



## Seaford Town Council

### **Seaford Town Council Community Services Agenda – 1<sup>st</sup> December 2022**

#### **To the Members of the Community Services Committee**

Councillors L Wallraven (Chair), S Dunn (Vice Chair), N Adil, J Cash, J Edson, M Everden, MA Hayder, R Hayder, O Honeyman, J Meek and G Rutland.

A meeting of the **Community Services Committee** will be held in the **Cross Way Church Hall (previously the Clinton Centre), Clinton Place, Seaford, BN25 1NP** on **Thursday 1<sup>st</sup> December 2022** at 7.00pm, which you are summoned to attend.

Adam Chugg

Town Clerk

24<sup>th</sup> November 2022

- **Public attendance at this meeting will be limited by the size of the venue, so public will need to register to guarantee a place**
- **The meeting will be video recorded and uploaded to the Town Council's YouTube channel after the meeting**
- **See the end of the agenda for further details of public access and participation.**

### **AGENDA**

#### **1. Apologies for Absence**

To consider apologies for absence.

#### **2. Disclosure of Interests**

To deal with any disclosure by Members of any disclosable 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 relevant legislation and Seaford Town Council Policy.

#### **4. Presentation: Vanguard Way Association**

To receive a brief update from local resident, Bob Brown, regarding the recently created Vanguard Way Association, its purpose and how this impacts Seaford.

#### **5. [Projects & Facilities Manager Update Report](#)**

To consider report 132/22 informing the Committee on progress and actions relating to Seaford Town Council's assets and services (pages 5 to 20).

#### **6. [Report from Climate Change Sub-Committee](#)**

To consider report 131/22 updating the Community Services Committee following the recent meeting of its Climate Change Sub-Committee (pages 21 to 23).

#### **7. [The Salts Tennis Courts Update Report](#)**

To consider report 138/22 providing the Community Services Committee with an update on The Salts Tennis Courts (pages 24 to 32).

#### **8. [The Salts - Scout Hall Fence Proposal](#)**

To consider report 133/22 informing the Committee of amendments to the proposal from the 6th Seaford Scouts to install a fence to the green space adjacent to the Scout Hall at The Salts (pages 33 to 37).

#### **9. [The Salts - Cricket Club Changing Room Proposal](#)**

To consider report 134/22 informing the Committee of proposals from Seaford Cricket Club to lease the changing rooms at The Salts (pages 38 to 40).

#### **10. [Bonfire Ban at Seaford Allotments](#)**

To consider report 136/22 informing the Committee of a request from the Seaford Allotment Society for the Town Council to support a permanent ban on bonfires at Seaford Allotments, Sutton Drove (pages 41 to 44).

#### **11. [Bönningstedt Wall Redesign](#)**

To consider report 137/22 presenting the Committee with two design options for the rebuilding of the Bönningstedt Wall (pages 45 to 53).

#### **12. [Community Services Finance Report to 31<sup>st</sup> October 2022](#)**

To consider report 135/22 informing the Committee of Community Services Income and Expenditure up to 31<sup>st</sup> October 2022 (pages 54 to 66).

#### **13. [Community Services Draft Budget 2023 – 2024](#)**

To consider report 121/22 presenting the Community Services Draft Budget for 2023 - 2024 and projected budgets to 2027 - 2028 (pages 67 to 93).

## AGENDA NOTES

For further information about items on this Agenda please contact:

Adam Chugg, Town Clerk, 37 Church Street, Seaford, East Sussex, BN25 1HG

Email: [admin@seafordtowncouncil.gov.uk](mailto:admin@seafordtowncouncil.gov.uk)

Telephone: 01323 894 870

### Circulation:

All Town Councillors, Young Mayor, Deputy Young Mayor and registered email recipients.

### Public Access:

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OR

2. Watching the recording of the meeting on the [Town Council's YouTube channel](#) , which will be uploaded after the meeting has taken place.

### Public Access to the Venue:

If you are attending the meeting in person, please arrive for 6.55pm for a 7.00pm start.

### Public Participation:

Members of the public looking to participate in the public participation section of the meeting must do so in person, by making a verbal statement during the public participation section of the meeting.

Below are some key points for public participation in the meeting:

1. Your statement should be regarding business on the agenda for that meeting.
2. You will only be able to speak at a certain point of the meeting; the Chair of the meeting will indicate when this is.
3. You do not have to state your name if you don't want to.
4. If you are unsure of when best to speak, either query this with an officer/councillor ahead of the meeting or raise your hand during the public participation item of the meeting and ask the Chair – they will always be happy to advise.

5. When the Chair has indicated that it is the part of the meeting that allows public participation, raise your hand and the Chair will invite you to speak in order.
6. Statements by members of the public are limited to four minutes and you don't automatically have the right to reply. The Chair may have to cut you short if you overrun on time or try to speak out of turn – this is just to ensure the meeting stays on track.
7. Where required, the Town Council will try to provide a response to your statement but if it is unable to do so at the meeting, may respond in writing following the meeting.
8. Members of the public should not speak at other points of the meeting.
9. A summarised version of your statement, but no personal details, will be recorded in the minutes of the meeting.

#### Public Comments

Members of the public looking to submit comments on any item of business on the agenda can do so in writing ahead of the meeting and this will be circulated to all committee members. Comments can be submitted by email to [meetings@seafordtowncouncil.gov.uk](mailto:meetings@seafordtowncouncil.gov.uk) or by post to the Town Council offices.

#### Health & Safety Measures:

While Covid restrictions are no longer mandated the Town Council wishes to stay vigilant and mindful of the health and safety of its meeting participants by upholding the requirement that you should not attend the meeting if you are displaying any Covid-19 symptoms (or have tested positive) as identified on the [NHS website](#) or symptoms of any similarly contagious illness.



## Seaford Town Council

<b>Report No:</b>	<b>132/22</b>
<b>Agenda Item No:</b>	<b>5</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>1<sup>st</sup> December 2022</b>
<b>Title:</b>	<b>Projects &amp; Facilities Manager Update Report</b>
<b>By:</b>	<b>Tony Jackson, Projects &amp; Facilities Manager</b>
<b>Purpose of Report:</b>	<b>To inform the Committee on progress and actions relating to Seaford Town Council's assets and services</b>

<b>Recommendations</b>
<b>The Community Services Committee is recommended:</b>
<ol style="list-style-type: none"><li>1. To note the contents of the report.</li><li>2. To make any comments on the report from On The Verge and approve the request to undertake works at The Covers and College Road Open Space, as set out within report 132/22.</li><li>3. To agree an extension of the Old Town Hall lease to the Community Tea Room until 31<sup>st</sup> March 2024.</li></ol>

### 1. Projects and Facilities Information

#### 1.1 The Salts Recreation Ground

##### Tennis Courts

See separate report elsewhere on the agenda.

##### Phase 2 CCTV

This project has been completed bar a few snagging items.

##### Playground

Having successfully received Community Infrastructure Levy (CIL) grant funding of £11,196 towards resurfacing of the paths throughout the playground, officers aim to have this work completed this year. Further

works to resurface the play areas with a soft mulch surface are planned over the next two years.

Generally, the playground and gym equipment are starting to show their age. Replacement parts mainly have to be purchased from the original manufacturer, for safety reasons, can be very expensive. Because of this, it's likely this year's budget will be overspent. If this happens, the amount over budget would be taken from Earmarked Reserve (EMR) 356-Playgrounds which currently holds £10,000.

### Cycle Racks

Officers have been approached by a local resident and cycling enthusiast regarding installing bike racks for which they have managed to obtain funding. After meeting on site, it was decided these would be best located by the west fence of the tennis courts. It is hoped to have these installed within the next couple of months. Installation costs will be around £150 and this will be met from EMR 326-Grounds Maintenance/Open Spaces.

## **1.2 The Crouch**

Seaford Town Football Club has decided not to ahead with its proposed plans of seeking permission to erect a six foot fence around the pitch. If future proposals come forward, these will be considered by the Town Council.

The Football Club has also taken on maintenance of the main pitch for a trial year. This will be reviewed early next year. If the Club wishes to make this a more permanent arrangement, a report will be brought to a future Community Services meeting for consideration.

## **1.3 The Crypt**

Officers have been working on the new lease with Sussex Contemporary Illustrators & Printmakers (SCIP). It is hoped to have the final draft completed soon which will then be electronically shared with Councillors for comment prior to being finalised with the Town Council's solicitors.

In the meantime, SCIP have taken on the running of the Crypt on a rolling licence. This way they have been able to honour bookings made by the previous tenants and encourage new business.

## **1.4 Seafront**

### Seasonal Beach Huts

The Town Council has only taken weekly bookings this year. As in previous years, the huts have been extremely popular and were fully booked during August and most of June and July. In line with planning permission, the huts were removed and stored by 1<sup>st</sup> October.

### Bönningstedt Wall

See separate report elsewhere on the agenda.

### Bin Replacement

After looking into various type of bins, it was concluded the type the Town Council already has are by far the most robust and able to cope with the harsh environment of the seafront. However, they are not easily recyclable as they have a glass fibre coating.

With this in mind, officers contacted the original suppliers who confirmed they will be able to refurbish most of the bins. As well as meaning less wastage, this will offer a cost saving to the Town Council.

Bins that are not repairable will be replaced.

### Finger Post Signs

The Planning Officer is working to see how soon these can be installed.

## **1.5 Open Spaces**

### Martello Fields

The CIL grant bid (£12,165) for funds towards replacing the fence to both the East and West fields was successful and the work was completed in October. Replacement of the fence to the North elevation of the Pump field was also included in the project.

## **1.6 Seaford Head**

### South Hill Barn

Essential structural works will be carried out over the winter in time for spring bookings. The flat roof on the small barn is in a very poor state of repair and leaking in several places, this is likely to need replacing in the next couple of years.

## **1.7 Renaturing**

(a) Renaturing and wildflower areas to Town Council green spaces has proved very popular over the summer. Not only has this had a positive

impact on the environment and for wildlife, but savings have been achieved on the grounds maintenance contract. Officers will continue with the same programme of works next year.

- (b) On the Verge, which works with Town Council on the management of the renatured areas, has submitted a paper (Appendix A) describing the plant species recorded in these areas and also seeking approval to undertake work at The Covers and College Road Open Space.
- (c) The Committee is asked to consider and make any comments on the report at Appendix A.
- (d) Taking into consideration the content of the report and success of the work undertaken to date, the Committee is recommended to approve On The Verge undertaking work, planting bulbs next autumn to provide early nectar sources, at The Covers and College Road Open Space.

### 1.8 Projects Overview List

Please see the list at Appendix B. This is a working document and is subject to change; for example, if additional funding is received or projects are reprioritised.

### 1.9 External Grants

Current grant applications:

Purpose	Grant Organisation	Amount	Status
Martello Fence Replacement	CIL	£12,165	Successful
Salts CCTV	JAG	£1,840	Successful
Salts Playground	CIL	£11,196	Successful
New Defibrillator outside Police Station	Police Property Act Fund	£1,435	Pending
Christmas Magic Lanterns	Chalk Hill Trust	£3,000	Unsuccessful
Salts Playground Resurfacing	Veolia	£15,000	Pending

Unfortunately, no information is available about why the Chalk Hill Trust application was unsuccessful.

