



## 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 21<sup>st</sup> September 2017 at 7.00 pm, which you are summoned to attend.

  
James Corrigan  
Town Clerk  
13<sup>th</sup> September 2017

### Agenda

**1. Apologies for Absence and Declaration of Substitute Members**

**2. Disclosure of Interests**

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

**3. Public Participation**

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

**4. Finance Report**

- a) To consider report 63/17 regarding receipts, payments and bank reconciliation for June, July and August 2017 (pages 2 to 6).
- b) To consider report 64/17 regarding the Council budget position for the period of 1<sup>st</sup> April to 31<sup>st</sup> August 2017 (pages 7 to 23).

**5. Budget Framework and Timetable 2018-19**

To consider report 65/17 advising the Committee of the proposed Budget Framework and Timetable (pages 24 to 25).

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

**Circulation:**

**Committee:** Councillor M Brown (Chair) and B Burfield (Vice-Chair). Councillors S Adeniji, D Argent, P Boorman, J Elton, T Goodman, O Honeyman, R Honeyman and L Wallraven.

**For information:** Councillors D Burchett, L Freeman, N Freeman, R Hayder, O Honeyman, A Latham, P Lower, M McLean, L Wallraven, M Wearmouth, B Webb and C White.



Seaford Town Council

Report 63/17

**Agenda Item No:** 4 (a)  
**Committee:** Finance & General Purposes  
**Date:** 21<sup>st</sup> September 2017  
**Title:** Receipts, Payments and Bank Reconciliation Reports for June, July and August 2017.  
**By:** Lucy Clark, Support Services Manager  
**Purpose of Report:** To advise the Committee of receipts, payments and bank reconciliations for June, July and August 2017.

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**Recommendations**

You are recommended to note the report.

1. To note (as previously reported) the balance brought forward from May 2017 is £293,643.96
  2. To note the June 2017 total receipts are £216,960.58 and total payments are £257,122.85 leaving a balance to carry forward of £253,481.68.
  3. To note the July 2017 total receipts are £121,528.29 and total payments are £201,788.29 leaving a balance to carry forward of £173,221.68.
  4. To note the August 2017 total receipts are £352,056.84 and total payments are £277,813.40 leaving a balance to carry forward of £247,465.13.
  5. To note that in addition to the Current Account balance above, the investment account balance is £134,066.06.
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**1. Information**

- 1.1 As previously reported at the Finance and General Purposes Meeting held on 3<sup>rd</sup> 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, 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 Barry Burfield.
- 1.7 Councillor Mark Brown has viewed and verified the bank statements for June, July and August 2017. Signed copies of the reconciliation pages are attached in Appendix A.

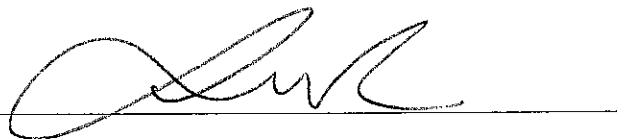
## 2. Financial Appraisal

The appendices comprise the bank account reconciliations for June, July and August 2017.

## 3. Contact Officer

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

Support Services Manager



Town Clerk



JUNE 17

APPENDIX A

Date: 06/07/2017

Seaford Town Council 2017/2018

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Time: 15:44

User: LC

Bank Reconciliation Statement as at: 30/06/2017 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	30/06/2017	634	238,829.61
			<u>238,829.61</u>

<u>Unpresented Cheques (Minus)</u>	<u>Amount</u>
18/05/2017 202964 RNLI - NEWHAVEN LIFEBOATS	1,750.93
08/06/2017 202968 Club House Petty Cash	236.66
22/06/2017 202969 RNLI - Newhaven Lifeboats	132.74
14/02/2017 202952 Seaford Fair Trade Group	10.00
30/03/2017 38663555 Wendy Veck	23.96
30/03/2017 202957/8 St Leonards Church Hall	50.00
31/03/2017 MAR-FM005 SurveyMonkey	49.83
	<u>2,254.12</u>
	236,575.49

Receipts not Banked/Cleared (Plus)

08/06/2017	236.66
11/06/2017	0.50
25/06/2017	5,692.63
28/06/2017	322.86
28/06/2017	249.00
29/06/2017	479.16
29/06/2017	2,364.99
29/06/2017	93.00
29/06/2017	386.00
30/06/2017	282.96
30/06/2017	2,786.43
30/06/2017	3,609.00
30/06/2017	403.00
	<u>16,906.19</u>
	253,481.68

Balance per Cash Book is :- 253,481.68

Difference is :- 0.00

RECONCILED TO CASHBOOK

Name: Lucy Clark

Signed: [Signature] Date: 7/7/17

CHECKED AND VERIFIED BY:

Name: M BROWN

Signed: [Signature] Date: 27/7/17

JULY 2017

Date: 07/08/2017

Seaford Town Council 2017/2018

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Time: 17:42

User : LC

Bank Reconciliation Statement as at: 31/07/2017 for Cash Book 1 Current/Deposit Account

Bank Statement	Account Name (s)	Statement Date	Page No	Balances
Coop Community	Direct Plus	31/07/2017	646	145,769.27
				<u>145,769.27</u>

Unpresented Cheques (Minus)

Amount

24/07/2017	202974	RBL Poppy Appeal	87.50
24/07/2017	202975	Mayors Charities	10.00
24/07/2017	202976	Combat Stress	75.77
28/07/2017	JUL-GM001	Screwfix	109.99
14/02/2017	202952	Seaford Fair Trade Group	10.00
30/03/2017	38663555	Wendy Veck	23.96
30/03/2017	202957/8	St Leonards Church Hall	50.00

367.22

145,402.05

Receipts not Banked/Cleared (Plus)

11/06/2017	0.50
26/07/2017	1,455.50
27/07/2017	298.00
28/07/2017	353.50
28/07/2017	275.27
29/07/2017	875.00
29/07/2017	571.30
30/07/2017	302.00
30/07/2017	1,232.05
31/07/2017	2,445.00
31/07/2017	10.00
31/07/2017	163.00
31/07/2017	11,247.50
31/07/2017	6,905.03
31/07/2017	706.05
31/07/2017	979.93

27,819.63

173,221.68

Balance per Cash Book is :-

173,221.68

Difference is :-

0.00

CONCILED TO CASHBOOK

ame: LUCY CLARK

igned: [Signature] Date: 9/8/17

CHECKED AND VERIFIED BY:

ame: MARK BROWN

igned: [Signature] Date: 9/8/17

Bank Reconciliation Statement as at: 31/08/2017 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	31/08/2017	657	225,910.06
			<u>225,910.06</u>
<b>Unpresented Cheques (Minus)</b>			
		<b>Amount</b>	
29/08/2017 202979 Wynne's/Seaford Fencing		7.00	
31/08/2017 DD NEST Pensions		107.04	
31/08/2017 AUG-GM002 Till Roll King		11.99	
14/02/2017 202952 Seaford Fair Trade Group		10.00	
30/03/2017 202957/8 St Leonards Church Hall		50.00	
			<u>186.03</u>
			225,724.03
<b>Receipts not Banked/Cleared (Plus)</b>			
11/06/2017		0.50	
27/08/2017		6,605.78	
29/08/2017		391.00	
29/08/2017		419.00	
30/08/2017		345.00	
30/08/2017		2,796.60	
30/08/2017		283.08	
30/08/2017		1,350.00	
31/08/2017		200.00	
31/08/2017		805.15	
31/08/2017		3,097.48	
31/08/2017		446.00	
31/08/2017		5,001.50	
			<u>21,741.09</u>
			247,465.12
		<b>Balance per Cash Book is :-</b>	<b>247,465.13</b>
		<b>Difference is :-</b>	<b>0.00</b>

