



## Seaford Town Council

### To the Members of the Community Services Committee

A meeting of the Community Services Committee will be held at 37 Church Street, Seaford on Thursday 30<sup>th</sup> November 2017 at 7.00pm which you are summoned to attend.

James Corrigan  
Town Clerk  
23<sup>rd</sup> November 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. **Projects and Facilities Manager - Update Report**  
To consider report 85/17 to inform members on progress and actions relating to Seaford Town Council assets, services and projects (pages 2 to 4).
5. **Finance Report**  
To consider report 86/17 to inform members of the Community Services Committee of Income and Expenditure for October 2017 and the financial year to date (pages 5 to 13).
6. **Community Services Draft 2018-2019 Budget**  
To consider report 87/17 presenting the draft projected outturn for the current financial year and the Committee budget for the 2018-2019 financial year (pages 14 to 28).
7. **Salts Skate Park – Approval**  
To consider report 88/17 detailing the proposed plans of the skate park at The Salts (pages 29 to 33).

**For further information about items appearing on this Agenda please contact James Corrigan, Town Clerk, 37 Church Street, Seaford, BN25 1HG. Telephone 01323 894870.**

**Circulation:** Committee members (as below) and all registered email recipients of agendas.

**Committee:** Councillors A Latham (Chair) and P Boorman (Vice Chair). Councillors D Argent, L Freeman, N Freeman, R Hayder, O Honeyman, L Wallraven, M Wearmouth, B Webb and C White.

**For information:** Councillors S Adeniji, M Brown, D Burchett, B Burfield, J Elton, T Goodman, R Honeyman, P Lower and M McLean.



## **1.7 Events**

Events have gone fantastically well with a £13,000 increase in income over 2017. This is due to an increased volume as well as capturing the correct financial income for each event.

Armed Forces Day was washed out this year; the event began well with overcast skies, but it soon turned into constant rain and the decision was made to close the event at 2pm as none of the arena shows could take place. Thank you to all that remained and supported the event. Next year is the 100<sup>th</sup> anniversary of the end of World War 1 so the plan is to recognise this with new ideas for the day. We pray for a dry day!

Christmas Magic is just around the corner; this event has progressed massively in the last month and is going to be much improved on last year with over 45 market stalls and over 30 live music acts throughout the day, as well as the lantern parade returning and the funfair.

Events have gone fantastically well with a £13,000 increase in income over 2017.

## **1.8 Sports**

The sports booking system has gone very well this year helping us manage the Grounds Maintenance Contract. 2017 has gone fantastically well for playing pitch condition due to a revitalised maintenance program. We have carried out a complete overhaul of the football pitch at the Crouch which has seen a huge improvement as a playing facility.

## **1.9 Tourism**

We had completed a Town Guide and Town Map for 2017 which has been very well received so the focus has moved to 2018's version. The Seafront Development Plan has naturally drummed up a lot of interest and has increased the volume of people attending the town. A new telescope has been installed near Frankie's Beach Café, which was donated by Rampion to view Newhaven, Seaford and the wind farm.

## **2.0 Filming**

This has been a great earner for the Council over the last 12 months. We increased the income figure to £15,680 in 2016-17 and have already received over £19,000 for the first six months of this year. This has largely been due to us developing relationships with local filming and photography companies, streamlining the process and being more flexible to enquiries. I have projected this figure for year end will be around £25,000.

## **2.1 Seafront Improvement Plan**

The Shoal second phase has now been installed and is looking fantastic. The entire phase was sold out prior to install. We have now placed the order for the 3<sup>rd</sup> and final phase which will be installed in April 2018 of which we have already sold over 50 plaques for. The support for this project has been incredible and is really pleasing to see. It is fair to say the committee put together for this project never expected it to be quite as popular as it has been. They are already looking at other opportunities along the Seafront to continue the Shoal theme.

The Beach Hut project was completed early October which are looking good, the feedback received has been overwhelmingly positive. The sales have been inconsistent with a lot of time wasted on potential purchases that have not materialised into sales. So far 6 have been sold and paid for and we are confident that when the weather turns in the spring of 2018 the sales for the rest will take place.

**2.2 Land Sales**

With the development plans for the Seafront, The View, Golf Course and South Hill Barn the decision was made to sell a select few pieces of land around Seaford to invest into these projects. The Holt sold for £170,000, which was £30,000 over what it was predicted to sell at, and we are in the process of securing the necessary permissions with a view to then selling the land that joins Firle Road and North Way for over £500,000 which is £150,000 over what it was predicted to sell at.

**2.3 Projects & Facilities – Progress and Team Priorities:**

With the HR review during the summer the facilities team has been expanded with promotions for Admin Assistant to Supervisor and Admin Assistant to Facilities Co-ordinator, this has enabled us to be far more proactive in our approach and has allowed me to concentrate on developing and delivering the projects in and around the town.


**2. Financial Appraisal**

There are no financial implications as a result of this report.

**3. Contact Officer**

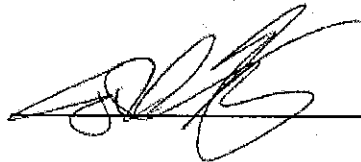
The Contact Officer for this report is Craig Williams, Projects & Facilities Manager.

Projects & Facilities Manager



---

Town Clerk



---



Seaford Town Council

Report 86/17

**Agenda Item No:** 5  
**Committee:** Community Services  
**Date:** 30<sup>th</sup> November 2017  
**Title:** Finance Report  
**By:** Craig Williams, Projects & Facilities Manager  
**Purpose of Report:** To inform members of the Community Services Committee of Income and Expenditure for October 2017 and year to date figures.

---

**Recommendations**

**You are recommended:**

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

**1. Information**

**1.1** Attached at Appendix A are the statements detailing income and expenditure for the period 1<sup>st</sup> – 31<sup>st</sup> October and year to date figures.

**1.2 The Salts**

The month of October expenditure was low across all areas however Building Maintenance costs continue to be high due to remedial works required earlier in the year to the changing rooms which has included works following two break-ins. The litter bin emptying is over budget due to the additional litter picks and bin emptying we had to arrange for the two months over the summer due to constant feedback of bins overflowing.

Sports pitch hire is back in line with where it should at this stage of the year as most of the bookings occur throughout the winter for Rugby and Football.

**1.3 The Crouch**

The grounds maintenance non-contract is over budget due to the unexpected need to renovate the Crouch football pitch, this will not now need doing for another 3-5 years.

**1.4 Seaford Head**

Building maintenance is overspent over the year due to the work carried out on South Hill Barn. £17,000 of the filming for the year so far has been on Seaford Head.

**1.5 Seafont**

Building Maintenance is high due to the amount of breakages and damage that has occurred to fencing, bins, ground, signage and shelters throughout the year. More people attending the seafont leads to a higher level of wear and tear.

Income for Martello Entertainments Area will be behind budget for the year due to it not being used and the plan to create a new policy on its use.

**1.6 Beach Hut**

Beach hut site license and annual rent is down on budget due to the sale of two of the huts to fund the Seafront Development Plan.

**1.7 Projects Pool**

The Projects Pool has had a lot of movement this year but still has some expenditure available as the total income is £419,000 and expenditure is at £409,000. We still have an expected income of £280,000 for the remaining beach huts from which I presume will be allocated to the Martello Toilets.

**2. Financial Appraisal**

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

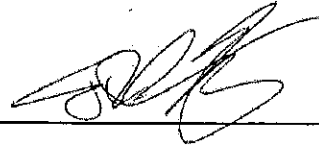
**3. Contact Officer**

The Contact Officer for this report is Craig Williams, Projects & Facilities Manager.

Projects & Facilities Manager



Town Clerk



07/11/2017

## Seaford Town Council 2017/2018

18:09

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2017

Page No 1

Month No : 7

## Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<b>Community Services</b>						
<u>105</u>	<u>Salts Recreation Ground</u>					
4052	0	541	2,000	1,459		1,459
4055	0	108	600	492		492
4115	0	2,197	2,134	-63		-63
4154	0	6	0	-6		-6
4251	156	1,250	1,887	637		637
4252	234	702	0	-702		-702
4260	16,864	45,637	70,721	25,084		25,084
4261	250	530	6,000	5,470		5,470
4272	50	50	0	-50		-50
4275	265	5,717	2,000	-3,717		-3,717
	<b>17,819</b>	<b>56,738</b>	<b>85,342</b>	<b>28,604</b>	<b>0</b>	<b>28,604</b>
	Salts Recreation Ground :- Expenditure					
1050	70	2,242	1,123	1,119		0
1051	0	819	1,365	-546		0
1053	0	620	0	620		0
1058	0	0	1,862	-1,862		0
1066	4,225	12,675	16,800	-4,125		0
1073	469	1,660	8,500	-6,840		0
1076	0	1,247	0	1,247		0
	<b>4,764</b>	<b>19,262</b>	<b>29,650</b>	<b>-10,388</b>		
	Salts Recreation Ground :- Income					
	<b>13,055</b>	<b>37,476</b>	<b>55,692</b>	<b>18,216</b>		
	<b>Net Expenditure over Income</b>					
<u>106</u>	<u>Crouch Recreation Ground</u>					
4052	0	322	2,315	1,993		1,993
4055	119	216	400	184		184
4115	0	974	949	-25		-25
4155	0	625	0	-625		-625
4251	112	893	1,350	457		457
4260	10,527	28,071	42,232	14,161		14,161
4261	113	5,012	3,000	-2,012		-2,012
4275	25	2,187	2,000	-187		-187
	<b>10,895</b>	<b>38,301</b>	<b>52,246</b>	<b>13,945</b>	<b>0</b>	<b>13,945</b>
	Crouch Recreation Ground :- Expenditure					
1050	0	1,249	2,400	-1,151		0
1051	0	514	0	514		0
1054	0	630	0	630		0
1057	119	416	150	266		0
1073	615	7,770	9,270	-1,500		0
	<b>734</b>	<b>10,580</b>	<b>11,820</b>	<b>-1,240</b>		
	Crouch Recreation Ground :- Income					
	<b>10,161</b>	<b>27,721</b>	<b>40,426</b>	<b>12,705</b>		
	<b>Net Expenditure over Income</b>					