### 1.10 Filming and Photography

- (a) The Town Council's Filming and Liaison Officer (FLO) has met with Sussex Wildlife Trust (SWT) to redraft the Town Council's Filming Policy. They are working with SWT ecologists to create a policy which will enable filming to take place whilst protecting the wildlife and the



Site of Special Scientific Interest (SSSI) itself. The policy will be shared with Natural England for comment. The redrafted policy will be presented at the Community Services Committee meeting in March 2023.

- (b) Over the summer there have been several fashion shoots and small productions. The FLO has worked to turn enquiries into bookings and has communicated with officers as and when a request is not suitable for Seaford.
- (c) The FLO is currently working with new residents within one of the Coastguard Cottages regarding filming and access to Seaford Head Nature Reserve.

### **1.11 Concessions**

Officers will be working on 2023 concessions tender renewals and licences in January-March 2023, ready for the season to start in April 2023.

### **1.12 Events**

#### Veterans & Armed Forces Day – 25th June 2022

This was held on Saturday 25<sup>th</sup> June, with a parade from Martello Tower down into Martello East field for inspection. Unfortunately, this year saw less stalls and veterans attending the event. Town Council officers have met with the Chair of the Armed Forces Day Committee to discuss ways to improve on this event for 2023.

#### Remembrance Sunday – 13th November 2022

This was held on Sunday 13<sup>th</sup> November at Seaford War Memorial in conjunction with the Royal British Legion and Sussex Events Limited who managed traffic and road closures. Fortunately, the weather held out and the event was very well attended.

#### Christmas Magic – 3rd December 2022

The Christmas Magic Committee is in the final stages of planning and implementation as the event date nears. Road closures will take place from 5pm on Friday 2<sup>nd</sup> December to 8pm on Saturday 3<sup>rd</sup> December in Broad Street and the northern half of the High Street. The Committee has worked with a number of groups in the town to help delivery activities for the event on the day, working hard to keep these activities free or low cost where

possible. Seaford's main Christmas Light Switch On, will take place at the end of the event on Saturday 3<sup>rd</sup> December at 4.45pm.

**1.13 Old Town Hall**



- (a) The Community Tea Rooms are currently in a five year lease at the Old Town Hall, due to expire on 27th January 2023.
- (b) The organisation runs a very popular community café offering tea, coffee and cakes at very reasonable prices.
- (c) The Town Council may wish to consider another long-term use for the building and officers will look to bring a report detailing various options to a future Community Services Committee meeting.
- (d) In the meantime, officers recommend that the lease is extended to 31st March 2024. This will allow time to fully look into and consider the longer term use of the building.

**2. Financial Appraisal**

- 2.1 Regarding the Old Town Hall, the current yearly rent is £1,525 and next year this will be approximately £1,586.
- 2.2 There are no further direct financial implications as a result of this report.

**3. Contact Officer**

- 3.1 The Contact Officer for this report is Tony Jackson, Projects & Facilities Manager.

Projects & Facilities Manager	
Town Clerk	

# Report for Community Services Committee: STC's renaturing project is a success for wildlife.

## Purpose of Report:

1. To report on the success of the new cutting regimes in Seaford's green spaces in terms of increase in wildflowers and pollinating insects.
2. To request permission to further enhance the wildlife value of The Covers and College Road Open Space.

Author: Dr Sarah McKenzie for On The Verge C.I.C.



**Abstract**

The Town Council’s mowing regime of less frequent cutting in green spaces has been a great success for wildflowers and pollinating insects. On the Verge volunteers have been recording flowering plants across seven green spaces over the last fifteen months and have noted the benefits of reduced mowing. They have also used the notice boards provided by the Council to promote wild plants and insects, encouraging local users to appreciate and understand their importance.

**Introduction**

Volunteers from On the Verge have recorded flowering plants across seven of Seaford’s green spaces since September 2021. We carried out surveys on particular dates and additional records were gathered when volunteers were litter picking.

The aim was to gather information on how the vegetation responded to the Town Council’s policy of reduced mowing. We were particularly interested in flowering plants that provide pollen and nectar sources for insects who are pollinators, such as bees, hoverflies, butterflies and moths. Plants like Red and White Clover, Dandelion and Bird’s-foot Trefoil are particularly valuable for these insects.



Bee on Dandelion. S. McKenzie



Bee on Red Clover. J. Pepper



Notice board displaying information about wildflowers and pollinating insects.

**Approval request for further enhancements:**

Building on the success of this pilot, and following a visit and consultation with experts from Buglife, we would like to undertake some work at The Covers and College Road Open space: planting bulbs next autumn will provide early nectar sources; creating a small area of bare earth on one of the south-facing banks will create nesting sites for bumblebees; making bug houses will provide breeding and wintering habitat for a variety of invertebrate pollinators. We plan to engage

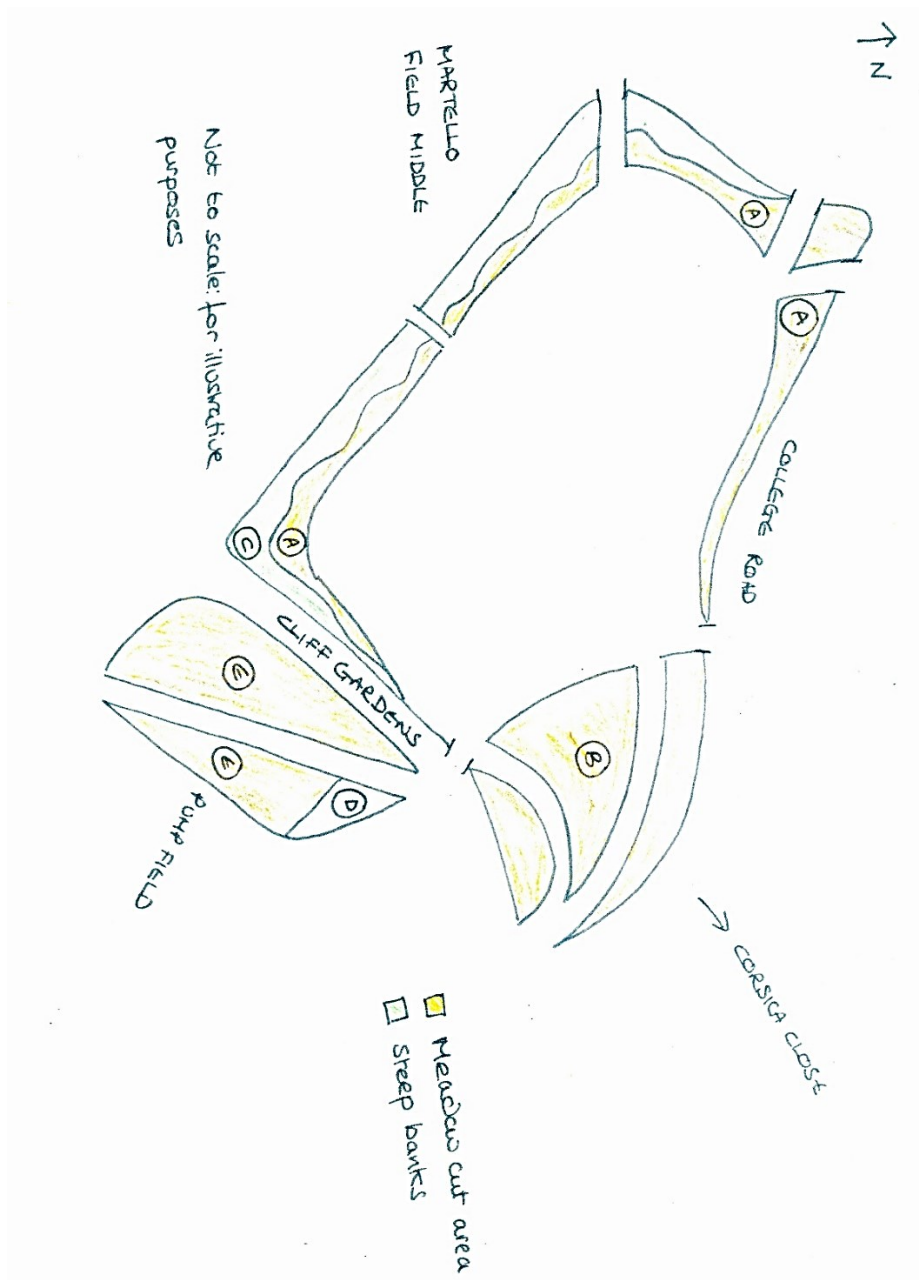
and inform local residents by leafletting beforehand. More detailed plans will be available on request.

Our results are summarised using illustrations of each site. Species lists are available from Dr Sarah McKenzie [acrictum@outlook.com](mailto:acrictum@outlook.com)

Martello Field Middle

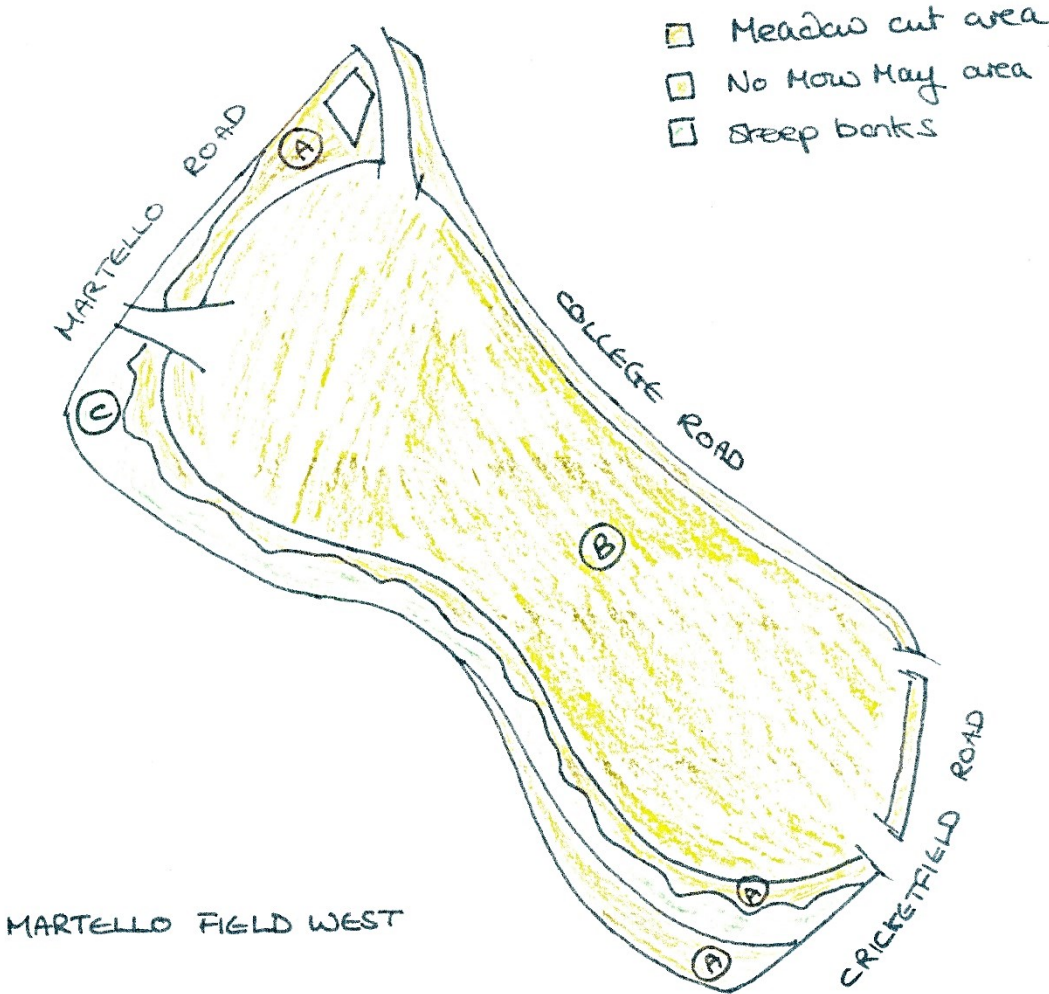
Fifty five species were recorded over a number of visits. Forty were flowers that are good for pollinators. The vast majority of plants were found around the edge of the field in area A. Large clumps of Thrift were observed in the middle of the field (area B) in July 2022. Thrift is a coastal cliff plant which attracts butterflies.