RECONCILED TO CASHBOOK

Name: LUCY CHARK

Signed: [Signature] Date: 7/9/17

CHECKED AND VERIFIED BY:

Name: MARK BROWN

Signed: [Signature] Date: 11/9/17



Seaford Town Council

Report 64/17

**Agenda Item No:** 4 (b)  
**Committee:** Finance & General Purposes  
**Date:** 21<sup>st</sup> September 2017  
**Title:** Finance Report  
**By:** Lucy Clark, Support Services Manager  
**Purpose of Report:** To inform Members of the Income and Expenditure from 1<sup>st</sup> April to 31<sup>st</sup> August 2017 compared to the annual budget.

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**Recommendations** —

**You are recommended:**

1. To approve the report.
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**1. Information**

- 1.1 Attached in Appendix A are the statements detailing income and expenditure for the period 1 April to 31<sup>st</sup> August 2017 for each Committee compared to the projected annual budget.
- 1.2 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.
- 1.3 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.
- 1.4 Variations are reported in Appendix B 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

06/09/2017

## Seaford Town Council 2017/2018

16:25

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2017

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Month No : 5

## Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget	
<b>Community Services</b>								
<u>105 Salts Recreation Ground</u>								
4052	Water & Sewerage	0	541	2,000	1,459	1,459	27.0 %	
4055	Electricity	0	54	600	546	546	8.9 %	
4115	Insurance	0	2,197	2,134	-63	-63	102.9 %	
4154	Land Registry Fees	0	6	0	-6	-6	0.0 %	
4251	Dog Bin Emptying	156	781	1,887	1,106	1,106	41.4 %	
4252	Litter & Dog Bin Pch & Maint	234	234	0	-234	-234	0.0 %	
4260	Grounds Maintenance Contract	5,705	28,773	70,721	41,948	41,948	40.7 %	
4261	Grounds Maint non contract	0	175	6,000	5,825	5,825	2.9 %	
4275	Building Maintenance	242	3,717	2,000	-1,717	-1,717	185.8 %	
	Salts Recreation Ground :- Expenditure	<b>6,337</b>	<b>36,477</b>	<b>85,342</b>	<b>48,865</b>	<b>0</b>	<b>48,865</b>	<b>42.7 %</b>
1050	Income Rent	0	1,882	1,123	759		167.6 %	
1051	Income Insurance Recharge	0	819	1,365	-546		60.0 %	
1054	Income Other	70	70	0	70		0.0 %	
1058	Income Water Recharge	0	0	1,862	-1,862		0.0 %	
1066	Income Concession	0	8,450	16,800	-8,350		50.3 %	
1073	Sports Pitch Hire & Green Fees	381	1,191	8,500	-7,309		14.0 %	
	Salts Recreation Ground :- Income	<b>451</b>	<b>12,411</b>	<b>29,650</b>	<b>-17,239</b>		<b>41.9 %</b>	
	<b>Net Expenditure over Income</b>	<b>5,886</b>	<b>24,066</b>	<b>55,692</b>	<b>31,626</b>			
<u>106 Crouch Recreation Ground</u>								
4052	Water & Sewerage	0	322	2,315	1,993	1,993	13.9 %	
4055	Electricity	0	97	400	303	303	24.3 %	
4115	Insurance	0	974	949	-25	-25	102.7 %	
4155	Professional Fees	0	625	0	-625	-625	0.0 %	
4251	Dog Bin Emptying	112	558	1,350	792	792	41.3 %	
4260	Grounds Maintenance Contract	3,509	17,544	42,232	24,688	24,688	41.5 %	
4261	Grounds Maint non contract	2,701	4,451	3,000	-1,451	-1,451	148.4 %	
4275	Building Maintenance	147	2,162	2,000	-162	-162	108.1 %	
	Crouch Recreation Ground :- Expenditure	<b>6,469</b>	<b>26,734</b>	<b>52,246</b>	<b>25,512</b>	<b>0</b>	<b>25,512</b>	<b>51.2 %</b>
1050	Income Rent	0	843	2,400	-1,558		35.1 %	
1051	Income Insurance Recharge	0	514	0	514		0.0 %	
1057	Income Electricity Recharge	0	297	150	147		198.1 %	
1073	Sports Pitch Hire & Green Fees	862	7,155	9,270	-2,115		77.2 %	
	Crouch Recreation Ground :- Income	<b>862</b>	<b>8,809</b>	<b>11,820</b>	<b>-3,011</b>		<b>74.5 %</b>	
	<b>Net Expenditure over Income</b>	<b>5,607</b>	<b>17,925</b>	<b>40,426</b>	<b>22,501</b>			

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Month No : 5

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>107 Martello Fields</b>							
4251 Dog Bin Emptying	89	446	1,079	633		633	41.4 %
4260 Grounds Maintenance Contract	1,290	6,450	15,988	9,538		9,538	40.3 %
4261 Grounds Maint non contract	184	634	2,000	1,366		1,366	31.7 %
4275 Building Maintenance	50	508	2,000	1,493		1,493	25.4 %
<b>Martello Fields :- Expenditure</b>	<b>1,613</b>	<b>8,038</b>	<b>21,067</b>	<b>13,029</b>	<b>0</b>	<b>13,029</b>	<b>38.2 %</b>
1011 Income Filming	0	800	0	800			0.0 %
1050 Income Rent	2,050	10,577	5,000	5,577			211.5 %
<b>Martello Fields :- Income</b>	<b>2,050</b>	<b>11,377</b>	<b>5,000</b>	<b>6,377</b>			<b>227.5 %</b>
<b>Net Expenditure over Income</b>	<b>-437</b>	<b>-3,339</b>	<b>16,067</b>	<b>19,406</b>			
<b>108 Other Open Spaces</b>							
4052 Water & Sewerage	0	47	75	28		28	63.3 %
4154 Land Registry Fees	0	75	0	-75		-75	0.0 %
4251 Dog Bin Emptying	179	893	2,157	1,264		1,264	41.4 %
4260 Grounds Maintenance Contract	2,468	12,759	30,591	17,833		17,833	41.7 %
4261 Grounds Maint non contract	184	1,037	2,000	963		963	51.8 %
4262 Tree Warden Expenses	0	0	2,000	2,000		2,000	0.0 %
4275 Building Maintenance	41	1,628	1,000	-628		-628	162.8 %
4415 Asset Sale Costs	1,275	1,275	0	-1,275		-1,275	0.0 %
<b>Other Open Spaces :- Expenditure</b>	<b>4,146</b>	<b>17,714</b>	<b>37,823</b>	<b>20,109</b>	<b>0</b>	<b>20,109</b>	<b>46.8 %</b>
1010 Asset Sale	169,064	169,064	0	169,064			0.0 %
1066 Income Concession	0	375	3,000	-2,625			12.5 %
<b>Other Open Spaces :- Income</b>	<b>169,064</b>	<b>169,439</b>	<b>3,000</b>	<b>166,439</b>			<b>5648.0</b>
<b>Net Expenditure over Income</b>	<b>-164,918</b>	<b>-151,725</b>	<b>34,823</b>	<b>186,548</b>			
<b>113 Crypt</b>							
4051 Rates	575	2,881	0	-2,881		-2,881	0.0 %
4052 Water & Sewerage	0	23	0	-23		-23	0.0 %
4055 Electricity	167	4,755	0	-4,755		-4,755	0.0 %
4056 Gas	0	173	0	-173		-173	0.0 %
4115 Insurance	0	435	371	-64		-64	117.1 %
4154 Land Registry Fees	0	3	0	-3		-3	0.0 %
4155 Professional Fees	0	70	0	-70		-70	0.0 %
4201 Cleaning & Hygiene	25	134	0	-134		-134	0.0 %
4275 Building Maintenance	220	644	0	-644		-644	0.0 %
<b>Crypt :- Expenditure</b>	<b>987</b>	<b>9,118</b>	<b>371</b>	<b>-8,747</b>	<b>0</b>	<b>-8,747</b>	<b>2457.7</b>

