



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 20 December 2012**, at **7.00 pm**, which you are summoned to attend.

S. Shippen
Town Clerk
14 December 2012.

Agenda

1. Apologies for Absence and Declaration of Substitute Members

2. Minutes

To approve the minutes of the meetings held on 25 October 2012.

3. Disclosure by members of any 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.

4. Public Participation

To deal with any questions, or brief representations, from members of the public in accordance with Standing Order 1 and Seaford Town Council Policy.

5. Finance Report

a) To note report 129/12 regarding receipts, payments and bank reconciliation for the period October 2012 (pages 3 to 11).

b) To consider report 130/12 regarding the Council budget position for the period 1 April to 31 October 2012 (pages 13 to 36).

6. Scale of Fees 2013-14

To consider report 132/12 concerning proposed fees for the use of Council facilities during 2013-14 (pages 37 to 39).

7. Staff Salary Scales

To consider report 133/12 advising of existing Staff salary scales for 2013-14 (pages 41 to 42).

8. CAB Grant

To consider report 131/12 concerning a Grant to the Lewes and Seaford Citizens Advice Bureau (pages 43 to 46).

9. Budget 2013-14

- a) To consider report 134/12 regarding the Finance & General Purposes Committee projected outturn for 2012-13 and draft budget for 2013-14 (pages 47 to 52).
- b) To consider report 135/12 regarding the budget request of the Planning & Highways Committee for 2013-14 (pages 53 to 54).
- c) To consider report 136/12 regarding the budget request of the Golf Course Committee for 2013-14 (pages 55 to 56).
- d) To consider report 137/12 regarding the budget request of the Community Services Committee for 2013-14 (pages 57 to 63).
- e) To consider report 138/12 concerning the planned process for the approval of the budget and setting of the precept (pages 65 to 67)

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

**Circulation:
Committee**

Councillor S Adeniji (Chairman), Councillor M F Brown (Vice Chairman),
Councillor L Wallraven (ex-Officio), Councillors R E Allen (ex-officio), M Buck, B Burfield,
P L Franklin, S J Gauntlet, T Goodman, A Hayder and I J White (ex-officio)

For information:

Councillors A Campbell, S Dunn, B Groves, P Heseltine, A Latham, S E McStravick, R Scarfe,
B Warren and A White



Seaford Town Council

Report 129/12

Agenda Item No:	5(a)
Committee:	Finance & General Purposes
Date:	20 December 2012
Title:	Receipts, Payments and Bank Reconciliation Reports for October 2012
By:	Simon Cooper, Corporate Services Manager
Wards Affected:	All Seaford wards
Purpose of Report:	To advise the Committee of receipts, payments and bank reconciliation for October 2012.

Recommendations

You are recommended:

- 1. To note the information contained in the report.**
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1. Information

- 1.1** Attached as Appendix A is a copy of the cashbook listing receipts and payments for October 2012 and the bank reconciliation for the month.
- 1.2** In accordance with Town Council procedures names relating to individuals have been blanked from the list of receipts and payments, as this document is public information.
- 1.3** The transactions listed in Appendix A have been reconciled to the relevant bank statements.
- 1.4** The bank reconciliation shows a difference of £1 resulting from a cheque which has been recorded on the bank statement for £1 more than the cheque was written. We have confirmed that the recipient received the amount shown in our records; this is being followed up with the bank and they have confirmed that this will be amended in the December Bank Statement.

2. Financial Appraisal

The appendix comprises the bank account transactions for October 2012.

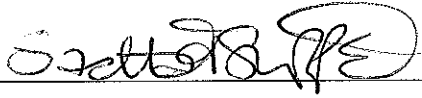
3. Contact Officer

The Contact Officer for this report is Simon Cooper, Corporate Services Manager.

Corporate Services Manager



Town Clerk



Bank Reconciliation Statement as at: 31/10/2012 for Cash Book 1 Current/Deposit Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Coop Community Direct Plus	31/10/2012	198	626,054.71
			<u>626,054.71</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
12/04/2012 201368 Seaford Musical Theatre		50.00	
30/08/2012 201615 Newhaven RNLI		100.00	
			<u>150.00</u>
			625,904.71
<u>Receipts not Banked/Cleared (Plus)</u>			
30/10/2012		90.00	
31/10/2012		140.00	
31/10/2012		2,096.00	
31/10/2012		2,000.00	
31/10/2012		100.00	
			<u>4,426.00</u>
			630,330.71
			Balance per Cash Book is :- 630,331.71
			Difference Excluding Adjustments is :- -1.00
<u>Adjustments to Reconciliation</u>			
		0.00	
			<u>0.00</u>
			Unreconciled Difference is :-

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Cash Book 1

User: SJC

Current/Deposit Account

For Month No : 7

Receipts for Month 7

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		711,517.42				711,517.42	
Banked on : 01/10/2012		847.53					
	Sales Recpts Page 442	847.53	847.53		101		Sales Recpts Page 442
Banked on : 02/10/2012		40.00					
PDQ	Golf Course PDQ	40.00		6.67	120	33.33	Golf Course PDQ
Banked on : 03/10/2012		164.00					
PDQ	Golf Course PDQ	164.00		27.33	120	136.67	Golf Course PDQ
Banked on : 04/10/2012		240.00					
PDQ	Golf Course PDQ	240.00		40.00	120	200.00	Golf Course PDQ
Banked on : 04/10/2012		5,000.00					
	Sales Recpts Page 444	5,000.00	5,000.00		101		Sales Recpts Page 444
Banked on : 05/10/2012		76.00					
PDQ	Golf Course PDQ	76.00		12.67	120	63.33	Golf Course PDQ
Banked on : 05/10/2012		81.90					
	Sales Recpts Page 445	81.90	81.90		101		Sales Recpts Page 445
Banked on : 05/10/2012		145.96					
int10	Cooperative Bank	145.96			1190 201	145.96	Untaxed Interest
Banked on : 05/10/2012		1,000.00					
2514	Seaford Bonfire Society	1,000.00			505	1,000.00	Seaford Bonfire Society
Banked on : 05/10/2012		150.00					
	Sales Recpts Page 452	150.00	150.00		101		Sales Recpts Page 452
Banked on : 06/10/2012		305.00					
PDQ	Golf Course PDQ	305.00		50.83	120	254.17	Golf Course PDQ
Banked on : 07/10/2012		536.00					
PDQ	Golf Course PDQ	536.00		89.33	120	446.67	Golf Course PDQ
Banked on : 08/10/2012		191.38					
	Sales Recpts Page 448	191.38	191.38		101		Sales Recpts Page 448
Banked on : 10/10/2012		420.00					
PDQ	Golf Course PDQ	420.00		70.00	120	350.00	Golf Course PDQ
Banked on : 11/10/2012		16.00					
PDQ	Golf Course PDQ	16.00		2.67	120	13.33	Golf Course PDQ
Banked on : 12/10/2012		128.00					
PDQ	Golf Course PDQ	128.00		21.33	120	106.67	Golf Course PDQ
Banked on : 12/10/2012		85.72					
	Sales Recpts Page 449	85.72	85.72		101		Sales Recpts Page 449
Banked on : 13/10/2012		481.00					
PDQ	Golf Course PDQ	481.00		80.17	120	400.83	Golf Course PDQ

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Cash Book 1

User : SJC

Current/Deposit Account

For Month No : 7

Receipts for Month 7

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
	Banked on : 14/10/2012	593.00					
PDQ	Golf Course PDQ	593.00		98.83	120	494.17	Golf Course PDQ
	Banked on : 15/10/2012	76.00					
PDQ	Golf Course PDQ	76.00		12.67	120	63.33	Golf Course PDQ
	Banked on : 15/10/2012	3,780.00					
Golf	Golf Course Banking	3,780.00		630.00	120	3,150.00	Golf Course Banking
	Banked on : 16/10/2012	48.00					
PDQ	Golf Course PDQ	48.00		8.00	120	40.00	Golf Course PDQ
	Banked on : 17/10/2012	216.00					
PDQ	Golf Course PDQ	216.00		36.00	120	180.00	Golf Course PDQ
	Banked on : 18/10/2012	56.00					
PDQ	Golf Course PDQ	56.00		9.33	120	46.67	Golf Course PDQ
	Banked on : 19/10/2012	60.00					
PDQ	Golf Course PDQ	60.00		10.00	120	50.00	Golf Course PDQ
	Banked on : 20/10/2012	692.00					
PDQ	Golf Course PDQ	692.00		115.33	120	576.67	Golf Course PDQ
	Banked on : 21/10/2012	216.00					
PDQ	Golf Course PDQ	216.00		36.00	120	180.00	Golf Course PDQ
	Banked on : 22/10/2012	92.00					
PDQ	Golf Course PDQ	92.00		15.33	120	76.67	Golf Course PDQ
	Banked on : 23/10/2012	126.00					
PDQ	Golf Course PDQ	126.00		21.00	120	105.00	Golf Course PDQ
	Banked on : 23/10/2012	4,291.99					
	Sales Recpts Page 446	4,291.99	4,291.99		101		Sales Recpts Page 446
	Banked on : 23/10/2012	500.00					
2565	Artichoke Trust	500.00			1200 120	500.00	Peace Camp Artichoke
	Banked on : 23/10/2012	193.50					
2526	Peacehaven Chiropractic	40.00			1065 135	40.00	Stall Peacehaven Chiropractic
2521	Tinson	30.00		5.00	1054 118	25.00	Trf Beach Hut 4 Tinson
2523	Juno	16.50			1050 105	16.50	Juno Hire Base
2522	The Riffz	16.50			1050 205	16.50	The Riffz Base Hire
2517	Juno	27.50			1050 105	27.50	Base Hire Juno
2524	[REDACTED]	30.00			1065 135	30.00	Stall [REDACTED]
2529	Juno	16.50			1050 105	16.50	Base Hire Juno
2528	The Riffz	16.50			1050 105	16.50	Base Hire Riffz
	Banked on : 24/10/2012	96.00					
PDQ	Golf Course PDQ	96.00		16.00	120	80.00	Golf Course PDQ

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Receipts for Month 7

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
	Banked on : 25/10/2012	92.00					
PDQ	Golf Course PDQ	92.00		15.33	120	76.67	Golf Course PDQ
	Banked on : 25/10/2012	2,202.00					
Golf	Golf Course Banking	2,202.00		367.00	120	1,835.00	Golf Course Banking
	Banked on : 25/10/2012	50.00					
	Sales Recpts Page 451	50.00	50.00		101		Sales Recpts Page 451
	Banked on : 26/10/2012	80.00					
PDQ	Golf Course PDQ	80.00		13.33	120	66.67	Golf Course PDQ
	Banked on : 26/10/2012	168.50					
	Sales Recpts Page 450	168.50	168.50		101		Sales Recpts Page 450
	Banked on : 26/10/2012	11,860.32					
HMRC VAT	HMRC	11,860.32			105	11,860.32	Vat Refund
	Banked on : 27/10/2012	240.00					
PDQ	Golf Course PDQ	240.00		40.00	120	200.00	Golf Course PDQ
	Banked on : 27/10/2012	508.00					
PDQ	Golf Course PDQ	508.00		84.67	120	423.33	Golf Course PDQ
	Banked on : 30/10/2012	90.00					
PDQ	Golf Course PDQ	90.00		15.00	120	75.00	Golf Course PDQ
	Banked on : 31/10/2012	140.00					
PDQ	Golf Course PDQ	140.00		23.33	120	116.67	Golf Course PDQ
	Banked on : 31/10/2012	2,096.00					
Golf	Golf Course Banking	2,096.00		349.33	120	1,746.67	Golf Course Banking
	Banked on : 31/10/2012	2,000.00					
	Sales Recpts Page 447	2,000.00	2,000.00		101		Sales Recpts Page 447
	Banked on : 31/10/2012	100.00					
2531	Wellness Centre	30.00			1065 135	30.00	Stall Wellness Centre
2530		40.00			1065 135	40.00	Stall
2532	Seaford Baptist Church	30.00			1065 135	30.00	Stall Seaford Baptist Church
Total Receipts for Month		40,571.80	12,867.02	2,322.48		25,382.30	
Cash Book Totals		752,089.22	12,867.02	2,322.48		736,899.72	

