>New Club House Construction</u>						
4277	New Golf Club House	0	7,582	0	-7,582		-7,582
4278	Golf Club Fittings & Equipment	0	1,247	0	-1,247		-1,247
	New Club House Construction :- Expenditure	0	8,829	0	-8,829	0	-8,829
1304	PWLB - New Club House	0	180,785	0	180,785		0
	New Club House Construction :- Income	0	180,785	0	180,785		
	Net Expenditure over Income	0	-171,957	0	171,957		
103	<u>Golf Club House</u>						
4000	Salaries & Wages	-32,724	152,051	108,600	-43,451		-43,451
4001	Employers NI	196	5,668	5,959	291		291
4002	Employers Superannuation	167	11,107	13,596	2,489		2,489
4003	Sub-contracted Staff	40,770	40,770	0	-40,770		-40,770
4009	Recruitment Costs	3,769	6,750	500	-6,250		-6,250
4010	Staff Training	0	1,635	1,000	-635		-635
4016	Staff Uniform	400	1,295	500	-795		-795
4017	Timesheet & Rota Software	0	160	0	-160		-160
4051	Rates	0	6,783	23,000	16,217		16,217
4052	Water & Sewerage	1,145	5,812	1,200	-4,612		-4,612
4055	Electricity	2,282	21,448	6,000	-15,448		-15,448
4056	Gas	3,747	10,234	4,500	-5,734		-5,734
4060	Refuse	0	1,451	300	-1,151		-1,151
4100	Telecommunications	326	1,862	1,000	-862		-862

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4105	Postage	0	0	200	200		200
4106	Stationery	106	686	300	-386		-386
4110	Advertising & Publicity	300	1,863	2,000	137		137
4113	Software Support	-829	594	300	-294		-294
4114	Licence Fee	12	4,372	1,000	-3,372		-3,372
4115	Insurance	0	6,390	3,779	-2,611		-2,611
4116	Web Site	0	44	0	-44		-44
4155	Professional Fees	0	964	0	-964		-964
4156	Bank Charges	119	1,646	1,500	-146		-146
4196	Club House Events Expenditure	400	5,384	0	-5,384		-5,384
4199	Other Expenditure	0	439	0	-439		-439
4201	Cleaning & Hygiene	1,687	12,452	11,000	-1,452		-1,452
4202	Linen Cleaning	285	2,687	0	-2,687		-2,687
4261	Grounds Maint non contract	0	230	0	-230		-230
4270	Vehicles & Equipment Maint	90	420	0	-420		-420
4272	Equipment Purchase	0	6,387	2,000	-4,387		-4,387
4275	Building Maintenance	1,673	6,574	1,000	-5,574		-5,574
4276	CCTV	0	2,000	0	-2,000		-2,000
4277	New Golf Club House	0	6,878	0	-6,878		-6,878
4301	Public Works Loan Payment	35,386	98,483	110,000	11,517		11,517
4303	Food Expenditure	7,990	85,150	41,400	-43,750		-43,750
4304	Bar Expenditure	5,743	56,356	40,417	-15,939		-15,939
4305	Fire Extinguishers	0	154	600	446		446
4306	Catering Utensils & Equip	1,747	7,985	0	-7,985		-7,985
4307	Bar Utensils & Equip	0	2,761	0	-2,761		-2,761
4311	Pest Control	-32	601	0	-601		-601
4313	Stock Take	175	1,255	0	-1,255		-1,255
4312	Fruit Machine Duty	0	255	0	-255		-255
4310	Written Off Costs	260	260	0	-260		-260
	Golf Club House :- Expenditure	75,190	580,296	381,651	-198,645	0	-198,645
1050	Income Rent	111	1,111	1,200	-89		0
1054	Income Other	0	320	0	320		0
1100	Income Advertising	0	0	2,000	-2,000		0
1305	Income Hire Pro-Shop & Chg Rms	0	0	18,000	-18,000		0
1306	Income Golf Club Room Hires	1,612	15,891	25,000	-9,109		0
1307	Income Bar Sales	9,568	154,235	121,250	32,985		0
1308	Income Food Sales	15,606	151,067	82,800	68,267		0
1309	Income Fruit Machine	0	508	3,000	-2,492		0
1310	Society - Club House Income	922	27,444	0	27,444		0
	Golf Club House :- Income	27,820	350,576	253,250	97,326		
	Net Expenditure over Income	47,370	229,720	128,401	-101,319		

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Golf Course :- Expenditure	101,238	856,922	653,031	-203,891	0	-203,891
Income	35,646	886,420	584,880	301,540		
Net Expenditure over Income	65,592	-29,498	68,151	97,649		

Month No : 12

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
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Precept801 Precept

1176	Precept	0	521,314	521,314	0	0
1177	Council Tax Support Grant	0	35,112	35,112	0	0

Precept :- Income	0	556,426	556,426	0		
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Net Expenditure over Income	0	-556,426	-556,426	0		
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Precept :- Expenditure	0	0	0	0	0	0
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Income	0	556,426	556,426	0		
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Net Expenditure over Income	0	-556,426	-556,426	0		
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Summary Income & Expenditure by Budget Heading 31/03/2016

Month No : 12

Committee Report

Community Services

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Expenditure	228,640	500,693	327,021	-173,672	0	-173,672
Income	-25,499	387,421	152,012	235,409		
Net Expenditure over Income	254,139	113,271	175,009	61,737		