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1050	Income Rent	1,185	2,750	0	2,750			0.0 %
1051	Income Insurance Recharge	0	0	371	-371			0.0 %
1054	Income Other	0	70	0	70			0.0 %
	<b>Crypt :- Income</b>	<b>1,185</b>	<b>2,820</b>	<b>371</b>	<b>2,449</b>			<b>760.1 %</b>
	<b>Net Expenditure over Income</b>	<b>-198</b>	<b>6,298</b>	<b>0</b>	<b>-6,298</b>			
<u>114</u>	<u>South Street</u>							
4275	Building Maintenance	0	804	1,000	196		196	80.4 %
	<b>South Street :- Expenditure</b>	<b>0</b>	<b>804</b>	<b>1,000</b>	<b>196</b>	<b>0</b>	<b>196</b>	<b>80.4 %</b>
	<b>Net Expenditure over Income</b>	<b>0</b>	<b>804</b>	<b>1,000</b>	<b>196</b>			
<u>115</u>	<u>Martello Tower</u>							
4115	Insurance	0	1,480	1,430	-50		-50	103.5 %
4154	Land Registry Fees	0	6	0	-6		-6	0.0 %
4275	Building Maintenance	0	0	5,500	5,500		5,500	0.0 %
	<b>Martello Tower :- Expenditure</b>	<b>0</b>	<b>1,486</b>	<b>6,930</b>	<b>5,444</b>	<b>0</b>	<b>5,444</b>	<b>21.4 %</b>
	<b>Net Expenditure over Income</b>	<b>0</b>	<b>1,486</b>	<b>6,930</b>	<b>5,444</b>			
<u>116</u>	<u>Seaford Head Estate</u>							
4115	Insurance	0	828	801	-27		-27	103.4 %
4154	Land Registry Fees	0	3	0	-3		-3	0.0 %
4199	Other Expenditure	103	409	0	-409		-409	0.0 %
4250	Public Seating	1,041	3,523	0	-3,523		-3,523	0.0 %
4251	Dog Bin Emptying	89	446	1,079	633		633	41.4 %
4260	Grounds Maintenance Contract	152	759	1,933	1,174		1,174	39.3 %
4261	Grounds Maint non contract	805	1,236	2,000	764		764	61.8 %
4275	Building Maintenance	175	4,562	1,000	-3,562		-3,562	456.1 %
4500	Nature Reserve Expenses	0	5,250	12,500	7,250		7,250	42.0 %
4501	Filming Expenses	0	520	0	-520		-520	0.0 %
	<b>Seaford Head Estate :- Expenditure</b>	<b>2,365</b>	<b>17,537</b>	<b>19,313</b>	<b>1,776</b>	<b>0</b>	<b>1,776</b>	<b>90.8 %</b>
1011	Income Filming	1,650	7,250	5,000	2,250			145.0 %
1050	Income Rent	5,000	10,000	10,000	0			100.0 %
1055	Income Memorial Bench	0	3,150	1,000	2,150			315.0 %
1066	Income Concession	0	2,717	6,000	-3,283			45.3 %
1091	Income Building Maintenance	0	733	0	733			0.0 %
1200	Income Nature Reserve	0	130	0	130			0.0 %
	<b>Seaford Head Estate :- Income</b>	<b>6,650</b>	<b>23,979</b>	<b>22,000</b>	<b>1,979</b>			<b>109.0 %</b>
	<b>Net Expenditure over Income</b>	<b>-4,285</b>	<b>-6,443</b>	<b>-2,687</b>	<b>3,756</b>			

Month No : 5

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget	
<b>117</b>	<b>Seafront</b>							
4052	Water & Sewerage	0	48	185	137	137	25.9 %	
4055	Electricity	-403	-64	2,404	2,468	2,468	-2.6 %	
4115	Insurance	0	452	446	-6	-6	101.2 %	
4154	Land Registry Fees	0	18	0	-18	-18	0.0 %	
4250	Public Seating	0	507	0	-507	-507	0.0 %	
4253	Shelters	0	628	2,000	1,372	1,372	31.4 %	
4255	The Shoal Expenditure	0	16,736	0	-16,736	-16,736	0.0 %	
4261	Grounds Maint non contract	120	220	3,000	2,780	2,780	7.3 %	
4274	Projects Expenditure	110,603	304,956	0	-304,956	-304,956	0.0 %	
4275	Building Maintenance	623	2,992	3,000	8	8	99.7 %	
	<b>Seafront :- Expenditure</b>	<b>110,943</b>	<b>326,494</b>	<b>11,035</b>	<b>-315,459</b>	<b>0</b>	<b>-315,459</b>	<b>2958.7</b>
1010	Asset Sale	40,000	40,000	0	40,000		0.0 %	
1011	Income Filming	0	300	0	300		0.0 %	
1050	Income Rent	0	120	0	120		0.0 %	
1053	Income Grants	0	4,600	0	4,600		0.0 %	
1055	Income Memorial Bench	0	0	10,000	-10,000		0.0 %	
1057	Income Electricity Recharge	0	1,121	2,404	-1,283		46.6 %	
1058	Income Water Recharge	0	65	90	-25		72.1 %	
1066	Income Concession	197	37,860	45,400	-7,540		83.4 %	
1078	Income Entertainment Area	0	0	5,000	-5,000		0.0 %	
1082	Income The Shoal	6,315	40,885	0	40,885		0.0 %	
	<b>Seafront :- Income</b>	<b>46,512</b>	<b>124,951</b>	<b>62,894</b>	<b>62,057</b>		<b>198.7 %</b>	
	<b>Net Expenditure over Income</b>	<b>64,432</b>	<b>201,543</b>	<b>-51,859</b>	<b>-253,402</b>			
<b>118</b>	<b>Beach Huts</b>							
4051	Rates	290	1,565	3,231	1,666	1,666	48.4 %	
4110	Advertising & Publicity	0	40	0	-40	-40	0.0 %	
4115	Insurance	0	401	390	-11	-11	102.9 %	
4199	Other Expenditure	0	188	0	-188	-188	0.0 %	
4275	Building Maintenance	114	672	0	-672	-672	0.0 %	
4415	Asset Sale Costs	0	3,000	0	-3,000	-3,000	0.0 %	
	<b>Beach Huts :- Expenditure</b>	<b>404</b>	<b>5,865</b>	<b>3,621</b>	<b>-2,244</b>	<b>0</b>	<b>-2,244</b>	<b>162.0 %</b>
1010	Asset Sale	20,000	122,500	0	122,500		0.0 %	
1054	Income Other	0	21	0	21		0.0 %	
1060	Beach Huts Site Licence	0	16,332	18,944	-2,612		86.2 %	
1061	Beach Hut Annual Rent	0	8,870	12,664	-3,794		70.0 %	
1093	Income Rate Refund	0	34	0	34		0.0 %	
	<b>Beach Huts :- Income</b>	<b>20,000</b>	<b>147,756</b>	<b>31,608</b>	<b>116,148</b>		<b>467.5 %</b>	
	<b>Net Expenditure over Income</b>	<b>-19,596</b>	<b>-141,890</b>	<b>-27,987</b>	<b>113,903</b>			