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Cash Book 1

User : SJC

Current/Deposit Account

For Month No : 7

Payments for Month 7

Nominal Ledger

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ V A T	A/c Centre	£ Amount	Transaction Detail
01/10/2012	South East Water	8200841x	1,471.76	1,471.76		501		3386 Golf Water 25/7-22/8
01/10/2012	Lewes District Council	1235758	59.00	59.00		501		3062 High & Over Rates
01/10/2012	Lewes District Council	1251677	179.00	179.00		501		3078 Golf Shop Rates
01/10/2012	Lewes District Council	1259381	15.00	15.00		501		3065 Beach Hut 27 Rates
01/10/2012	Lewes District Council	1259394	15.00	15.00		501		3066 Beach Hut 28 Rates
01/10/2012	Lewes District Council	125944	15.00	15.00		501		3067 Beach Hut 29 Rates
01/10/2012	Lewes District Council	1259666	15.00	15.00		501		3068 Beach Hut 52 rates
01/10/2012	Lewes District Council	1259679	15.00	15.00		501		3069 Beach Hut 53 Rates
01/10/2012	Lewes District Council	1259682	15.00	15.00		501		3070 Beach Hut 54 Rates
01/10/2012	Lewes District Council	1259695	15.00	15.00		501		3071 Beach Hut 55 Rates
01/10/2012	Lewes District Council	1259705	15.00	15.00		501		3072 Beach Hut 56 Rates
01/10/2012	Lewes District Council	1259718	15.00	15.00		501		3073 Beach Hut 57 Rates
01/10/2012	Lewes District Council	1259721	15.00	15.00		501		3074 Beach Hut 58 Rates
01/10/2012	Lewes District Council	1259734	15.00	15.00		501		3075 Beach Hut 59 Rates
01/10/2012	Lewes District Council	1259750	15.00	15.00		501		3076 Beach Hut 60 Rates
01/10/2012	Lewes District Council	1266099	56.00	56.00		501		3077 The Base Rates
01/10/2012	Lewes District Council	1269481	927.00	927.00		501		3080 Church St Rates
01/10/2012	Lewes District Council	1270946	54.00	54.00		501		3079 TIC Rates
01/10/2012	Lewes District Council	1284369	302.00	302.00		501		3064 Crypt Rates
01/10/2012	Lewes District Council	1284372	221.00	221.00		501		3063 23 Church Street rates
01/10/2012		201646	120.00			4183 210	120.00	Bagpipes for Freedom of Town
03/10/2012	J Cheesmur & Sons (Lewes) Ltd	201650	38,148.00	38,148.00		501		3419 Club House Design
03/10/2012	R cunningham	201647	415.00			4500 120	415.00	Film Commission
03/10/2012	East Sussex Pension Fund	201648	3,638.02			517	3,638.02	Pension September
03/10/2012	HM revenue & Customs	201649	5,429.64			515	5,429.64	PAYE & NIC September
03/10/2012	Postage by Phone - Pitney Bowe	22710408	257.20	257.20		501		Franking M/C Top Up
08/10/2012	Talk Talk Business	138447088	85.72	85.72		501		3406 TIC August
10/10/2012	Auditing Solutions Ltd	201657	720.00	720.00		501		3422 1st Interim Internal Audi
10/10/2012	Collier Turf Care Ltd	201658	600.00	600.00		501		3424 Fungicide/Fertilizer
10/10/2012	Communicorp Clerks & Councils	201659	141.60	141.60		501		3416 Freedom Scrolls

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Cash Book 1

User: SJC

Current/Deposit Account

For Month No : 7

Payments for Month 7

Nominal Ledger

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ V A T	A/c Centre	£ Amount	Transaction Detail
10/10/2012	East Sussex County Council	201660	231.00	231.00		501		3401 Durch Elm Sandore Rd
10/10/2012	Godfreys (Sevenoaks) Ltd	201661	671.31	671.31		501		3398 Safey Clothing
10/10/2012	M J Herriot	201662	80.00	80.00		501		3418 Engrave Bench
10/10/2012	Hire-a-Loo	201663	191.38	191.38		501		3428 Chemical Toilet July
10/10/2012	Hunter Mechanical Services	201664	192.00	192.00		501		3399 Service Machines
10/10/2012	Initial Washroom Solutions	201665	12.00	12.00		501		3409 Hand Dryer Oct 12
10/10/2012	Johnston Publishing Ltd	201666	367.20	367.20		501		Admin Asst Finance
10/10/2012	Mr P S Kennard	201667	267.00	267.00		501		Purchase Ledger
10/10/2012	Lewes District Council	201668	19,784.96	19,784.96		501		3412 Clubhouse oct to dec
10/10/2012	May Gurney Ltd	201669	48.00	48.00		501		3403 Advanced Warning Signs
10/10/2012	Office Depot UK Ltd	201670	279.81	279.81		501		Various Paper Toner Pens
10/10/2012	Peacehaven Framing Service	201671	85.51	85.51		501		3429 USA Map
10/10/2012	Sussex Police Authority	201672	526.79	526.79		501		3407 CCTV Maint Aug to Oct 12
10/10/2012	Pear Technology Services	201673	24.00	24.00		501		Mapping Seminar B King
10/10/2012	Seaford Head School	201674	160.00	160.00		501		Hire re Freedom of Town
10/10/2012	Society of Local Council Clerk	201675	466.80	466.80		501		3400 National Conference
10/10/2012	John Spicer	201676	895.00	895.00		501		3445 Fencing Repair
10/10/2012	Vaughtons	201677	605.11	605.11		501		Freemen of Town Medals
10/10/2012	Zurich Town and Parish Council	201678	114.00	114.00		501		3421 LCAS Membership
10/10/2012	Zurich Town and Parish Council	201679	53.07	53.07		501		3415 re Stannah Lift
10/10/2012		201651	525.00			4182 210	525.00	Catering Freedom
10/10/2012	East Sussex Prayer Breakfast	201652	29.00			4181 210	29.00	Prayer Breakfast
10/10/2012	RBL Poppy Appeal	201653	80.00			4181 210	80.00	Wreaths
10/10/2012	Linda wallraven	201654	45.07			4181 210	45.07	Fuel Transport to events
10/10/2012	John Spicer	201655	257.97			115	257.97	Materials Float
10/10/2012	Seahaven Royal Soc St George	201656	46.00			4181 210	46.00	Trafalgar day Dinner
10/10/2012	Barclaycard	39578590	150.71	150.71		501		Barclacard September
10/10/2012	UK Fuels	46242	114.70	114.70		501		Purchase Ledger
11/10/2012	Public Works Loan Board	E07943-	9,044.35			4301 205	9,044.35	Public Works Loan Board
12/10/2012	Bonnars Music Superstore	201680	2,851.00	2,851.00		501		3472 Music Equipment Base
15/10/2012	Co-Operative Bank	4656	3.96	3.96		501		3508 Payflow Oct
15/10/2012	Southern Water	5004869	1,210.17	1,210.17		501		3281 Waste water back dated
15/10/2012	Co-Operative Bank	9213	11.00	11.00		501		3430 Direct Debits

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Cash Book 1

User : SJC

Current/Deposit Account

For Month No : 7

Payments for Month 7

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
16/10/2012	02 (UK) Ltd	60725/001	9.04	9.04		501		3420 Golf Mobile Sept
22/10/2012	Talk Talk Business	3098882	190.54	190.54		501		3463 October
22/10/2012	EDF Energy	31092948	371.55	371.55		501		1/7 to 30/09/2012
22/10/2012	Southern Water	4600017	570.40	570.40		501		3410 August Waste Water
23/10/2012	Ernest Doe & Sons Ltd	201681	446.88	446.88		501		3426 Pressure Gun
23/10/2012	Avoncrop Amenity Products	201682	617.98	617.98		501		3423 Blue Dye
23/10/2012	HM Revenue & Customs	201683	5,326.30			515	5,326.30	October PAYE & NIC
23/10/2012	East Sussex Pension fund	201684	3,638.02			517	3,638.02	October Pension
25/10/2012	EDF Energy	17619400	291.90	291.90		501		3447 July-Sept
25/10/2012	Fraser Morley	BPS Oct	3,500.00	3,500.00		501		3506 October
25/10/2012	Salary Payment	BPS OCT	14,366.08			516	14,366.08	October Salaries
Total Payments for Month			121,757.50	78,797.05	0.00		42,960.45	
Balance Carried Fwd			630,331.72					
Cash Book Totals			752,089.22	78,797.05	0.00		673,292.16	

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Seaford Town Council

Report 130/12

Agenda Item No:	5 (b)
Committee:	Finance & General Purposes
Date:	20 December 2012
Title:	Finance Report
By:	Simon Cooper, Corporate Services Manager
Wards Affected:	All Seaford Wards
Purpose of Report:	To inform members of Committee of Council Income & Expenditure for the period 1 April 2012 to 31 October 2012.

Recommendations

You are recommended:

- 1. To note the contents of this report.**
-

1. Information

- 1.1** The statements detailing income and expenditure for period 1 April 2012 to 31 October 2012 compared to the budget for that period and for the full year are attached as Appendix A.
- 1.2** Overall, except as noted below, net expenditure for the period is broadly in line with the budget.
- 1.3** Community Services major variances are explained as:
 - (a)** Crouch Grounds Maintenance Contract (a/c 4260) is £2,142 higher than budget; it is a result of agreed adjustments to the planting area not being reflected. This has been raised with LDC and they are looking at the matter with the contractor, however despite reminders this has not yet been resolved.
 - (b)** Crypt income will meet budget with two shared exhibitions scheduled for January and March. Any shortfall should be offset by lower expenditure than budgeted.
 - (c)** Seaford Head Estate Seating Income (a/c 1055) relates to monies for a Memorial Bench received in advance and will be offset when the benches are installed.

- (d) Seafront electricity (a/c 4055) increase in expenditure is offset by increased income from the recharge (a/c 1057).
- (e) Additional seafront concession income (a/c 1066) £2,000 relates to the operating period being extended through to 31 March 2013.
- (f) Young Personality (Young Mayors Awards) expenditure £1,650 (a/c 4187), is offset by income of £1,837 (a/c 1064) received from the Keith Baker Trust to cover the Young Mayors Awards project costs.
- (g) Projects and Building Maintenance Budgets are expected to be utilised in the year.

1.4 Finance & General Purposes variances may be explained as:

- (a) Seaford in Bloom additional net expenditure will be offset by a donation.
- (b) Administration salaries and NI (a/c 4000/4001) included an amount not spent for temporary help should it be required as a result of a full time position being filled on a part time basis. This will no longer accrue as the position has now been filled on a full time basis.
- (c) Employers Superannuation (a/c 4002) the budget reflects the cost of staff members not currently enrolled in the pension scheme. They have the right to join at any time.
- (d) Software support (a/c 4113) is £2,370 less than budgeted as we have yet to be invoiced by ESCC for their system support service.
- (e) Audit fees (a/c 4157) -£171 is a result of an over-accrual at year end actual invoices relating to the prior year being less than anticipated.
- (f) Election costs relate to the cost of the earlier by-election now invoiced by LDC. The balance of the budget will be taken to the election reserve at the year end.
- (g) Administration Other Expenditure (a/c 4199) £252 relates to no cold calling signs for which a contribution has been received, £252 (a/c 1054) other income.
- (h) Church Street Service charges (a/c 4059) have not yet been invoiced by Sussex Police.
- (i) The additional jubilee expenditure £860 (a/c 4280) is offset by £1,092 of income (a/c 1080)
- (j) Grants expenditure does not reflect the amount committed to Dial-a-Ride £4,320 which will be invoiced by ESCC towards the year end.
- (k) Grants in Kind are higher than budgeted, this expenditure is directly offset by income reflected for the use of facilities. This committee agreed at its last meeting to allow such expenditure to continue.

1.5 Golf Course

- (a) Water & Sewerage (a/c 4052) is £13,823 higher than budgeted reflecting an additional charge from Southern Water in the sum of £14,522 representing an undercharge going back six years for waste water going into the sewerage system. This has been reported previously to this Committee and the Golf Course Committee.
- (b) Player Costs (a/c 4045) is £1,600 less than budget as we have not yet needed to print more score cards.
- (c) New Golf Clubhouse (a/c 4277) £45,226 relates to the cost of preparing detailed plans and will be reimbursed from loan proceeds when the project begins.
- (d) Season ticket income is £3,749 less than budgeted, this will be partially offset by Winter ticket sales in November of £1,413. Other Green Fee income is £13,106 less than budgeted due mainly to the unusually bad weather during the year. Other income relates to the Direct Debit fee charged to ticket holders who chose to spread the payments.
- (e) Advertising is less than budget, but a request for a board has been received and is being processed. Also when the new score cards are required income will be generated.
- (f) Net expenditure exceed budget by £70,023. Due to expenditure on the clubhouse, the backdated water charges and reduced income noted above.

2. Financial Appraisal

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

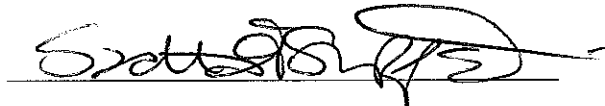
3. Contact Officer

The Contact Officer for this report is Simon Cooper, Corporate Services Manager.