Finance & General Purposes

Expenditure	85,203	516,308	377,002	-139,306	0	-139,306
Income	-26,629	28,883	11,504	17,379		
Net Expenditure over Income	111,832	487,426	365,498	-121,928		

Golf Course

Expenditure	101,238	856,922	653,031	-203,891	0	-203,891
Income	35,646	886,420	584,880	301,540		
Net Expenditure over Income	65,592	-29,498	68,151	97,649		

Nature Reserve

Expenditure	0	0	0	0	0	0
Income	0	0	0	0		
Net Expenditure over Income	0	0	0	0		

Precept

Expenditure	0	0	0	0	0	0
Income	0	556,426	556,426	0		
Net Expenditure over Income	0	-556,426	-556,426	0		

Reserves

Expenditure	0	0	0	0	0	0
Income	0	0	0	0		
Net Expenditure over Income	0	0	0	0		

<u>INCOME - EXPENDITURE TOTALS</u>	Expenditure	415,081	1,873,923	1,357,054	-516,869	0	-516,869
	Income	-16,482	1,859,150	1,304,822	554,328		
	Net Expenditure over Income	431,563	14,773	52,232	37,459		

29/06/2016

Seaford Town Council 2016/2017

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Detailed Income & Expenditure by Budget Heading 31/05/2016

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Month No : 2

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>Community Services</u>							
105	Salts Recreation Ground						
4052	Water & Sewerage	-943	2,060	3,003		3,003	-45.8 %
4055	Electricity	-61	200	261		261	-30.6 %
4115	Insurance	0	3,700	3,700		3,700	0.0 %
4199	Other Expenditure	65	0	-65		-65	0.0 %
4251	Dog Bin Emptying	297	1,833	1,536		1,536	16.2 %
4260	Grounds Maintenance Contract	11,409	70,510	59,101		59,101	16.2 %
4261	Grounds Maint non contract	1,253	5,000	3,747		3,747	25.1 %
	Salts Recreation Ground :- Expenditure	12,020	83,303	71,283	0	71,283	14.4 %
1050	Income Rent	334	1,368	-1,034			24.4 %
1051	Income Insurance Recharge	0	1,326	-1,326			0.0 %
1058	Income Water Recharge	0	1,808	-1,808			0.0 %
1066	Income Concession	16,800	16,800	0			100.0 %
1073	Sports Pitch Hire	566	7,653	-7,087			7.4 %
	Salts Recreation Ground :- Income	17,700	28,955	-11,255			61.1 %
	Net Expenditure over Income	-5,680	54,348	60,028			
106	Crouch Recreation Ground						
4052	Water & Sewerage	-501	2,248	2,749		2,749	-22.3 %
4055	Electricity	229	307	78		78	74.5 %
4115	Insurance	0	1,838	1,838		1,838	0.0 %
4251	Dog Bin Emptying	212	1,310	1,098		1,098	16.2 %
4260	Grounds Maintenance Contract	7,018	43,370	36,352		36,352	16.2 %
4261	Grounds Maint non contract	85	3,000	2,915		2,915	2.8 %
	Crouch Recreation Ground :- Expenditure	7,042	52,073	45,031	0	45,031	13.5 %
1050	Income Rent	376	2,400	-2,024			15.7 %
1051	Income Insurance Recharge	0	763	-763			0.0 %
1057	Income Electricity Recharge	0	153	-153			0.0 %
1073	Sports Pitch Hire	12,496	9,270	3,226			134.8 %
	Crouch Recreation Ground :- Income	12,872	12,586	286			102.3 %
	Net Expenditure over Income	-5,830	39,487	45,317			
107	Martello Fields						
4251	Dog Bin Emptying	170	1,048	878		878	16.2 %
4260	Grounds Maintenance Contract	2,580	15,945	13,365		13,365	16.2 %
4261	Grounds Maint non contract	233	2,000	1,767		1,767	11.7 %
	Martello Fields :- Expenditure	2,983	18,993	16,010	0	16,010	15.7 %

Month No : 2

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1050	Income Rent	4,190	4,000	190			104.7 %
	Martello Fields :- Income	4,190	4,000	190			104.7 %
	Net Expenditure over Income	-1,207	14,993	16,200			
108	<u>Other Open Spaces</u>						
4052	Water & Sewerage	-139	75	214		214	-185.1
4250	Public Seating	15	0	-15		-15	0.0 %
4251	Dog Bin Emptying	339	2,095	1,756		1,756	16.2 %
4260	Grounds Maintenance Contract	4,935	30,500	25,565		25,565	16.2 %
4261	Grounds Maint non contract	449	3,500	3,051		3,051	12.8 %
4270	Vehicles & Equipment Maint	50	0	-50		-50	0.0 %
	Other Open Spaces :- Expenditure	5,649	36,170	30,521	0	30,521	15.6 %
1066	Income Concession	0	2,500	-2,500			0.0 %
	Other Open Spaces :- Income	0	2,500	-2,500			0.0 %
	Net Expenditure over Income	5,649	33,670	28,021			
113	<u>Crypt</u>						
4051	Rates	1,126	5,679	4,553		4,553	19.8 %
4052	Water & Sewerage	-106	200	306		306	-53.2 %
4055	Electricity	-182	875	1,057		1,057	-20.8 %
4056	Gas	-85	2,348	2,433		2,433	-3.6 %
4105	Postage	0	10	10		10	0.0 %
4106	Stationery	0	100	100		100	0.0 %
4110	Advertising & Publicity	26	1,000	974		974	2.6 %
4115	Insurance	0	792	792		792	0.0 %
4199	Other Expenditure	0	50	50		50	0.0 %
4201	Cleaning & Hygiene	78	500	422		422	15.6 %
	Crypt :- Expenditure	858	11,554	10,696	0	10,696	7.4 %
1050	Income Rent	1,850	6,500	-4,650			28.5 %
	Crypt :- Income	1,850	6,500	-4,650			28.5 %
	Net Expenditure over Income	-992	5,054	6,046			
115	<u>Martello Tower</u>						
4115	Insurance	0	2,273	2,273		2,273	0.0 %
	Martello Tower :- Expenditure	0	2,273	2,273	0	2,273	0.0 %
	Net Expenditure over Income	0	2,273	2,273			