Month No : 5

Committee Report

		Actual Current Mth	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	186	180	-6		-6	103.3 %
4275	Building Maintenance	0	1,198	2,000	802		802	59.9 %
	Old Town Hall :- Expenditure	<u>0</u>	<u>1,384</u>	<u>2,180</u>	<u>796</u>	<u>0</u>	<u>796</u>	<u>63.5 %</u>
1050	Income Rent	106	638	0	638			0.0 %
1051	Income Insurance Recharge	0	186	200	-14			93.0 %
	Old Town Hall :- Income	<u>106</u>	<u>823</u>	<u>200</u>	<u>623</u>			<u>411.7 %</u>
	<b>Net Expenditure over Income</b>	<u>-106</u>	<u>561</u>	<u>1,980</u>	<u>1,419</u>			
<u>121</u>	<u>Seaford in Bloom</u>							
4402	Seaford in Bloom	2,627	6,880	10,000	3,120		3,120	68.8 %
	Seaford in Bloom :- Expenditure	<u>2,627</u>	<u>6,880</u>	<u>10,000</u>	<u>3,120</u>	<u>0</u>	<u>3,120</u>	<u>68.8 %</u>
1054	Income Other	0	218	350	-132			62.4 %
	Seaford in Bloom :- Income	<u>0</u>	<u>218</u>	<u>350</u>	<u>-132</u>			<u>62.4 %</u>
	<b>Net Expenditure over Income</b>	<u>2,627</u>	<u>6,662</u>	<u>9,650</u>	<u>2,988</u>			
<u>125</u>	<u>Allotments</u>							
4199	Other Expenditure	0	0	500	500		500	0.0 %
	Allotments :- Expenditure	<u>0</u>	<u>0</u>	<u>500</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>0.0 %</u>
1050	Income Rent	0	892	891	1			100.1 %
	Allotments :- Income	<u>0</u>	<u>892</u>	<u>891</u>	<u>1</u>			<u>100.1 %</u>
	<b>Net Expenditure over Income</b>	<u>0</u>	<u>-892</u>	<u>-391</u>	<u>501</u>			
<u>130</u>	<u>Other Recreation</u>							
4114	Licence Fee	-121	0	0	0		0	0.0 %
4410	Swimming Pool	0	4,987	10,000	5,013		5,013	49.9 %
	Other Recreation :- Expenditure	<u>-121</u>	<u>4,987</u>	<u>10,000</u>	<u>5,013</u>	<u>0</u>	<u>5,013</u>	<u>49.9 %</u>
	<b>Net Expenditure over Income</b>	<u>-121</u>	<u>4,987</u>	<u>10,000</u>	<u>5,013</u>			
<u>134</u>	<u>CCTV</u>							
4055	Electricity	0	-362	1,809	2,171		2,171	-20.0 %
4115	Insurance	0	343	1,000	657		657	34.3 %
4276	CCTV	0	1,098	8,649	7,551		7,551	12.7 %
	CCTV :- Expenditure	<u>0</u>	<u>1,079</u>	<u>11,458</u>	<u>10,379</u>	<u>0</u>	<u>10,379</u>	<u>9.4 %</u>
	<b>Net Expenditure over Income</b>	<u>0</u>	<u>1,079</u>	<u>11,458</u>	<u>10,379</u>			

Month No : 5

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>135</u> <u>Community Service Other</u>							
4115 Insurance	0	53	0	-53		-53	0.0 %
4195 Events Expenditure	0	627	250	-377		-377	250.8 %
4256 Street Market Expenditure	-24	1,693	0	-1,693		-1,693	0.0 %
4263 Bus Shelter Maintenance/Clean	0	23	0	-23		-23	0.0 %
4273 Christmas Lights	0	0	15,000	15,000		15,000	0.0 %
4274 Projects Expenditure	0	415	0	-415		-415	0.0 %
4281 Christmas Event Expenses	0	153	5,000	4,847		4,847	3.1 %
4282 Armed Forces Day Expenditure	0	2,457	2,000	-457		-457	122.9 %
Community Service Other :- Expenditure	<b>-24</b>	<b>5,421</b>	<b>22,250</b>	<b>16,829</b>	<b>0</b>	<b>16,829</b>	<b>24.4 %</b>
1054 Income Other	0	41	0	41			0.0 %
1070 Armed Forces Day Income	0	1,068	2,000	-932			53.4 %
1075 Income Christmas Event	40	40	5,000	-4,960			0.8 %
1083 Income Street Market	0	1,059	0	1,059			0.0 %
Community Service Other :- Income	<b>40</b>	<b>2,207</b>	<b>7,000</b>	<b>-4,793</b>			<b>31.5 %</b>
<b>Net Expenditure over Income</b>	<b>-64</b>	<b>3,214</b>	<b>15,250</b>	<b>12,036</b>			
<u>225</u> <u>Projects Pool</u>							
4274 Projects Expenditure	185	3,370	30,000	26,630		26,630	11.2 %
Projects Pool :- Expenditure	<b>185</b>	<b>3,370</b>	<b>30,000</b>	<b>26,630</b>	<b>0</b>	<b>26,630</b>	<b>11.2 %</b>
1053 Income Grants	0	2,079	0	2,079			0.0 %
Projects Pool :- Income	<b>0</b>	<b>2,079</b>	<b>0</b>	<b>2,079</b>			
<b>Net Expenditure over Income</b>	<b>185</b>	<b>1,291</b>	<b>30,000</b>	<b>28,709</b>			
<u>301</u> <u>Planning &amp; Highways</u>							
4263 Bus Shelter Maintenance/Clean	0	72	1,000	928		928	7.2 %
Planning & Highways :- Expenditure	<b>0</b>	<b>72</b>	<b>1,000</b>	<b>928</b>	<b>0</b>	<b>928</b>	<b>7.2 %</b>
<b>Net Expenditure over Income</b>	<b>0</b>	<b>72</b>	<b>1,000</b>	<b>928</b>			
Community Services :- Expenditure	<b>135,930</b>	<b>473,461</b>	<b>326,136</b>	<b>-147,325</b>	<b>0</b>	<b>-147,325</b>	<b>145.2 %</b>
Income	<b>246,920</b>	<b>507,762</b>	<b>174,784</b>	<b>332,978</b>			<b>290.5 %</b>
<b>Net Expenditure over Income</b>	<b>-110,989</b>	<b>-34,301</b>	<b>151,352</b>	<b>185,653</b>			