Corporate Services Manager



Town Clerk



Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

Month No : 7

Committee Report

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>Community Services</u>						
<u>105 Salts Recreation Ground</u>						
4051 Rates	563	572	10	572		10
4052 Water & Sewerage	1,124	1,577	453	3,154		2,030
4055 Electricity	63	230	167	306		243
4115 Insurance	2,724	2,415	-309	2,415		-309
4201 Cleaning	0	0	0	1,800		1,800
4250 Public Seating	640	0	-640	0		-640
4251 Dog Bin Emptying	1,198	1,376	178	1,835		637
4252 Litter & Dog Bin Pch & Maint	75	125	50	250		175
4260 Grounds Maintenance Contract	51,047	51,499	452	88,284		37,237
4261 Grounds Maint non contract	2,577	3,000	423	4,000		1,423
4272 Equipment Purchase	2,376	2,376	0	2,376		0
4274 Projects Expenditure	834	834	0	834		0
4275 Building Maintenance	192	192	0	192		0
	63,414	64,196	782	106,018	0	42,604
Salts Recreation Ground :- Expenditure						
1050 Income Rent	989	729	260	972		
1051 Income Insurance Recharge	1,178	0	1,178	0		
1055 Income Seating	763	0	763	0		
1058 Income Water Recharge	934	1,031	-97	2,062		
1066 Concession Income	13,800	13,800	0	13,800		
	17,664	15,560	2,104	16,834		
Salts Recreation Ground :- Income						
Net Expenditure over Income						
	45,750	48,636	2,886	89,184		

APPENDIX A

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

Committee Report

Month No : 7

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>106 Crouch Recreation Ground</u>						
4052 Water & Sewerage	665	1,222	557	2,445		1,780
4055 Electricity	97	155	58	310		213
4115 Insurance	1,557	1,840	283	1,840		283
4251 Dog Bin Emptying	826	982	156	1,310		484
4252 Litter & Dog Bin Pch & Maint	0	250	250	250		250
4260 Grounds Maintenance Contract	27,517	25,375	-2,142	43,500		15,983
4261 Grounds Maint non contract	1,231	1,750	519	3,500		2,269
4274 Projects Expenditure	-150	0	150	0		150
4275 Building Maintenance	66	66	0	66		0
	31,810	31,640	-170	53,221	0	21,411
Crouch Recreation Ground :- Expenditure						
1050 Income Rent	2,091	1,818	273	2,225		
1051 Income Insurance Recharge	687	832	-145	832		
1057 Income Electricity Recharge	48	77	-29	154		
	2,827	2,727	100	3,211		
Crouch Recreation Ground :- Income						
Net Expenditure over Income	28,983	28,913	-70	50,010		
<u>107 Martello Fields</u>						
4251 Dog Bin Emptying	763	787	24	1,050		287
4260 Grounds Maintenance Contract	3,304	3,346	42	5,735		2,431
4261 Grounds Maint non contract	1,444	1,000	-444	2,000		556
4274 Projects Expenditure	1,328	1,328	0	1,328		0
	6,839	6,461	-378	10,113	0	3,274
Martello Fields :- Expenditure						

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

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Committee Report

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
1050 Income Rent	3,572	3,000	572	3,000		
	3,572	3,000	572	3,000		
	3,266	3,461	195	7,113		
Net Expenditure over Income						
<u>108 Other Open Spaces</u>						
4051 Rates	585	595	10	595		10
4052 Water & Sewerage	10	65	55	130		120
4199 Other Expenditure	5	0	-5	0		-5
4251 Dog Bin Emptying	1,335	1,377	42	1,835		500
4252 Litter & Dog Bin Pch & Maint	25	250	225	250		225
4260 Grounds Maintenance Contract	11,844	11,900	56	20,400		8,556
4261 Grounds Maint non contract	1,074	2,100	1,026	3,500		2,426
	14,878	16,287	1,409	26,710	0	11,832
1066 Concession Income	2,875	2,875	0	2,875		
	2,875	2,875	0	2,875		
Net Expenditure over Income						
	12,003	13,412	1,409	23,835		
<u>113 Crvpt</u>						
4051 Rates	5,220	5,305	85	5,305		85
4052 Water & Sewerage	49	264	215	528		479
4055 Electricity	541	318	-223	635		94

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

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Committee Report

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4056 Gas	484	1,130	646	2,130		1,646
4100 Telecommunications	137	175	38	350		213
4105 Postage	3	60	57	100		97
4106 Stationery	118	150	32	250		132
4110 Advertising & Publicity	81	500	419	1,000		919
4115 Insurance	702	1,144	443	1,144		443
4155 Professional Fees	0	500	500	500		500
4199 Other Expenditure	0	50	50	50		50
4201 Cleaning	191	262	71	450		259
4274 Projects Expenditure	1,832	0	-1,832	0		-1,832
4275 Building Maintenance	230	500	270	1,000		770
	9,588	10,358	770	13,442	0	3,854
1050 Income Rent	4,280	3,700	580	4,500		
1054 Income Other	5	0	5	0		
	4,285	3,700	585	4,500		
	5,304	6,658	1,354	8,942		
Net Expenditure over Income						
<u>114 South Street</u>						
4275 Building Maintenance	2,050	1,110	-940	1,110		-940
	2,050	1,110	-940	1,110	0	-940
1054 Income Other	940	0	940	0		
	940	0	940	0		
	1,110	1,110	0	1,110		
Net Expenditure over Income						

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

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Committee Report

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>115 Martello Tower</u>						
4115 Insurance	2,020	2,040	20	2,040		20
	2,020	2,040	20	2,040	0	20
Martello Tower :- Expenditure						
Net Expenditure over Income	2,020	2,040	20	2,040		
<u>116 Seaford Head Estate</u>						
4115 Insurance	1,131	1,145	14	1,145		14
4251 Dog Bin Emptying	763	788	25	1,050		287
4252 Lifter & Dog Bin Pch & Maint	0	127	127	250		250
4261 Grounds Maint non contract	50	250	200	250		200
4274 Projects Expenditure	1,168	1,168	0	1,168		0
	3,112	3,478	366	3,863	0	751
Seaford Head Estate :- Expenditure						
1050 Income Rent	3,750	3,750	0	3,750		
1053 Income Grants	0	0	0	7,638		
1054 Income Other	83	0	83	0		
1055 Income Seating	1,563	0	1,563	0		
1066 Concession Income	3,650	3,650	0	3,650		
	9,047	7,400	1,647	15,038		
Seaford Head Estate :- Income						
Net Expenditure over Income	-5,935	-3,922	2,013	-11,175		

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

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Committee Report

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>117 Seafront</u>						
4052 Water & Sewerage	51	80	29	165		114
4055 Electricity	2,004	1,200	-804	1,500		-504
4115 Insurance	493	510	17	510		17
4201 Cleaning	0	112	112	150		150
4250 Public Seating	120	0	-120	0		-120
4251 Dog Bin Emptying	2,117	2,947	830	3,930		1,813
4252 Litter & Dog Bin Pch & Maint	134	125	-9	250		116
4253 Shelters	1,142	1,050	-92	1,800		658
4261 Grounds Maint non contract	545	1,875	1,330	2,500		1,955
4274 Projects Expenditure	8,245	8,245	0	8,245		0
4275 Building Maintenance	90	90	0	90		0
	14,941	16,234	1,293	19,140	0	4,199
Seafront :- Expenditure						
1050 Income Rent	0	0	0	0		
1054 Income Other	238	0	238	0		
1055 Income Seating	130	0	130	0		
1057 Income Electricity Recharge	2,003	750	1,253	1,500		
1058 Income Water Recharge	14	510	-496	510		
1066 Concession Income	36,400	34,400	2,000	34,400		
	38,785	35,660	3,125	36,410		
Seafront :- Income						
	-23,844	-19,426	4,418	-17,270		
Net Expenditure over Income						

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

Committee Report

Month No : 7

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>118 Beach Huts</u>						
4051 Rates	1,797	1,850	53	1,850		53
4115 Insurance	983	925	-58	925		-58
4275 Building Maintenance	40	40	0	40		0
	<u>2,820</u>	<u>2,815</u>	<u>-5</u>	<u>2,815</u>	<u>0</u>	<u>-5</u>
Beach Huts :- Expenditure						
1054 Income Other	50	0	50	0		
1060 Beach Huts Site Licence	14,000	14,000	0	14,000		
1061 Beach Hut Annual Rent	10,320	10,320	0	10,320		
	<u>24,370</u>	<u>24,320</u>	<u>50</u>	<u>24,320</u>		
Beach Huts :- Income						
	<u>-21,551</u>	<u>-21,505</u>	<u>46</u>	<u>-21,505</u>		
Net Expenditure over Income						
<u>119 Old Town Hall</u>						
4115 Insurance	174	176	2	176		2
	<u>174</u>	<u>176</u>	<u>2</u>	<u>176</u>	<u>0</u>	<u>2</u>
Old Town Hall :- Expenditure						
1050 Income Rent	956	957	-1	1,275		
1051 Income Insurance Recharge	174	0	174	0		
	<u>1,130</u>	<u>957</u>	<u>173</u>	<u>1,275</u>		
Old Town Hall :- Income						
	<u>-956</u>	<u>-781</u>	<u>175</u>	<u>-1,099</u>		
Net Expenditure over Income						

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

Committee Report

Month No : 7

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>125 Allotments</u>						
4199 Other Expenditure	4,221	563	-3,658	967		-3,254
4260 Grounds Maintenance Contract	799	811	12	1,390		591
4272 Equipment Purchase	0	0	0	2,500		2,500
	<u>5,020</u>	<u>1,374</u>	<u>-3,646</u>	<u>4,857</u>	<u>0</u>	<u>-163</u>
1050 Income Rent	0	0	0	730		
1054 Income Other	4,064	563	3,501	967		
	<u>4,064</u>	<u>563</u>	<u>3,501</u>	<u>1,697</u>		
Alloiments :- Income						
	<u>956</u>	<u>811</u>	<u>-145</u>	<u>3,160</u>		
Net Expenditure over Income						
	390	0	-390	10,000		9,610
	<u>390</u>	<u>0</u>	<u>-390</u>	<u>10,000</u>	<u>0</u>	<u>9,610</u>
<u>130 Other Recreation</u>						
4410 Swimming Pool						
Other Recreation :- Expenditure						
	390	0	-390	10,000		9,610
	<u>390</u>	<u>0</u>	<u>-390</u>	<u>10,000</u>	<u>0</u>	<u>9,610</u>
Net Expenditure over Income						
	804	1,035	232	2,070		1,267
	839	757	-82	757		-82
	0	0	0	2,932		2,932
	7,870	8,505	635	9,098		1,228
	<u>9,513</u>	<u>10,297</u>	<u>784</u>	<u>14,857</u>	<u>0</u>	<u>5,344</u>
CCTV :- Expenditure						
	9,513	10,297	784	14,857		5,344
	<u>9,513</u>	<u>10,297</u>	<u>784</u>	<u>14,857</u>		
Net Expenditure over Income						

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

Committee Report

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	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>135 Community Service Other</u>						
4115 Insurance	129	117	-12	117		-12
4187 Young Mayors Awards	1,650	0	-1,650	0		-1,650
4195 Community Services Events Exp	232	0	-232	0		-232
4262 Tree Warden Expenses	332	1,745	1,413	2,327		1,995
4273 Christmas Lights	723	2,700	1,977	12,285		11,562
4274 Projects Expenditure	34	34	0	2,734		2,700
	3,101	4,596	1,495	17,463	0	14,362
Community Service Other :- Expenditure						
1064 Income Young Mayor/Personality	1,837	0	1,837	0		
1065 Income Xmas Lights	1,174	0	1,174	600		
1070 Community Services Events	16	0	16	0		
	3,027	0	3,027	600		
Community Service Other :- Income						
Net Expenditure over Income	74	4,596	4,522	16,863		
<u>140 C S Major Projects</u>						
4274 Projects Expenditure	0	6,141	6,141	17,391		17,391
	0	6,141	6,141	17,391	0	17,391
C S Major Projects :- Expenditure						
Net Expenditure over Income	0	6,141	6,141	17,391		

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

Committee Report

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	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
145 C S Building Maintenance	0	357	357	2,857		2,857
4275 Building Maintenance	0	357	357	2,857	0	2,857
C S Building Maintenance :- Expenditure	0	357	357	2,857		
Net Expenditure over Income						
Community Services Expenditure	169,668	177,560	7,892	306,073	0	136,405
Income	112,586	96,762	15,824	109,760		
Net Expenditure over Income	57,082	80,798	23,716	196,313		

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Committee Report

	Year to Date Actual	Year to Date Budget	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>Finance & General Purposes</u>							
121 <u>Seaford in Bloom</u>							
4402	7,867	0	0	-7,867	0	0	-7,867
	7,867	0	0	-7,867	0	0	-7,867
1053	4,375	0	0	4,375	0		
1054	3,011	0	0	3,011	0		
	7,386	0	0	7,386	0		
Seaford in Bloom :- Income							
	481	0	0	-481	0		
Net Expenditure over Income							
<u>201 Administration</u>							
4000	91,516	94,262	161,592	2,746	161,592		70,076
4001	7,653	8,991	15,413	1,339	15,413		7,761
4002	11,412	14,637	25,091	3,225	25,091		13,679
4009	662	1,000	2,000	338	2,000		1,338
4010	879	1,000	2,000	121	2,000		1,121
4012	0	87	150	87	150		150
4014	180	1,000	1,500	820	1,500		1,320
4100	1,425	2,639	5,250	1,214	5,250		3,825
4105	886	1,750	2,750	864	2,750		1,864
4106	1,121	1,837	3,150	716	3,150		2,029
4107	1,528	1,875	2,500	347	2,500		972