Month No : 2

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
116	<u>Seaford Head Estate</u>						
4115	Insurance	0	1,273	1,273		1,273	0.0 %
4251	Dog Bin Emptying	170	1,048	878		878	16.2 %
4260	Grounds Maintenance Contract	304	1,877	1,573		1,573	16.2 %
4261	Grounds Maint non contract	-165	2,000	2,165		2,165	-8.3 %
4500	Nature Reserve Expenses	5,250	10,500	5,250		5,250	50.0 %
	Seaford Head Estate :- Expenditure	5,558	16,698	11,140	0	11,140	33.3 %
1011	Income Filming	4,000	0	4,000			0.0 %
1050	Income Rent	5,000	10,000	-5,000			50.0 %
1053	Income Grants	0	3,250	-3,250			0.0 %
1066	Income Concession	0	2,500	-2,500			0.0 %
1200	Income Nature Reserve	0	15,750	-15,750			0.0 %
	Seaford Head Estate :- Income	9,000	31,500	-22,500			28.6 %
	Net Expenditure over Income	-3,442	-14,802	-11,360			
117	<u>Seafront</u>						
4052	Water & Sewerage	-368	180	548		548	-204.6
4055	Electricity	-203	2,334	2,537		2,537	-8.7 %
4115	Insurance	0	534	534		534	0.0 %
4253	Shelters	360	1,600	1,240		1,240	22.5 %
4261	Grounds Maint non contract	225	3,000	2,775		2,775	7.5 %
	Seafront :- Expenditure	14	7,648	7,634	0	7,634	0.2 %
1054	Income Other	42	0	42			0.0 %
1057	Income Electricity Recharge	0	2,334	-2,334			0.0 %
1058	Income Water Recharge	0	82	-82			0.0 %
1066	Income Concession	41,292	42,825	-1,533			96.4 %
1092	Income Grnds Maint Non Contrat	135	0	135			0.0 %
	Seafront :- Income	41,468	45,241	-3,773			91.7 %
	Net Expenditure over Income	-41,455	-37,593	3,862			
118	<u>Beach Huts</u>						
4051	Rates	541	3,231	2,690		2,690	16.7 %
4115	Insurance	0	1,118	1,118		1,118	0.0 %
	Beach Huts :- Expenditure	541	4,349	3,808	0	3,808	12.4 %
1054	Income Other	67	0	67			0.0 %
1060	Beach Huts Site Licence	16,110	18,944	-2,834			85.0 %
1061	Beach Hut Annual Rent	12,664	12,664	0			100.0 %
	Beach Huts :- Income	28,841	31,608	-2,767			91.2 %
	Net Expenditure over Income	-28,300	-27,259	1,041			

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Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>119</u>	<u>Old Town Hall</u>						
4115	Insurance	0	196	196		196	0.0 %
	Old Town Hall :- Expenditure	<u>0</u>	<u>196</u>	<u>196</u>	<u>0</u>	<u>196</u>	<u>0.0 %</u>
1050	Income Rent	213	1,275	-1,063			16.7 %
1051	Income Insurance Recharge	0	1,275	-1,275			0.0 %
	Old Town Hall :- Income	<u>213</u>	<u>2,550</u>	<u>-2,338</u>			<u>8.3 %</u>
	Net Expenditure over Income	<u>-213</u>	<u>-2,354</u>	<u>-2,142</u>			
<u>125</u>	<u>Allotments</u>						
4199	Other Expenditure	157	966	809		809	16.2 %
	Allotments :- Expenditure	<u>157</u>	<u>966</u>	<u>809</u>	<u>0</u>	<u>809</u>	<u>16.2 %</u>
1050	Income Rent	874	870	4			100.5 %
1054	Income Other	80	966	-886			8.2 %
	Allotments :- Income	<u>954</u>	<u>1,836</u>	<u>-882</u>			<u>52.0 %</u>
	Net Expenditure over Income	<u>-797</u>	<u>-870</u>	<u>-73</u>			
<u>130</u>	<u>Other Recreation</u>						
4410	Swimming Pool	3,279	10,000	6,721		6,721	32.8 %
	Other Recreation :- Expenditure	<u>3,279</u>	<u>10,000</u>	<u>6,721</u>	<u>0</u>	<u>6,721</u>	<u>32.8 %</u>
	Net Expenditure over Income	<u>3,279</u>	<u>10,000</u>	<u>6,721</u>			
<u>134</u>	<u>CCTV</u>						
4055	Electricity	0	1,757	1,757		1,757	0.0 %
4115	Insurance	0	954	954		954	0.0 %
4276	CCTV	549	8,398	7,849		7,849	6.5 %
	CCTV :- Expenditure	<u>549</u>	<u>11,109</u>	<u>10,560</u>	<u>0</u>	<u>10,560</u>	<u>4.9 %</u>
	Net Expenditure over Income	<u>549</u>	<u>11,109</u>	<u>10,560</u>			
<u>135</u>	<u>Community Service Other</u>						
4112	Subscriptions	249	0	-249		-249	0.0 %
4115	Insurance	0	199	199		199	0.0 %
4195	Events Expenditure	93	250	157		157	37.2 %
4262	Tree Warden Expenses	-414	2,000	2,414		2,414	-20.7 %
4273	Christmas Lights	131	15,000	14,869		14,869	0.9 %
4281	Christmas Event Expenses	127	0	-127		-127	0.0 %