Month No : 7

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>107 Martello Fields</u>						
4251 Dog Bin Emptying	89	714	1,079	365		365
4260 Grounds Maintenance Contract	3,870	10,320	15,988	5,668		5,668
4261 Grounds Maint non contract	0	899	2,000	1,101		1,101
4275 Building Maintenance	55	873	2,000	1,128		1,128
<b>Martello Fields :- Expenditure</b>	<b>4,014</b>	<b>12,806</b>	<b>21,067</b>	<b>8,261</b>	<b>0</b>	<b>8,261</b>
1011 Income Filming	0	800	0	800		0
1050 Income Rent	-440	10,729	5,000	5,729		0
<b>Martello Fields :- Income</b>	<b>-440</b>	<b>11,529</b>	<b>5,000</b>	<b>6,529</b>		
<b>Net Expenditure over Income</b>	<b>4,454</b>	<b>1,277</b>	<b>16,067</b>	<b>14,790</b>		
<u>108 Other Open Spaces</u>						
4052 Water & Sewerage	0	47	75	28		28
4154 Land Registry Fees	6	81	0	-81		-81
4251 Dog Bin Emptying	179	1,428	2,157	729		729
4260 Grounds Maintenance Contract	6,982	19,741	30,591	10,850		10,850
4261 Grounds Maint non contract	1,787	2,869	2,000	-869		-869
4262 Tree Warden Expenses	0	0	2,000	2,000		2,000
4275 Building Maintenance	155	1,863	1,000	-863		-863
4415 Asset Sale Costs	-2,361	0	0	0		0
<b>Other Open Spaces :- Expenditure</b>	<b>6,747</b>	<b>26,030</b>	<b>37,823</b>	<b>11,793</b>	<b>0</b>	<b>11,793</b>
1010 Asset Sale	-170,000	0	0	0		0
1066 Income Concession	0	375	3,000	-2,625		0
<b>Other Open Spaces :- Income</b>	<b>-170,000</b>	<b>375</b>	<b>3,000</b>	<b>-2,625</b>		
<b>Net Expenditure over Income</b>	<b>176,747</b>	<b>25,655</b>	<b>34,823</b>	<b>9,168</b>		
<u>113 Crypt</u>						
4051 Rates	575	4,031	0	-4,031		-4,031
4052 Water & Sewerage	0	23	0	-23		-23
4055 Electricity	0	4,755	0	-4,755		-4,755
4056 Gas	-88	85	0	-85		-85
4115 Insurance	0	435	371	-64		-64
4154 Land Registry Fees	0	3	0	-3		-3
4155 Professional Fees	0	70	0	-70		-70
4201 Cleaning & Hygiene	50	221	0	-221		-221
4275 Building Maintenance	196	840	0	-840		-840
<b>Crypt :- Expenditure</b>	<b>733</b>	<b>10,463</b>	<b>371</b>	<b>-10,092</b>	<b>0</b>	<b>-10,092</b>



Month No : 7

## Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1050	Income Rent	0	4,470	0	4,470	0
1051	Income Insurance Recharge	0	0	371	-371	0
1054	Income Other	0	70	0	70	0
	<b>Crypt :- Income</b>	<b>0</b>	<b>4,540</b>	<b>371</b>	<b>4,169</b>	
	<b>Net Expenditure over Income</b>	<b>733</b>	<b>5,923</b>	<b>0</b>	<b>-5,923</b>	
<u>114</u>	<u>South Street</u>					
4275	Building Maintenance	0	804	1,000	196	196
	<b>South Street :- Expenditure</b>	<b>0</b>	<b>804</b>	<b>1,000</b>	<b>196</b>	<b>0</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
4154	Land Registry Fees	0	6	0	-6	-6
4275	Building Maintenance	0	0	5,500	5,500	5,500
	<b>Martello Tower :- Expenditure</b>	<b>0</b>	<b>1,486</b>	<b>6,930</b>	<b>5,444</b>	<b>0</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
4154	Land Registry Fees	0	3	0	-3	-3
4155	Professional Fees	0	609	0	-609	-609
4199	Other Expenditure	111	610	0	-610	-610
4250	Public Seating	45	3,568	0	-3,568	-3,568
4251	Dog Bin Emptying	89	714	1,079	365	365
4260	Grounds Maintenance Contract	456	1,215	1,933	718	718
4261	Grounds Maint non contract	0	1,236	2,000	764	764
4275	Building Maintenance	25	4,662	1,000	-3,662	-3,662
4500	Nature Reserve Expenses	0	5,250	12,500	7,250	7,250
4501	Filming Expenses	0	2,630	0	-2,630	-2,630
	<b>Seaford Head Estate :- Expenditure</b>	<b>726</b>	<b>21,324</b>	<b>19,313</b>	<b>-2,011</b>	<b>0</b>
1011	Income Filming	2,025	17,225	5,000	12,225	0
1050	Income Rent	0	10,000	10,000	0	0
1053	Income Grants	0	2,438	0	2,438	0
1055	Income Memorial Bench	0	3,150	1,000	2,150	0
1066	Income Concession	0	2,173	6,000	-3,827	0
1091	Income Building Maintenance	0	733	0	733	0

Month No : 7

## Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1200	Income Nature Reserve	0	130	0	130		0
	Seaford Head Estate :- Income	<b>2,025</b>	<b>35,849</b>	<b>22,000</b>	<b>13,849</b>		
	<b>Net Expenditure over Income</b>	<b>-1,299</b>	<b>-14,524</b>	<b>-2,687</b>	<b>11,837</b>		
<u>117</u>	<u>Seafront</u>						
4052	Water & Sewerage	0	48	185	137		137
4055	Electricity	0	-64	2,404	2,468		2,468
4115	Insurance	78	530	446	-84		-84
4154	Land Registry Fees	0	24	0	-24		-24
4155	Professional Fees	-98	0	0	0		0
4250	Public Seating	475	982	0	-982		-982
4253	Shelters	0	868	2,000	1,132		1,132
4254	Martello Entertainments Area	4,810	4,810	0	-4,810		-4,810
4255	The Shoal Expenditure	2,387	19,123	0	-19,123		-19,123
4261	Grounds Maint non contract	48	570	3,000	2,430		2,430
4274	Projects Expenditure	-380,704	0	0	0		0
4275	Building Maintenance	4,238	7,756	3,000	-4,756		-4,756
	Seafront :- Expenditure	<b>-368,766</b>	<b>34,648</b>	<b>11,035</b>	<b>-23,613</b>	<b>0</b>	<b>-23,613</b>
1010	Asset Sale	-147,500	0	0	0		0
1011	Income Filming	0	300	0	300		0
1050	Income Rent	-120	0	0	0		0
1053	Income Grants	0	4,600	0	4,600		0
1055	Income Memorial Bench	225	225	10,000	-9,775		0
1057	Income Electricity Recharge	0	1,121	2,404	-1,283		0
1058	Income Water Recharge	0	65	90	-25		0
1066	Income Concession	11,036	49,096	45,400	3,696		0
1078	Income Entertainment Area	60	860	5,000	-4,140		0
1082	Income The Shoal	3,715	50,875	0	50,875		0
1084	Income Promenade	120	120	0	120		0
	Seafront :- Income	<b>-132,464</b>	<b>107,262</b>	<b>62,894</b>	<b>44,368</b>		
	<b>Net Expenditure over Income</b>	<b>-236,302</b>	<b>-72,614</b>	<b>-51,859</b>	<b>20,755</b>		
<u>118</u>	<u>Beach Huts</u>						
4051	Rates	290	2,145	3,231	1,086		1,086
4110	Advertising & Publicity	0	40	0	-40		-40
4115	Insurance	294	695	390	-305		-305
4199	Other Expenditure	0	188	0	-188		-188
4275	Building Maintenance	0	672	0	-672		-672