The Pump field was particularly rich in wildflowers having fifty-four species of which forty-five are good for pollinators. There were four different types of clover and two had not been recorded in this part of Seaford before.



Martello Field West

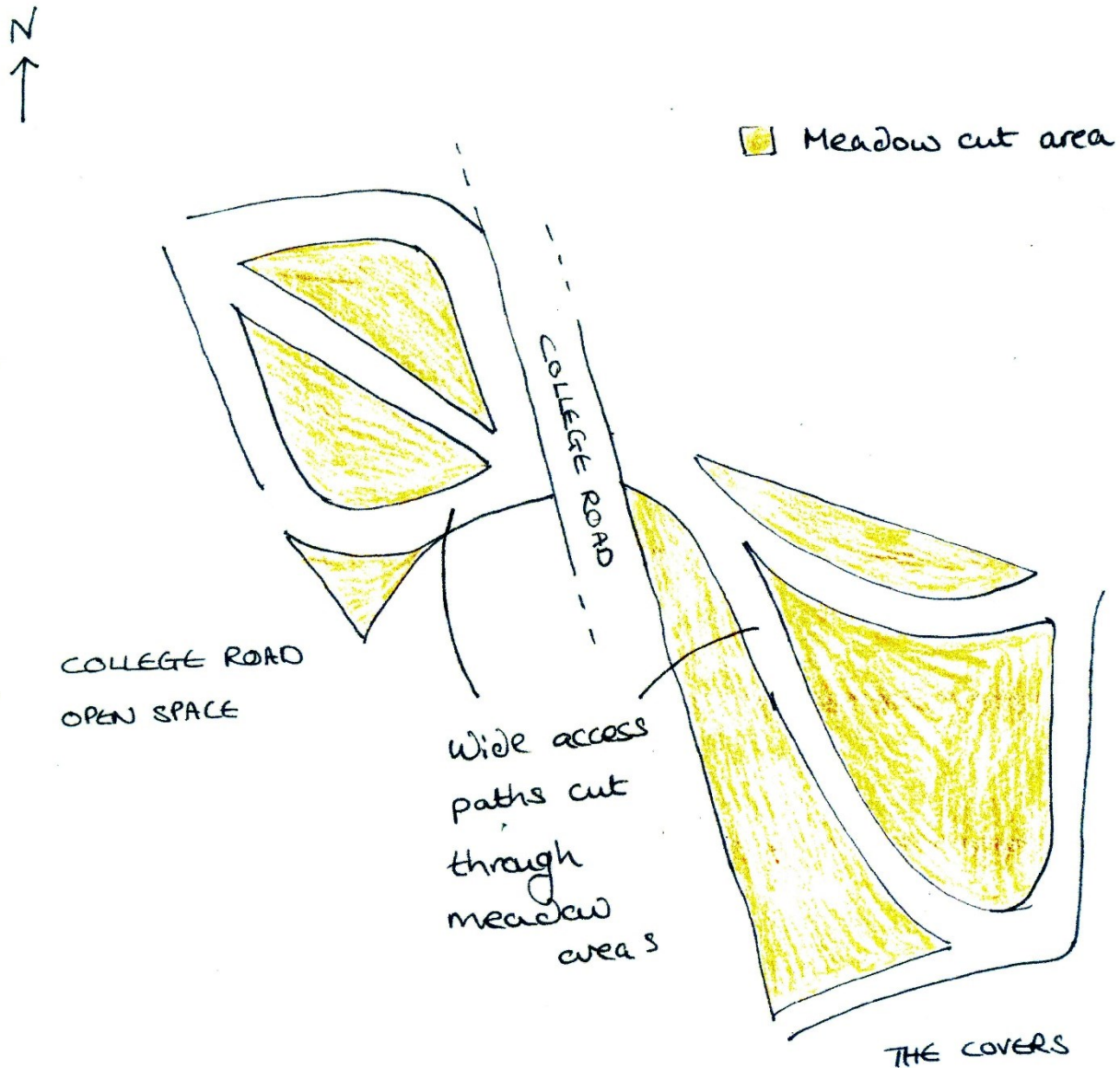
Twenty eight species were recorded in this field over the summer of 2022, the majority in area A, of which twenty four are good for pollinators. Taller species were recorded on the steeper banks (C) such as Oxeye Daisy and Field Bindweed which are also good for pollinators.



Not to scale: for illustrative purposes

The Covers

There was no distinction made between The Covers and College Road Open Space when recording species, although The Covers, being larger is thought to have more wildflowers. In total thirty flowering plants were recorded, of which twenty three are good for pollinators.