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## Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget	
<b><u>Finance &amp; General Purposes</u></b>								
<u>201</u>	<u>Administration</u>							
4000	Salaries & Wages	17,032	82,927	197,441	114,514	114,514	42.0 %	
4001	Employers NI	1,376	6,649	16,737	10,088	10,088	39.7 %	
4002	Employers Superannuation	2,387	11,804	36,306	24,502	24,502	32.5 %	
4004	Staff Welfare Costs	105	595	1,400	805	805	42.5 %	
4009	Recruitment Costs	0	0	1,000	1,000	1,000	0.0 %	
4010	Staff Training	0	1,440	6,000	4,560	4,560	24.0 %	
4012	Staff Expenses	17	68	300	232	232	22.8 %	
4015	Office Refreshments	71	224	300	76	76	74.7 %	
4100	Telecommunications	215	1,663	3,307	1,644	1,644	50.3 %	
4105	Postage	103	813	1,600	787	787	50.8 %	
4106	Stationery	158	766	1,875	1,109	1,109	40.8 %	
4107	Photocopier	803	948	2,200	1,252	1,252	43.1 %	
4110	Advertising & Publicity	0	2,440	2,500	60	60	97.6 %	
4111	Office Equipment New	0	785	1,500	715	715	52.3 %	
4112	Subscriptions	336	1,187	3,700	2,513	2,513	32.1 %	
4113	Software Support	44	5,347	7,125	1,778	1,778	75.1 %	
4114	Licence Fee	0	0	35	35	35	0.0 %	
4115	Insurance	0	3,829	4,073	244	244	94.0 %	
4116	Web Site	0	360	371	11	11	97.0 %	
4154	Land Registry Fees	0	12	0	-12	-12	0.0 %	
4155	Professional Fees	310	844	3,000	2,156	2,156	28.1 %	
4156	Bank Charges	178	402	860	458	458	46.7 %	
4157	Audit Fees	0	-2,677	3,189	5,866	5,866	-84.0 %	
4182	Catering & Hospitality	81	81	0	-81	-81	0.0 %	
4199	Other Expenditure	0	3	0	-3	-3	0.0 %	
4270	Vehicles & Equipment Maint	0	0	50	50	50	0.0 %	
4272	Equipment Purchase	0	1,035	0	-1,035	-1,035	0.0 %	
4413	Neighbourhood Plan	0	6,000	11,000	5,000	5,000	54.5 %	
4414	N Plan Disbursement Budget	154	301	1,000	699	699	30.1 %	
4415	Asset Sale Costs	0	150	0	-150	-150	0.0 %	
4900	Suspense A/c	3	5	0	-5	-5	0.0 %	
	Administration :- Expenditure	<b>23,374</b>	<b>127,999</b>	<b>306,869</b>	<b>178,870</b>	<b>0</b>	<b>178,870</b>	<b>41.7 %</b>
1020	Income Training	200	200	0	200		0.0 %	
1053	Income Grants	0	6,000	0	6,000		0.0 %	
1054	Income Other	0	112	0	112		0.0 %	
1059	Income Photocopying	5	22	0	22		0.0 %	
1062	Income Telephone Recharge	142	353	0	353		0.0 %	

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## Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1190 Interest Received	0	45	0	45			0.0 %
Administration :- Income	<u>347</u>	<u>6,732</u>	<u>0</u>	<u>6,732</u>			
<b>Net Expenditure over Income</b>	<b>23,028</b>	<b>121,268</b>	<b>306,869</b>	<b>185,601</b>			
<u>205 Premises - Church Street</u>							
4050 Rent payable	0	7,500	15,000	7,500		7,500	50.0 %
4051 Rates	777	4,342	10,016	5,674		5,674	43.4 %
4059 Church Street Service Charges	0	0	30,000	30,000		30,000	0.0 %
4155 Professional Fees	0	1,347	0	-1,347		-1,347	0.0 %
4199 Other Expenditure	0	2	0	-2		-2	0.0 %
4270 Vehicles & Equipment Maint	0	34	400	366		366	8.4 %
4275 Building Maintenance	58	103	500	397		397	20.6 %
4301 Public Works Loan Payment	0	9,044	18,089	9,045		9,045	50.0 %
Premises - Church Street :- Expenditure	<u>835</u>	<u>22,372</u>	<u>74,005</u>	<u>51,633</u>	<u>0</u>	<u>51,633</u>	<u>30.2 %</u>
1050 Income Rent	5	4,363	6,050	-1,687			72.1 %
1093 Income Rate Refund	0	5,443	0	5,443			0.0 %
Premises - Church Street :- Income	<u>5</u>	<u>9,806</u>	<u>6,050</u>	<u>3,756</u>			<u>162.1 %</u>
<b>Net Expenditure over Income</b>	<b>830</b>	<b>12,566</b>	<b>67,955</b>	<b>55,389</b>			
<u>206 Premises - Hurdis House</u>							
4115 Insurance	0	399	397	-2		-2	100.4 %
4155 Professional Fees	0	0	7,000	7,000		7,000	0.0 %
4301 Public Works Loan Payment	7,501	7,501	15,002	7,501		7,501	50.0 %
Premises - Hurdis House :- Expenditure	<u>7,501</u>	<u>7,900</u>	<u>22,399</u>	<u>14,499</u>	<u>0</u>	<u>14,499</u>	<u>35.3 %</u>
1050 Income Rent	0	30,481	21,000	9,481			145.1 %
1051 Income Insurance Recharge	0	0	397	-397			0.0 %
Premises - Hurdis House :- Income	<u>0</u>	<u>30,481</u>	<u>21,397</u>	<u>9,084</u>			<u>142.5 %</u>
<b>Net Expenditure over Income</b>	<b>7,501</b>	<b>-22,582</b>	<b>1,002</b>	<b>23,584</b>			
<u>210 Civic Expenses</u>							
4013 Members Expenses	8	8	100	92		92	8.3 %
4014 Member Training	0	0	1,500	1,500		1,500	0.0 %
4106 Stationery	0	427	100	-327		-327	426.8 %
4110 Advertising & Publicity	0	0	50	50		50	0.0 %
4115 Insurance	0	201	200	-1		-1	100.3 %
4180 Room Hire	0	0	120	120		120	0.0 %
4181 Civic - Mayors Allowance	35	200	1,500	1,300		1,300	13.3 %