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Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4282	Armed Forces Day Expenditure	812	0	-812		-812	0.0 %
4290	Physical Activity Proj Expenses	0	8,000	8,000		8,000	0.0 %
	Community Service Other :- Expenditure	998	25,449	24,451	0	24,451	3.9 %
1070	Income Community Serv Events	1,173	0	1,173			0.0 %
	Community Service Other :- Income	1,173	0	1,173			
	Net Expenditure over Income	-175	25,449	25,624			
<u>220</u>	<u>Building Maintenance Pool</u>						
4275	Building Maintenance	1,211	6,000	4,789		4,789	20.2 %
	Building Maintenance Pool :- Expenditure	1,211	6,000	4,789	0	4,789	20.2 %
	Net Expenditure over Income	1,211	6,000	4,789			
<u>225</u>	<u>Projects Pool</u>						
4274	Projects Expenditure	585	30,000	29,415		29,415	1.9 %
	Projects Pool :- Expenditure	585	30,000	29,415	0	29,415	2.0 %
	Net Expenditure over Income	585	30,000	29,415			
<u>301</u>	<u>Planning & Highways</u>						
4263	Bus Shelter Maintenance/Clean	54	500	446		446	10.8 %
	Planning & Highways :- Expenditure	54	500	446	0	446	10.8 %
	Net Expenditure over Income	54	500	446			
	Community Services :- Expenditure	41,497	317,281	275,784	0	275,784	13.1 %
	Income	118,261	167,276	-49,015			70.7 %
	Net Expenditure over Income	-76,764	150,005	226,769			

Finance & General Purposes

<u>121</u>	<u>Seaford in Bloom</u>						
4402	Seaford in Bloom	3,123	10,000	6,877		6,877	31.2 %
	Seaford in Bloom :- Expenditure	3,123	10,000	6,877	0	6,877	31.2 %
	Net Expenditure over Income	3,123	10,000	6,877			
<u>201</u>	<u>Administration</u>						
4000	Salaries & Wages	29,232	191,000	161,768		161,768	15.3 %
4001	Employers NI	2,742	14,127	11,385		11,385	19.4 %

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Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4002	Employers Superannuation	4,876	25,057	20,181		20,181	19.5 %
4004	Staff Welfare Costs	210	0	-210		-210	0.0 %
4009	Recruitment Costs	50	1,000	950		950	5.0 %
4010	Staff Training	0	8,000	8,000		8,000	0.0 %
4012	Staff Expenses	20	500	481		481	3.9 %
4015	Office Refreshments	32	300	269		269	10.5 %
4100	Telecommunications	754	2,600	1,846		1,846	29.0 %
4105	Postage	672	1,600	928		928	42.0 %
4106	Stationery	513	2,000	1,487		1,487	25.6 %
4107	Photocopier	550	3,000	2,450		2,450	18.3 %
4110	Advertising & Publicity	71	2,500	2,429		2,429	2.9 %
4111	Office Equipment New	215	1,500	1,285		1,285	14.3 %
4112	Subscriptions	3,140	4,165	1,025		1,025	75.4 %
4113	Software Support	1,658	2,700	1,042		1,042	61.4 %
4114	Licence Fee	0	35	35		35	0.0 %
4115	Insurance	16,430	4,325	-12,105		-12,105	379.9 %
4116	Web Site	0	440	440		440	0.0 %
4155	Professional Fees	2,198	15,000	12,802		12,802	14.7 %
4156	Bank Charges	117	835	718		718	14.0 %
4157	Audit Fees	-3,050	4,635	7,685		7,685	-65.8 %
4180	Room Hire	0	100	100		100	0.0 %
4190	Election Costs	-37,845	10,000	47,845		47,845	-378.4
4199	Other Expenditure	6	0	-6		-6	0.0 %
4275	Building Maintenance	15	0	-15		-15	0.0 %
4413	Neighbourhood Plan	1,535	25,000	23,465		23,465	6.1 %
	Administration :- Expenditure	24,140	320,419	296,279	0	296,279	7.5 %
1053	Income Grants	8,922	0	8,922			0.0 %
1054	Income Other	42	0	42			0.0 %
1059	Income Photocopying	9	0	9			0.0 %
1062	Income Telephone Recharge	0	870	-870			0.0 %
1190	Interest Received	262	1,100	-838			23.8 %
	Administration :- Income	9,235	1,970	7,265			468.8 %
	Net Expenditure over Income	14,905	318,449	303,544			
<u>205</u>	<u>Premises - Church Street</u>						
4050	Rent payable	7,500	17,500	10,000		10,000	42.9 %
4051	Rates	2,133	10,877	8,744		8,744	19.6 %
4059	Church Street Service Charges	0	8,500	8,500		8,500	0.0 %
4270	Vehicles & Equipment Maint	-50	630	680		680	-7.9 %