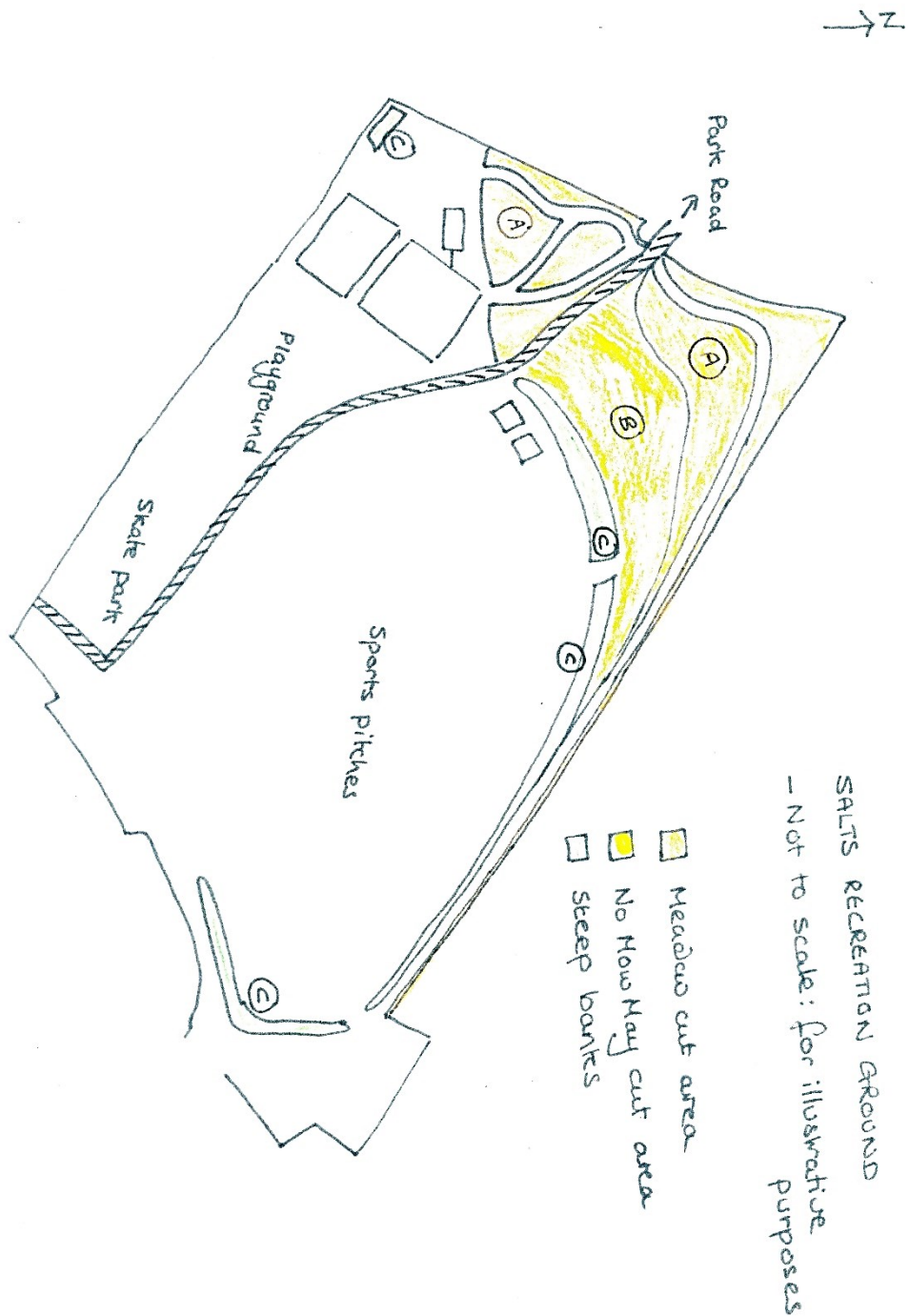


COVERS + COLLEGE ROAD OPEN SPACE

- Not to scale: for illustrative purposes

The Salts

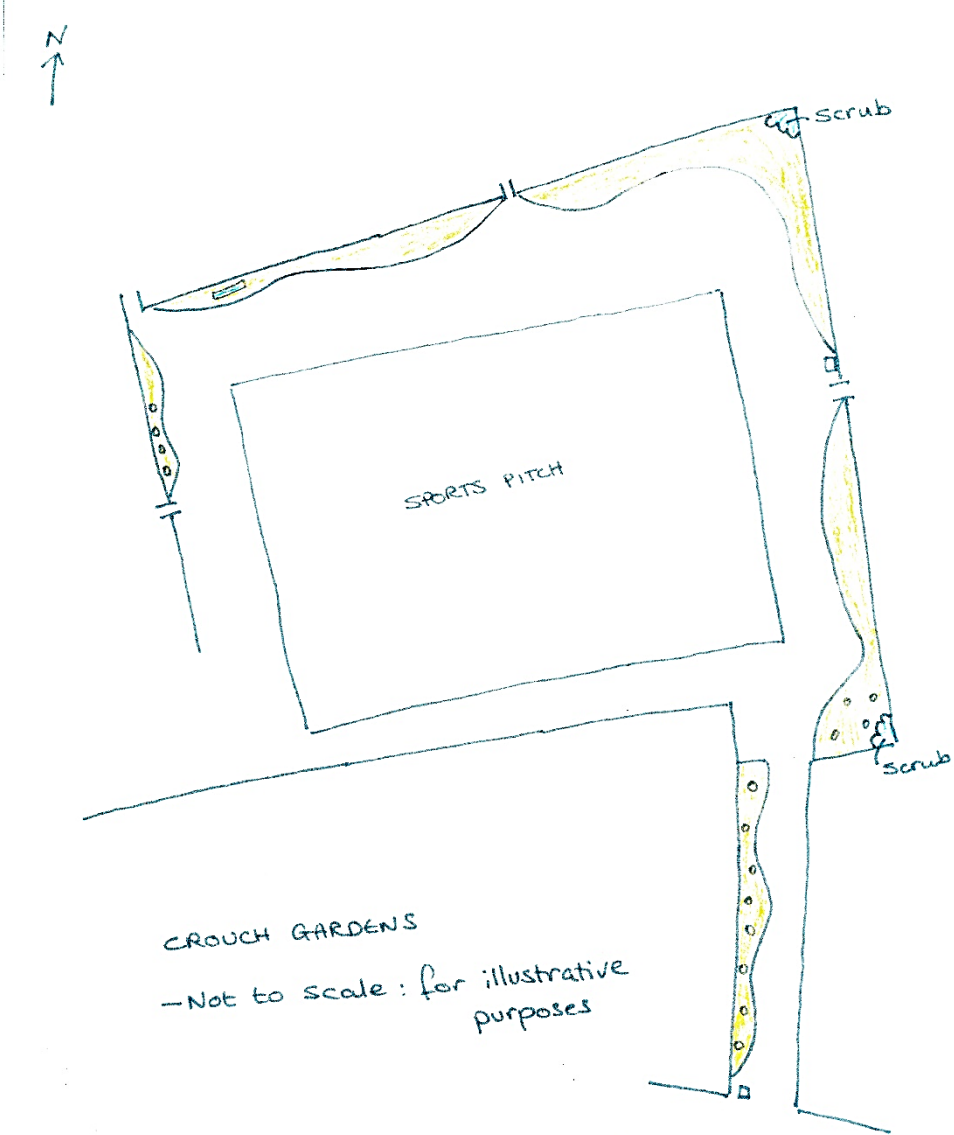
Surveying was concentrated in the north-western end of The Salts and along the steep bank near the railway line. Thirty nine plants were recorded of which thirty one are good for pollinators. The steep bank by the railway lane was particularly rich in wildflowers and as it is south-facing is very good for butterflies.





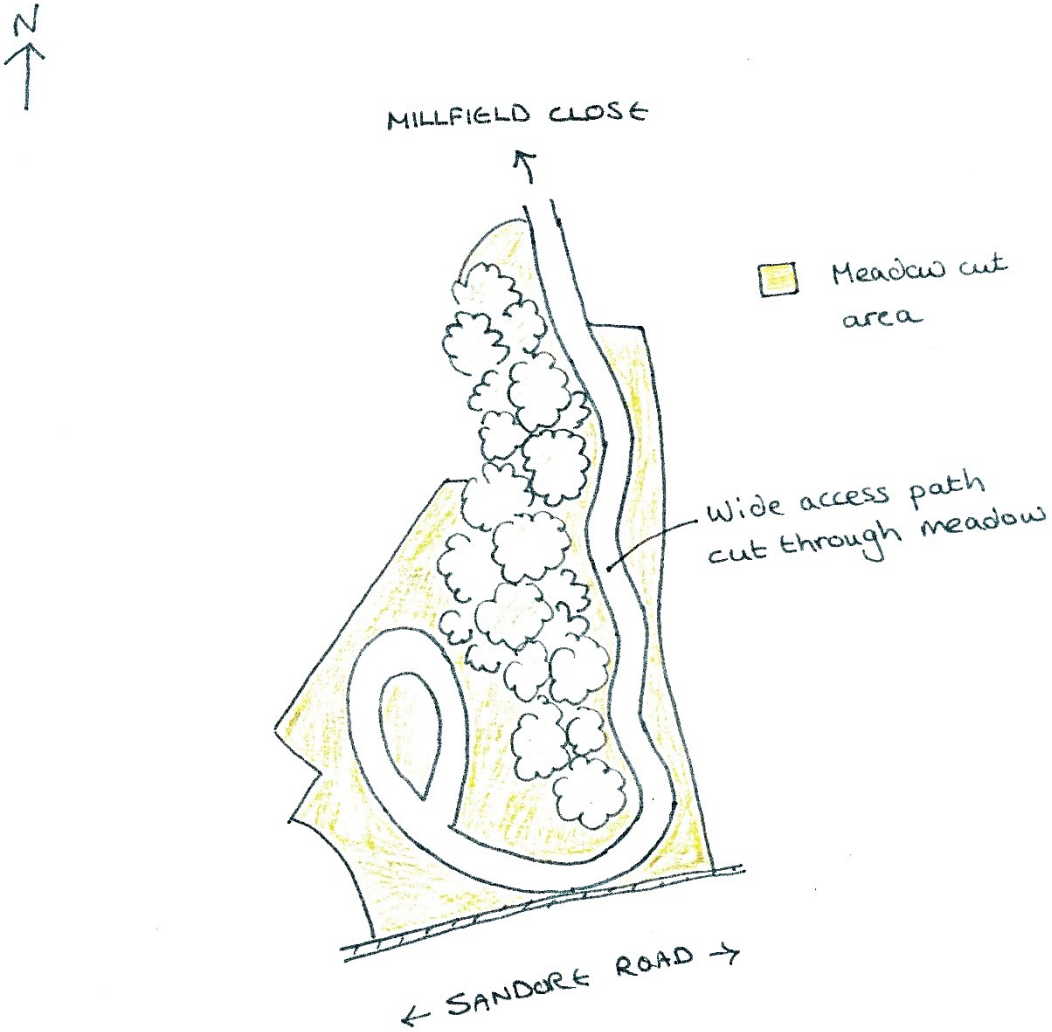
Crouch Gardens

Forty five flowering plants were found here, of which thirty four are good for pollinators. A number of garden escapes were recorded, but that doesn't diminish their value to pollinating insects.



Sandore Road

Forty three species were recorded at this site including eight tree/ shrub species. Twenty seven of these are good for pollinators, including Horse Chestnut trees and Elder shrubs. The vegetation contains some quite vigorous grasses, which could smother more delicate species if not cut and removed. There is potential here for a number of habitats to develop including for pollinators and other invertebrates. A Garden Tiger moth was observed on the day of the survey.



SANDORE ROAD OPEN SPACE  
-Not to scale : for illustrative purposes

## STC Projects Overview November 2022

Project	Description	Total Cost	STC Contribution	Grant Funding	Notes
<b>2021-2022</b>					
Salts Tennis Courts	Refurbishment of three tennis courts to include electronic booking system and floodlighting.	£198,647	£30,000.00	£106,050.00	Completed bar final snagging works. LTA loan £65,000
Martello Tower Survey	Professional fees to carry out condition survey and valuation.	£4,000	£4,000	No	
<b>2022-2023</b>					
Martello Toilets and Café	Demolish existing Martello toilets. New build to house toilets, changing places room and café.			No	This project has been cancelled in favour of a less costly refurbishment project.
Salts CCTV	Complete CCTV install to the Salts Recreation Ground.	£4,343	£2,503	£1,840	Completed bar final snagging works.
Martello Fields Fence Yr. 1	Fence replacement	£24,167	£12,002	£12,165	COMPLETED
Salts Playground-Paths	Resurfacing of paths throughout the playground.	£25,000	£13,804	£11,196	Work currently being tendered. A contractor will be in place before Christmas with construction starting next February.
Martello Tower Renovation Works Yr. 1	General renovation as detailed in survey.	£4,000	£4,000	Possibly	To be carried out over 3 years
Seafront Lamp post head replacement	Replace heads to all 13 lamp posts from the Martello Tower to Splash point	£3,500	£3,500	No	Awaiting quote, however it is likely the project will be more than budgeted for.
Grounds Maintenance Contract Review	Review the existing maintenance contract with a view to STC running their own contract as opposed to through LDC	£10,000	£10,000	No	A report on next steps will be taken to a Community Services Committee meeting in early 23/24.
Seafront Bins	Replace bins the whole length of the prom.	£20,000	£20,000	No	Order has now been placed to refurbish most of the bins and renew others. This will be carried out over 2 periods so there will always be plenty of bins in place.
South Hill Barn Development Plan	Professional costs to further develop plan.	£10,000	£10,000	Possibly	Officers have not been able to progress with this project, so it is very unlikely this will be spent this year.
South Hill Barn	Building works recommended by structural report.	£20,623	£20,623	No	Works will be funded from 4274 Projects Expenditure (£10,000) and EMR 344 Seaford Head/South Hill Barn (£10,623). Works will be carried out over winter.
Signage to Cuckmere Haven	Install signage to direct the public away from the dangerous path along the A259 leading to Cuckmere Haven to the footpath off Chyngton Lane.	£5,000	£5,000	Possibly	Officers feel this project requires further investigation before progressing.
Seafront Promenade Repair Works Yr. 1	Patch repairs to concrete, ongoing over 4 years	£4,000	£4,000	No	To come out of Seafront-Grounds Maintenance Non Contract budget

Project	Description	Total Cost	STC Contribution	Grant Funding	Notes
<b>2023-2024</b>					
Martello Fields Water Refill Station	Water station and tap to the east Martello Field	£20,000	£20,000	Possibly	Officers are currently going out for quotes for this work. It is hoped we will be in a position to start early next financial year.
Rainbow Bench	Installation of a Rainbow Bench to recognise the effort of the NHS and front line workers during the COVID-19 pandemic.	£1,000	£1,000	Possibly	Report in options to be brought to a future Community Services meeting.
Electric Point to Bonningstedt Concession	Install electric point and meter for the Ice Cream Concession at Bonningstedt	£20,000	£20,000	No	
Martello Fields Fence Yr. 2	Fence replacement	£10,000	£10,000	Possibly	COMPLETED
Salts Playground Renovation Works Yr. 2	Renovation works to include improve ground covering and equipment.	£15,000	£15,000	Possibly	
Seafront Promenade Repair Works Yr. 2	Patch repairs to concrete	£7,000	£7,000	Possibly	To come out of Seafront-Grounds Maintenance Non Contract budget
Martello Tower Renovation Works Yr. 2	General renovation as detailed in survey.	£4,000	£4,000	Possibly	To be carried out over 3 years
Salts Development Plan-Feasibility Works	STC officers to work with specialist grant management and landscaping services organisation, Groundwork South, to developed the plan and support us with large grant funding applications.	£15,000	£15,000	Possibly	Project agreed with Council earlier in the year. Project put back to 23/24
Seafront Sandpits	Install two sandpits along the seafront-part of Seafront Improvement Plan.	£5,000	£5,000	Possibly	Will be relooked at when the Seafront Development Plan is reviewed.
<b>2024-2025</b>					
Martello Fields Fence Yr. 3	Fence replacement	£10,000	£10,000	Possibly	COMPLETED
Seafront Promenade Repair Works Yr. 3	Patch repairs to concrete	£7,000	£7,000	Possibly	To come out of Seafront-Grounds Maintenance Non Contract budget
Salts Playground Renovation Works Yr. 3	Renovation works to include improve ground covering and equipment.	£15,000	£15,000	Possibly	Work to be carried out over 3 years. May be brought forward if grant funding available.
Martello Tower Renovation Works Yr. 3	General renovation as detailed in survey.	£4,000	£4,000	Possibly	To be carried out over 3 years
<b>2025-2026</b>					
Seafront Promenade Repair Works Yr. 4	Patch repairs to concrete	£7,000	£7,000	Possibly	To come out of Seafront-Grounds Maintenance Non Contract budget
Martello Tower Renovation Works Yr. 4	General renovation as detailed in survey.	£4,000	£4,000	Possibly	To be carried out over 3 years
<b>Projects to Consider</b>					
Various sites	Plant 1,000 whip trees	£2,000	£0	No	Costs covered by Tree Wardens EMR. Need to identify site.
Bonningstedt Memorial		£30,000	£30,000	Possibly	£30,000 spread over 3 years income accounted for 1 year later . Income should cover all costs eventually



## Seaford Town Council

<b>Report No:</b>	<b>131/22</b>
<b>Agenda Item No:</b>	<b>6</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>1<sup>st</sup> December 2022</b>
<b>Title:</b>	<b>Report from Climate Change Sub-Committee</b>
<b>By:</b>	<b>Adam Chugg, Town Clerk</b>
<b>Purpose of Report:</b>	<b>Updating the Community Services Committee following the recent meeting of its Climate Change Sub-Committee</b>

<b>Recommendations</b>
<b>Community Services Committee is recommended:</b>
1. To note the contents of the report and the motions passed by the Climate Change Sub-Committee.