Month No : 7

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4415 Asset Sale Costs	-3,000	0	0	0		0
Beach Huts :- Expenditure	<u>-2,416</u>	<u>3,740</u>	<u>3,621</u>	<u>-119</u>	<u>0</u>	<u>-119</u>
1010 Asset Sale	-47,917	0	0	0		0
1054 Income Other	0	21	0	21		0
1060 Beach Huts Site Licence	0	16,332	18,944	-2,612		0
1061 Beach Hut Annual Rent	0	8,870	12,664	-3,794		0
1093 Income Rate Refund	0	67	0	67		0
Beach Huts :- Income	<u>-47,917</u>	<u>25,290</u>	<u>31,608</u>	<u>-6,318</u>		
<b>Net Expenditure over Income</b>	<u>-45,501</u>	<u>-21,550</u>	<u>-27,987</u>	<u>-6,437</u>		
<u>119</u> <u>Old Town Hall</u>						
4115 Insurance	0	186	180	-6		-6
4275 Building Maintenance	375	1,733	2,000	267		267
Old Town Hall :- Expenditure	<u>375</u>	<u>1,919</u>	<u>2,180</u>	<u>261</u>	<u>0</u>	<u>261</u>
1050 Income Rent	106	850	0	850		0
1051 Income Insurance Recharge	0	186	200	-14		0
Old Town Hall :- Income	<u>106</u>	<u>1,036</u>	<u>200</u>	<u>836</u>		
<b>Net Expenditure over Income</b>	<u>269</u>	<u>883</u>	<u>1,980</u>	<u>1,097</u>		
<u>121</u> <u>Seaford in Bloom</u>						
4402 Seaford in Bloom	0	8,193	10,000	1,807		1,807
Seaford in Bloom :- Expenditure	<u>0</u>	<u>8,193</u>	<u>10,000</u>	<u>1,807</u>	<u>0</u>	<u>1,807</u>
1054 Income Other	0	218	350	-132		0
Seaford in Bloom :- Income	<u>0</u>	<u>218</u>	<u>350</u>	<u>-132</u>		
<b>Net Expenditure over Income</b>	<u>0</u>	<u>7,975</u>	<u>9,650</u>	<u>1,675</u>		
<u>125</u> <u>Allotments</u>						
4199 Other Expenditure	0	0	500	500		500
Allotments :- Expenditure	<u>0</u>	<u>0</u>	<u>500</u>	<u>500</u>	<u>0</u>	<u>500</u>
1050 Income Rent	0	892	891	1		0
Allotments :- Income	<u>0</u>	<u>892</u>	<u>891</u>	<u>1</u>		
<b>Net Expenditure over Income</b>	<u>0</u>	<u>-892</u>	<u>-391</u>	<u>501</u>		

Month No : 7

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>130</u> <u>Other Recreation</u>						
4410 Swimming Pool	863	5,851	10,000	4,149		4,149
Other Recreation :- Expenditure	<u>863</u>	<u>5,851</u>	<u>10,000</u>	<u>4,149</u>	<u>0</u>	<u>4,149</u>
<b>Net Expenditure over Income</b>	<u>863</u>	<u>5,851</u>	<u>10,000</u>	<u>4,149</u>		
<u>134</u> <u>CCTV</u>						
4055 Electricity	1,042	1,086	1,809	723		723
4115 Insurance	0	343	1,000	657		657
4276 CCTV	0	1,098	8,649	7,551		7,551
CCTV :- Expenditure	<u>1,042</u>	<u>2,526</u>	<u>11,458</u>	<u>8,932</u>	<u>0</u>	<u>8,932</u>
<b>Net Expenditure over Income</b>	<u>1,042</u>	<u>2,526</u>	<u>11,458</u>	<u>8,932</u>		
<u>135</u> <u>Community Service Other</u>						
4115 Insurance	0	53	0	-53		-53
4195 Events Expenditure	0	856	250	-606		-606
4256 Street Market Expenditure	0	1,993	0	-1,993		-1,993
4263 Bus Shelter Maintenance/Clean	-23	0	0	0		0
4273 Christmas Lights	583	1,536	15,000	13,464		13,464
4281 Christmas Event Expenses	4,473	5,388	5,000	-388		-388
4282 Armed Forces Day Expenditure	0	2,457	2,000	-457		-457
Community Service Other :- Expenditure	<u>5,033</u>	<u>12,283</u>	<u>22,250</u>	<u>9,967</u>	<u>0</u>	<u>9,967</u>
1054 Income Other	0	41	0	41		0
1070 Armed Forces Day Income	0	1,101	2,000	-899		0
1075 Income Christmas Event	341	656	5,000	-4,345		0
1083 Income Street Market	0	1,359	0	1,359		0
Community Service Other :- Income	<u>341</u>	<u>3,156</u>	<u>7,000</u>	<u>-3,844</u>		
<b>Net Expenditure over Income</b>	<u>4,693</u>	<u>9,127</u>	<u>15,250</u>	<u>6,123</u>		
<u>225</u> <u>Projects Pool</u>						
4155 Professional Fees	2,656	2,656	0	-2,656		-2,656
4274 Projects Expenditure	240	4,544	30,000	25,456		25,456
4415 Asset Sale Costs	5,361	5,361	0	-5,361		-5,361
4420 Beach Hut Capital Expenditure	409,275	409,275	0	-409,275		-409,275
4421 Martello Toilets Capital Costs	4	4	0	-4		-4
Projects Pool :- Expenditure	<u>417,537</u>	<u>421,840</u>	<u>30,000</u>	<u>-391,840</u>	<u>0</u>	<u>-391,840</u>
1014 CIL Receipts	11,005	11,005	0	11,005		0

Month No : 7

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1016	Beach Hut Sales	237,083	237,083	0	237,083		0
1017	Land Sales	170,000	170,000	0	170,000		0
1053	Income Grants	-2,079	0	0	0		0
	Projects Pool :- Income	<b>416,009</b>	<b>418,088</b>	<b>0</b>	<b>418,088</b>		
	<b>Net Expenditure over Income</b>	<b>1,527</b>	<b>3,752</b>	<b>30,000</b>	<b>26,248</b>		
301	<u>Planning &amp; Highways</u>						
4263	Bus Shelter Maintenance/Clean	164	272	1,000	728		728
	Planning & Highways :- Expenditure	<b>164</b>	<b>272</b>	<b>1,000</b>	<b>728</b>	<b>0</b>	<b>728</b>
	<b>Net Expenditure over Income</b>	<b>164</b>	<b>272</b>	<b>1,000</b>	<b>728</b>		
	Community Services :- Expenditure	<b>94,768</b>	<b>659,224</b>	<b>326,136</b>	<b>-333,088</b>	<b>0</b>	<b>-333,088</b>
	Income	<b>73,159</b>	<b>638,076</b>	<b>174,784</b>	<b>463,292</b>		
	<b>Net Expenditure over Income</b>	<b>21,609</b>	<b>21,148</b>	<b>151,352</b>	<b>130,204</b>		



## Seaford Town Council

Report 87/17

Agenda Item No:	6
Committee:	Community Services
Date:	30 <sup>th</sup> November 2017
Title:	Community Services Committee Draft Budget 2018-19
By:	Craig Williams, Projects & Facilities Manager
Purpose of Report:	To present the draft projected outturn for the current financial year and the Committee Budget for the year 2018-19.

---

### Recommendations

You are recommended:

1. To approve or amend the projected outturn for 2017-18 and the draft budget for 2018-19 for this Committee.
  2. To approve that the draft budget subject to any amendments be recommended to Full Council for adoption.
  3. To recommend to Council to approve that should there be an underspend in the Projects budget for 2017-18, these monies are transferred into the Community Projects ear-marked reserve (EMR 358).
- 

### 1. Information

- 1.1 The draft projected outturn for the current financial year and the Community Services Committee budget for 2018-19 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 spreadsheet, specific to line items.
  - (a) *The Salts* - 4260 (grounds maintenance non-contract) is projected to be under budget for the year by £5,000 but is balanced by the overspend in 4275 (building maintenance) to get on top of the long term outstanding issues.
  - (b) *The Crypt* – The budget was £0 as it was expected that the new lease would have been signed and all income would have been directed straight to the Crypt committee. This has only been signed in October.
  - (c) *Seaford Head Estate* – 1011 (filming) on the Nature Reserve is at £15,200 for this year, with more bookings already in place for the remainder of the year which is an excellent income generator projected at £19,000 for year end. The concession has left South Hill Barn this year, so the reduced income is due to this.
  - (d) *Seafront* – It was predicted that £10,000 would come through the memorial bench scheme for the Shoal project but after the budget was written it was decided to give it its own cost code. The Shoal is nicely in profit so far but £15,000 of the end figure needs to be allocated to an EMR for the future maintenance of the structure.

- (e) *Projects Pool* – There is a large expenditure in this area. Currently the sales of old and new beach huts and the sale of the piece of land at The Holt total £428,000, with an expected year end expenditure of £474,000. Ideally more beach huts need to be sold before year end to ensure this stays above budget. We are confident that come the spring the remaining beach huts will sell.

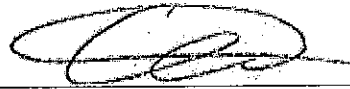
## 2. Financial Appraisal

The draft budget for 2018-19 for this Committee is attached at Appendix A. This has been fully evaluated considering the current projections for this financial year and planned spend for next financial year.

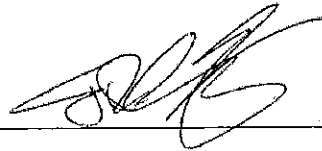
## 3. Contact Officer

The Contact Officer for this report is Craig Williams, Projects & Facilities Manager.