Month No : 2

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4275	Building Maintenance	0	500	500		500	0.0 %
4301	Public Works Loan Payment	9,044	18,089	9,045		9,045	50.0 %
	Premises - Church Street :- Expenditure	<u>18,627</u>	<u>56,096</u>	<u>37,469</u>	<u>0</u>	<u>37,469</u>	<u>33.2 %</u>
1050	Income Rent	59	50	9			118.8 %
1052	Income Projects	0	6,525	-6,525			0.0 %
	Premises - Church Street :- Income	<u>59</u>	<u>6,575</u>	<u>-6,516</u>			<u>0.9 %</u>
	Net Expenditure over Income	<u>18,568</u>	<u>49,521</u>	<u>30,953</u>			
<u>206</u>	<u>Premises - Hurdis House</u>						
4052	Water & Sewerage	-10	0	10		10	0.0 %
4115	Insurance	0	800	800		800	0.0 %
4155	Professional Fees	400	5,000	4,600		4,600	8.0 %
4301	Public Works Loan Payment	0	15,002	15,002		15,002	0.0 %
	Premises - Hurdis House :- Expenditure	<u>390</u>	<u>20,802</u>	<u>20,412</u>	<u>0</u>	<u>20,412</u>	<u>1.9 %</u>
1050	Income Rent	25,156	21,000	4,156			119.8 %
1051	Income Insurance Recharge	0	800	-800			0.0 %
	Premises - Hurdis House :- Income	<u>25,156</u>	<u>21,800</u>	<u>3,356</u>			<u>115.4 %</u>
	Net Expenditure over Income	<u>-24,766</u>	<u>-998</u>	<u>23,768</u>			
<u>210</u>	<u>Civic Expenses</u>						
4013	Members Expenses	0	100	100		100	0.0 %
4014	Member Training	70	1,500	1,430		1,430	4.7 %
4106	Stationery	0	100	100		100	0.0 %
4110	Advertising & Publicity	0	50	50		50	0.0 %
4181	Civic - Mayors Allowance	72	1,500	1,428		1,428	4.8 %
4182	Catering & Hospitality	0	500	500		500	0.0 %
4183	Civic - Awards	162	500	338		338	32.5 %
4184	Civic - other	0	200	200		200	0.0 %
4188	Town Crier Expenses	0	125	125		125	0.0 %
4189	Young Mayor	103	500	397		397	20.6 %
	Civic Expenses :- Expenditure	<u>408</u>	<u>5,075</u>	<u>4,667</u>	<u>0</u>	<u>4,667</u>	<u>8.0 %</u>
1081	Young Mayor Income	198	0	198			0.0 %
	Civic Expenses :- Income	<u>198</u>	<u>0</u>	<u>198</u>			
	Net Expenditure over Income	<u>210</u>	<u>5,075</u>	<u>4,865</u>			

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Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>215</u>	<u>Grants</u>						
4401	Grants	0	28,650	28,650		28,650	0.0 %
4405	Grants in Kind	0	2,200	2,200		2,200	0.0 %
	Grants :- Expenditure	<u>0</u>	<u>30,850</u>	<u>30,850</u>	<u>0</u>	<u>30,850</u>	
1105	Seahaven Loan Repayment	355	2,129	-1,774			16.7 %
	Grants :- Income	<u>355</u>	<u>2,129</u>	<u>-1,774</u>			<u>16.7 %</u>
	Net Expenditure over Income	<u>-355</u>	<u>28,721</u>	<u>29,076</u>			
<hr/>							
	Finance & General Purposes :- Expenditure	<u>46,688</u>	<u>443,242</u>	<u>396,554</u>	<u>0</u>	<u>396,554</u>	<u>10.5 %</u>
	Income	<u>35,003</u>	<u>32,474</u>	<u>2,529</u>			<u>107.8 %</u>
	Net Expenditure over Income	<u>11,685</u>	<u>410,768</u>	<u>399,083</u>			

Golf Course

<u>101</u>	<u>Golf Course</u>						
4000	Salaries & Wages	11,814	77,116	65,302		65,302	15.3 %
4001	Employers NI	871	4,378	3,507		3,507	19.9 %
4002	Employers Superannuation	1,623	13,951	12,328		12,328	11.6 %
4010	Staff Training	432	1,500	1,069		1,069	28.8 %
4011	Staff Protective Clothing	255	1,000	745		745	25.5 %
4041	Golf Professional Retainer	6,985	41,908	34,923		34,923	16.7 %
4045	Golf Course Player Costs	0	2,500	2,500		2,500	0.0 %
4046	Golf Club Membership Fees	6,751	24,585	17,834		17,834	27.5 %
4051	Rates	3,935	19,995	16,060		16,060	19.7 %
4052	Water & Sewerage	955	2,500	1,545		1,545	38.2 %
4055	Electricity	488	3,100	2,612		2,612	15.8 %
4060	Refuse	57	400	343		343	14.3 %
4100	Telecommunications	20	300	280		280	6.6 %
4105	Postage	10	300	290		290	3.5 %
4106	Stationery	33	300	267		267	11.1 %
4110	Advertising & Publicity	550	3,000	2,450		2,450	18.3 %
4112	Subscriptions	388	0	-388		-388	0.0 %
4113	Software Support	464	380	-84		-84	122.2 %
4114	Licence Fee	0	80	80		80	0.0 %
4115	Insurance	3,200	5,200	2,000		2,000	61.5 %
4156	Bank Charges	258	1,800	1,542		1,542	14.3 %
4251	Dog Bin Emptying	170	1,750	1,580		1,580	9.7 %
4261	Grounds Maint non contract	7,661	26,100	18,439		18,439	29.4 %
4270	Vehicles & Equipment Maint	3,700	14,790	11,090		11,090	25.0 %