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4182 Catering & Hospitality	180	180	500	320		320	36.0 %
4183 Civic - Awards	0	-17	500	517		517	-3.4 %
4184 Civic - other	0	415	200	-215		-215	207.5 %
4188 Town Crier Expenses	35	35	125	90		90	28.0 %
4189 Young Mayor	110	115	500	385		385	22.9 %
4190 Election Costs	0	0	10,000	10,000		10,000	0.0 %
<b>Civic Expenses :- Expenditure</b>	<b>368</b>	<b>1,564</b>	<b>15,395</b>	<b>13,831</b>	<b>0</b>	<b>13,831</b>	<b>10.2 %</b>
1030 Income Defibrillators	0	6,149	0	6,149			0.0 %
<b>Civic Expenses :- Income</b>	<b>0</b>	<b>6,149</b>	<b>0</b>	<b>6,149</b>			
<b>Net Expenditure over Income</b>	<b>368</b>	<b>-4,585</b>	<b>15,395</b>	<b>19,980</b>			
<u>215</u> <u>Grants</u>							
4401 Grants	0	22,875	23,000	125		125	99.5 %
4405 Grants in Kind	0	0	2,200	2,200		2,200	0.0 %
<b>Grants :- Expenditure</b>	<b>0</b>	<b>22,875</b>	<b>25,200</b>	<b>2,325</b>	<b>0</b>	<b>2,325</b>	<b>90.8 %</b>
<b>Net Expenditure over Income</b>	<b>0</b>	<b>22,875</b>	<b>25,200</b>	<b>2,325</b>			
<b>Finance &amp; General Purposes :- Expenditure</b>	<b>32,079</b>	<b>182,710</b>	<b>443,868</b>	<b>261,158</b>	<b>0</b>	<b>261,158</b>	<b>41.2 %</b>
<b>Income</b>	<b>352</b>	<b>53,168</b>	<b>27,447</b>	<b>25,721</b>			<b>193.7 %</b>
<b>Net Expenditure over Income</b>	<b>31,727</b>	<b>129,542</b>	<b>416,421</b>	<b>286,879</b>			



Month No : 5

## Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>Golf Course</b>								
101	<u>Golf Course</u>							
4000	Salaries & Wages	6,644	33,218	74,688	41,470		41,470	44.5 %
4001	Employers NI	541	2,707	5,535	2,828		2,828	48.9 %
4002	Employers Superannuation	797	4,012	10,046	6,034		6,034	39.9 %
4010	Staff Training	0	589	1,500	912		912	39.2 %
4011	Staff Protective Clothing	374	875	1,000	125		125	87.5 %
4015	Office Refreshments	0	0	400	400		400	0.0 %
4041	Golf Professional Retainer	3,527	17,636	42,326	24,690		24,690	41.7 %
4045	Golf Course Player Costs	0	0	2,500	2,500		2,500	0.0 %
4046	Golf Club Membership Fees	0	15,290	17,902	2,612		2,612	85.4 %
4051	Rates	1,940	9,696	20,400	10,704		10,704	47.5 %
4052	Water & Sewerage	0	2,107	4,000	1,893		1,893	52.7 %
4055	Electricity	231	914	3,200	2,286		2,286	28.6 %
4056	Gas	40	174	600	426		426	28.9 %
4060	Refuse	0	235	500	265		265	47.0 %
4100	Telecommunications	28	69	220	151		151	31.5 %
4105	Postage	0	33	20	-13		-13	165.2 %
4106	Stationery	0	172	450	278		278	38.3 %
4110	Advertising & Publicity	550	1,609	4,000	2,391		2,391	40.2 %
4112	Subscriptions	0	396	0	-396		-396	0.0 %
4113	Software Support	0	795	464	-331		-331	171.3 %
4114	Licence Fee	0	75	75	0		0	100.0 %
4115	Insurance	0	5,265	7,000	1,735		1,735	75.2 %
4154	Land Registry Fees	0	3	0	-3		-3	0.0 %
4156	Bank Charges	194	1,033	1,600	567		567	64.6 %
4201	Cleaning & Hygiene	0	15	0	-15		-15	0.0 %
4250	Public Seating	0	42	0	-42		-42	0.0 %
4251	Dog Bin Emptying	89	446	1,100	654		654	40.6 %
4261	Grounds Maint non contract	2,520	16,589	27,405	10,816		10,816	60.5 %
4270	Vehicles & Equipment Maint	1,048	14,558	16,269	1,711		1,711	89.5 %
4275	Building Maintenance	0	654	2,000	1,346		1,346	32.7 %
4308	Rent - Shop, Locker & Chng Rms	4,167	20,833	50,000	29,167		29,167	41.7 %
4309	Buggy Lease	440	2,198	5,277	3,079		3,079	41.7 %
	<b>Golf Course :- Expenditure</b>	<b>23,131</b>	<b>152,239</b>	<b>300,477</b>	<b>148,238</b>	<b>0</b>	<b>148,238</b>	<b>50.7 %</b>
1000	Golf Course Season Ticket	1,024	145,590	160,000	-14,410			91.0 %
1001	Golf Course Green Fees M-F	10,145	39,587	72,600	-33,013			54.5 %
1002	Golf Course Green Fees w/eb/h	6,006	30,649	56,100	-25,451			54.6 %
1003	Golf Course Specials	5,669	28,830	50,000	-21,170			57.7 %