Projects & Facilities Manager



Town Clerk



Appendix A

Budget 2018/19

2018-19 Budget

2017-18 Projected Outturn

2017-18 Final Actual to Budget 30/09/17

2016-17 Actual

2020-21 Budget

2021-22 Budget

2022-23 Budget

Comments

Account Salts Recreation Ground Cost Centre 105

Code	2016-17 Actual	2017-18 Final Actual to Budget 30/09/17	2017-18 Projected Outturn	2018-19 Budget	2019-20 Budget	2020-21 Budget	2021-22 Budget	2022-23 Budget	Comments
4052	1,824	2,000	541	1,500	2,060	2,122	2,185	2,251	
4055	124	600	108	200	250	258	273	281	
4110	50	0	0	0	0	0	0	0	
4115	2,134	2,197	2,197	2,263	2,331	2,401	2,473	2,547	
4154	0	0	6	6	0	0	0	0	
4155	0	0	0	0	0	0	0	0	
4199	0	0	0	0	0	0	0	0	
4201	0	0	0	0	0	0	0	0	
4250	0	0	0	0	0	0	0	0	
4251	1,780	1,887	1,094	1,875	2,060	2,122	2,185	2,251	
4252	0	0	468	500	515	530	546	563	
4260	68,565	70,721	28,773	68,456	72,281	74,450	76,683	78,984	
4261	8,597	6,000	280	1,000	6,180	6,365	6,556	6,753	
4272	0	0	0	0	0	0	0	0	
4274	1,352	0	0	0	0	0	0	0	
4275	5,202	2,000	5,452	7,000	5,150	5,305	5,464	5,628	
	<b>89,628</b>	<b>85,342</b>	<b>38,919</b>	<b>82,734</b>	<b>90,835</b>	<b>93,560</b>	<b>96,367</b>	<b>99,257</b>	

Salts Recreation Ground Expenditure

1050	1,587	1,123	2,172	2,450	2,524	2,599	2,677	2,757	
1051	791	1,365	819	819	870	896	923	951	
052	0	0	0	0	0	0	0	0	
053	0	0	620	620	0	0	0	0	
054	490	0	0	0	0	0	0	0	
055	0	0	0	0	0	0	0	0	
1057	0	0	0	0	0	0	0	0	
1058	2,083	1,862	0	1,000	1,030	1,061	1,093	1,126	
1066	16,800	16,800	8,450	16,900	16,900	16,900	16,900	16,900	
1071	0	0	0	0	0	0	0	0	
1073	9,282	8,500	1,191	8,500	8,585	8,671	8,758	8,845	12 month contract until potential iconic Cafe
1076	0	0	1,247	1,247	0	0	0	0	1% increase
1093	0	0	0	0	0	0	0	0	
	<b>31,033</b>	<b>29,650</b>	<b>14,499</b>	<b>31,536</b>	<b>29,695</b>	<b>30,127</b>	<b>30,351</b>	<b>30,579</b>	

Salts Recreation Ground Income

	<b>58,595</b>	<b>55,692</b>	<b>24,420</b>	<b>51,198</b>	<b>58,494</b>	<b>60,926</b>	<b>66,016</b>	<b>68,678</b>	
--	---------------	---------------	---------------	---------------	---------------	---------------	---------------	---------------	--

Net Expenditure over Income



Budget 2018/19

2017-18 Final Budget

2017-18 Actual to Budget 30/09/17

2017-18 Projected Outturn

2018-19 Budget

2019-20 Budget

2020-21 Budget

2021-22 Budget

2022-23 Budget

Comments

Account Crouch Recreation Ground  
Code Cost Centre 106

2016-17 Actual	2017-18 Final Budget	2017-18 Actual to Budget 30/09/17	2017-18 Projected Outturn	2018-19 Budget	2019-20 Budget	2020-21 Budget	2021-22 Budget	2022-23 Budget	Comments
786	2,315	322	1,000	1,000	1,030	1,061	1,093	1,126	
4052 Water & Sewerage									
562	400	97	220	0	0	0	0	0	
4055 Electricity									
949	949	974	974	1,003	1,033	1,064	1,096	1,129	
4115 Insurance									
0	0	625	625	0	0	0	0	0	
4155 Professional Fees									
0	0	0	0	0	0	0	0	0	
4156 Bank Charges									
0	0	0	0	0	0	0	0	0	
4199 Other Expenditure									
0	0	0	0	0	0	0	0	0	
4250 Public Seating									
1,271	1,350	781	1,340	1,400	1,442	1,485	1,530	1,576	
4251 Dog Bin Emptying									
0	0	0	0	0	0	0	0	0	
4252 Litter & Dog Bin Pch & Maintenance									
42,107	42,232	17,544	42,984	44,064	45,386	46,747	48,150	49,594	
4260 Grounds Maintenance Contract									
2,955	3,000	4,899	6,000	6,000	6,180	6,365	6,556	6,753	
4261 Grounds Maintenance Non Contract									
0	0	0	0	0	0	0	0	0	
4270 Vehicles & Equipment Maint.									
0	0	0	0	0	0	0	0	0	
4274 Projects Expenditure									
1,064	2,000	2,162	3,000	3,000	3,090	3,183	3,278	3,377	
4275 Building Maintenance									
1,090	0	0	0	0	0	0	0	0	
4501 Filming Expenses									
<b>50,784</b>	<b>52,246</b>	<b>27,404</b>	<b>56,143</b>	<b>56,467</b>	<b>58,161</b>	<b>59,906</b>	<b>61,703</b>	<b>63,554</b>	

Crouch Recreation Ground Expenditure

1011 Income Filming	1,350	0	0	0	0	0	0	0	
1050 Income Rent	1,710	1,249	1,655	1,625	1,625	1,625	1,625	1,625	
051 Income Insurance Recharge	500	514	514	530	546	562	579	597	
052 Income Projects	0	0	0	0	0	0	0	0	
054 Income Other	0	0	630	0	0	0	0	0	
055 Income Memorial Bench	0	0	0	0	0	0	0	0	
057 Income Electricity Recharge	219	150	297	298	0	0	0	0	
1073 Sports Pitch Hire & Green Fees	15,169	9,270	7,155	9,250	9,343	9,436	9,530	9,626	1% increase
<b>18,948</b>	<b>11,820</b>	<b>9,845</b>	<b>12,347</b>	<b>11,405</b>	<b>11,513</b>	<b>11,623</b>	<b>11,734</b>	<b>11,847</b>	

Crouch Recreation Ground Income

<b>31,836</b>	<b>40,426</b>	<b>17,559</b>	<b>43,796</b>	<b>45,062</b>	<b>46,648</b>	<b>48,283</b>	<b>49,969</b>	<b>51,707</b>	
---------------	---------------	---------------	---------------	---------------	---------------	---------------	---------------	---------------	--

Net Expenditure over Income

Budget 2018/19

2018-19 Budget

2019-20 Budget

2020-21 Budget

2021-22 Budget

2022-23 Budget

Comments

Account Code	2016-17 Actual	2017-18		2017-18 Projected Outturn	2018-19 Budget		2019-20 Budget		2020-21 Budget		2021-22 Budget		2022-23 Budget	
		Final Budget	Actual to 30/09/17		2018-19 Budget	2019-20 Budget	2020-21 Budget	2021-22 Budget	2022-23 Budget					
<b>Martello Fields</b>														
Account Code	Martello Fields													
Cost Centre	107													
4251	1,017	1,079	625	1,072	1,100	1,133	1,167	1,202	1,238					
4260	15,480	15,988	6,450	15,920	16,320	16,810	17,314	17,833	18,368					
4261	1,519	2,000	899	2,000	2,000	2,060	2,122	2,185	2,251					
4275	430	2,000	818	2,000	2,000	2,060	2,122	2,185	2,251					
	<b>18,446</b>	<b>21,067</b>	<b>8,792</b>	<b>20,992</b>	<b>21,420</b>	<b>22,063</b>	<b>22,724</b>	<b>23,406</b>	<b>24,108</b>					
1011	0	0	800	800	0	0	0	0	0					
1050	5,196	5,000	11,169	13,000	12,000	12,360	12,731	13,113	13,506					
1054	0	0	0	0	0	0	0	0	0					
	<b>5,196</b>	<b>5,000</b>	<b>11,969</b>	<b>13,800</b>	<b>12,000</b>	<b>12,360</b>	<b>12,731</b>	<b>13,113</b>	<b>13,506</b>					
	<b>13,250</b>	<b>16,067</b>	<b>-3,177</b>	<b>7,192</b>	<b>9,420</b>	<b>9,703</b>	<b>9,994</b>	<b>10,293</b>	<b>10,602</b>					
<b>Net Expenditure over Income</b>														
<b>Other Open Spaces</b>														
Account Code	Cost Centre 108													
4052	87	75	47	100	100	103	106	109	113					
4115	0	0	0	0	0	0	0	0	0					
4154	99	0	75	100	100	103	106	109	113					
4155	0	0	0	0	0	0	0	0	0					
4250	1,104	0	0	0	0	0	0	0	0					
4251	2,034	2,157	1,250	2,143	2,200	2,266	2,334	2,404	2,476					
4252	0	0	0	0	0	0	0	0	0					
4260	29,611	30,591	12,759	30,248	31,008	31,938	32,896	33,883	34,900					
4261	2,220	2,000	1,082	2,000	2,000	2,060	2,122	2,185	2,251					
4262	0	2,000	0	500	2,000	2,060	2,122	2,185	2,251					
4270	50	0	0	0	0	0	0	0	0					
4274	145	0	0	0	0	0	0	0	0					
4275	502	1,000	1,708	3,000	3,000	3,090	3,183	3,278	3,377					
4415	0	0	2,361	0	0	0	0	0	0					
	<b>35,852</b>	<b>37,823</b>	<b>19,282</b>	<b>38,091</b>	<b>40,408</b>	<b>41,670</b>	<b>42,869</b>	<b>44,155</b>	<b>45,480</b>					
<b>Other Open Spaces Expenditure</b>														