### 1. Introduction

- 1.1 The first meeting of the Climate Change Sub-Committee took place on 27<sup>th</sup> October 2022. A lot of useful ground was covered – please see below for the motions that were passed. It was also great to see the engagement from the members of the public who were present.
- 1.2 The Community Services Committee is asked to note the motions that were passed.

### 2. Motions to be Noted

**CC4.2** It was **RESOLVED** to **AGREE** the next steps for the Sub-Committee as follows:

- a) Develop Policy
- b) Enable the Town Council to undertake environmental consideration in decision-making
- c) Inform priorities for the Town Council's Strategic Plan 2023

- d) Play a role of civic leadership
- e) Draw on training and good practice, such as the Climate Literacy Training

**CC5.1** It was **RESOLVED** to **AGREE** the actions to be taken arising from the work undertaken so far as follows:

- a) Seek to implement car park charging points
- b) Explore green energy solutions at South Hill Barn and elsewhere
- c) Review best options for the Green Roof
- d) Complete and add to agreements with local groups for green activities on Town Council-owned land
- e) Continue ecological approach to golf course management
- f) Continue to work with Sussex Wildlife Trust and others to manage the Nature Reserve appropriately

**CC6.1** It was **RESOLVED** to **NOTE** the report from the Centre for Sustainable Energy.

**CC6.2** It was **RESOLVED** to **AGREE** the priorities for the Town Council in light of these findings, as follows:

- a) Publish the carbon report for Seaford on the Town Council's website, and encourage individuals to undertake their own survey
- b) Undertake work to monitor and reduce the Town Council's carbon footprint in its own buildings.
- c) Work with the Assets Working Group on how the Town Council manages the land it owns
- d) Continue to refer to the report as a useful reference point for the Town Council.

### **3. Budget Implications**

**3.1** There was one further motion, a recommendation to this Committee to assign funds within the draft budget, as follows:

**CC5.2** It was **RESOLVED** to **RECOMMEND** to the Community Services Committee that £15,000 be committed in the 2023 – 2024 draft budget as a contingency; comprising of £10,000 for professional and other fees to explore how to bring power and water to South Hill Barn and also

implement electric vehicle chargers on Town Council land, and £5,000 for additional officer and expert time to take climate work forward.

**3.2** The above sum of £15,000 has been included in the draft budget which is included elsewhere on this agenda for consideration.


**3.3** The Committee is able to discuss the above recommendation at this point of the meeting, should it wish to, but the decision on this particular figure in the budget should be made when considering the draft budget later in the meeting.

**4. Financial Appraisal**

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

**5. Contact Officer**

**5.1** The Contact Officer for this report is Adam Chugg, Town Clerk.

Town Clerk	
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## Seaford Town Council

<b>Report No:</b>	138/22
<b>Agenda Item No:</b>	7
<b>Committee:</b>	Community Services
<b>Date:</b>	1 <sup>st</sup> December 2022
<b>Title:</b>	The Salts Tennis Courts Update Report
<b>By:</b>	Tony Jackson, Projects & Facilities Manager
<b>Purpose of Report:</b>	To provide the Community Services Committee with an update on The Salts Tennis Courts

<b>Recommendations</b>
<b>The Committee is recommended:</b>
1. To note the contents of the report.

### 1. Launch of the Courts

- 1.1 The courts were soft launched on Tuesday 26<sup>th</sup> April 2022.
- 1.2 Court fees were based upon the Lawn Tennis Association's (LTA) guidelines figures of:
  - a) Annual household pass (up to five people), £55 per year and £3 per guest
  - b) 'Pay and play' £8 per hour per court
  - c) Floodlights an additional £2 per hour per court
- 1.3 To help promote the courts and as an incentive for people to try them out, free and reduced rate slots at £5 per hour per court, were scattered amongst normal £8 slots during the soft launch.
- 1.4 The courts were closed for two weeks in May 2022 for washing and court painting.
- 1.5 The official opening ceremony by the Mayor and Young Mayor was held on Saturday 21<sup>st</sup> May 2022.



## **2. Temperature Ruling**

- 2.1** In April 2022, Town Council officers were informed for the first time by the externally contracted project manager that in the first year of the courts opening, they will need to be closed when temperatures exceed 21 degrees centigrade (21°C).
- 2.2** An email from the building contractors dated 14<sup>th</sup> July 2022 states: "...The first and second summer are notoriously bad for this [21c + temperature] issue...We also see minor amounts of softening in year 3....".
- 2.3** On a tennis court site visit on 31<sup>st</sup> August 2022, Town Council officers were also informed by the project manager that the 21°C temperature ruling will need to be adhered to the second year too.
- 2.4** Due to the temperature ruling, the courts have been closed for approximately 35 days (for at least one hour, usually much more, per day) since the official opening ceremony on 21<sup>st</sup> May to the end of August 2022.
- 2.5** To compensate for lost play during the summer months, it was agreed with the RFO that all holders of the annual household pass who signed up before end of August 2022 would have their passes extended by three months.
- 2.6** The 21°C ruling was also a significant factor in losing potential income from a coaching tender applicant, who cited this ruling as one of the reasons for withdrawing their application.
- 2.7** The temperature issue has had a significant financial impact for the Town Council. The LTA forecasted figures have not been able to be met this year and will need reviewing for future years (see section 5 below for financial appraisal).

## **3. LTA Local Tennis League**

- 3.1** To help with the promotion, in August 2022 the courts were added to the LTA Local Tennis League (Eastbourne League)  
<https://localtennisleagues.com/eastbourne>
- 3.2** The league is an excellent opportunity to enable people to meet new players and play competitive tennis in a safe, friendly environment.

- 3.3 The leagues run five times a year, with the Salts Tennis joining in Round 5 (27<sup>th</sup> October – 21<sup>st</sup> December). People pay to enter, the LTA organises them into a suitable box league and they play their matches at their local venue. At the end of the league rounds, someone is promoted, someone is relegated etc.
- 3.4 The LTA will manage the administration of the league, leaving the Town Council's role to help to promote it.

#### **4. Coaching and Court Operating Tenders**

- 4.1 Before the courts opened, it was anticipated that the Town Council would contract out management of the courts. However, this has, so far, not proved possible.
- 4.2 While the courts are operated by the Town Council, a significant amount of officer hours (274 per annum / 23 per month) are required to manage, operate and publicise the courts, as well as managing finances (please see Appendix 1 for a breakdown of this). It is expected that as the courts become more established, officer time will decrease to some extent.
- 4.3 As alluded to above at 2.6, one application was received earlier this year for the operating and management of the courts. This also included running coaching and social sessions. This application was subsequently withdrawn by the applicant in July 2022.
- 4.4 The two operating models (coaching only or coaching, operation and management of the courts) will be retendered in January 2023 with the aim of the successful applicant starting at the beginning of the new 2023 – 2024 financial year.
- 4.5 To confirm, there is currently no coaching in place at the courts.

#### **5. Finances**

- 5.1 For the Full Council meeting on 13<sup>th</sup> October 2021, officers presented report 90/21 including a forecasted cashflow, which has been provided by the LTA (copied at Appendix 2).
- 5.2 As a result of the significant circumstances and challenges set out within this report, the forecasted cashflow has had to be updated – please see Appendix 3.
- 5.3 The revised cashflow (Appendix 3) addresses the required amendments to the current year's figures (2022 – 2023) and the next year's figures (2023 –

2024), which are required for budget setting purposes.

**5.4** The cashflow forecast for future years (2024 – 2025 and beyond) are to be reviewed by officers and reported back to the Committee at a future meeting. As such, these figures do not appear in the revised cashflow at Appendix 3.

**1.1** Other Key Financial Points:

**1.2** Please note:

- a) The current income is for approximately six months' court usage, although through much of this time the courts had to be closed.
- b) Officer time has not been taken into account as expenditure (please see Appendix 1 for an indication of officer hours)
- c) There is currently no coaching programme in place at the courts to help drive usage of Pay & Play and memberships.
- d) The first LTA loan repayment of £1,875 was paid in October 2022, the next £1,875 instalment will be paid in April 2023 (in the 2023 – 2024 financial year). Appendix 3 shows this update.
- e) Due to the high temperature court closures, the marketing forecast for 2022 has been reduced to £300 (as per Appendix 3).
- f) Floodlights are currently charged at £2 per hour per court. With the increase in energy prices this is likely to increase. Officers will monitor this.

**1.3** Town Council officers contacted the LTA in mid-November 2022 to discuss possible options of extending the loan period, the impact of the 21°C temperature ruling and VAT queries.

**1.4** The figures at Appendix 3 have been used as a basis to set the draft budget for consideration elsewhere on this agenda.

## **6. Going Forwards**

**6.1** With the cooler weather now here, officers are increasing the marketing and are also currently working on the promotion of:



- a) The courts themselves, household passes and Pay & Play
- b) The courts having floodlights i.e. can be used outside of daylight hours
- c) Paid Facebook advertising.

**6.2** Floodlight timings will be amended as required to reflect the shorter days throughout the wintertime.

- 6.3 Officers will continue to publicise the courts via the following channels:
  - a) Seahaven FM, local radio station
  - b) Seaford Town Council's Facebook page
  - c) Seaford Scene magazine
- 6.4 The two tenders ('Coaching-only' and 'Operation Management and Coaching') are being revised and will be retendered in January 2023.
- 6.5 An officer attended a meeting with an LTA Community Development Partner in late November 2022 to discuss the possibility of being part of the LTA Serves programme, which is described as:
  - a) The LTA's leading sport for development programme that takes tennis into the heart of local communities.
  - b) It takes tennis and its benefits to places it has never been played before and to people who may have never picked up a racket or thought tennis was for them.
- 6.6 The Community Development Partner will discuss with the Town Council's main LTA contact the potential opportunities within Seaford for setting up a Serves programme. The programme could potentially lead to an increase in interest and bookings at the courts.
- 6.7 Due to the increase in energy costs the current floodlighting charge of £2 per hour per court is to be reviewed.
- 6.8 Officers will continue to monitor against forecast and report back to the Committee.