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Committee Report

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4110 Advertising & Publicity	213	100	-113	200		-13
4111 Office Equipment New	0	1,000	1,000	1,500		1,500
4112 Subscriptions	3,500	3,200	-300	4,350		850
4113 Software Support	880	3,250	2,370	3,350		2,470
4114 Licence Fee	35	35	0	35		0
4115 Insurance	3,336	3,250	-86	3,250		-86
4116 Web Site	0	240	240	240		240
4155 Professional Fees	524	1,750	1,226	3,500		2,976
4156 Bank Charges	41	70	29	100		59
4157 Audit Fees	-171	600	771	4,690		4,861
4182 Catering & Hospitality	7	50	43	100		93
4190 Election Costs	4,778	5,500	722	5,500		722
4199 Other Expenditure	320	100	-220	100		-220
	130,725	148,223	17,498	248,311	0	117,586
Administration :- Expenditure						
1054 Income Other	298	125	173	250		
1059 Photocopying Income	51	50	1	100		
1062 Income Telephone Recharge	423	450	-27	900		
1068 Income Stationery Re-Charge	22	0	22	0		
1190 Interest Received	1,629	1,450	179	2,500		
	2,422	2,075	347	3,750		
Administration :- Income						
Net Expenditure over Income	128,302	146,148	17,846	244,561		

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Committee Report

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>205 Premises - Church Street</u>						
4050 Rent payable	11,250	11,250	0	15,000		3,750
4051 Rates	9,815	9,810	-5	9,810		-5
4059 Church Street Service Charges	0	3,751	3,751	7,502		7,502
4060 Refuse	96	128	32	170		74
4270 Vehicles & Equipment Maint	0	0	0	500		500
4275 Building Maintenance	3	0	-3	0		-3
4301 Public Works Loan Payment	18,089	18,089	0	18,089		0
	39,252	43,028	3,776	51,071	0	11,819
1050 Premises - Church Street :- Expenditure	538	875	-337	1,500		
1054 Income Rent	4,200	4,200	0	5,600		
	4,738	5,075	-337	7,100		
Premises - Church Street :- Income						
Net Expenditure over Income	34,515	37,953	3,438	43,971		
<u>206 Premises - Hurdle House</u>						
4055 Electricity	0	0	0	40		40
4056 Gas	71	0	-71	0		-71
4115 Insurance	722	728	6	728		6
4275 Building Maintenance	645	645	0	645		0
4301 Public Works Loan Payment	7,501	7,502	1	15,002		7,501
	8,939	8,875	-64	16,415	0	7,476
Premises - Hurdle House :- Expenditure						

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Committee Report

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
1050 Income Rent	15,000	15,000	0	20,000		
1051 Income Insurance Recharge	517	728	-211	728		
Premises - Hurdle House :- Income	15,517	15,728	-211	20,728		
Net Expenditure over Income	-6,578	-6,853	-275	-4,313		
<u>210 Civic Expenses</u>						
4013 Members Expenses	5	150	145	300		295
4106 Stationery	53	125	72	250		197
4181 Civic - Mayors Allowance	422	900	478	1,500		1,078
4182 Catering & Hospitality	570	500	-70	750		180
4183 Civic - Awards	1,048	2,375	1,327	2,750		1,702
4184 Civic - other	108	200	92	250		142
4185 Fun Day & Tourney	690	450	-240	450		-240
4188 Town Crier Expenses	30	50	20	100		70
4189 Young Mayor	46	0	-46	500		454
4280 Jubilee Event Expenditure	10,860	10,000	-860	10,000		-860
Civic Expenses :- Expenditure	13,832	14,750	918	16,850	0	3,018
1056 Fun Day & Tourney	590	0	590	0		
1080 Jubilee Event Income	1,092	0	1,092	0		
Civic Expenses :- Income	1,682	0	1,682	0		
Net Expenditure over Income	12,150	14,750	2,600	16,850		

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

Committee Report

Month No : 7

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>215 Grants</u>						
4401 Grants	17,625	17,625	0	26,084		8,459
4405 Grants in Kind	1,198	583	-615	1,000		-198
	<u>18,823</u>	<u>18,208</u>	<u>-615</u>	<u>27,084</u>	<u>0</u>	<u>8,261</u>
Grants :- Expenditure						
	<u>18,823</u>	<u>18,208</u>	<u>-615</u>	<u>27,084</u>		
Net Expenditure over Income						
	<u>219,439</u>	<u>233,084</u>	<u>13,645</u>	<u>359,731</u>	<u>0</u>	<u>140,292</u>
Finance & General Purposes Expenditure						
Income	<u>31,745</u>	<u>22,878</u>	<u>8,867</u>	<u>31,578</u>		
Net Expenditure over Income	<u>187,693</u>	<u>210,206</u>	<u>22,513</u>	<u>328,153</u>		

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

Committee Report

Month No : 7

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>Planning & Highways</u>						
301 <u>Planning & Highways</u>						
4199 Other Expenditure	155	300	145	400		245
4263 Bus Shelter Maintenance/Clean	168	393	225	750		582
4274 Projects Expenditure	0	3,500	3,500	3,500		3,500
	<u>323</u>	<u>4,193</u>	<u>3,870</u>	<u>4,650</u>	<u>0</u>	<u>4,327</u>
1054 Income Other	98	0	98	0		
	<u>98</u>	<u>0</u>	<u>98</u>	<u>0</u>		
Planning & Highways :- Income						
	<u>225</u>	<u>4,193</u>	<u>3,968</u>	<u>4,650</u>		
Net Expenditure over Income						
Planning & Highways Expenditure	323	4,193	3,870	4,650	0	4,327
Income	98	0	98	0		
	<u>225</u>	<u>4,193</u>	<u>3,968</u>	<u>4,650</u>		
Net Expenditure over Income						

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

Committee Report

Month No : 7

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>Golf Course</u>						
<u>101 Golf Course</u>						
4000 Salaries & Wages	44,413	44,975	562	78,004		33,591
4001 Employers NI	2,717	3,304	587	5,661		2,944
4002 Employers Superannuation	7,562	7,562	0	12,964		5,402
4010 Staff Training	0	800	800	800		800
4011 Staff Protective Clothing	529	600	71	700		171
4041 Golf Professional Retainer	20,417	20,419	2	35,000		14,583
4045 Golf Course Player Costs	690	2,290	1,600	2,290		1,600
4051 Rates	1,790	1,825	35	1,825		35
4052 Water & Sewerage	21,099	7,276	-13,823	8,976		-12,123
4055 Electricity	2,675	3,206	531	6,250		3,575
4056 Gas	478	1,700	1,222	4,088		3,610
4060 Refuse	254	240	-14	320		66
4100 Telecommunications	168	70	-98	320		152
4105 Postage	121	140	19	320		199
4106 Stationery	0	50	50	50		50
4110 Advertising & Publicity	1,798	2,200	402	3,000		1,202
4113 Software Support	0	135	135	285		285
4114 Licence Fee	75	75	0	75		0
4115 Insurance	10,009	9,850	-159	9,850		-159
4156 Bank Charges	1,437	1,295	-142	1,975		538
4199 Other Expenditure	124	200	76	250		126

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

Committee Report

Month No : 7

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4201 Cleaning	2,827	3,125	298	6,250		3,423
4251 Dog Bin Emptying	636	787	151	1,050		414
4261 Grounds Maint non contract	22,854	23,265	411	26,890		4,036
4270 Vehicles & Equipment Maint	10,195	9,950	-245	13,700		3,505
4271 Vehicle & Equipment Lease`	20,996	20,996	0	20,996		0
4272 Equipment Purchase	0	0	0	15,000		15,000
4275 Building Maintenance	45	1,000	955	1,500		1,455
4277 New Golf Club House	45,226	0	-45,226	0		-45,226
4301 Public Works Loan Payment	0	0	0	41,351		41,351
	219,134	167,335	-51,799	299,740	0	80,606
Golf Course :- Expenditure						
1000 Golf Course Season Ticket	151,371	155,120	-3,749	155,120		
1001 Golf Course Green Fees M-F	38,956	48,510	-9,554	62,510		
1002 Golf Course Green Fees w/eb/h	38,070	46,500	-8,430	63,700		
1003 Golf Course Specials	30,378	25,500	4,878	37,300		
1004 Golf Course Locker	2,039	2,125	-86	2,125		
1005 Golf Course Credit Card Charge	145	160	-15	160		
1007 Golf Course Air Traffic	3,750	3,750	0	5,000		
1050 Income Rent	4,688	4,687	1	6,250		
1051 Income Insurance Recharge	393	735	-342	735		
1054 Income Other	1,307	50	1,257	100		
1057 Income Electricity Recharge	278	625	-347	1,250		
1063 Income Gas Recharged	115	800	-685	2,044		
1100 Income Advertising	0	1,150	-1,150	1,550		
	271,488	289,712	-18,224	337,844		
Golf Course :- Income						
	-52,354	-122,377	-70,023	-38,104		
Net Expenditure over Income						

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

Month No : 7

Committee Report

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
Golf Course Expenditure	219,134	167,335	-51,799	299,740	0	80,606
Income	271,488	289,712	-18,224	337,844		
Net Expenditure over Income	-52,354	-122,377	-70,023	-38,104		

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

Month No : 7

Committee Report

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>Nature Reserve</u>						
<u>120 Nature Reserve</u>						
4500 Nature Reserve Expenses	2,194	0	-2,194	0	0	-2,194
	<u>2,194</u>	<u>0</u>	<u>-2,194</u>	<u>0</u>	<u>0</u>	<u>-2,194</u>
1200 Income Nature Reserve	3,250	0	3,250	0	0	
	<u>3,250</u>	<u>0</u>	<u>3,250</u>	<u>0</u>	<u>0</u>	
Nature Reserve :- Income						
	<u>-1,056</u>	<u>0</u>	<u>1,056</u>	<u>0</u>	<u>0</u>	
Net Expenditure over Income						
	<u>2,194</u>	<u>0</u>	<u>-2,194</u>	<u>0</u>	<u>0</u>	<u>-2,194</u>
Nature Reserve Expenditure						
Income	<u>3,250</u>	<u>0</u>	<u>3,250</u>	<u>0</u>	<u>0</u>	
Net Expenditure over Income						
	<u>-1,056</u>	<u>0</u>	<u>1,056</u>	<u>0</u>	<u>0</u>	

Detailed Income & Expenditure by Year to Date Budget Heading 31/10/2012

Committee Report

Month No : 7

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>Precept</u>						
801 Precept	509,629	509,629	0	509,629		
1176 Precept	<u>509,629</u>	<u>509,629</u>	<u>0</u>	<u>509,629</u>		
Precept :- Income	<u>-509,629</u>	<u>-509,629</u>	<u>0</u>	<u>-509,629</u>		
Net Expenditure over Income						
Precept Expenditure	0	0	0	0	0	0
Income	<u>509,629</u>	<u>509,629</u>	<u>0</u>	<u>509,629</u>		
Net Expenditure over Income	<u>-509,629</u>	<u>-509,629</u>	<u>0</u>	<u>-509,629</u>		



Seaford Town Council

Report 132/12

Agenda Item No: 6
Committee: Finance & General Purposes
Date: 20 December 2012
Title: Fees for use of Council facilities
By: Simon Cooper - Corporate Services Manager
Wards Affected: All Seaford wards
Purpose of Report: To propose new fee structure for the use of Council facilities during 2013-14

Recommendations

You are recommended:

1. To approve the fees proposed for the use of Council facilities during 2013-14 as shown in appendix A
-

1. Information

- 1.1 Attached as Appendix A is a proposed fee schedule for the use of Council facilities during 2013-14. VAT is included at 20%. Appendix B shows the current fee structure.

2. Financial Appraisal

These changes will not have any significant financial impact on the Council.

3. Contact Officer

The Contact Officer for this report is Simon Cooper, Corporate Services Manager

Corporate Services Manager

Town Clerk

Venue/facilities Hire Charges
 Effective from 1st April 2013 until 31st March 2014
 All figures are inclusive of VAT @ 20%

Venue/Facility	Concessions Voluntary Groups with Official Council Representation	Non Commercial Local Seaford Based Voluntary Groups	Commercial Outside Bodies or Voluntary Groups That Are Not Based in Seaford.
Rooms		(9.00 - 16.00)	(9.00 - 16.00)
Council Chamber	£0	£7.70 per hour	£15.40 per hour
Day Rate - Council Chamber	£0	£46.00	£92.00
Offices, 37 Church Street	£0	£5.75 per hour	£11.50 per hour
Day Rate - Offices, 37 Church Street	£0	£26.75	£53.50
Office Services			
Photocopying	8p per sheet	8p per sheet	8p per sheet
Sending Fax	13p per sheet	13p per sheet	13p per sheet

Venue/facilities Hire Charges
 Effective from 1 April 2012 until 31 March 2013
 All figures are inclusive of VAT @ 20%

Venue/Facility	Concessions Voluntary Groups with Official Council Representation	Non Commercial Local Seaford Based Voluntary Groups	Commercial Outside Bodies or Voluntary Groups That Are Not Based in Seaford.
Rooms		(9.00 - 16.00)	(9.00 - 16.00)
Council Chamber	£0	£7.50 per hour	£15 per hour
Day Rate - Council Chamber	£0	£45.00	£90.00
Offices, 37 Church Street	£0	£5.50 per hour	£11.00 per hour
Day Rate - Offices, 37 Church Street	£0	£26.00	£52.00
Office Services			
Photocopying	8p per sheet	8p per sheet	8p per sheet
Sending Fax	13p per sheet	13p per sheet	13p per sheet

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Seaford Town Council

Report 133/12

Agenda Item No: 7
Committee: Finance & General Purposes
Date: 20 December, 2012.
Title: Staff Salary Scales for 2013-14
By: Simon Cooper, Corporate Services Manager
Wards Affected: All Seaford Wards
Purpose of Report: To advise the Committee of existing Staff Salary Scales for 2013-14

Recommendations

You are recommended:

1. To approve the proposed salary scales for 2013-14 subject to staff members attaining a satisfactory annual appraisal.
-

1. Information

- 1.1 The table below indicates each individuals salary grade, current scale point and the proposed scale point for 2013-14 should they receive a satisfactory annual appraisal.