	2016-17 Actual	2017-18 Final Budget	2017-18 Actual to 30/09/17	2017-18 Projected Outturn	Budget 2018/19				Comments	
					2018-19 Budget	2019-20 Budget	2020-21 Budget	2021-22 Budget		2022-23 Budget
1010 Asset Sale	0	0	170,000	0	0	0	0	0	0	
1050 Income rent	990	0	0	0	0	0	0	0	0	
1054 Income Other	85	0	0	0	0	0	0	0	0	
1055 Income Memorial Bench	1,620	0	0	0	0	0	0	0	0	
1066 Concession Income	0	3,000	375	375	0	0	0	0	0	
1072 Income Tree Wardens	0	0	0	0	0	0	0	0	0	
1093 Income Rate Refund	0	0	0	0	0	0	0	0	0	
<b>Other Open Spaces Income</b>	<b>2,695</b>	<b>3,000</b>	<b>170,375</b>	<b>375</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Net Expenditure over Income</b>	<b>33,157</b>	<b>34,823</b>	<b>-151,093</b>	<b>37,716</b>	<b>40,408</b>	<b>41,620</b>	<b>42,869</b>	<b>44,155</b>	<b>45,480</b>	

Now moved to 225 cost centre

Account Code	Crypt Cost Centre 113	2016-17 Actual	2017-18 Final Budget	2017-18 Actual to 30/09/17	2017-18 Projected Outturn	Budget 2018/19			2020-21 Budget	2021-22 Budget	2022-23 Budget	Comments
						2018-19 Budget	2019-20 Budget	2020-21 Budget				
4051	Rates	5,614	0	3,456	5,750	0	0	0	0	0	0	
4052	Water & Sewerage	149	0	23	200	0	0	0	0	0	0	
4055	Electricity	398	0	4,755	5,000	0	0	0	0	0	0	
4056	Gas	266	0	173	300	0	0	0	0	0	0	
4100	Telecommunications	0	0	0	0	0	0	0	0	0	0	
4105	Postage	0	0	0	0	0	0	0	0	0	0	
4106	Stationery	0	0	0	0	0	0	0	0	0	0	
4110	Advertising & Publicity	1,054	0	0	0	0	0	0	0	0	0	
4115	Insurance	421	371	435	435	449	462	476	491	505	505	
4154	Land Registry Fees	0	0	3	3	0	0	0	0	0	0	
4155	Professional Fees	0	0	70	70	0	0	0	0	0	0	
4199	Other Expenditure	0	0	0	0	0	0	0	0	0	0	
4201	Cleaning & Hygiene	289	0	171	271	0	0	0	0	0	0	
4261	Grounds Maint non contract	0	0	0	0	0	0	0	0	0	0	
4270	Vehicle & Equipment Maintenance	0	0	0	0	0	0	0	0	0	0	
4274	Projects Expenditure	0	0	0	0	0	0	0	0	0	0	
4275	Building Maintenance	656	0	644	1,000	1,000	1,030	1,061	1,093	1,126	1,126	
<b>Crypt Expenditure</b>		<b>8,847</b>	<b>371</b>	<b>9,730</b>	<b>13,029</b>	<b>1,449</b>	<b>1,492</b>	<b>1,537</b>	<b>1,583</b>	<b>1,631</b>	<b>1,631</b>	
1050	Income Rent	6,809	0	4,470	5,000	0	0	0	0	0	0	
051	Income Insurance Recharge	0	371	0	0	449	462	476	491	505	505	
054	Income Other	0	0	70	70	0	0	0	0	0	0	
067	LDC Contribution	0	0	0	0	0	0	0	0	0	0	
303	Income Crypt Building Repair	0	0	0	0	0	0	0	0	0	0	
<b>Crypt Income</b>		<b>6,809</b>	<b>371</b>	<b>4,540</b>	<b>5,070</b>	<b>449</b>	<b>462</b>	<b>476</b>	<b>491</b>	<b>505</b>	<b>505</b>	
<b>Net Expenditure over Income</b>		<b>2,038</b>	<b>0</b>	<b>5,190</b>	<b>7,959</b>	<b>1,000</b>	<b>1,030</b>	<b>1,061</b>	<b>1,093</b>	<b>1,126</b>	<b>1,126</b>	
<b>South Street Toilets Cost Centre 114</b>												
4275	Building Maintenance	0	1,000	804	804	0	0	0	0	0	0	
<b>South Street Expenditure</b>		<b>0</b>	<b>1,000</b>	<b>804</b>	<b>804</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
1054	Income Other	0	0	0	0	0	0	0	0	0	0	
<b>South Street Income</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Net Expenditure over Income</b>		<b>0</b>	<b>1,000</b>	<b>804</b>	<b>804</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	



Account Code	2016-17 Actual	2017-18 Final Budget	2017-18 Actual to 30/09/17	2017-18 Projected Outturn	Budget 2018/19			2020-21 Budget	2021-22 Budget	2022-23 Budget	Comments
					2018-19 Budget	2019-20 Budget	2020-21 Budget				
<b>Seafront</b>											
<b>Cost Centre 117</b>											
4052 Water & Sewerage	-236	185	48	185	200	206	212	219	225		
4055 Electricity	3,278	2,404	-64	1,000	2,000	2,060	2,122	2,185	2,251		
4115 Insurance	446	446	452	530	660	680	700	721	743		
4154 Land Registry Fees	0	0	24	24	0	0	0	0	0		
4155 Professional Fees	0	0	98	98	0	0	0	0	0		
4250 Public Seating	375	0	507	507	0	0	0	0	0		
4252 Litter & Dog Bin Pch & Maintenance	0	0	0	0	0	0	0	0	0		
4253 Shelters	2,237	2,000	870	2,000	2,000	2,060	2,122	2,185	2,251		
4254 Martello Entertainments Area	5,897	0	0	0	0	0	0	0	0		
4255 The Shoal Expenditure	12,502	0	16,736	25,000	15,000	0	0	0	0		
4261 Grounds Maintenance Non Contract	3,505	3,000	523	2,000	2,000	2,060	2,122	2,185	2,251		
4274 Projects Expenditure	3,320	0	380,704	0	0	0	0	0	0		This has been moved to the 225 cost centre
4275 Building Maintenance	1,768	3,000	3,517	5,000	5,000	5,150	5,305	5,464	5,628		
<b>Seafront Expenditure</b>	<b>33,092</b>	<b>11,035</b>	<b>403,415</b>	<b>36,344</b>	<b>26,860</b>	<b>12,216</b>	<b>12,582</b>	<b>12,960</b>	<b>13,349</b>		
1010 Asset Sale	0	0	147,500	0	0	0	0	0	0		account code moved to 225
1011 Income Filming	1,427	0	300	500	0	0	0	0	0		
1050 Income Rent	0	0	120	0	0	0	0	0	0		
1053 Income Grants	2,240	0	4,600	4,600	0	0	0	0	0		
1054 Income Other	83	0	0	0	0	0	0	0	0		
1055 Income Memorial Bench	0	10,000	0	225	0	0	0	0	0		
1057 Income Electricity Recharge	4,083	2,404	1,121	1,121	2,000	2,060	2,122	2,185	2,251		
1058 Income Water Recharge	115	90	65	100	110	113	117	120	124		
1066 Income Concession	43,746	45,400	38,060	44,000	46,000	47,380	48,801	50,265	51,773		
1078 Income Entertainments Area	14,400	5,000	800	800	0	0	0	0	0		
1082 Income The Shoal	9,800	0	47,160	55,000	5,000	0	0	0	0		
1084 Income Promenade	40	0	0	120	0	0	0	0	0		
1092 Income Grnds Maint Non Contract	387	0	0	0	0	0	0	0	0		
<b>Seafront Income</b>	<b>76,321</b>	<b>62,894</b>	<b>239,726</b>	<b>106,466</b>	<b>53,110</b>	<b>49,553</b>	<b>51,040</b>	<b>52,571</b>	<b>54,148</b>		
<b>Net Expenditure over Income</b>	<b>-43,229</b>	<b>-51,859</b>	<b>163,689</b>	<b>-70,122</b>	<b>-26,250</b>	<b>-37,338</b>	<b>-38,458</b>	<b>-39,611</b>	<b>-40,800</b>		