**7. Contact Officer**

The Contact Officer for this report is Tony Jackson, Projects & Facilities Manager

Projects & Facilities Manager	
Town Clerk	

## Appendix 1

Breakdown of estimated officer hours currently spent on the tennis courts.

### **Project and Facilities Team**

Item	Details	Hours per year
Admin	Email responses to the public, temperature checking, issues, filing risk assessments, liaising with other officers, writing report	156
Welfare Officer	Duties as arise	10
Electricity	Monthly meter readings	6
Inspections	Inspecting and recording	12
Total		184

### **Corporate Management Team**

Item	Details	Hours per year
Marketing	Print and Digital	24
Total		24

### **Finance Team**

Item	Details	Hours per year
Payments through Stripe	Keeping a check on all incoming payments and adding to a spreadsheet. The spreadsheet shows all the Annual House Passes and the dates they run from, along with the costs of each payment. This also helps to tie up the income into our bank from Stripe along with separating out the bank costs.	42
Electric for Floodlights	checking the invoices and working out the recharges for the Salts Café.	12
Total		66

Note: Time for managing any court vandalism or damage is not included

Appendix 2 - Final Cashflow that went to FC 13/10/2021

Venue Name								
5. Cashflow Forecast								
Months that accounts run from/to:								
	2021	2022	2023	2024	2025	2026	2027	2028
	Actuals	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
	£	£	£	£	£	£	£	£
<b>5.1 INCOME</b>								
Tennis Membership	-	4,235	7,370	9,625	9,625	9,625	9,625	9,625
Other Memberships	-	-	-	-	-	-	-	-
Pay and Play & Floodlights	-	3,240	10,940	13,140	13,140	14,100	15,050	16,050
Season Ticket Income								
Pay and Play Income - Member Lights								
Pay and Play Income - Non Member Lights								
Pay and Play Income - No Lights.								
Rental Income								
Coaching Fee	-	990	2,000	2,000	2,000	2,000	2,000	2,000
Bank Interest Received								
Sundry Income								
<b>Total income</b>	<b>A</b>	<b>-</b>	<b>8,465</b>	<b>20,310</b>	<b>24,765</b>	<b>24,765</b>	<b>25,725</b>	<b>26,675</b>
<b>5.2 EXPENDITURE</b>								
Venue Registration	-	180	180	180	180	180	180	180
CIA Contract Fee	-	602	602	602	602	602	602	602
Power For Floodlight Bookings	-	500	525	550	575	600	625	650
Marketing activity	-	500	500	500	250	250	250	250
Clubspark Transaction Fees.	-	390	600	900	1,200	1,500	1,750	2,000
Depreciation - DO NOT DELETE								
<b>Total costs</b>	<b>B</b>	<b>-</b>	<b>2,172</b>	<b>2,407</b>	<b>2,732</b>	<b>2,807</b>	<b>3,132</b>	<b>3,407</b>
<b>Operating profit/(loss) before tax &amp; dividends</b>	<b>A-B=C</b>	<b>-</b>	<b>6,293</b>	<b>17,903</b>	<b>22,033</b>	<b>21,958</b>	<b>22,593</b>	<b>23,268</b>
<b>Cashflow adjustments</b>								
<b>5.3 Working capital movements and non-cash items</b>								
(Increase)/decrease in debtors & prepayments								
(Increase)/decrease in stock								
Increase/(decrease) in creditors & accruals (excl loans)								
Depreciation (will be entered automatically)	-	-	-	-	-	-	-	-
Other non-cash items								
<b>D</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net cashflow from operations</b>	<b>C+D = E</b>	<b>-</b>	<b>6,293</b>	<b>17,903</b>	<b>22,033</b>	<b>21,958</b>	<b>22,593</b>	<b>23,268</b>
<b>5.4 Project and club/facility financing</b>								
Receipt of LTA Loan	65,000							
(LTA loan repayments)	-	(3,750)	(3,750)	(6,500)	(12,750)	(12,750)	(12,750)	(12,750)
Sport England	40,000							
Lewes District Council	60,000							
Seaford Town Council	20,000							
LTA Gate Access Grant	6,050							
<b>Total project and club financing</b>	<b>F</b>	<b>191,050</b>	<b>(3,750)</b>	<b>(3,750)</b>	<b>(6,500)</b>	<b>(12,750)</b>	<b>(12,750)</b>	<b>(12,750)</b>
<b>5.5 Capital expenditure and projects</b>								
Application project cost	(188,074)							
Other asset purchases								
<b>Total capital expenditure</b>	<b>G</b>	<b>(188,074)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>5.6 Tax</b>								
Tax received								
(Tax paid)								
<b>Total tax cash movement</b>	<b>H</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>5.7 Cash</b>								
Net Cash Movement	<b>Sum E:I</b>	2,976	2,543	14,153	15,533	9,208	9,843	10,518
<b>Cash balance brought forward (ensure agrees to accounts)</b>		<b>2,976</b>	<b>5,519</b>	<b>19,672</b>	<b>35,205</b>	<b>44,413</b>	<b>54,256</b>	<b>64,774</b>
<b>Cash balance carried forward (CF)</b>		<b>2,976</b>	<b>5,519</b>	<b>19,672</b>	<b>35,205</b>	<b>44,413</b>	<b>54,256</b>	<b>64,774</b>
non S/F cash (C/F should always be more than the S/F)		2,976	5,519	14,272	24,405	28,213	32,656	37,774
<b>5.8 Sinking Fund (S/F)</b>								
Balance B/F				5,400	10,800	16,200	21,600	27,000
(Movement Out)								
Movement In (Tennis)			5,400	5,400	5,400	5,400	5,400	5,400
Movement In (Other Facilities)								
<b>Balance C/F</b>		<b>-</b>	<b>-</b>	<b>5,400</b>	<b>10,800</b>	<b>16,200</b>	<b>21,600</b>	<b>27,000</b>

## Appendix 3 - Revised Cashflow

Venue Name				
5. Cashflow Forecast				
Months that accounts run from/to:				
	2021/22	2022/23	2022/23	2023/24
	Actuals	Actuals 30.09.22	Budget	Forecast
	£	£		£
<b>5.1 INCOME</b>				
Tennis Membership (Actuals are up to 30th September 2022)	-	1,971	4,235	4,235
Other Memberships	-			
Pay and Play & Floodlights (Actuals are up to 30th September 2022)	-	1,150	3,240	3,240
Season Ticket Income				
Pay and Play Income - Member Lights				
Pay and Play Income - Non Member Lights				
Pay and Play Income - No Lights.				
Rental Income				
Coaching Fee	-	-	990	990
Bank Interest Received				
Sundry Income				
<b>Total income</b>	<b>A</b>	<b>-</b>	<b>3,121</b>	<b>8,465</b>
<b>5.2 EXPENDITURE</b>				
Venue Registration	-	180	180	180
CIA Contract Fee	-	602	602	602
Power For Floodlight Bookings	-	115	500	600
Marketing activity	-	107	500	500
Clubspark Transaction Fees (Actuals are up to 30 Sept 2022)	-	172	300	390
Contingency/ other		121	2,918	
Depreciation - DO NOT DELETE				
<b>Total costs</b>	<b>B</b>	<b>-</b>	<b>1,297</b>	<b>5,000</b>
<b>Operating profit/(loss) before tax &amp; dividends</b>	<b>A-B=C</b>	<b>-</b>	<b>1,824</b>	<b>3,465</b>
<b>Cashflow adjustments</b>				
<b>5.3 Working capital movements and non-cash items</b>				
(Increase)/decrease in debtors & prepayments				
(Increase)/decrease in stock				
Increase/(decrease) in creditors & accruals (excl loans)				
Depreciation (will be entered automatically)	-	-		-
Other non-cash items				
<b>Net cashflow from operations</b>	<b>D</b>	<b>-</b>	<b>1,824</b>	<b>3,465</b>
<b>Net cashflow from operations</b>	<b>C+D = E</b>	<b>-</b>	<b>1,824</b>	<b>3,465</b>
<b>5.4 Project and club/facility financing</b>				
Receipt of LTA Loan	65,000			
(LTA loan repayments)	-	(1,875)	(3,750)	(3,750)
Sport England	40,000			
Lewes District Council	60,000			
Seaford Town Council	20,000			
LTA Gate Access Grant	6,050			
<b>Total project and club financing</b>	<b>F</b>	<b>191,050</b>	<b>(1,875)</b>	<b>(3,750)</b>
<b>5.5 Capital expenditure and projects</b>				
Application project cost		(188,074)		
Other asset purchases				
<b>Total capital expenditure</b>	<b>G</b>	<b>(188,074)</b>	<b>-</b>	<b>-</b>
<b>5.7 Cash</b>				
Net Cash Movement	<b>Sum E:I</b>	2,976	(51)	(285)
<b>Cash balance brought forward (ensure agrees to accounts)</b>			<b>2,976</b>	<b>2,691</b>
<b>Cash balance carried forward (CF)</b>		<b>2,976</b>	<b>(51)</b>	<b>2,691</b>
<b>non S/F cash (C/F should always be more than the S/F)</b>		<b>2,976</b>	<b>(51)</b>	<b>2,691</b>
			(266)	
<b>5.8 Sinking Fund (S/F)</b>				
Balance B/F				-
(Movement Out)				
Movement In (Tennis)				5,400
Movement In (Other Facilities)				
<b>Balance C/F</b>		<b>-</b>	<b>-</b>	<b>5,400</b>

## Appendix 4 - Project Income and Expenditure

Items	£ Received/Spent	Notes
<b>INCOME</b>		
LTA Loan	£65,000.00	
CIL Payment	£60,000.00	
LTA/CIA Gate	£6,050.00	
Sport England	£40,000.00	£2,000 of this to be paid on 21st November 2022
STC	£30,000.00	
<b>Total Income</b>	<b>£201,050.00</b>	
<b>EXPENDITURE (ACTUAL &amp; FORECAST)</b>		
CIA GATE	£6,050.00	
SURFACELUX COLUMNS	£33,925.00	£1,000 outstanding for defects
CHILTERN	£141,103.00	£3,528 remaining as of 01.09.22 the remaining amount is the retention which is due 12 months after practical completion and the rectification of defects.
External Project Manager	£3,810.00	Invoice pending
SurfaceLux - The cost to fit the meter in the service pillar	£447.00	
Service records	£250.00	
Opening Soon Sign	£75.00	
prepare and lay a 40mm compacted depth of asphalt to the area at the side of the courts	£2,104.00	
Notice Board	£1,053.14	
DBS x 2 STC officers	£35.64	
Safeguarding Course	£60.00	
x4 locks	£76.64	
Temporary Notice Board installation	£40.00	
A5 leaflet dispenser - Amazon	£36.64	
Court washing to remove seagull droppings, spilled drink and dirt	£500.00	
How to Book Sign	£48.00	
How to Book Flyers	£68.00	
Lease Agreement Fee	£350.00	
Court thermometer (wall)	£3.29	
Infrared Court Surface thermometer	£17.49	
Install Broom Holders	£60.00	
Broom heads and handles x 3	£32.47	
Mesh Banners x 3	£158.00	
3 Pack of Tennis Balls	£3.32	
Install Signs	£75.00	
Fill Gap (Gate)	£40.00	
<b>Total expenditure</b>	<b>£190,421.63</b>	
<b>Remaining</b>		
<b>Remaining (A-B)</b>	<b>£10,628.37</b>	

To be noted: There may be additional costs, for instance spikes on the floodlight, internal noticeboard, storage container





## Seaford Town Council

<b>Report No:</b>	<b>133/22</b>
<b>Agenda Item No:</b>	<b>8</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>1<sup>st</sup> December 2022</b>
<b>Title:</b>	<b>The Salts - Scout Hall Fence Proposal</b>
<b>By:</b>	<b>Tony Jackson, Projects &amp; Facilities Manager</b>
<b>Purpose of Report:</b>	<b>To inform the Committee of amendments to the proposal from the 6th Seaford Scouts to install a fence to the green space adjacent to the Scout Hall at The Salts.</b>

### Recommendations

#### The Community Services Committee is recommended:

1. To note the contents of the report.
2. To approve the amended proposal for installation of a fence to the green space adjacent to the Scout Hall at The Salts, subject to officers ascertaining if District Council permission is required and if so, is granted.