Month No : 2

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4271	Vehicle & Equipment Lease`	0	20,996	20,996		20,996	0.0 %
4272	Equipment Purchase	0	12,000	12,000		12,000	0.0 %
4275	Building Maintenance	0	2,000	2,000		2,000	0.0 %
4308	Rent - Shop, Locker & Chng Rms	8,333	19,000	10,667		10,667	43.9 %
4309	Buggy Lease	879	5,277	4,398		4,398	16.7 %
	Golf Course :- Expenditure	59,834	306,206	246,372	0	246,372	19.5 %
1000	Golf Course Season Ticket	142,953	172,000	-29,047			83.1 %
1001	Golf Course Green Fees M-F	12,007	65,000	-52,993			18.5 %
1002	Golf Course Green Fees w/eb/h	13,490	48,000	-34,510			28.1 %
1003	Golf Course Specials	10,099	46,042	-35,943			21.9 %
1004	Golf Course Locker	324	3,000	-2,676			10.8 %
1005	Golf Course Credit Card Charge	28	190	-162			14.7 %
1007	Golf Course Air Traffic	7,500	7,500	0			100.0 %
1050	Income Rent	0	1,100	-1,100			0.0 %
1054	Income Other	604	0	604			0.0 %
1100	Income Advertising	0	1,500	-1,500			0.0 %
1311	Buggy Hire	3,912	15,000	-11,088			26.1 %
	Golf Course :- Income	190,917	359,332	-168,415			53.1 %
	Net Expenditure over Income	-131,083	-53,126	77,957			
<u>102</u>	<u>New Club House Construction</u>						
4277	New Golf Club House	126,297	0	-126,297		-126,297	0.0 %
4278	Golf Club Fittings & Equipment	16	0	-16		-16	0.0 %
	New Club House Construction :- Expenditure	126,313	0	-126,313	0	-126,313	
	Net Expenditure over Income	126,313	0	-126,313			
<u>103</u>	<u>Golf Club House</u>						
4000	Salaries & Wages	22,667	170,000	147,333		147,333	13.3 %
4001	Employers NI	620	4,500	3,880		3,880	13.8 %
4002	Employers Superannuation	1,499	12,000	10,501		10,501	12.5 %
4003	Sub-contracted Staff	5,667	0	-5,667		-5,667	0.0 %
4009	Recruitment Costs	0	1,000	1,000		1,000	0.0 %
4010	Staff Training	0	2,000	2,000		2,000	0.0 %
4016	Staff Uniform	52	500	448		448	10.3 %
4017	Timesheet & Rota Software	0	170	170		170	0.0 %
4051	Rates	1,383	5,700	4,317		4,317	24.3 %
4052	Water & Sewerage	53	3,600	3,547		3,547	1.5 %
4055	Electricity	2,225	14,000	11,775		11,775	15.9 %

Month No : 2

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4056	Gas	80	11,000	10,920		10,920	0.7 %
4060	Refuse	523	5,000	4,477		4,477	10.5 %
4100	Telecommunications	109	2,200	2,091		2,091	5.0 %
4105	Postage	0	300	300		300	0.0 %
4106	Stationery	89	700	611		611	12.7 %
4110	Advertising & Publicity	1,998	2,500	503		503	79.9 %
4113	Software Support	829	450	-379		-379	184.2 %
4114	Licence Fee	133	1,000	867		867	13.3 %
4115	Insurance	0	6,500	6,500		6,500	0.0 %
4156	Bank Charges	526	1,900	1,374		1,374	27.7 %
4196	Club House Events Expenditure	919	4,500	3,581		3,581	20.4 %
4201	Cleaning & Hygiene	4,762	12,000	7,238		7,238	39.7 %
4202	Linen Cleaning	570	3,000	2,430		2,430	19.0 %
4272	Equipment Purchase	3,753	5,000	1,247		1,247	75.1 %
4275	Building Maintenance	-88	1,000	1,088		1,088	-8.8 %
4276	CCTV	0	2,000	2,000		2,000	0.0 %
4301	Public Works Loan Payment	16,004	110,000	93,996		93,996	14.5 %
4303	Food Expenditure	12,535	68,000	55,465		55,465	18.4 %
4304	Bar Expenditure	9,364	80,000	70,636		70,636	11.7 %
4305	Fire Extinguishers	0	620	620		620	0.0 %
4306	Catering Utensils & Equip	145	500	355		355	29.1 %
4307	Bar Utensils & Equip	117	500	383		383	23.3 %
4311	Pest Control	190	400	210		210	47.4 %
4313	Stock Take	350	3,240	2,890		2,890	10.8 %
	Golf Club House :- Expenditure	87,073	535,780	448,707	0	448,707	16.3 %
1050	Income Rent	250	1,300	-1,050			19.2 %
1100	Income Advertising	0	3,000	-3,000			0.0 %
1305	Income Hire Pro-Shop & Chg Rms	8,333	19,000	-10,667			43.9 %
1306	Income Golf Club Room Hires	1,052	45,000	-43,948			2.3 %
1307	Income Bar Sales	30,557	200,000	-169,443			15.3 %
1308	Income Food Sales	26,133	170,000	-143,867			15.4 %
1310	Income - Society Food	5,835	35,000	-29,165			16.7 %
1312	Function Food Sales	8,615	0	8,615			0.0 %
1313	Function Bar Sales	853	0	853			0.0 %
1314	Income - Society Drink	776	0	776			0.0 %
	Golf Club House :- Income	82,404	473,300	-390,896			17.4 %
	Net Expenditure over Income	4,669	62,480	57,811			
	Golf Course :- Expenditure	273,219	841,986	568,767	0	568,767	32.4 %
	Income	273,321	832,632	-559,311			32.8 %
	Net Expenditure over Income	-101	9,354	9,455			