Name	Grade	Existing Scale Point	Proposed Scale Point
S Shippen	SCP 56-58	58 +1	58 +1
Ben King	SCP 32-34	34	34
S Cooper	SCP 35-38	37	38
D Parkes	SCP 14-21	14	15
G Hamilton	SCP 14-21	14	15
P Woolven	SCP 14-21	16	17
J Linscer	SCP 26-33	33	33
S Lambert	SCP 22-25	25	25

C Walsh	SCP 14-19	19	19
Z Suleyman	Minimum Wage		

2. Financial Appraisal

The changes noted above will increase the salary cost (including pension and national insurance) by approximately £2,500.

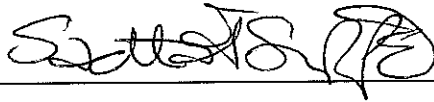
3. Contact Officer

The Contact Officer for this report is Simon Cooper, Corporate Services Manager

Corporate Services Manager



Town Clerk





Seaford Town Council

Report 131/12

Agenda Item No:	8
Committee:	Finance & General Purposes
Date:	20 December 2012
Title:	CAB Grant
By:	Simon Cooper - Corporate Services Manager
Wards Affected:	All Seaford wards
Purpose of Report:	To request an additional grant to the CAB of £1,500

Recommendations

You are recommended:

- 1. To approve the additional grant of £1,500 to the Citizens Advice Bureau in the current financial year.**
 - 2. To approve that £5,036 be included in the grants budget for 2013-14 for the Citizens Advice Bureau.**
-

1. Information

- 1.1** On April 2012 this Committee approved a grant of £3,500 to the Citizens Advice Bureau which has been paid.
- 1.2** A arrangement has been made between the Leader of Lewes District Council and the Leader of Seaford Town Council whereby Seaford Town Council have agreed to make an additional grant of £1,500 to the CAB in the 2012-13 financial year and to make a grant at the level of request of £5,036 in 2013-14. Funding request is attached at appendix A
- 1.3** Lewes District Council will no longer charge Seaford Town Council for the emptying of dog bins on the Seafont, including for the last quarter of this financial year.

2. Financial Appraisal

These changes will save the Council £3,055 for dog bin emptying in 2013-14 and the proposed grant to CAB will be £5,036 in 2013-14. The additional £1,500 to be paid in the current financial year can be met from within the existing Grants Budget. The Council will save £763 on dog bin emptying in the current year.

3. Contact Officer

The Contact Officer for this report is Simon Cooper, Corporate Services Manager

Corporate Services Manager

A handwritten signature in black ink, appearing to be 'S. Cooper', written over a horizontal line.

Town Clerk

A handwritten signature in black ink, appearing to be 'S. Cooper', written over a horizontal line.

Simon Cooper

From: Lewes.manager <bureauxmanager@lewescab.cabnet.org.uk>
Sent: 11 December 2012 17:25
To: Simon Cooper
Cc: 'Lewes.manager'; 'Mary Blair'; 'MichaelBell'
Subject: CAB funding 2013/14
Attachments: LDC formula.pdf

Simon,

Thank you for your call last week. As promised, please find attached the core funding formula as proposed by James Page and John Magness. This formula has been well received by the town councils.

On this basis, we would like to make a request from Seaford Town Council for a funding contribution as listed in the formula of £ 5,036.

Regards
Michael Bell
Chair of Trustees

Jackie Wilkes
District Manager
Lewes and Seaford CAB
01273 477924

<https://localgiving.com/charity/lewesdistrictcab>

This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit <http://www.symanteccloud.com>

	2011/12 Tier 1 Core Funding	2011/12 Tier 2 Advice Funding	2011/12 Total Funding	population estimates in 2011	Tier 1 Core Service based on population	Number of benefit gains	Tier 2 Advice based on gains	Total target formula contribution	Current funding formula
	£	£	£	no.	£	no.	£	£	
District Council factor									
Tier 1 Core contribution									
Tier 2 advice contribution									
	87,250	32,000	119,250	97,553	87,250	202	37,440	132,328	
Lewes District Council								(12,493)	
Town Councils									
Lewes	5,000	0	5,000	16,542	1,489	23	2,530	4,019	
Newhaven	3,550	4,450	8,000	12,271	1,104	72	7,920	9,024	
Peacehaven	1,850	0	1,850	14,443	1,300	44	4,840	6,140	
Seaford	0	0	0	24,176	2,176	26	2,860	5,036	
Talscombe	1,200	0	1,200	7,599	684	24	2,640	3,324	
Town Councils Sub Total	11,600	4,450	16,050	75,031	6,753	189	20,750	27,543	
Parish Councils									
With smallest populations and precepts									
Barcombe	0	0	0	1,471	132				
Chalvey	0	0	0	2,854	257				
Ditchling	0	0	0	2,193	197				
East Chiltington and St John without	0	0	0	510	46				
Falmer and St Anne without	0	0	0	262	24				
Firle	0	0	0	291	26				
Glynde and Beddingham and Tarring Neville	0	0	0	459	41				
Hamsey	0	0	0	559	50				
Iford	0	0	0	186	17				
Kingston	0	0	0	804	72				
Newick	0	0	0	2,369	213				
Piddinghoe	0	0	0	265	24				
Plumpton	0	0	0	1,588	143				
Ringmer	0	0	0	4,642	418				
Rodmell and Southsease	0	0	0	496	45				
South Heighton	0	0	0	1,105	99				
Streath	0	0	0	175	16				
Westmeston	0	0	0	311	28				
Wivelsfield	0	0	0	2,082	187				
Parish Councils Sub Total	300	0	300	22,622	2,036	13	1,430	3,466	
Grand Total	99,730	36,450	136,480				66,660	163,336	
								-26,856	



Seaford Town Council

Report 134/12

Agenda Item No:	9(a)
Committee:	Finance & General Purposes
Date:	20 December 2012
Title:	Finance & General Purposes Budget 2013-14
By:	Simon Cooper, Corporate Services Manager
Wards Affected:	All Seaford Wards
Purpose of Report:	To present the draft budget for 2013-14 of this Committee for approval by the Committee

Recommendations

You are recommended:

1. To review and approve the Finance and General Purposes Committee revised budget for 2012-13 of £320,306
 2. To approve the budget request of the Finance and General Purposes Committee for 2013-13 of £335,364 be forwarded to Council on 17 January 2013.
-

1. Information

- 1.1 The draft of the projected outturn for the current financial year and the Finance & General Purposes Committee budget for 2013-14 is attached to this report as Appendix A.
- 1.2 The following comments should be considered when reviewing this report. There are also some notes included in the budget sheets specific to the particular line item.
 - (a) *Salaries and Wages* – reflects the post of Administration Assistant (Finance & Administration) as full time as previously agreed by this Committee.
 - (b) *Employers Superannuation* – the budget assumes that members of staff who have opted out of the Pension scheme will not elect to join during the year.
 - (c) *Professional fees* – Includes £5,500 to cover Visioning and Regeneration Consultation.

- (d) *Election costs* – As discussed in the previous budget it is proposed to build up the reserve for the next elections by £5,500 in 2012-13 £6,000 in 2013-14, £6,500 in 2014-15 and £7,000 in 2015-16. An additional amount of £6,000 was transferred into the Election reserve from 2011-12 to offset the cost of the by-election.
- (e) *Church Street Service Charge* – Includes Electricity, Heating, Cleaning Water and Insurance. An overall increase of 10% has been budgeted. We do not have any indications as to the adequacy of this amount as we have yet to be invoiced by Sussex Police.
- (f) *Church Street Building Maintenance* – includes £2,500 to cover the cost of painting the offices which has to be carried out every five years. No formal estimates have been received.
- (g) *Civic Expenses* – Civic awards £2,000, £500 for the Young Mayor activities, and eliminating £10,000 for the cost of the Diamond Jubilee celebrations
- (h) *Grants expenditure* – budget based on current year expenditure increased to cover inflation increases where appropriate and to take account of the agreement concerning the CAB assuming the recommendation in report 131-12 discussed at item 8 is approved.

2. Financial Appraisal

The detailed financial implications are detailed in Appendix A of this report.

3. Contact Officer

The Contact Officer for this report is Simon Cooper, Corporate Services Manager.

Corporate Services Manager



Town Clerk



Account Number	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Final Budget	2012-13 Actual to 30/09/12	2012-13 Projected Outturn	2012-13 Projected Variance	2013-14 Budget
SUMMARY								
Administration	200,807	234,056	239,518	244,561	111,384	234,615	9,946	253,433
Premises Church Street	43,963	46,104	42,903	43,971	17,987	43,405	492	48,909
Premises Hurdle House	31,343	2,864	15,338	-4,958	-578	-4,242	-716	-4,953
Civic Expenses	1,904	3,212	3,299	16,850	11,230	16,318	532	6,225
Grants	6,301	12,399	22,929	29,460	18,823	30,210	-750	31,750
Seaford In Bloom	5,372	0	20	0	51	0	0	0
Total Net Expenditure	289,690	298,635	324,007	329,884	158,897	320,306	9,504	335,364
Transfer to/(from) Earmarked Reserve								
Net Committee Requirement	289,690	298,635	324,007	329,884	158,897	320,306	9,504	335,364
Total Committee Expenditure	319,003	328,850	353,457	361,462	184,480	361,497	-109	367,930
Total Committee Income	29,313	30,215	29,450	31,578	25,583	41,191	-9,613	32,566
Net Committee Requirement	289,690	298,635	324,007	329,884	158,897	320,306	9,504	335,364

Account Number		2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Final Budget	2012-13 Actual to 30/09/12	2012-13 Projected Outturn	2012-13 Projected Variance	2013-14 Budget	
Administration										
Cost Centre 201										
4000	Salaries & Wages	144,763	153,226	156,006	161,592	78,706	160,090	1,502	166,644	add 2% increase
4001	Employers NI	8,996	13,760	13,676	15,413	6,561	14,774	639	16,851	
4002	Employers Superannuation	17,475	16,539	17,152	25,091	9,782	20,615	4,476	23,365	
4009	Recruitment Costs	2,613	1,481	0	2,000	662	2,000	0	2,000	
4010	Staff Training	1,860	1,618	991	2,000	659	2,000	0	2,000	
4012	Staff Expenses	0	57	206	150	0	250	-100	400	
4013	Members Expenses	-537	9	0	0	0	0	0	0	
4014	Members Training	1,298	0	609	1,500	180	1,500	0	1,500	
4100	Telecommunications	6,561	7,794	3,978	5,250	1,196	3,995	1,255	4,250	
4105	Postage	2,357	2,332	1,396	2,750	886	2,000	750	2,250	
4106	Stationery	2,754	2,591	2,437	3,150	977	3,150	0	2,750	
4107	Photocopier	2,416	1,523	2,160	2,500	1,220	2,500	0	2,600	
4110	Advertising & Publicity	1,023	132	333	200	0	200	0	200	
4111	Office Equipment	600	9,184	159	1,500	0	1,500	0	1,500	
4112	Subscriptions	3,604	3,960	3,942	4,350	3,121	4,350	0	4,353	
4113	Computer Support	0	0	2,895	3,350	880	3,350	0	3,520	Plus 5%
4114	Licence Fee	0	64	0	35	0	35	0	35	
4115	Insurance	4,262	6,913	3,125	3,250	3,336	3,336	-86	3,425	indexation est 2.6%
4116	Web Site	0	0	799	240	0	240	0	240	
4155	Professional Fees	2,290	5,298	3,580	3,500	524	3,500	0	9,000	Visioning Regeneration consultation
4156	Bank Charges	1,104	124	110	100	37	100	0	100	
4157	Audit Fees	650	6,057	8,750	4,690	-171	3,000	1,690	3,600	Ext £2,400 Int£1,200
4182	Catering & Hospitality	418	18	24	100	7	100	0	400	
4190	Election Costs	0	5,506	20,307	5,500	4,778	5,500	0	6,000	
4199	Other Expenditure	136	112	120	100	320	350	-250	250	
4201	Cleaning	43	0	7	0	0	0	0	0	
4270	Vehicle & Equipment Maintenance	0	30	0	0	0	0	0	0	
4274	Projects Expenditure	24	0	0	0	0	0	0	0	
4900	Misc.Suspense	-2,066	0	0	0	0	0	0	0	
Administration Expenditure		202,644	238,328	242,762	248,311	113,661	238,435	9,876	257,233	
1049	Income Postage recharge	0	194	35	0	0	0	0	0	
1054	Income Other	235	1,063	35	250	298	298	-48	300	
1059	Photocopying Income	107	426	234	100	51	100	0	100	
1062	Income Telephone Recharge	752	1,256	779	900	423	900	0	900	
1068	Income Stationery recharge	0	27	153	0	22	22	-22	0	
1190	Interest Received	743	1,306	2,008	2,500	1,483	2,500	0	2,500	
Administration Income		1,837	4,272	3,244	3,750	2,277	3,820	-70	3,800	
Net Expenditure over Income		200,807	234,056	239,518	244,561	111,384	234,615	9,946	253,433	
Premises - Church Street										
Cost Centre 205										
4050	Rent Payable	15,000	15,000	15,000	15,000	3,750	15,000	0	17,500	RPI Increase from Dec 2007
4051	Rates	8,463	8,880	9,288	9,810	9,815	9,815	-5	10,070	Plus 2.6%
4059	Service Charge	0	6,350	6,756	7,602	0	7,502	0	8,250	Plus 10%
4080	Refuse	151	160	191	170	96	96	0	0	
4100	Telecommunications	-20	0	0	0	0	0	0	0	
4115	Insurance	0	126	0	0	0	0	0	0	
4270	Vehicle & Equipment Maintenance	0	448	470	500	0	0	500	525	Lift
4275	Building Maintenance	11,293	0	30	0	3	3	-3	2,500	Painting Offices
4276	CCTV	194	0	0	0	0	0	0	0	
4301	Public Works Loan Board	18,089	18,089	18,089	18,089	9,044	18,089	0	18,089	
Premises - Church Street Expenditure		53,170	49,053	49,824	51,071	22,706	50,505	492	56,934	
1050	Income Rent	7,291	1,436	1,321	1,500	521	1,500	0	1,500	
1054	Income Other	73	1,513	5,600	5,600	4,200	5,600	0	6,525	RPI Increase from Dec 2007
1062	Income Telephone Recharge	1,843	0	0	0	0	0	0	0	
Premises - Church Street Income		9,207	2,949	6,921	7,100	4,721	7,100	0	8,025	
Net Expenditure over Income		43,963	46,104	42,903	43,971	17,987	43,405	492	48,909	