### 1. Information

- 1.1 At the Community Services Committee meeting held on 25<sup>th</sup> November 2021, report 124/21, the Committee approved the following:

*“to **AGREE IN PRINCIPLE** to support the following projects on the understanding that this does not predetermine the Town Council’s Planning & Highways Committee’s response to any subsequent planning applications submitted, which will be handled in the usual manner:*

- a. *6th Seaford Scouts – outside fenced area, with the fencing being reduced to a more appropriate height”*

- 1.2 Since then, scout leaders have amended the proposals so that the fence will be five foot instead of six foot.
- 1.3 Scout leaders have also asked if the fence location could be moved to the other side of footpath leading to the main door of the hall, which will effectively enclose the path and give better protection to the main entrance.
- 1.4 Please see Appendix 1 which shows the originally agreed fence as a dashed red line and the revised proposal in dotted yellow.
- 1.5 As the fence will be less than six foot, planning permission will no longer be required and as such, this proposal will not be being considered by the Planning & Highways Committee as was previously discussed.
- 1.6 In light of the above, officers wished to bring this amended proposal back to this Committee for comment.

## **2. Considerations**

- 2.1 The dog litter bin will need to be relocated to outside the fenced area, which the scouts have agreed to pay for.
- 2.2 The amended proposal will remove public access to this part of footpath. However, officers do not believe that this should cause concern, as the path is provided for the purposes of accessing the Scout Hall itself.
- 2.3 It is also clear that fencing off the front door and porch of the hut will help to reduce anti-social behaviour / vandalism that has been known to occur on site, by removing this sheltered area that can encourage gathering.
- 2.4 Due to the points at 2.2 and 2.3 above, officers have agreed that the amended proposal does not require more in depth public consultation.

## **3. Disposal of Land**



- 3.1 A number of land assets transferred to the Town Council from the District Council in the early-2000's are subject to a covenant requiring the District Council's permission before disposing of the land. This includes The Salts.
- 3.2 Due to removing public access to this part of the site, the Town Council may need to seek the permission of the District Council, as this could be deemed as disposal of the land.
- 3.3 The Committee is asked to consider granting permission to this amended proposal, subject to officers ascertaining if District Council permission is required and if so, is granted.

#### 4. Financial Appraisal

4.1 The scouts will be fully funding the projects themselves, so there are no financial implications for the Town Council.

#### 5. Contact Officer

5.1 The Contact Officer for this report is Tony Jackson, Projects & Facilities Manager.

Projects & Facilities Manager	
Town Clerk	

133/22 Appendix 1 – The Salts Scout Hall Proposed Fence







## Seaford Town Council

<b>Report No:</b>	<b>134/22</b>
<b>Agenda Item No:</b>	<b>9</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>1<sup>st</sup> December 2022</b>
<b>Title:</b>	<b>The Salts - Cricket Club Changing Room Proposal</b>
<b>By:</b>	<b>Tony Jackson, Projects &amp; Facilities Manager</b>
<b>Purpose of Report:</b>	<b>To inform the Committee of proposals from Seaford Cricket Club to lease the changing rooms at The Salts</b>

<b>Recommendations</b>
<b>The Committee is recommended:</b>
<ol style="list-style-type: none"><li>1. To note the contents of the report.</li><li>2. To agree to leasing The Salts Changing Rooms to Seaford Cricket Club, subject to:<ol style="list-style-type: none"><li>a) officers ascertaining if District Council permission is required and if so, is granted</li><li>b) the final draft lease and heads of terms being presented back to this Committee for approval.</li></ol></li></ol>

### 1. Background

- 1.1 In November 2021, officers brought a report (124/21) to the Community Services Committee meeting detailing proposals from various clubs who use The Salts.
- 1.2 One of these proposals came from Seaford Cricket Club, which proposed building new changing rooms for its use only.
- 1.3 The Committee agreed, in principle, to support this on the understanding it did not predetermine the Town Council's Planning and Highway Committee's response to a subsequent planning application.

- 1.4 The Club has contacted officers to say spiralling construction costs have meant the project is no longer viable.

## **2. Proposal**

- 2.1 The Town Council owns, manages and maintains the changing rooms adjacent to the Cricket Pavilion.
- 2.2 These are open to all sports clubs but are predominantly used by the Cricket Club. Premier Soccer also have some storage space but rarely use the actual changing rooms or showers.
- 2.3 The Cricket Club has asked if the Town Council would consider leasing the changing rooms to the Club, as it does with the adjacent pavilion.
- 2.4 This would be a full repairing lease, so the Club would have all maintenance responsibilities.
- 2.5 Premier Soccer has been contacted about the proposal and are happy with it to go ahead, as long they still have an area for storage and occasional use of the facilities.
- 2.6 Within the lease, an allowance would be made for Premier Soccer for storage and occasional use.

## **3. Next Steps**

- 3.1 Should the Committee agree to leasing the changing rooms, a report would be brought back to this Committee at a later date containing the final draft lease and heads of terms for approval, including any financial considerations to be taken in to account.
- 3.2 There is a restriction on the land dating back to when it was transferred to the Town Council from Lewes District Council in 2005, requiring written permission from the District Council before disposing of the land – this includes entering into a lease for any part of the land.
- 3.3 Before the final draft lease is presented back to Committee, officers would write to the District Council seeking permission for the lease to be granted.
- 3.4 Officers would also ensure any necessary consultation is undertaken.

## **4. Financial Appraisal**

- 4.1 There would be a legal cost to draw up and finalising the lease, anticipated to be around £500. This would come from the Professional Fees budget, 4155-201.

- 4.2 The Town Council would make a revenue saving of around £2,500 on cleaning and maintenance costs.
- 4.3 A yearly rental charge would be looked at the time of the lease being drafted. It is expected this will be a nominal amount if the Club take on a full repairing lease.
- 4.4 Officer time would also be saved, as routine inspections will be greatly reduced.

**5. Contact Officer**

The Contact Officer for this report is Tony Jackson, Projects & Facilities Manager.

Project & Facilities Manager	
Town Clerk	





## Seaford Town Council

<b>Report No:</b>	<b>136/22</b>
<b>Agenda Item No:</b>	<b>10</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>1<sup>st</sup> December 2022</b>
<b>Title:</b>	<b>Bonfire Ban at Seaford Allotments</b>
<b>By:</b>	<b>Tony Jackson, Projects &amp; Facilities Manager</b>
<b>Purpose of Report:</b>	<b>To inform the Committee of a request from the Seaford Allotment Society for the Town Council to support a permanent ban on bonfires at Seaford Allotments, Sutton Drove</b>

### Recommendations

#### The Committee is recommended:

1. To note the content of the report.
2. To support a permanent ban on bonfires at Seaford Allotments.

### 1. Information

- 1.1** The Town Council is the landowner of Seaford Allotments but the management of the site has been devolved to the Seaford Allotment Society (SAS) since 2000, when the allotments were first taken on by the Town Council.
- 1.2** Under the terms of the management agreement, SAS is equipped and able to determine the best methods of site management as well as the contents of the allotment holder tenancy agreement. SAS will update the Town Council accordingly and will at times ask for the Town Council's comments, support or approval (as required) as landowners.
- 1.3** Since 2020, SAS has asked allotments holders not to have bonfires on their pitches. SAS would now like to make the ban permanent.

- 1.4** SAS wrote to the Town Council, through its outside body representative (see Appendix 1), to ask whether the Town Council, as landowners, would support the ban.
- 1.5** The reasons given for the request are as follows:
1. Bonfires are bad for the environment as they produce greenhouse gases, such as carbon dioxide
  2. Many of the allotment pitches are close to houses, so [bonfires] can be unpleasant for nearby residents
  3. The ban would be in keeping with the Town Council's climate emergency declaration
  4. The ban would assist SAS in reducing its carbon footprint
  5. The Town Council's support of the ban could assist with some enforcement challenges currently faced by SAS.
- 1.6** For complete clarity, SAS is able to make the decision on banning bonfires on the allotment site but, for the reasons set out within this report, the Town Council is being asked to support this change in site rules.

## **2. Agreement Implications**



- 2.1** The management agreement currently in place with SAS runs from 1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2028.
- 2.2** With regards to bonfires, the agreement states that:  
*'[SAS] shall be responsible for ensuring control of Bonfires on site in accordance with the requirements of the Environmental Protection Act 1990 related to smoke prejudicial to health and nuisance. No materials shall be brought on to site from elsewhere for burning.'*
- 2.3** It is not deemed that it will be necessary to amend the agreement at this stage, if the Committee does agree to support the permanent bonfire ban. However, when reviewing the agreement in 2028, the Town Council and SAS can revise how the agreement refers to bonfires on site.
- 2.4** There are no restrictive covenants on the title deed that would prevent the decision to ban bonfires on site.

## **3. Financial Appraisal**

- 3.1** There are no direct financial implications as a result of this report.

#### 4. Contact Officer

4.1 The Contact Officer for this report is Tony Jackson, Projects & Facilities Manager.

Projects & Facilities Manager	
Town Clerk	

# Seaford



# Allotments

Councillor [REDACTED]  
Seaford Town Council

13 June 2022

Dear Cllr [REDACTED]

The Seaford Allotment Committee met on Tuesday 7th June and wish to bring the following item to your attention.

As you will be aware from our AGM, Seaford Allotments has not allowed bonfires to take place on the site since the beginning of the pandemic in 2020. The Committee would like this 'ban' to become permanent. However, we have a vocal minority who would like to burn waste rather than re-cycle at the local Waste Recycling Centre.

Since the AGM we have become aware that Eastbourne Borough Council has asked Eastbourne Allotments to cease bonfires on all sites this year due to their environmental impact. As both Eastbourne and Seaford come under the umbrella of Eastbourne and Lewes District Council Authority, would it be possible for you to take a request to Seaford Town Council, as our landlords, to support Seaford Allotments in following the same initiative as Eastbourne?