Budget 2018/19

Account Code	Beach Huts Cost Centre 118	2016-17	2017-18	2017-18	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	Comments
		Actual	Final Budget	Actual to 30/09/17	Projected Outturn	Budget	Budget	Budget	Budget	Budget	
4051	Rates	2,941	3,231	1,855	3,444	7,335	7,487	7,647	7,815	8,206	
4110	Advertising & Publicity	0	0	40	40	0	0	0	0	0	
4115	Insurance	390	390	401	696	1,140	1,174	1,209	1,246	1,283	
4199	Other Expenditure	0	0	188	188	0	0	0	0	0	
4275	Building Maintenance	300	0	672	1,000	1,000	1,030	1,061	1,093	1,126	
4415	Asset Sale Costs	0	0	3,000	0	0	0	0	0	0	
<b>Beach Huts Expenditure</b>		<b>3,631</b>	<b>3,621</b>	<b>6,156</b>	<b>5,368</b>	<b>9,475</b>	<b>9,691</b>	<b>9,917</b>	<b>10,153</b>	<b>10,614</b>	
1010	Asset Sale	0	0	47,917	0	0	0	0	0	0	Moved to cost centre 225
1054	Income Other	142	0	21	21	0	0	0	0	0	
1060	Beach Hut Site Licence	16,110	18,944	16,332	16,332	20,271	21,443	21,788	22,141	22,584	Based on existing beach huts plus 10 new
1061	Beach Hut Annual Rental	13,761	12,664	8,870	8,870	10,963	11,182	11,406	11,634	11,867	
1093	Income Rate Refund	0	0	67	67	0	0	0	0	0	
<b>Beach Huts Income</b>		<b>30,013</b>	<b>31,608</b>	<b>73,207</b>	<b>25,290</b>	<b>31,234</b>	<b>32,625</b>	<b>33,194</b>	<b>33,775</b>	<b>34,451</b>	
<b>Net Expenditure over Income</b>		<b>-26,382</b>	<b>-27,987</b>	<b>-67,051</b>	<b>-19,922</b>	<b>-21,759</b>	<b>-22,934</b>	<b>-23,277</b>	<b>-23,622</b>	<b>-23,836</b>	

2016-17 Actual  
 2017-18 Final Budget  
 2017-18 Actual to Budget 30/09/17  
 2017-18 Projected Outturn  
 2018-19 Budget  
 2019-20 Budget  
 2020-21 Budget  
 2021-22 Budget  
 2022-23 Budget

Account Old Town Hall  
 Cost Centre 119

4115 Insurance	180	180	186	186	192	198	204	210	216
4260 Grounds Maintenance Contract	0	0	0	0	0	0	0	0	0
4274 Projects Expenditure	494	0	0	0	0	0	0	0	0
4275 Building Maintenance	206	2,000	1,358	2,000	2,000	2,060	2,122	2,185	2,251
<b>Old Town Hall Expenditure</b>	<b>880</b>	<b>2,180</b>	<b>1,544</b>	<b>2,186</b>	<b>2,192</b>	<b>2,258</b>	<b>2,325</b>	<b>2,395</b>	<b>2,467</b>
1050 Income Rent	1,275	0	744	1,275	1,275	1,339	1,403	1,466	1,530
1051 Income Insurance Recharge	180	200	186	186	192	198	204	210	216
<b>Old Town Hall Income</b>	<b>1,455</b>	<b>200</b>	<b>930</b>	<b>1,461</b>	<b>1,467</b>	<b>1,537</b>	<b>1,607</b>	<b>1,676</b>	<b>1,746</b>
<b>Net Expenditure over Income</b>	<b>-575</b>	<b>1,980</b>	<b>614</b>	<b>725</b>	<b>725</b>	<b>721</b>	<b>719</b>	<b>719</b>	<b>721</b>

Account Seaford In Bloom (Moved from F&GP)  
 Cost Centre 121

4402 Seaford In Bloom	0	10,000	8,193	10,000	10,000	10,300	10,609	10,927	11,255
<b>Seaford In Bloom Expenditure</b>	<b>0</b>	<b>10,000</b>	<b>8,193</b>	<b>10,000</b>	<b>10,000</b>	<b>10,300</b>	<b>10,609</b>	<b>10,927</b>	<b>11,255</b>
Other Income	0	350	218	0	210	216	223	229	236
<b>Seaford In Bloom Income</b>	<b>0</b>	<b>350</b>	<b>218</b>	<b>0</b>	<b>210</b>	<b>216</b>	<b>223</b>	<b>229</b>	<b>236</b>
<b>Net Expenditure over Income</b>	<b>0</b>	<b>9,650</b>	<b>7,975</b>	<b>10,000</b>	<b>9,790</b>	<b>10,084</b>	<b>10,386</b>	<b>10,698</b>	<b>11,019</b>

Account Allotments  
 Cost Centre 125

4154 Land Registry Fees	6	0	0	0	0	0	0	0	0
4155 Professional Fees	0	0	0	0	0	0	0	0	0
4199 Other Expenditure	254	500	0	0	0	0	0	0	0
<b>Allotments Expenditure</b>	<b>260</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
1050 Income Rent	874	891	892	892	892	919	946	975	1,004
1054 Income Other	414	0	0	0	0	0	0	0	0
<b>Allotments Income</b>	<b>1,288</b>	<b>891</b>	<b>892</b>	<b>892</b>	<b>892</b>	<b>919</b>	<b>946</b>	<b>975</b>	<b>1,004</b>
<b>Net Expenditure over Income</b>	<b>-1,028</b>	<b>-391</b>	<b>-892</b>	<b>-892</b>	<b>-892</b>	<b>-919</b>	<b>-946</b>	<b>-975</b>	<b>-1,004</b>



Comments

Budget 2018/19

2017-18  
Final Budget

2017-18  
Actual to 30/09/17

2016-17  
Actual

2017-18  
Projected Outturn

2018-19  
Budget

2019-20  
Budget

2020-21  
Budget

2021-22  
Budget

2022-23  
Budget

Account Other Recreation

Cost Centre 130

4114 Licence Fee	-121	0	0	0	0	0	0	0	0	0	0	0
4410 Swimming Pool	9,939	10,000	4,987	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
<b>Other Recreation Expenditure</b>	<b>9,818</b>	<b>10,000</b>	<b>4,987</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>Other Recreation Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Net Expenditure over Income**

	<b>9,818</b>	<b>10,000</b>	<b>4,987</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
--	--------------	---------------	--------------	---------------	---------------	---------------	---------------	---------------	---------------	---------------	---------------	---------------

Account CCTV

Cost Centre 134

4055 Electricity	1,468	1,809	44	2,136	2,200	2,266	2,334	2,404	2,476
4115 Insurance	333	1,000	343	343	354	365	376	387	398
4276 CCTV	9,012	8,649	1,098	9,012	9,012	9,282	9,561	9,848	10,143

**CCTV Expenditure**

	<b>10,813</b>	<b>11,458</b>	<b>1,485</b>	<b>11,491</b>	<b>11,566</b>	<b>11,913</b>	<b>12,270</b>	<b>12,639</b>	<b>13,018</b>
--	---------------	---------------	--------------	---------------	---------------	---------------	---------------	---------------	---------------

**CCTV Income**

	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
--	----------	----------	----------	----------	----------	----------	----------	----------	----------

**Net Expenditure over Income**

	<b>10,813</b>	<b>11,458</b>	<b>1,485</b>	<b>11,491</b>	<b>11,566</b>	<b>11,913</b>	<b>12,270</b>	<b>12,639</b>	<b>13,018</b>
--	---------------	---------------	--------------	---------------	---------------	---------------	---------------	---------------	---------------

Account Code	Community Service Events Cost Centre 135	2016-17 Actual	2017-18 Final Budget	2017-18 Actual to 30/09/17	2017-18 Projected Outturn	Budget 2018/19			Comments	
						2018-19 Budget	2019-20 Budget	2020-21 Budget		
4110	Advertising & Publicity	9	0	0	200	200	206	212	219	225
4115	Insurance	51	0	53	53	55	57	58	60	62
4195	Events Expenditure	509	250	856	1,000	1,000	1,030	1,051	1,093	1,126
4256	Street Market Expenditure	385	0	1,993	1,993	0	0	0	0	0
4262	Tree Warden Expenses (moved to Other open spaces for 2017/18)	1,403	0	0	0	0	0	0	0	0
4273	Christmas Lights	13,740	15,000	952	15,000	15,000	15,000	15,000	15,000	15,000
4274	Projects Expenditure	0	0	0	23	0	0	0	0	0
4275	Building Maintenance	0	0	0	0	0	0	0	0	0
4281	Christmas Event Expenditure	7,960	5,000	915	5,000	5,000	5,150	5,305	5,464	5,628
4282	Armed Forces Day Expenditure	6,491	2,000	2,457	2,457	2,500	2,575	2,652	2,732	2,814
4290	Physical Activity Project	0	0	0	0	0	0	0	0	0
	<b>Community Service Other Expenditure</b>	<b>30,548</b>	<b>22,250</b>	<b>7,226</b>	<b>25,726</b>	<b>23,755</b>	<b>24,018</b>	<b>24,288</b>	<b>24,567</b>	<b>24,854</b>
1053	Income Grants	4,418	0	0	0	0	0	0	0	0
1054	Income Other	0	0	41	41	0	0	0	0	0
1070	Armed Forces Day	2,073	2,000	1,101	1,108	2,000	2,060	2,122	2,185	2,251
1072	Income Tree Wardens	320	0	0	0	0	0	0	0	0
1075	Christmas Event Income	6,169	5,000	315	5,000	5,000	5,150	5,305	5,464	5,628
1083	Income Street Markets	0	0	1,359	1,359	0	0	0	0	0
	<b>Community Service Other Income</b>	<b>12,980</b>	<b>7,000</b>	<b>2,816</b>	<b>7,508</b>	<b>7,000</b>	<b>7,210</b>	<b>7,426</b>	<b>7,649</b>	<b>7,879</b>
	<b>Net Expenditure over Income</b>	<b>17,568</b>	<b>15,250</b>	<b>4,410</b>	<b>18,218</b>	<b>16,755</b>	<b>16,808</b>	<b>16,862</b>	<b>16,918</b>	<b>16,975</b>