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Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1004	Golf Course Locker	14	1,393	600	793			232.1 %
1005	Golf Course Credit Card Charge	0	57	60	-3			95.5 %
1007	Golf Course Air Traffic	0	3,750	7,500	-3,750			50.0 %
1011	Income Filming	0	165	0	165			0.0 %
1012	Corporate Membership	0	0	3,000	-3,000			0.0 %
1050	Income Rent	0	90	0	90			0.0 %
1054	Income Other	0	854	0	854			0.0 %
1055	Income Memorial Bench	0	1,108	0	1,108			0.0 %
1100	Income Advertising	0	200	2,000	-1,800			10.0 %
1311	Buggy Hire	2,596	10,446	17,000	-6,554			61.4 %
	<b>Golf Course :- Income</b>	<b>25,454</b>	<b>262,718</b>	<b>368,860</b>	<b>-106,142</b>			<b>71.2 %</b>
	<b>Net Expenditure over Income</b>	<b>-2,323</b>	<b>-110,479</b>	<b>-68,383</b>	<b>42,096</b>			
<u>103</u>	<u>The View</u>							
4000	Salaries & Wages	18,466	83,032	187,000	103,968	103,968		44.4 %
4001	Employers NI	1,127	5,315	8,000	2,685	2,685		66.4 %
4002	Employers Superannuation	1,110	6,296	14,000	7,704	7,704		45.0 %
4003	Sub-contracted Staff	526	10,910	34,000	23,090	23,090		32.1 %
4009	Recruitment Costs	14	34	1,000	966	966		3.4 %
4010	Staff Training	0	0	2,000	2,000	2,000		0.0 %
4012	Staff Expenses	0	305	0	-305	-305		0.0 %
4016	Staff Uniform	0	0	800	800	800		0.0 %
4017	Timesheet & Rota Software	0	188	180	-8	-8		104.7 %
4051	Rates	623	3,116	7,200	4,084	4,084		43.3 %
4052	Water & Sewerage	0	416	3,800	3,384	3,384		10.9 %
4055	Electricity	987	3,897	14,000	10,103	10,103		27.8 %
4056	Gas	463	2,117	7,000	4,883	4,883		30.2 %
4060	Refuse	606	1,790	1,700	-90	-90		105.3 %
4100	Telecommunications	70	460	1,400	940	940		32.9 %
4105	Postage	0	2	300	298	298		0.6 %
4106	Stationery	66	593	800	207	207		74.1 %
4110	Advertising & Publicity	681	3,429	7,000	3,571	3,571		49.0 %
4113	Software Support	0	947	1,000	53	53		94.7 %
4114	Licence Fee	121	693	600	-93	-93		115.5 %
4115	Insurance	0	3,469	1,995	-1,474	-1,474		173.9 %
4116	Web Site	10	48	300	253	253		15.8 %
4156	Bank Charges	213	741	2,400	1,659	1,659		30.9 %
4196	Club House Events Expenditure	-43	139	3,000	2,861	2,861		4.6 %
4199	Other Expenditure	0	287	0	-287	-287		0.0 %
4201	Cleaning & Hygiene	2,261	11,706	27,000	15,294	15,294		43.4 %

Month No : 5

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4202 Linen Cleaning	202	888	2,800	1,912		1,912	31.7 %
4270 Vehicles & Equipment Maint	0	664	2,400	1,736		1,736	27.7 %
4272 Equipment Purchase	0	195	6,000	5,805		5,805	3.3 %
4275 Building Maintenance	310	873	5,000	4,127		4,127	17.5 %
4276 CCTV	27	651	2,000	1,349		1,349	32.6 %
4279 Fire & Security	0	1,067	600	-467		-467	177.8 %
4301 Public Works Loan Payment	0	17,103	108,000	90,897		90,897	15.8 %
4303 Food Expenditure	12,081	49,027	76,125	27,098		27,098	64.4 %
4304 Bar Expenditure	7,542	24,649	64,945	40,296		40,296	38.0 %
4305 Fire Extinguishers	0	0	300	300		300	0.0 %
4306 Catering Utensils & Equip	225	692	500	-192		-192	138.4 %
4307 Bar Utensils & Equip	0	300	500	200		200	60.1 %
4311 Pest Control	0	330	700	370		370	47.1 %
4313 Stock Take	180	890	2,100	1,210		1,210	42.4 %
4314 Cost of Card Top Up Incentives	312	312	0	-312		-312	0.0 %
<b>The View :- Expenditure</b>	<b>48,180</b>	<b>237,571</b>	<b>598,445</b>	<b>360,874</b>	<b>0</b>	<b>360,874</b>	<b>39.7 %</b>
1050 Income Rent	0	500	1,000	-500			50.0 %
1100 Income Advertising	0	0	2,000	-2,000			0.0 %
1305 Income Hire Pro-Shop & Chg Rms	4,167	20,833	50,000	-29,167			41.7 %
1306 Income Golf Club Room Hires	245	3,525	13,000	-9,475			27.1 %
1307 Income Bar Sales	16,832	78,120	200,000	-121,880			39.1 %
1308 Income Food Sales	17,519	83,365	192,500	-109,135			43.3 %
1310 Income - Society Food	3,658	19,306	30,000	-10,694			64.4 %
1312 Function Food Sales	1,024	13,315	40,000	-26,685			33.3 %
1313 Function Bar Sales	0	1,486	4,500	-3,014			33.0 %
1314 Income - Society Drink	0	0	5,000	-5,000			0.0 %
1315 Income Linen Charge	32	166	0	166			0.0 %
<b>The View :- Income</b>	<b>43,477</b>	<b>220,617</b>	<b>538,000</b>	<b>-317,383</b>			<b>41.0 %</b>
<b>Net Expenditure over Income</b>	<b>4,703</b>	<b>16,954</b>	<b>60,445</b>	<b>43,491</b>			
<b>Golf Course :- Expenditure</b>	<b>71,311</b>	<b>389,811</b>	<b>898,922</b>	<b>509,111</b>	<b>0</b>	<b>509,111</b>	<b>43.4 %</b>
<b>Income</b>	<b>68,931</b>	<b>483,335</b>	<b>906,860</b>	<b>-423,525</b>			<b>53.3 %</b>
<b>Net Expenditure over Income</b>	<b>2,380</b>	<b>-93,525</b>	<b>-7,938</b>	<b>85,587</b>			

Month No : 5

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>Precept</b>							
<u>801</u> <u>Precept</u>							
1176 Precept	0	327,233	654,466	-327,233			50.0 %
1177 Council Tax Support Grant	0	12,684	0	12,684			0.0 %
Precept :- Income	<u>0</u>	<u>339,917</u>	<u>654,466</u>	<u>-314,549</u>			<u>51.9 %</u>
<b>Net Expenditure over Income</b>	<u>0</u>	<u>-339,917</u>	<u>-654,466</u>	<u>-314,549</u>			
Precept :- Expenditure	0	0	0	0	0	0	0.0 %
Income	0	339,917	654,466	-314,549			51.9 %
<b>Net Expenditure over Income</b>	<u>0</u>	<u>-339,917</u>	<u>-654,466</u>	<u>-314,549</u>			

Month No : 5

## Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>Reserves</b>							
901 Reserves							
9002 EMR Crypt Ancient Monument	0	2,472	0	-2,472		-2,472	0.0 %
9020 EMR Greenkeepers Shed	0	2,310	0	-2,310		-2,310	0.0 %
9028 EMR Defibrillators	601	5,321	0	-5,321		-5,321	0.0 %
Reserves :- Expenditure	<b>601</b>	<b>10,103</b>	<b>0</b>	<b>-10,103</b>	<b>0</b>	<b>-10,103</b>	
<b>Net Expenditure over Income</b>	<b>601</b>	<b>10,103</b>	<b>0</b>	<b>-10,103</b>			
Reserves :- Expenditure	<b>601</b>	<b>10,103</b>	<b>0</b>	<b>-10,103</b>	<b>0</b>	<b>-10,103</b>	<b>0.0 %</b>
Income	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0.0 %</b>
<b>Net Expenditure over Income</b>	<b>601</b>	<b>10,103</b>	<b>0</b>	<b>-10,103</b>			