Precept

35

Month No : 2

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
801	<u>Precept</u>						
1176	Precept	306,277	0	306,277			0.0 %
1177	Council Tax Support Grant	14,923	0	14,923			0.0 %
	Precept :- Income	<u>321,199</u>	<u>0</u>	<u>321,199</u>			
	Net Expenditure over Income	<u>-321,199</u>	<u>0</u>	<u>321,199</u>			
	Precept :- Expenditure	0	0	0	0	0	0.0 %
	Income	<u>321,199</u>	<u>0</u>	<u>321,199</u>			0.0 %
	Net Expenditure over Income	<u>-321,199</u>	<u>0</u>	<u>321,199</u>			

Finance & General Purposes Committee

Variances Reported - 7th July 2016

		Reported 07/07/2016
201	Administration	
4004	Staff Welfare Costs	These costs relate to Perk Box for staff. The budget for this is included within Salaries & Wages, however it has been advised by the Internal Auditor that a separate code should be used to assist in separating this out for the Annual Return.
4113	Software Support	This is showing a higher % than the average due to annual fees for webhosting, server warranty and the additional cost to the payroll system to ensure that the auto-enrolment for pensions package is installed.
4115	Insurance	The significant overspend will reduce once the journals to relevant cost codes have been made.
4157	Audit Fees	The minus figure relates to an accrual from 2015/16 for the external auditor.
4190	Election Costs	The minus figure relates to an accrual from 2015/16 for the general elections.
205	Premises Church Street	
4059	Church Street Service Charges	The Town Clerk is currently in negotiations with Sussex Police regarding back payment of service charge. It is likely that once this back payment has been agreed, the additional cost will be spread over the next three years.



Seaford Town Council

Report 40/16

Agenda Item No:	5
Committee:	Finance & General Purposes Committee
Date:	7th July 2016
Title:	Grant Applications for 2016-17
By:	Lucy Clark, Support Services 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**
-

1. Information

- 1.1** The current Grants Scheme opened for applications on 1st April 2016.
- 1.2** The approved budget allocation for both small and large grants in 2016-17 has been set at £28,650. 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 and CTLA.
- 1.3** Publicity was given to publicise the availability of the Grants to organisations in the Town including a press release, on the Councils websites and Facebook sites as well as at the Annual Town meeting.
- 1.4** Application forms were emailed to organisations that have previously applied to the Council for a grant and to other organisations that requested an application form.
- 1.5** The deadline for returning the completed forms to the Council with all of the information requested was noon on 17th June 2016.
- 1.6** Twenty-four completed small grant applications have been received requesting a total of £8,680.20. Two applications were unable to provide their constitution and/or their up to date accounts.
- 1.7** Following the Finance & General Purposes Working Group meeting held on 22 June 2016, it is recommended that a total amount of £4,550.00 is awarded for the small grants which are individually listed in Appendix A.

- 1.8 Eight completed large grant applications have been received requesting a total of £24,428.80
- 1.9 Following the Finance & General Purposes Working Group meeting held on 22 June 2015, it is recommended that a total amount of £17,750 is awarded for the large grants which are individually listed in Appendix B.
- 1.10 It was also recommended that as a condition of being awarded a large grant, the organisation would be required to display promotional material provided by Seaford Town Council on their website and buildings to show that the Town Council supports their organisation.
- 1.11 Large grant applications received from Citizens Advice Bureau (CAB) and Community Transport for Lewes Area (CTLA) are the two exceptions as mentioned above with a limit of £5,000 for each, both will be required to display a plaque supplied by Seaford Town Council acknowledging the support of The Council to their organisation.
- 1.12 In financial years prior to 2015-16, 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. The service provision is dependent upon receiving financial support from this Council.
- 1.13 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. As was the case in 2015-16, both CAB and CTLA have requested the same amounts that have been awarded in previous years.
- 1.14 Full applications and supporting documents have been placed in the Members' Room for consideration prior to the meeting.
- 1.15 Where organisations exist for the sole benefit and pleasure of their members or undertake activities which do not compliment the functions of the Council, Members should give careful consideration, given the limited funds available.
- 1.16 When considering all the applications both large and Small the working group did so in full recognition of the Grants Policy. This resulted in some grants being turned down and other being reduced.
- 1.17 The working group also took into account the Councils current financial position and agreed that a saving on the grants budget was appropriate when finances are stretched. The follows the Councils decision when setting the budget to look for savings wherever possible.

2. Financial Appraisal

The budget allocated for all grants is £28,650. The total amount of grants requested is £33,109.00. If the Committee agrees to the recommended awards, these would amount to £22,300 leaving a total of £6,350. As stated above this saving was deliberate to contribute to the Councils financial position.