Comments

2016-17 Actual 2017-18 Final Budget 30/09/17 2017-18 Projected Outturn 2018-19 Budget 2019-20 Budget 2020-21 Budget 2021-22 Budget 2022-23 Budget

**Account Building Maintenance Pool**

**Cost Centre 220**

4274	Projects Expenditure	0	0	0	0	0	0	0	0	0	0
4275	Building Maintenance	2,987	0	0	0	0	0	0	0	0	0
	<b>Building Maintenance Pool Expenditure</b>	<b>2,987</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Account Income Grants**

**Cost Centre 220**

1053	Income Grants	0	0	0	0	0	0	0	0	0	0
1091	Income Building Maintenance	300	0	0	0	0	0	0	0	0	0
	<b>Building Maintenance Pool Income</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net Expenditure over Income</b>	<b>2,687</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Account Projects Pool**

**Cost Centre 225**

4155	Professional Fees	0	0	0	0	0	0	0	0	0	0
4274	Project Expenditure	5,585	4,304	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
4415	Asset Sale Cost	0	0	10,461	12,000	0	0	0	0	0	0
4420	Beach Hut Capital Expenditure	0	0	464,000	250,000	0	0	0	0	0	0
4421	Marello Toilets Capital Costs	0	0	0	280,000	0	0	0	0	0	0
4275	Building Maintenance	1,392	0	0	0	0	0	0	0	0	0
	<b>Projects Pool Expenditure</b>	<b>6,977</b>	<b>4,304</b>	<b>504,461</b>	<b>572,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>

£380,704 spent but shows in 4274/117

The figure of £2079 moved to Cll Receipts

**Account Cll Receipts**

**Cost Centre 301**

1014	Cll Receipts	0	0	11,005	0	0	0	0	0	0	0
1016	Beach Hut Sales	0	0	258,750	400,000	0	0	0	0	0	0
1017	Land Sales	0	0	170,000	142,000	0	0	0	0	0	0
1053	Income Grants	595	2,079	0	0	0	0	0	0	0	0
	<b>Projects Pool Income</b>	<b>595</b>	<b>2,079</b>	<b>439,755</b>	<b>542,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net Expenditure over Income</b>	<b>6,382</b>	<b>2,225</b>	<b>64,706</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>

**Account Planning & Highways**

**Cost Centre 301**

4263	Bus Shelter Maintenance/Cleaning	969	1,000	108	1,000	1,000	1,030	1,061	1,093	1,126	1,126
	<b>Planning &amp; Highways Expenditure</b>	<b>969</b>	<b>1,000</b>	<b>108</b>	<b>1,000</b>	<b>1,000</b>	<b>1,030</b>	<b>1,061</b>	<b>1,093</b>	<b>1,126</b>	<b>1,126</b>
	<b>Planning &amp; Highways Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net Expenditure over Income</b>	<b>969</b>	<b>1,000</b>	<b>108</b>	<b>1,000</b>	<b>1,000</b>	<b>1,030</b>	<b>1,061</b>	<b>1,093</b>	<b>1,126</b>	<b>1,126</b>

Comments

Budget 2018/19

	2016-17 Actual	2017-18 Final Budget 30/09/17	2017-18 Actual to 30/09/17	2017-18 Projected Outturn	Budget 2018/19		2020-21 Budget	2021-22 Budget	2022-23 Budget
					Budget	Outturn			
<b>Net Expenditure</b>									
105 Salts Recreation Ground	58,595	55,692	24,420	51,198	58,494	60,926	63,432	66,016	68,678
106 The Crouch Recreation Ground	31,836	40,426	17,559	43,796	45,062	46,648	48,283	49,969	51,707
107 Martello Fields	13,250	16,067	-3,177	7,192	9,420	9,703	9,994	10,293	10,602
108 Other Open Spaces	33,157	34,823	-151,093	37,716	40,408	41,620	42,869	44,155	45,480
113 Crypt	2,038	0	5,190	7,959	1,000	1,030	1,061	1,093	1,126
114 South Street	0	1,000	804	804	0	0	0	0	0
115 Martello Tower	1,805	6,930	1,486	6,986	6,525	6,721	6,922	7,130	7,344
116 Seaford Head Estate	-11,314	-2,687	-13,226	-4,834	2,054	2,078	2,103	2,129	2,155
117 Seaford	-43,229	-51,859	163,689	-70,122	-26,250	-37,338	-38,458	-39,611	-40,800
118 Beach Huts	-26,382	-27,987	-67,051	-19,922	-21,759	-22,934	-23,277	-23,622	-23,836
119 Old Town Hall	-575	1,980	614	725	725	721	719	719	721
121 Seaford In Bloom	0	9,650	7,975	10,000	9,790	10,084	10,386	10,698	11,019
125 Allotments	-1,028	-391	-892	-892	-892	-919	-946	-975	-1,004
130 Other Recreation	9,818	10,000	4,987	10,000	10,000	10,000	10,000	10,000	10,000
134 CCTV	10,813	11,458	1,485	11,491	11,566	11,913	12,270	12,639	13,018
135 Community Service Other	17,568	15,250	4,410	18,218	16,755	16,808	16,862	16,918	16,975
220 Building Maintenance Pool	2,687	0	0	0	0	0	0	0	0
225 Projects Pool	6,382	30,000	2,225	64,706	30,000	30,000	30,000	30,000	30,000
301 Planning & Highways	969	1,000	108	1,000	1,000	1,030	1,061	1,093	1,126
<b>Total Net Committee Requirement</b>	<b>106,390</b>	<b>151,352</b>	<b>-487</b>	<b>176,022</b>	<b>193,898</b>	<b>188,090</b>	<b>193,281</b>	<b>198,642</b>	<b>204,310</b>
<b>Total Committee Expenditure</b>	<b>338,104</b>	<b>326,136</b>	<b>564,433</b>	<b>858,978</b>	<b>909,610</b>	<b>361,035</b>	<b>369,717</b>	<b>378,662</b>	<b>388,093</b>
<b>Total Committee Income</b>	<b>231,714</b>	<b>174,784</b>	<b>564,920</b>	<b>682,956</b>	<b>715,712</b>	<b>172,945</b>	<b>176,436</b>	<b>180,019</b>	<b>183,783</b>
<b>Total Net Committee requirement</b>	<b>106,390</b>	<b>151,352</b>	<b>-487</b>	<b>176,022</b>	<b>193,898</b>	<b>188,090</b>	<b>193,281</b>	<b>198,642</b>	<b>204,310</b>



## Seaford Town Council

Report 88/17

**Agenda Item No:** 7  
**Committee:** Community Services  
**Date:** 30<sup>th</sup> November 2017  
**Title:** Skate Park Design & Contractor  
**By:** Craig Williams, Projects & Facilities Manager  
**Purpose of Report:** To seek approval to appoint the contractor for the Skate Park project at The Salts Recreation Ground.

---

### Recommendations

#### You are recommended:

- 1. To approve the design/costs and contractor of design A and delegate power to the Projects & Facilities Manager to instruct the contractors once the necessary funds have been received.**
- 

### 1. Information

- 1.1** The Salts Recreation Ground has been identified to have a new skate park installed in 2018 that will be financed by the Martello Place housing development project (£106 monies) and a grant from Veolia. The current skatepark is over 10 years old and was second hand at the time of installation so we believe it's best days are behind it.
- 1.2** The new skate park will have a stunning central point within the park to go with the new playpark and has been met with waves of excitement by the residents of Seaford and visitors alike.
- 1.3** A public Tender took place in September and October from which three designs were sent to us to complete a design and build project not exceeding £200,000.
- 1.4** Analysis of the designs took place by Council Officers which included a public consultation held at the Salts Café on 14<sup>th</sup> October, as well as an online survey being available to fill in questionnaires about each design.
- 1.5** From this consultation see Appendix A and B where design A was deemed as the favoured design, which totalled £199,803. We believe they will be the best contractor for this project as they have local experience having completed skate parks in both Peacehaven and Lancing, of which both are of an excellent standard and the project managers have been extremely happy with the service they have received for the duration of these projects.

1.6 I have analysed the tender packs and am satisfied with the schedule of works, financial plan, and health and safety documentation. There is currently no date for installation as we are awaiting a date for the S106 money to be received but we would anticipate it completed by Spring/Summer 2018.

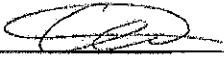
**2. Financial Appraisal**

The cost would be £199,803 plus VAT.

**3. Contact Officer**

The Contact Officer for this report is Craig Williams, Projects & Facilities Manager.