Account Number	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Final Budget	2012-13 Actual to 30/09/12	2012-13 Projected Outturn	2012-13 Projected Variance	2013-14 Budget	
Premises - Hurdis House									
Cost Centre 206									
4052	0	0	0	0	0	0	0	0	
4055	66	0	66	40	0	40	0	45	Clock
4056	0	0	0	0	71	71	-71	0	
4115	546	546	700	728	722	722	6	741	Indexation est 2.6%
4275	31,330	2,917	15,195	0	645	645	-645	0	Budget vired from Comm Services
4301	15,002	15,002	15,002	15,002	7,501	15,002	0	15,002	
Premises - Hurdis House Expenditure	46,944	18,465	30,963	15,770	8,939	16,480	-710	15,788	
1050	15,000	15,000	14,844	20,000	9,000	20,000	0	20,000	
1051	601	601	721	728	517	722	6	741	
1054			60		0	0	0	0	
Premises - Hurdis House Income	15,601	15,601	15,625	20,728	9,517	20,722	6	20,741	
Net Expenditure over Income	31,343	2,864	15,338	-4,958	-578	-4,242	-716	-4,953	
Civic Expenses									
Cost Centre 210									
4013		0	59	300	5	150	150	300	
4106	4	0	379	250	53	100	150	150	
4181	688	1,015	1,000	1,500	222	1,500	0	1,500	
4182	200	59	215	750	45	750	0	750	
4183	72	1,328	964	2,750	928	2,750	0	2,000	
4184	160	120	268	250	33	250	0	250	
4185	898	630	1,270	450	690	1,040	-590	450	
4188	47	100	69	100	30	100	0	125	Inc Sergeant at Mace
4189	0	0	0	500	46	500	0	500	
4199	0	118	0	0	0	0	0	200	
4274	0	50	0	0	0	0	0	0	
4280	0	0	0	10,000	10,860	10,860	-860	0	
Civic Expenses Expenditure	2,069	3,420	4,224	16,850	12,912	18,000	-1,150	6,225	
1054	10	28	0	0	0	0	0	0	
1056	155	180	925	0	590	590	-590	0	
1080	0	0	0	0	1,092	1,092	-1,092	0	
Civic Expenses Income	165	208	925	0	1,682	1,682	-1,682	0	
Net Expenditure over Income	1,904	3,212	3,299	16,850	11,230	16,318	532	6,225	
Grants Pool									
Cost Centre 215									
4400	0	450	850	0	0	0	0	0	
4401	5,716	10,740	19,587	28,460	17,625	28,460	0	29,750	
	5,716	11,190	20,437	28,460	17,625	28,460	0	29,750	
4405	585	1,209	2,492	1,000	1,198	1,750	-750	2,000	
Grants Expenditure	6,301	12,399	22,929	29,460	18,823	30,210	-750	31,750	
Grants Income	0	0	0	0	0	0	0	0	
Net Expenditure over Income	6,301	12,399	22,929	29,460	18,823	30,210	-750	31,750	

Account Number	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Final Budget	2012-13 Actual to 30/09/12	2012-13 Projected Outturn	2012-13 Projected Variance	2013-14 Budget
Seaford In Bloom Cost Centre 121								
4402 Seaford In Bloom	7,875	7,185	2,755	0	7,437	7,867	-7,867	0
Seaford In Bloom Expenditure	7,875	7,185	2,755	0	7,437	7,867	-7,867	0
1053 Income Grants	2,503	4,490	2,735	0	4,375	4,375	-4,375	0
Other Income	0	2,695	0	0	3,011	3,492	-3,492	0
Seaford In Bloom Income	2,503	7,185	2,735	0	7,386	7,867	-7,867	0
Net Expenditure over Income	5,372	0	20	0	51	0	0	0



Seaford Town Council

Report 135/12

Agenda Item No: 9(b)
Committee: Finance & General Purposes
Date: 20 December 2012
Title: Planning & Highways Budget 2013-14
By: Simon Cooper, Corporate Services Manager
Wards Affected: All Seaford Wards
Purpose of Report: To advise of the Planning & Highways Committee budget request.

Recommendations

You are recommended:

1. To approve the revised Planning & Highways budget for 2012-13 of £4,510
 2. To approve the budget request of the Planning & Highways Committee for 2013-14 of £4,650 be forwarded to Council on 17 January 2013.
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1. Information

1.1 At the Planning & Highways Council meeting held on 22 November 2012, it was agreed that the revised budget for 2012-13 be £4,510.

1.2 It was further agreed that the budget request for 2013-14 be £4,650.

2. Financial Appraisal

The detailed financial implications are detailed in Appendix A of this report.

3. Contact Officer

The Contact Officer for this report is Simon Cooper, Corporate Services Manager

Corporate Services Manager

Town Clerk

Account Number	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Final Budget	2012-13 Actual to 30/9/12	2012-13 Projected Outturn	2012-13 Variance	2013-14 Budget
Planning & Highways Cost Centre 301								
4199 Other Expenses	773	9	125	400	155	400	0	400
4262 Tree Warden Expenses	1,914	4,914	2,345	0	0	0	0	0
4263 Bus Shelter Maintenance/Cleaning	393	356	818	750	150	750	0	750
4274 Projects Expenditure	3,750	0	0	3,500	0	6,250	-2,750	3,500
Planning & Highways Expenditure	<u>6,830</u>	<u>5,279</u>	<u>3,288</u>	<u>4,650</u>	<u>305</u>	<u>7,400</u>	<u>-2,750</u>	<u>4,650</u>
1053 Income Grants	216	240	345	0	98	140	-140	0
Planning & Highways Income	<u>216</u>	<u>240</u>	<u>345</u>	<u>0</u>	<u>98</u>	<u>140</u>	<u>-140</u>	<u>0</u>
Net Expenditure over Income	<u>6,614</u>	<u>5,039</u>	<u>2,943</u>	<u>4,650</u>	<u>207</u>	<u>7,260</u>	<u>-2,610</u>	<u>4,650</u>
From Earmarked Reserve						-2,750		
Net Committee Outturn						<u>4,510</u>		



Seaford Town Council

Report 136/12

Agenda Item No: 9(c)
Committee: Finance & General Purposes
Date: 20 December 2012
Title: Golf Course Committee Budget 2013-14
By: Simon Cooper, Corporate Services Manager
Wards Affected: All Seaford Wards
Purpose of Report: To advise of the Golf Course Committee budget request.

Recommendations

You are recommended:

1. To approve the revised Golf Course Committee budget for 2012-13 of £10,492.
 2. To approve the budget request of the Golf Course Committee for 2013-14 of -£23,947 be forwarded to Council on 17 January 2013.
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1. Information

1.1 At the Golf Course Committee meeting held on 4 December 2012, it was agreed that the revised budget for 2012-13 be £10,492.

1.2 It was further agreed that the budget request for 2013-14 be -£23,947

2. Financial Appraisal

The detailed financial implications are set out in Appendix A of this report.

3. Contact Officer

The Contact Officer for this report is Simon Cooper, Corporate Services Manager.

Corporate Services Manager

Town Clerk

Account Number		2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Final Budget	2012-13 Actual to 30/09/12	2012-13 Projected Outturn	2012-13 Variance	2013-14 Budget	
Cost Centre 101										
4000	Salaries & Wages	71,834	77,600	71,669	78,004	38,082	77,569	435	80,128	Includes 2% Increase
4001	Employers NI	5,075	5,400	4,192	5,661	2,331	5,142	519	5,818	
4002	Employers Superannuation	8,623	8,890	11,423	12,964	6,482	12,964	0	13,223	
4010	Staff Training	135	225	180	800	0	0	800	800	
4011	Staff Protective Clothing	707	800	742	700	506	700	0	720	Plus 2.6% rpi
4040	Golf Professional Commission	16,013	0	0	0	0	0	0	0	
4041	Golf Professional Retainer	13,921	35,000	35,000	35,000	17,500	35,000	0	35,700	Includes 2% Increase
4045	Golf Course Player Costs	850	767	2,316	2,290	690	2,290	0	2,350	Plus 2.6% rpi
4051	Rates	1,334	1,397	1,569	1,825	1,790	1,790	35	462	3 months only
4052	Water & Sewerage	8,524	7,998	8,407	8,976	19,066	22,992	-14,016	13,195	Additional for Waste
4055	Electricity	4,987	6,053	5,170	6,250	1,389	5,695	555	5,695	No increase re portacabins
4056	Gas	1,232	5,415	4,049	4,088	478	3,531	557	3,530	No increase re portacabins
4060	Refuse	151	291	301	320	254	301	19	310	
4100	Telecommunications	569	273	235	320	160	320	0	328	Plus 2.6% rpi
4015	Postage	0	347	245	320	121	320	0	320	
4106	Stationery	400	144	323	50	0	50	0	50	
4110	Advertising & Publicity	2,218	2,209	2,303	3,000	950	3,000	0	3,000	
4113	Computer Support	0	115	265	285	0	285	0	295	
4114	Licence Fee	0	75	75	75	75	75	0	75	
4115	Insurance	9,068	9,996	9,471	9,850	10,009	10,009	-159	9,491	
4155	Professional Fees	115	0	1,250	0	0	2,500	-2,500	0	
4156	Bank Charges	1,499	1,562	2,092	1,975	1,307	2,103	-128	2,157	
4199	Other Expenditure	274	294	468	250	124	250	0	250	
4201	Cleaning	7,425	6,127	6,250	6,250	1,337	6,250	0	3,250	
4250	Public Seating	0	0	642	0	0	0	0	0	
4251	Dog Bin Emptying	655	668	596	1,050	636	890	160	915	Plus 2.6% rpi
4252	Litter & Dog Bin Pch & Maintenance	0	0	0	0	0	0	0	0	
4261	Grounds Maintenance Non Contract	20,473	23,733	24,224	26,890	22,124	26,890	0	25,078	
4270	Vehicle & Equipment Maintenance	7,693	13,595	13,229	13,700	9,888	13,700	0	13,981	
4271	Vehicle & Equipment Lease	26,970	28,022	20,996	20,996	20,996	20,996	0	20,996	
4272	Equipment Purchase	0	33,614	15,500	15,000	0	15,000	0	15,000	
4274	Projects Expenditure	27	0	0	0	0	0	0	0	
4275	Building Maintenance	1,531	679	1,017	1,500	45	250	1,250	0	
4301	Public Works Loan Payment	0	0	0	41,351	0	0	41,351	50,532	
4277	New Clubhouse	0	47,510	24,750	0	31,790	59,755	-59,755	0	
Golf Course Expenditure		212,303	318,799	268,849	299,740	188,130	330,617	-30,877	307,649	
1000	Golf Course Season Ticket	149,583	141,914	147,884	155,120	151,321	152,887	2,233	162,876	Last yr budget plus 5%
1001	Golf Course Green Fees Mid week	69,095	65,569	64,654	62,510	35,741	58,541	3,869	62,515	Last yr budget
1002	Golf Course Green Fees w/end b/holiday	58,268	61,861	63,491	63,700	34,246	56,251	7,449	60,515	Last yr budget less 5%
1003	Golf Course Specials	32,623	39,577	32,596	37,300	25,779	34,261	3,039	37,300	Last yr budget
1004	Golf Course Locker	1,619	1,845	2,121	2,125	2,039	2,039	86	0	No lockers
1005	Golf Course Credit Card Charge	152	145	223	160	145	146	14	160	
1007	Golf Course Air Traffic Control	5,000	3,750	5,000	5,000	3,750	5,000	0	5,130	plus 2.6% rpi
1008	Golf Course LDC Contribution	17,763	0	0	0	0	0	0	0	
1009	Golf Course Other Income	242	0	0	0	0	0	0	0	
1010	Asset Sale/Part Exchange Value	4,510	1,000	3,000	0	0	0	0	0	
1050	Income Rent	6,250	4,688	6,250	6,250	4,688	4,688	1,562	250	Estimate
1051	Income Insurance Recharge	206	287	707	735	393	551	184	0	
1054	Income Other	211	1,430	1,967	100	1,307	1,307	-1,207	1,300	Direct Debit Fees
1055	Income Seating	0	0	619	0	0	0	0	0	
1057	Income Electricity Recharge	997	1,210	1,035	1,250	278	1,139	111	0	
1063	Income Gas Recharge	1,265	2,303	2,024	2,044	115	1,765	279	0	
1100	Income Advertising	787	1,031	1,550	1,550	0	1,550	0	1,550	
Golf Course Income		348,571	326,610	333,121	337,844	259,802	320,125	17,719	331,596	
Net Income		-136,268	-7,811	-64,272	-38,104	-71,672	10,492	-48,596	-23,947	



Seaford Town Council

Report 137/12

Agenda Item No: 9(d)
Committee: Finance & General Purposes
Date: 20 December 2012
Title: Community Services Committee Budget 2013-14
By: Simon Cooper, Corporate Services Manager
Wards Affected: All Seaford Wards
Purpose of Report: To advise of the Community Services Committee budget request.