3. Contact Officer

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

Support Services Manager



Town Clerk



Name of Organisation	Constitution Y/N	Accounts Y/N	Purpose of Grant	Amount Requested 2016	Recommended Amount to Award 2016
ABC Fund	Yes	Yes	Food Hampers, pantomime tickets and a day out at drusillas by families in seaford.	£ 500.00	£ 300.00
Churchill House Social Club	No	Yes	Rental of computer line and broadband	£ 350.00	£ -
Crouch Bowling Club	Yes	Yes	Purchase of 3 sets of bowls	£ 500.00	£ 400.00
Cross Way Church	No	No	New Lecturn used by the Church and various community groups using the premises	£ 500.00	£ -
Downs 60 + Club	Yes	Yes	8 folding chairs for events and meetings	£ 355.20	£ 250.00
East Blatchington Pond Conservation	Yes	Yes	To purchase pebbles for the edge of the pond and snowdrops for the woodland areas	£ 200.00	£ 100.00
Eastbourne Epilepsy Group	Yes	Yes	Printing costs for seizure diaries, literature which will provide free to people and posters for GP & Hospitals	£ 500.00	£ 300.00
Inner Lights	Yes	Yes	Cost of transport to and from monthly meetings and outings	£ 200.00	£ 100.00
Mercread Youth Centre	Yes	Yes	Funds for Arts and craft workshops	£ 350.00	£ 250.00

Name of Organisation	Constitution Y/N	Accounts Y/N	Purpose of Grant	Amount Requested 2016	Recommended Amount to Award 2016
Newhaven & Seaford Sailing Club	Yes	Yes	Life jackets and racing buoys	£ 500.00	£ -
Revitalise Respite Holidays	Yes	Yes	To provide two disabled guests and carers from seaford a one week respite break with care at one of our UK centres	£ 500.00	£ -
Seaford Choral Society	Yes	Yes	Cost of producing a centenary programme for autumn and spring concerts 2016-2017		£150
Seaford Community Partnership	Yes	Yes	Administration of the general running costs of the partnership	£ 500.00	£ 350.00
Seaford Community Events Committee	Yes	Yes	Overnight security for AFD, thus reducing the cost required for take down and set up from Sat to Sunday and towards cost of event management on the day.	£ 500.00	£ 500.00
Seaford Evening Flower Club	Yes	Yes	Materials for Workshop	£ 250.00	£ -
Seaford Museum & Heritage	Yes	Yes	New Reception area when access project is underway	£ 500.00	£ 400.00
Seaford Music Society	Yes	Yes	Fees to the artists for 2016/2017 season.	£ 100.00	£ 100.00
Seaford Photographic Society	Yes	Yes	To purchase new equipment for the benefit of all members and in particular: a new projector to replace our old one. Failure to do so will reclude the club from participating in external competitions. To purchase other technical equipment; calibrator, print stand and print competitions and projectors stand and replace worn out trophies.	£ 500.00	£ 250.00

Name of Organisation	Constitution Y/N	Accounts Y/N	Purpose of Grant	Amount Requested 2016	Recommended Amount to Award 2016
Seaford Seniors' Forum	Yes	Yes	Newsletter to members and furthering our objectives	£ 500.00	£ 300.00
Seaford Silver Band	Yes	Yes	Band Running costs, rent, insurance, repairs and would like to replace our uniforms	£ 500.00	£ 300.00
Seaford Stroke & Caring Club Charity Trust	Yes	Yes	Transport Costs	£ 200.00	£ 150.00
Uckfield Railway Line Parishes Committee	Yes	Yes	Postal & Stationery Costs	£ 25.00	-
Zap Art	Yes	Yes	Grant would be used towards delivering intergenerational arts/heritage workshops in the local community and with school groups	£ 500.00	£ 250.00
Willlett Charitable	Yes	Yes	Additional flailing for Wood Control	£ 150.00	£ 100.00
				£ 8,680.20	£ 4,550.00

Name of Organisation	Constitution Y/N	Accounts Y/N	Purpose of Grant	Amount Requested 2016	Recommended Amount to Award 2016	Comments
CAB	Yes	Yes	To provide CAB service to seafood in person, on telephone, via e-mail.	£ 5,000.00	£ 5,000.00	Conditions: To display plaque 'Supported by STC' which will be provided by STC
Community Transport for Lewes Area	Yes	Yes	To assist with vehicle replacement schedule, door to door dial a ride for 2 days per week are available.	£ 5,000.00	£ 5,000.00	Condition - Supported by STC logos on buses. Logo's Provided STC
Home Start East Sussex	No	No	Paid staff can supervise parent volunteers to support parents that are struggling to cope because of social, physical, mental or material disadvantages. It is essentially peer-to-peer service with a strong safeguarding role.	£ 3,000.00	£ -	No accounts or constitution supplied so the application has been declined as per the grant policy.
Seaford Bonfire Society	Yes	Yes	Towards Security and Medical personnel for the procession and display.	£ 1,500.00	£ 1,500.00	Condition: To show 'Supported by STC' on their homepage of their website
Seaford Lifeguards	Yes	Yes	Uniform replacement.	£ 2,428.80	£ 1,500.00	Condition: Plaque on Building; Logo on uniform - supported by STC
SeeAbility	Yes	Yes	Funding Volunteering programme	£ 3,000.00	£ 750.00	
St Wilfrid's Hospice	Yes	Yes	To provide support to the home Nursing Team visiting people in Seaford, the team provide care and support to local district nurses, doctors as well as families and the patients.	£ 2,000.00	£ 2,000.00	
Waves Seaford Ltd	Yes	Yes	Support clients in professional counselling as many GP's refer patients to Waves for this service.	£ 2,500.00	£ 2,000.00	Condition: To display plaque 'Supported by STC' at their premises. Plaque provided by STC
				£ 24,428.80	£ 17,750.00	