Projects & Facilities Manager



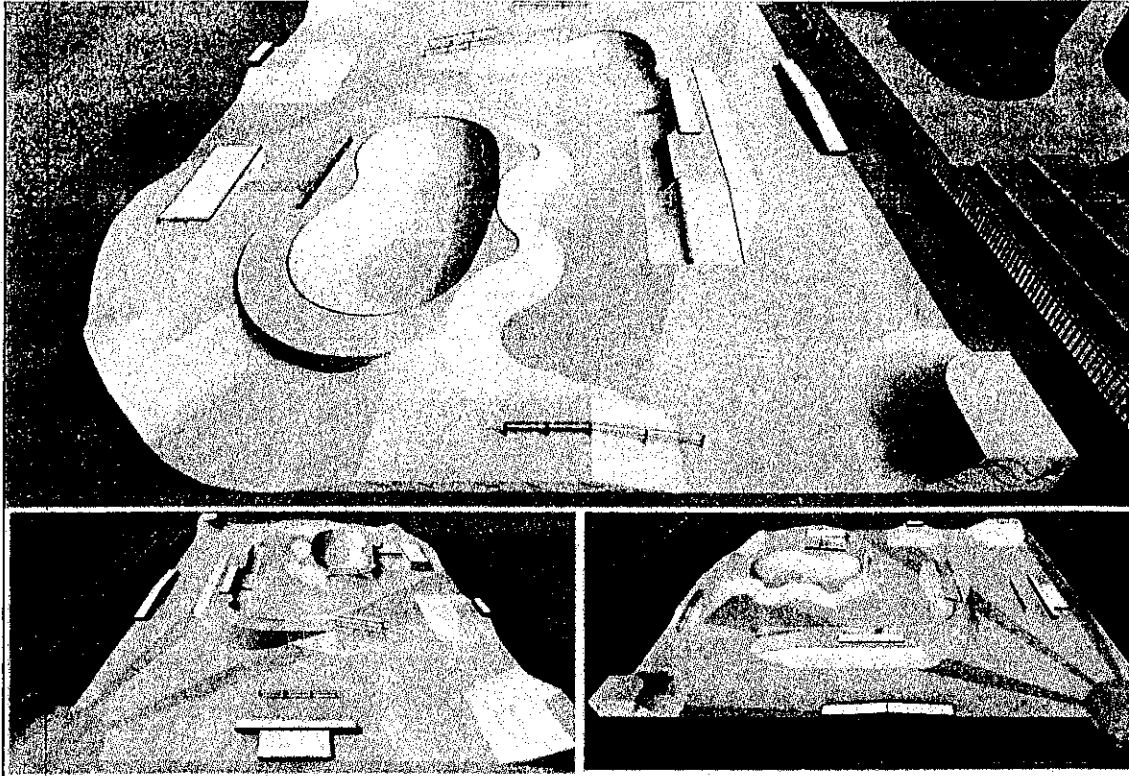
---

Town Clerk

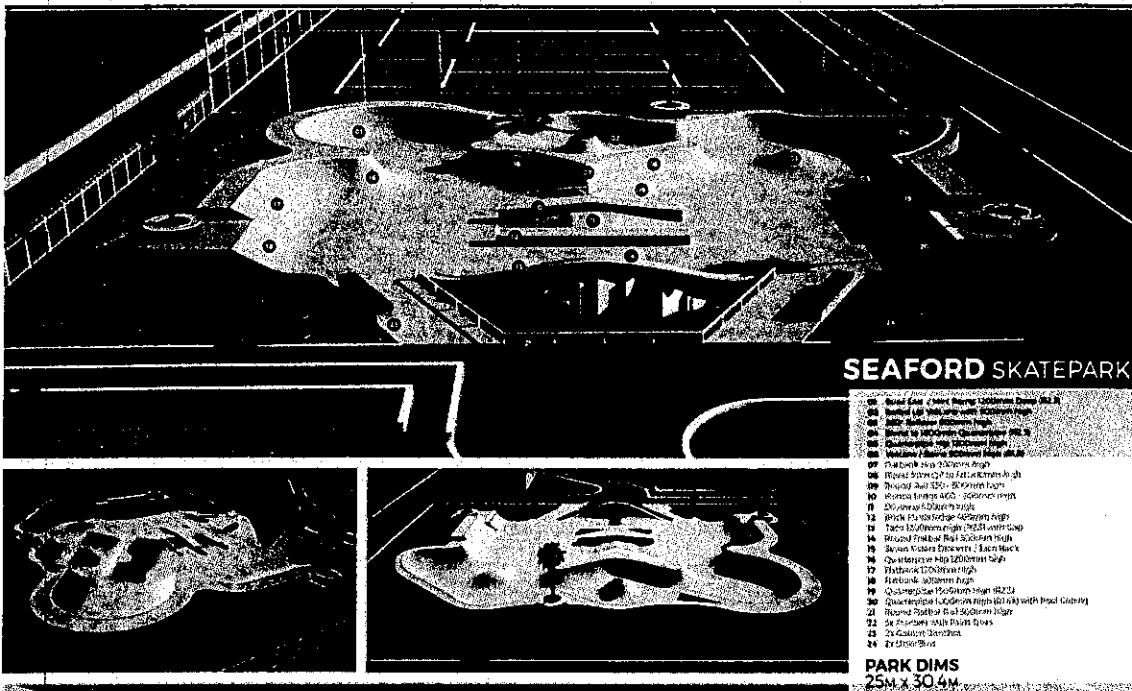


---

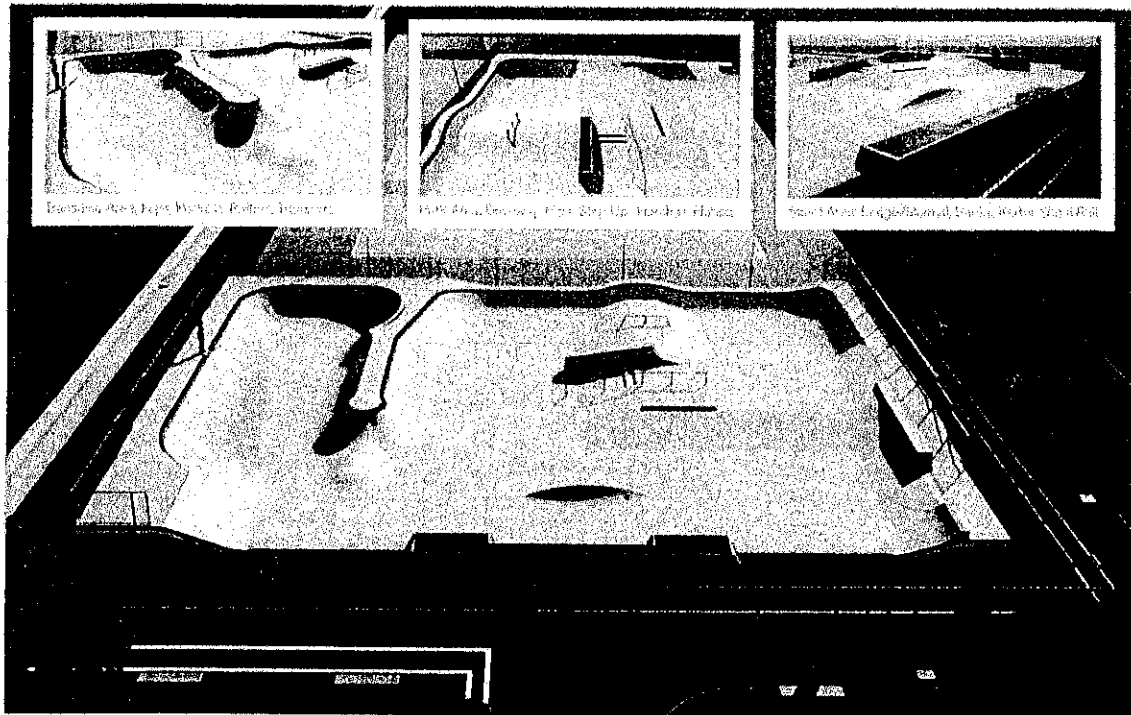
Design A



Design B



Design C

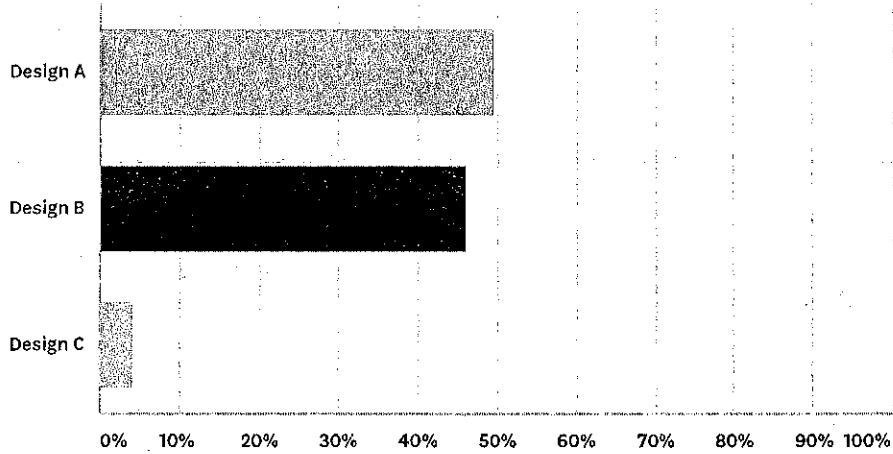




Copy of Skatepark Consultation

Q5 Which is your preferred design? To view the designs go here:  
<http://seafordtowncouncil.gov.uk/The-Salts-Recreation-Ground.aspx>

Answered: 258 Skipped: 2



ANSWER CHOICES	RESPONSES	
Design A	49.61%	128
Design B	46.12%	119
Design C	4.26%	11
TOTAL		258