Recommendations

You are recommended:

1. To approve the revised Community Services Committee budget for 2012-13 of £182,714
 2. To approve the budget request of the Community Services Committee for 2013-14 of £194,073 be forwarded to Council on 17 January 2013.
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1. Information

- 1.1 At a meeting of the Community Services Committee held on 29 November 2012, it was agreed that the revised budget for 2012-13 be £182,903
- 1.2 It was further agreed that the budget request for 2012-13 be £191,882.

2. Financial Appraisal

The detailed financial implications are set out in Appendix A of this report.

3. Contact Officer

The Contact Officer for this report is Simon Cooper, Corporate Services Manager

Corporate Service Manager

Town Clerk

Account Number	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Final Budget	2012-13 Actual to 30/09/12	2012-13 Projected Outturn	2012-13 Variance	2013-14 Budget
SUMMARY								
Net Expenditure								
Salts Recreation Ground	92,215	108,492	87,728	85,782	34,937	83,710	2,072	86,197
The Crouch Recreation Ground	52,419	55,695	54,367	49,944	24,611	48,753	1,191	50,159
Martello Fields	-489	4,393	2,589	5,785	2,702	6,441	-656	5,594
Other Open Spaces	31,571	27,021	19,861	23,835	10,121	23,619	216	27,089
Crypt	0	-68,393	43,242	8,942	5,175	8,901	41	6,676
South Street	0	0	0	0	1,110	1,110	-1,110	0
Martello Tower	2,044	2,044	1,961	2,040	2,020	2,020	20	2,073
Seaford Head Estate	-20,652	-11,048	-12,591	-12,343	-5,134	-11,355	-988	-12,904
Seafront	-8,750	-24,638	-19,036	-25,605	-22,377	-21,223	-4,382	-32,837
Beach Huts	-19,861	-20,108	-19,856	-21,545	-21,546	-21,546	1	-22,131
Old Town Hall	-1,072	-928	-1,180	-1,099	-956	-1,275	176	-1,310
Allotments	556	-778	533	3,160	765	3,140	20	652
Other Recreation	19,941	10,000	10,000	10,000	0	10,000	0	10,000
CCTV	9,921	11,191	11,412	14,857	2,697	14,939	-82	13,473
Community Service Other	13,312	12,749	9,275	14,129	644	13,491	638	20,342
Community Services Major Project Pool	0	0	0	29,000	0	28,467	533	35,000
Community Services Building Maint Pool	0	0	0	5,000	0	3,522	1,478	6,000
Total Net Expenditure	171,155	105,692	188,305	191,882	34,769	192,714	-832	194,073
Total Committee Expenditure	275,197	322,561	315,377	301,642	142,902	316,816	-15,174	310,399
Total Committee Income	104,042	216,869	127,072	109,760	108,133	124,102	-14,342	116,326
Total Net Expenditure	171,155	105,692	188,305	191,882	34,769	192,714	-832	194,073
From Earmarked Reserve						-10,000	10,000	
Net Committee Outturn						182,714	9,168	

Account Number		2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Final Budget	2012-13 Actual to 30/09/12	2012-13 Projected Outturn	2012-13 Variance	2013-14 Budget	
Salts Recreation Ground										
Cost Centre 105										
4051	Rates	558	518	541	572	563	563	9	578	Plus 2.6%
4052	Water & Sewerage	10,151	6,786	2,982	3,154	1,124	2,908	246	3,236	Budget plus 2.6%
4055	Electricity	452	222	485	306	83	250	56	275	Plus 10%
4115	Insurance	1,224	1,224	2,322	2,415	2,724	2,724	-309	2,795	Indexation est 2.6%
4199	Other Expenditure	0	2,020	0	0	0	0	0	0	
4201	Cleaning	100	1,697	1,750	1,800	0	1,800	0	1,850	
4250	Public Seating	1,811	1,864	687	0	640	713	-713	0	
4251	Dog Bin Emptying	1,747	1,780	657	1,835	1,198	1,643	192	1,830	Plus 2.6% exc adj
4252	Litter & Dog Bin Pch & Maintenance	491	670	1,083	250	75	250	0	250	
4260	Grounds Maintenance Contract	83,446	82,459	85,600	88,284	43,755	87,510	774	89,549	Plus 2.33%
4261	Grounds Maintenance Non Contract	6,124	18,490	2,808	4,000	1,951	4,000	0	5,000	
4274	Projects Expenditure	0	23,014	12,868	0	219	219	-219	0	
4275	Building Maintenance	1,778	443	1,611	0	192	192	-192	0	
Salts Recreation Ground Expenditure		107,882	141,187	113,394	102,616	52,524	102,772	-156	105,363	
1050	Income Rent	12,923	920	937	972	912	1,227	-255	1,043	Base = nil
1051	Income Insurance Recharge	218	218	1,193	0	1,178	1,178	-1,178	1,208	Adj for indexation
1052	Income Projects	1,468	0	8,364	0	0	0	0	0	
1053	Income Grants	0	12,500	0	0	0	0	0	0	
1054	Income Other	0	2,010	678	0	0	0	0	0	
1055	Income Seating	1,097	1,837	659	0	763	763	-763	0	
1057	Income Electricity recharge	-2,281	2,281	127	0	0	0	0	0	
1058	Income Water Recharge	2,242	929	1,850	2,062	934	2,094	-32	2,115	
1066	Concession Income	0	12,000	11,858	13,800	13,800	13,800	0	14,800	
Salts Recreation Ground Income		15,667	32,695	25,666	16,834	17,587	19,062	-2,228	19,166	
Net Expenditure over Income		92,215	108,492	87,728	85,782	34,937	83,710	2,072	86,197	
Crouch Recreation Ground										
Cost Centre 106										
4052	Water & Sewerage	928	2,349	2,297	2,445	665	1,976	469	2,509	Budget plus 2.6%
4055	Electricity	388	234	342	310	75	310	0	341	Plus 10%
4115	Insurance	472	541	1,768	1,840	1,557	1,557	283	1,598	Indexation est 2.6%
4199	Other Expenditure	0	0	900	0	0	0	0	0	
4250	Public Seating	1,633	0	577	0	0	0	0	0	
4251	Dog Bin Emptying	1,092	1,113	569	1,310	826	1,081	229	1,045	Plus 2.6%
4252	Litter & Dog Bin Pch & Maintenance	0	0	429	250	0	250	0	400	
4260	Grounds Maintenance Contract	49,746	52,797	46,181	43,500	23,586	43,500	0	44,066	Plus 2.33%
4261	Grounds Maintenance Non Contract	2,240	919	1,413	3,500	801	3,500	0	3,500	
4270	Vehicles & Equipment Maint.	0	172	0	0	0	0	0	0	
4274	Projects Expenditure	3,013	12,943	4,557	0	-149	-149	149	0	
4275	Building Maintenance	62	0	235	0	66	66	-66	0	
Crouch Recreation Ground Expenditure		59,574	71,068	59,268	53,155	27,427	52,091	1,064	53,459	
1050	Income Rent	2,225	1,834	2,288	2,225	2,091	2,497	-272	2,425	Inc £200 for events
1051	Income Insurance Recharge	417	459	792	832	687	687	145	705	Indexation est 2.6%
1052	Income Projects	3,013	12,943	0	0	0	0	0	0	
1054	Income Other	0	20	1,081	0	0	0	0	0	
1055	Income Seating	1,306	0	569	0	0	0	0	0	
1057	Income Electricity Recharge	194	117	171	154	38	154	0	170	
Crouch Recreation Ground Income		7,155	15,373	4,901	3,211	2,816	3,338	-127	3,300	
Net Expenditure over Income		52,419	55,695	54,367	49,944	24,611	48,753	1,191	50,159	

Account Number		2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Final Budget	2012-13 Actual to 30/09/12	2012-13 Projected Outturn	2012-13 Variance	2013-14 Budget	
Martello Fields										
Cost Centre 107										
4251	Dog Bin Emptying	874	890	456	1,050	763	1,020	30	1,047	Plus 2.6%
4260	Grounds Maintenance Contract	0	5,349	5,541	5,735	2,832	5,665	70	5,797	Plus 2.33%
4261	Grounds Maintenance Non Contract	1,188	1,464	1,317	2,000	1,351	2,000	0	2,000	
4274	Projects Expenditure	0	0	0	0	1,328	1,328	-1,328	0	
Martello Fields Expenditure		2,062	7,703	7,314	8,785	6,274	10,013	-1,228	8,844	
1050	Income Rent	2,551	3,185	4,725	3,000	3,572	3,572	-572	3,250	
1054	Other Income	0	125	0	0	0	0	0	0	
Martello Fields Income		2,551	3,310	4,725	3,000	3,572	3,572	-572	3,250	
Net Expenditure over Income		-489	4,393	2,589	5,785	2,702	6,441	-656	5,594	
Other Open Spaces										
Cost Centre 108										
4051	Rates	558	538	563	595	585	585	10	601	Plus 2.8%
4052	Water & Sewerage	173	46	119	130	10	70	60	134	Budget plus 2.6%
4115	Insurance	104	104	0	0	0	0	0	0	
4199	Other Expenditure	0	0	0	0	5	5	-5	0	
4250	Public Seating	200	1,048	510	0	0	0	0	0	
4251	Dog Bin Emptying	3,058	3,116	-185	1,835	1,335	1,780	55	1,827	Plus 2.8%
4252	Litter & Dog Bin Pch & Maintenance	837	0	242	250	25	250	0	250	
4260	Grounds Maintenance Contract	27,280	22,973	19,870	20,400	10,152	20,304	96	20,777	Plus 2.33%
4261	Grounds Maintenance Non Contract	2,520	5,680	1,377	3,500	884	3,500	0	3,500	
4274	Projects	0	0	240	0	0	0	0	0	
4275	Building Maintenance	0	0	0	0	0	0	0	0	
Other Open Spaces Expenditure		34,730	33,505	22,736	26,710	12,996	26,494	216	27,089	
1050	Income Rent	0	0	0	0	0	0	0	0	
1052	Income Projects	0	3,000	0	0	0	0	0	0	
1054	Income Other	0	0	0	0	0	0	0	0	
1055	Income Seating	662	609	0	0	0	0	0	0	
1066	Concession Income	2,497	2,875	2,875	2,875	2,875	2,875	0	0	No Offer rec'd
Other Open Spaces Income		3,159	6,484	2,875	2,875	2,875	2,875	0	0	
Net Expenditure over Income		31,571	27,021	19,861	23,835	10,121	23,619	216	27,089	
Crypt										
Cost Centre 113										
4051	Rates	0	1,671	5,023	5,305	5,220	5,220	85	5,356	Plus 2.6%
4052	Water & Sewerage	0	117	78	528	49	150	378	154	Plus 2.6%
4055	Electricity	0	751	1,118	635	283	1,170	-535	1,287	Plus 10%
4056	Gas	0	1,161	2,144	2,130	405	2,050	80	2,255	Plus 10%
4100	Telecommunications	0	194	310	350	137	290	60	0	Not needed
4105	Postage	0	12	12	100	4	50	50	50	
4106	Stationery	0	66	211	250	118	200	50	100	
4110	Advertising & Publicity	0	142	563	1,000	81	300	700	500	
4115	Insurance	0	376	1,100	1,144	702	1,144	0	1,174	Indexation est 2.6%
4155	Professional Fees	0	6,100	0	500	0	0	500	0	
4199	Other Expenditure	0	0	0	50	0	50	0	50	
4201	Cleaning	0	32	9	450	191	450	0	500	
4270	Vehicle & Equipment Maintenance	0	31	0	0	0	0	0	0	
4274	Projects Expenditure	0	3,450	35,052	0	1,832	1,832	-1,832	0	
4275	Building Maintenance	0	2,389	414	1,000	185	500	500	0	
Crypt Expenditure		0	16,492	46,034	13,442	9,187	13,406	36	11,426	
1050	Income Rent	0	2,117	2,792	4,500	4,007	4,500	0	4,750	
1054	Income Other	0	848	0	0	5	5	-5	0	
1067	LDC Contribution	0	81,920	0	0	0	0	0	0	
Crypt Income		0	84,885	2,792	4,500	4,012	4,505	-5	4,750	
Net Expenditure over Income		0	-68,393	43,242	8,942	5,175	8,901	41	6,676	