## Summary Income &amp; Expenditure by Budget Heading 31/08/2017

Month No : 5

## Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Of Budget
<b><u>Community Services</u></b>							
Expenditure	135,930	473,461	326,136	-147,325	0	-147,325	145.2 %
Income	246,920	507,762	174,784	332,978			290.5 %
Net Expenditure over Income	-110,989	-34,301	151,352	185,653			
<b><u>Finance &amp; General Purposes</u></b>							
Expenditure	32,079	182,710	443,868	261,158	0	261,158	41.2 %
Income	352	53,168	27,447	25,721			193.7 %
Net Expenditure over Income	31,727	129,542	416,421	286,879			
<b><u>Golf Course</u></b>							
Expenditure	71,311	389,811	898,922	509,111	0	509,111	43.4 %
Income	68,931	483,335	906,860	-423,525			53.3 %
Net Expenditure over Income	2,380	-93,525	-7,938	85,587			
<b><u>Nature Reserve</u></b>							
Expenditure	0	0	0	0	0	0	43.4 %
Income	0	0	0	0			53.3 %
Net Expenditure over Income	0	0	0	0			
<b><u>Precept</u></b>							
Expenditure	0	0	0	0	0	0	0.0 %
Income	0	339,917	654,466	-314,549			51.9 %
Net Expenditure over Income	0	-339,917	-654,466	-314,549			
<b><u>Reserves</u></b>							
Expenditure	601	10,103	0	-10,103	0	-10,103	0.0 %
Income	0	0	0	0			0.0 %
Net Expenditure over Income	601	10,103	0	-10,103			
<b><u>INCOME - EXPENDITURE TOTALS</u></b>							
Expenditure	239,921	1,056,085	1,668,926	612,841	0	612,841	63.3 %
Income	316,203	1,384,182	1,763,557	-379,375			78.5 %
Net Expenditure over Income	-76,282	-328,098	-94,631	233,467			

Finance & General Purposes Committee Variance Reporting  
2017/18

		Previously Reported	Reported on 21st September 2017
<b>201</b>	<b>Administration</b>		
4015	Office Refreshments		Water consumption has almost doubled since the budget. Partly due to hot weather May, June & July and the increased nr of staff since last year.
4105	Postage		A new franking machine has been installed which should reduce costs by year end.
4110	Advertising & Publicity		The expenditure % is high due to the cost of the Council Tax Leaflet
4113	Software Support		The expenditure % is high due to ICT Schools costs for 2017/18 being paid in full in May.
4115	Insurance	29.06.2017 - This is currently showing significantly overbudget due to the overall amount being coded to 201. This will be journalled to the correct cost centres once the breakdown has been confirmed.	
4157	Audit Fees	29.06.2017 - This is currently showing in credit due to the accrual for external audit costs for 2016/17 yet to be invoiced.	
4182	Catering & Hospitality		Relates to expenditure at The View for STC Meetings
4272	Equipment Purchase		Expenditure relates to replacement of IT hardware for the Facilities Dept and new camera for the office
4415	Asset Sale Costs		Relates to the sale of land at The Holt
4900	Suspense Account	29.06.2017 - This relates to a payment to Facebook that could not be identified in time for the month end. It has now been confirmed that this payment was for boosting various posts for the Golf Course and The View. This will be re-allocated to the correct cost centres by the end of month 3.	The amount of £4 now showing in this account relates to a debit card payment to Ebay made in error. The amount will be refunded and show in next months accounts.
1053	Income Grants		Grant relating to the Neighbourhood Plan
<b>205</b>	<b>Premises Church Street</b>		
4155	Professional Fees		Relates to Solicitor advice regarding the Service Charge
1093	Income Rate Refund	29.06.2017 - This income in this account relates to the rate refunds dating back 3 years for 37 Church Street.	
<b>206</b>	<b>Hurdle House</b>		
1050	Income Rent	29.06.2017 - As in previous years, the income showing of £30,481 is not the actual income received. £25K of this relates to the ongoing dispute with a previous tenant.	
<b>210</b>	<b>Civic Expenses</b>		
4106	Stationery	29.06.2017 - The overspend relates to new Councillor folders being purchased.	
4181	Civil - Mayors Allowance	29.06.2017 - The underspend relates to an accrual from 2016/17 for A3 frames.	
4183	Civic - Awards	29.06.2017 - The underspend relates to an accrual from 2016/17 for Town Forum costs	
4184	Civic - Other	29.06.2017 - The overspend relates to a Trade Mark Application cost.	



## Seaford Town Council

### Report 65/17

**Agenda Item No:** 5  
**Committee:** Finance & General Purposes  
**Date:** 21<sup>st</sup> September 2017  
**Title:** 2018-19 Budget Framework and Timetable  
**By:** Lucy Clark, Support Services Manager  
**Purpose of Report:** To advise the Committee of the proposed Budget Framework and Timetable for 2018-19

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#### Recommendations

**You are recommended:**

1. To approve the Budget Framework and Timetable.
- 

#### 1. Information

- 1.1 Financial Regulations states that the RFO is responsible for the development of the Budget Framework and Timetable each year, which will set out the proposed strategy and timescale for the setting of the annual Revenue and Capital Budget. The Budget Framework and Timetable will be approved each year by F&GP Committee.
- 1.2 In the autumn, each Committee shall formulate proposals for their own area of responsibility in respect of revenue.
- 1.3 The preparation of the budget for 2018-19 will commence in due course once the September transactions have been finalised. The transactions for the six months to September will be used as a base for the projected outturn for 2017-18 and initial budget for 2018-19.
- 1.4 At the end of the financial year when the Council's end of year position is known, the Council will have an opportunity to allocate any surplus funds if there are any, to projects on the Capital Wish List and Ear Marked Reserves.
- 1.5 The proposed timetable is:

14 Nov 17	Councillor Training	Budget training
21 Nov 17	Golf & The View Committee	Budget approval
30 Nov 17	Community Services Committee	Budget approval
14 Dec 17	F&GP Committee	Budget approval
16 Jan 18	Councillor Working Group	Consideration of full Budget
25 Jan 18	Full Council	Final approval & Precept set



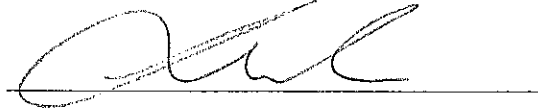
**2. Financial Appraisal**

There are no immediate financial implications resulting from this report.

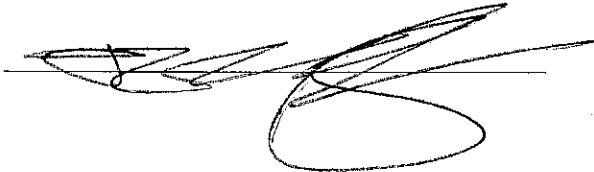
**3. Contact Officer**

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

Support Services Manager

A handwritten signature in black ink, appearing to read 'Lucy Clark', written over a horizontal line.

Town Clerk

A handwritten signature in black ink, consisting of several overlapping loops and strokes, written over a horizontal line.