Account Number	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Final Budget	2012-13 Actual to 30/09/12	2012-13 Projected Outturn	2012-13 Variance	2013-14 Budget	
South Street Toilets									
Cost Centre 114									
4275	0	0	0	0	2,050	2,050	-2,050	0	
South Street Expenditure									
	0	0	0	0	2,050	2,050	-2,050	0	
1054	0	0	0	0	940	940	-940	0	
South Street Income									
	0	0	0	0	940	940	-940	0	
Net Expenditure over Income									
	0	0	0	0	1,110	1,110	-1,110	0	
Martello Tower									
Cost Centre 115									
4115	2,044	2,044	1,961	2,040	2,020	2,020	20	2,073	Indexation est 2.6%
Martello Tower Expenditure									
	2,044	2,044	1,961	2,040	2,020	2,020	20	2,073	
1050		0	0	0	0	0	0	0	
Martello Tower Income									
	0	0	0	0	0	0	0	0	
Net Expenditure over Income									
	2,044	2,044	1,961	2,040	2,020	2,020	20	2,073	
Seaford Head Estate									
Cost Centre 116									
4115	319	319	1,098	1,145	1,131	1,131	14	1,160	Indexation est 2.6%
4199	0	0	0	0	0	0	0	0	
4250	0	0	0	0	0	713	-713	0	
4251	874	890	456	1,050	763	1,017	33	1,044	Plus 2.6%
4252	117	0	0	250	0	250	0	0	
4261	640	206	844	250	50	250	0	250	
4274	0	0	0	0	1,168	1,168	-1,168	0	
4275	17	0	349	0	0	0	0	0	
Seaford Head Estate Expenditure									
	1,967	1,415	2,747	2,695	3,112	4,529	-1,834	2,454	
1050	3,750	1,875	3,750	3,750	3,750	3,750	0	3,750	
1053	16,380	7,638	7,638	7,638	0	7,638	0	7,638	
1054	0	0	650	0	83	83	-83	0	
1055	0	0	0	0	763	763	-763	0	
1066	2,489	2,950	3,300	3,650	3,650	3,650	0	3,970	
Seaford Head Estate Income									
	22,619	12,463	15,338	15,038	8,246	15,884	-846	15,358	
Net Expenditure over Income									
	-20,652	-11,048	-12,591	-12,343	-5,134	-11,355	-988	-12,904	
Seafront									
Cost Centre 117									
4052	95	87	113	165	51	165	0	170	Plus 2.6%
4055	1,998	1,644	2,625	1,500	1,307	2,614	-1,114	2,875	Plus 10%
4115	54	54	488	510	493	493	17	506	Indexation est 2.6%
4201	62	76	23	150	0	50	100	150	
4250	3,875	71	300	0	80	80	-80	0	
4251	4,150	4,229	1,152	3,930	2,117	2,117	1,813	0	No Charge for last qtr or future
4252	1,550	85	1,028	250	134	250	0	250	
4253	1,753	2,075	1,440	1,800	1,022	1,912	-112	1,848	
4261	2,184	788	2,374	2,500	485	2,500	0	2,500	
4274	0	0	7,408	0	7,933	7,933	-7,933	0	
4275	534	139	3,340	0	90	90	-90	0	
Seafront Expenditure									
	16,255	9,248	20,291	10,805	13,712	18,204	-7,399	8,299	
1054	0	0	2,715	0	238	238	-238	0	
1055	2,799	298	83	0	130	130	-130	0	
1057	2,852	1,777	2,562	1,500	1,307	2,614	-1,114	2,875	
1058	54	51	17	510	14	45	465	46	
1066	19,300	31,760	33,950	34,400	34,400	36,400	-2,000	38,215	
Seafront Income									
	25,005	33,886	39,327	36,410	36,089	39,427	-3,017	41,136	
Net Expenditure over Income									
	-8,750	-24,638	-19,036	-25,605	-22,377	-21,223	-4,382	-32,837	

Account Number		2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Final Budget	2012-13 Actual to 30/09/12	2012-13 Projected Outturn	2012-13 Variance	2013-14 Budget	
Beach Huts										
Cost Centre 118										
4051	Rates	1,339	1,421	1,593	1,850	1,796	1,796	54	2,120	Plus 2.6% and transitional relief adj
4115	Insurance	422	422	887	925	983	983	-58	1,009	Indexation est 2.6%
4199	Other Expenditure	0	6	0	0	0	0	0	0	
4275	Building Maintenance	156	45	730	0	20	20	-20	0	
Beach Huts Expenditure		1,917	1,894	3,210	2,775	2,799	2,799	-24	3,129	
1054	Income Other	0	101	221	0	25	25	-25	0	
1060	Beach Hut Site Licence	12,290	12,877	13,238	14,000	14,000	14,000	0	14,400	2.6% rounded
1061	Beach Hut Annual Rental	9,488	9,024	9,607	10,320	10,320	10,320	0	10,860	2.6% + Transitional relief adj
Beach Huts Income		21,778	22,002	23,066	24,320	24,345	24,345	-25	25,260	
Net Expenditure over Income		-19,861	-20,108	-19,856	-21,545	-21,546	-21,546	1	-22,131	
Old Town Hall										
Cost Centre 119										
4115	Insurance	223	223	189	176	174	174	2	179	Indexation est 2.6%
4275	Building Maintenance	0	0	120	0	0	0	0	0	
Old Town Hall Expenditure		223	223	289	176	174	174	2	179	
1050	Income Rent	1,100	956	1,275	1,275	956	1,275	0	1,310	Increase by RPI 2.6%
1051	Income Insurance Recharge	195	195	194	0	174	174	-174	179	
Old Town Hall Income		1,295	1,151	1,469	1,275	1,130	1,449	-174	1,489	
Net Expenditure over Income		-1,072	-928	-1,180	-1,099	-956	-1,275	176	-1,310	
Allotments										
Cost Centre 125										
4199	Other Expenditure	939	938	941	967	4,144	4,622	-3,655	967	
4260	Grounds Maintenance Contract	0	0	1,340	1,390	685	1,370	20	1,402	Plus 2.33%
4261	Grounds Maintenance Non Contract	430	0	0	0	0	0	0	0	
4272	Equipment Purchase	0	0	438	2,500	0	2,500	0	0	
4274	Projects	0	0	1,580	0	0	0	0	0	
Allotments Expenditure		1,369	938	4,299	4,857	4,829	8,492	-3,635	2,369	
1050	Income Rent	778	777	807	730	0	730	0	750	
1054	Income Other	35	939	2,959	967	4,064	4,622	-3,655	967	
Allotments Income		813	1,716	3,766	1,697	4,064	5,352	-3,655	1,717	
Net Expenditure over Income		556	-778	533	3,160	765	3,140	20	652	

Account Number	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Final Budget	2012-13 Actual to 30/09/12	2012-13 Projected Outturn	2012-13 Variance	2013-14 Budget	
Other Recreation									
Cost Centre 130									
4410	Swimming Pool	19,941	10,000	10,000	10,000	0	10,000	0	10,000
Other Recreation Expenditure		19,941	10,000	10,000	10,000	0	10,000	0	10,000
Other Recreation Income		0	0	0	0	0	0	0	0
Net Expenditure over Income		19,941	10,000	10,000	10,000	0	10,000	0	10,000
CCTV									
Cost Centre 134									
4055	Electricity	1,604	1,534	1,799	2,070	804	2,070	0	2,277 Plus 10%
4115	Insurance	824	824	757	757	839	839	-82	861 Indexation est 2.6%
4270	Vehicle & Equipment Maintenance	0	0	0	2,932	0	2,932	0	1,000
4276	CCTV	7,493	8,833	8,856	9,098	1,054	9,098	0	9,335 plus 2.6%
CCTV Expenditure		9,921	11,191	11,412	14,857	2,697	14,939	-82	13,473
CCTV Income		0	0	0	0	0	0	0	0
Net Expenditure over Income		9,921	11,191	11,412	14,857	2,697	14,939	-82	13,473
Community Service Other									
Cost Centre 135									
4115	Insurance	0	0	117	117	129	129	-12	132 Indexation est 2.6%
4187	Young Mayors Awards Expenditure	1,725	1,473	1,100	0	1,650	1,837	-1,837	0
4195	Community Service Events Expenditure	0	0	552	0	232	232	-232	200
4262	Tree Warden Expenses	0	0	0	2,327	333	2,327		2,310
4273	Christmas Lights	13,587	13,188	8,496	12,285	723	12,285	0	12,600 plus 2.6%
4274	Projects Expenditure	2,000	992	2,157	0	34	34	-34	0
	Physical Activity Project	0	0	0	0	0	0		6,000
Community Service Other Expenditure		17,312	15,653	12,422	14,729	3,101	16,844	-2,115	21,242
1052	Income Projects	0	0	0	0	0	0	0	0
1064	Income Young Mayors Awards	500	1,404	1,100	0	1,837	1,837	-1,837	0
1065	Income Xmas Lights	3,500	1,500	450	600	604	900	-300	900
1070	Income Community Service Events	0	0	707	0	16	16	-16	0
1075	Christmas Event Income	0	0	890	0	0	600	-600	0
1100	Income Advertising	0	0	0	0	0	0	0	0
Community Service Other Income		4,000	2,904	3,147	600	2,457	3,353	-2,753	900
Net Expenditure over Income		13,312	12,749	9,275	14,129	644	13,491	638	20,342
Community Services Major Project Pool									
Cost Centre 140									
4274	Project Expenditure	0	0	0	29,000	0	28,467	533	35,000 Bin Project £10k from reserves
Projects Pool Expenditure		0	0	0	29,000	0	28,467	533	35,000
Community Services Building Maint Pool									
Cost Centre 145									
4275	Building Maintenance	0	0	0	5,000	0	3,522	1,478	6,000
Building Maintenance Pool Expenditure		0	0	0	5,000	0	3,522	1,478	6,000

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Seaford Town Council

Report 138/12

Agenda Item No:	9(e)
Committee:	Finance & General Purposes
Date:	20 December 2012
Title:	Budget Summary 2013-14
By:	Simon Cooper, Corporate Services Manager
Wards Affected:	All Seaford Wards
Purpose of Report:	To advise the Committee of the planned process for the approval of the 2013-14 budget and setting of the precept.

Recommendations

You are recommended:

- 1. To consider the inclusion or otherwise of items in Appendix A.**
 - 2. To note the precept setting process.**
-

1. Information

- 1.1** All Committees have reviewed their individual budgets for 2013-14 and presented them to this Committee for review.
- 1.2** Items which have been requested by members for inclusion in the budget which are listed in Appendix A have not been included in the Committee budgets. They will be presented for Council to decide which item if any to include. We propose to give an indication of the impact each item would have on the precept should it be included in the budget. This committee should give an indication of support or otherwise to the suggestions.
- 1.3** These budgets will be amended if necessary following review by this Committee and collated to form the Council budget for 2013-14 to be approved by Council on 17 January 2013.
- 1.4** Due to changes by Central Government which may affect the number of band D properties used to calculate the precept we may have to delay the precept element of the Council meeting as we cannot set a precept without knowing the effect of a precept demand on individual properties.

2. Financial Appraisal

Although we have not had confirmation of the impact of the Government changes to the number of band D properties for the purposes of setting the precept, it is expected to drop to about 9,000 from 10,027 in 2012-13. Therefore every £9,000 of increased expenditure will add £1 to the band D Council Tax.


3. Contact Officer

The Contact Officer for this report is Simon Cooper, Corporate Services Manager.

Corporate Service Manager



Town Clerk



	Estimated Cost
Planning & Highways Committee	
Two Bus Shelters for Chyncton Gardens (with sides if room)	10,000
Flashing Speed indication signs for the Alfriston Road in each direction	6,000
	6,000
Flashing Speed Indication signs on Marine Parade in each direction	
Community Services Committee	
Providing a Beach Shelter opposite the Salts	15,000
Paint the exterior of the Martello Kiosk	1,000
Management of Shingle opposite Southern Water Outflow by Bench (if we own the land, it is not part of Seaford Head Estate)	1,000
Tidy View Point above Splash Point & place pay per view telescope up there. Some work has been done by Payback Scheme. Officers do not recommend placing a pay per view telescope on the site due to risk of damage and theft.	0
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	39,000