Also, Seaford Town Council has declared a climate emergency on behalf of the Town. Declaring a Climate Emergency is the first step towards supporting Seaford in raising environmental awareness and making necessary changes for a greener Seaford. This includes minimising carbon emissions. This article from *The Guardian* shows the effects of bonfires: <https://www.theguardian.com/environment/2021/sep/10/pollutionwatch-bonfires-environment>

Furthermore, Seaford Allotments are completely surrounded by housing and bonfire smoke is the main source of contention with our neighbours. It has been a relief not to receive any complaints regarding bonfires in the last 2 years.

We would be grateful if Seaford Town Council and yourself could support our proposal, which will assist in reducing our carbon footprint.

Best wishes,

Dee Kellaway  
Committee secretary



## Seaford Town Council

<b>Report No:</b>	<b>137/22</b>
<b>Agenda Item No:</b>	<b>11</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>1<sup>st</sup> December 2022</b>
<b>Title:</b>	<b>Bönningstedt Wall Redesign</b>
<b>By:</b>	<b>Tony Jackson, Projects &amp; Facilities Manager</b>
<b>Purpose of Report:</b>	<b>To present the Committee with two design options for the rebuilding of the Bönningstedt Wall</b>

### Recommendations

#### The Committee is recommended:

1. To note the contents of the report.
2. To choose the design of the Bönningstedt Wall rebuild from the following three options:
  - a) wooden panels
  - b) pre-formed plain faced concrete panels
  - c) pre-formed decoratively faced concrete panels – this option being subject to recommendation back to Full Council to approve additional expenditure over and above the £60,000 budgeted.

### 1. Information

**1.1** At the November 2022 Full Council meeting, exempt report 110/22 gave councillors an update on progress with reinstating the Bönningstedt Wall following damage sustained during Storm Eunice in February 2022.

**1.2** Full Council approved the following:

*To delegate to the Community Services Committee the authority to choose the design of the new wall and commit the spending from the General Reserve.*

- 1.3 Full Council also approved expenditure of up to £60,000 from General Reserves for the rebuild.

## **2. Redesign Process**

- 2.1 HOP Consulting Ltd (HOP), which was chosen because it specialises in marine engineering, has redesigned the wall so it will stand up to the environment it is built within.
- 2.2 The design incorporates additional metal posts to be installed within each bay. This will decrease the length of the bays from approximately 2.4 meters to 1.2 meters.
- 2.3 HOP has also proposed not to use stone filled gabion panels as before, instead using either wooden timber planks or pre-made concrete panels between each post.
- 2.4 Appendix 1 shows the new design. Please note an A1 size plan is available in the Town Council offices should any councillors wish to view this.
- 2.5 Appendix 2 shows illustrations of both options.

## **3. Wooden Panels**

- 3.1 Timber planks would be 175mm wide by 225mm thick. Three planks would slot on top of each other in between the metal posts making up the required height.
- 3.2 Metal capping would then be refitted on top of the wall.
- 3.3 This option would cost £54,465.
- 3.4 Timber would have a life span of around 25 years - the existing galvanised metal posts have a life span of approximately 20 years.
- 3.5 The contractors are also looking at the option of using recycled hardwood timber. This probably would not significantly lower the cost, however would be far more sustainable than using new timber.

## **4. Concrete Panels**

- 4.1 Full height prefabricated concrete panels would be mechanically lifted and slotted in between the metal posts.
- 4.2 The panels can be decoratively faced as shown in Appendix 2.
- 4.3 This option would cost £62,787.
- 4.4 This quote is significantly higher than estimated mainly due to the relatively small amount of concrete being used.

4.5 The contractors have estimated costs would be £3,500 lower if using plain-faced panels i.e. circa £59,287.

4.6 The panels have a lifespan of around 50 years.

## 5. Recommendation

5.1 Many may feel timber is more aesthetically pleasing than concrete, which is already prevalent on the seafront.

5.2 Timber is significantly less expensive and a more sustainable option than concrete.

5.3 Although concrete is longer lasting, timber still has a lifespan as long, if not longer, than the metal posts and capping.

5.4 For the above reasons, officers are happy to recommend the timber option for this project.

## 6. Financial Appraisal

6.1 The wooden panel option (£54,465) would keep the project below the agreed £60,000 budget.

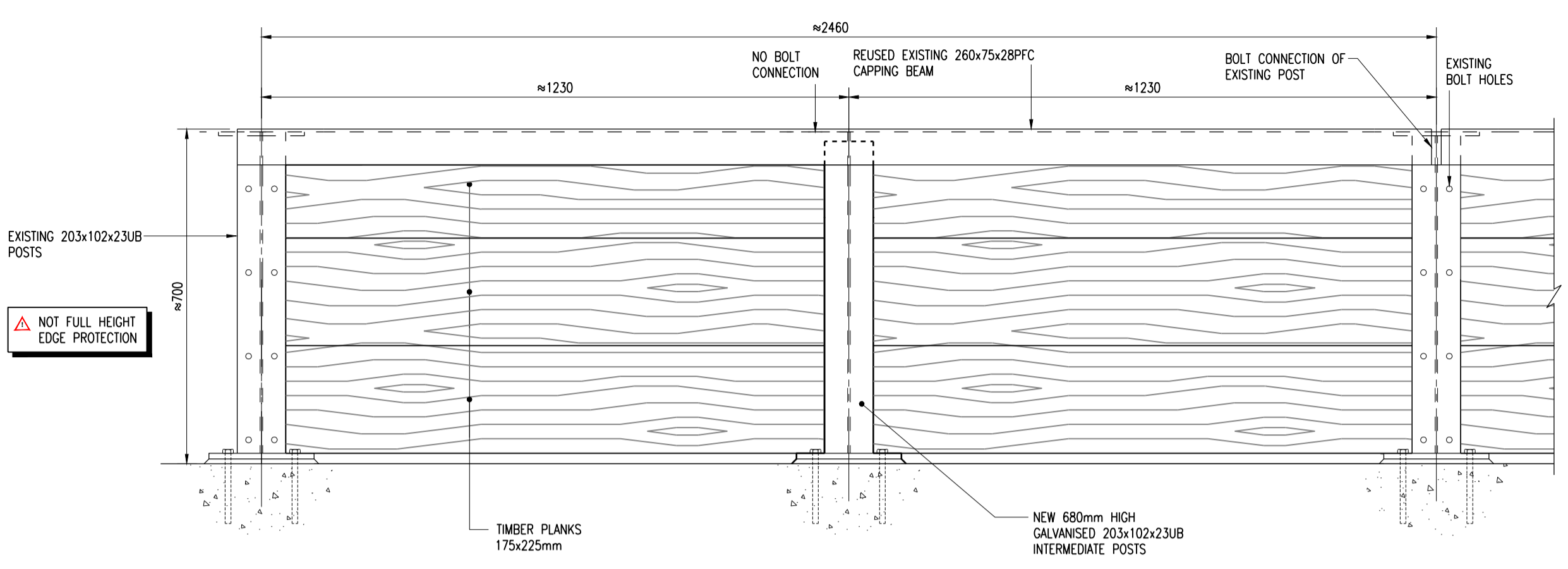
6.2 If the Committee chose to go with the decoratively faced concrete panel option (£62,787), a report would need to go to a future Full Council meeting for approval of additional funds over and above the £60,000 budget.

However, if the Committee chose to go with plain-faced concrete panels (circa £59,287), this would also come in at just under the £60,000 budget and not require further Full Council approval.

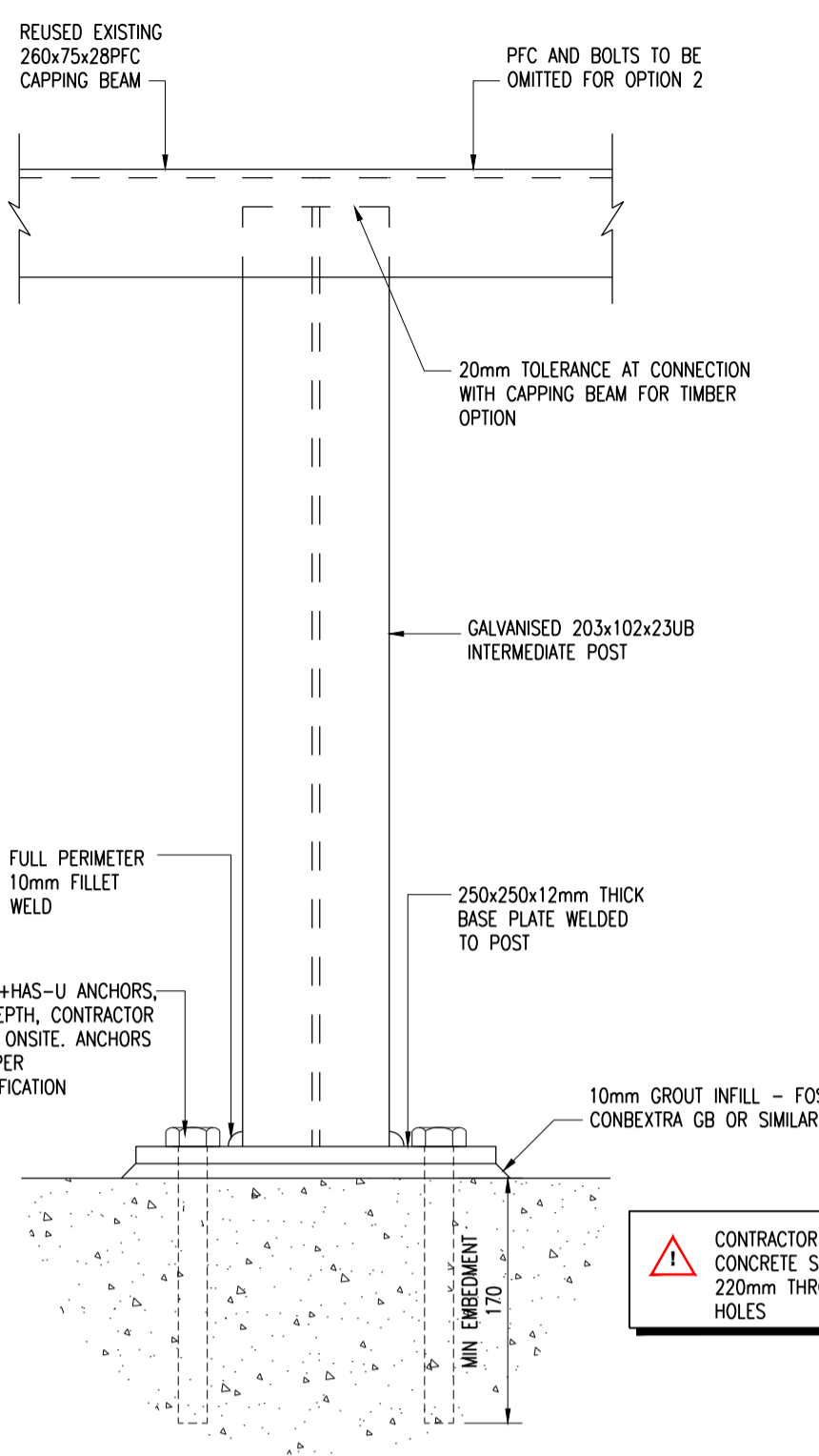
## 7. Contact Officer

7.1 The Contact Officer for this report is Tony Jackson, Projects & Facilities Manager.

Project & Facilities Manager	
Town Clerk	

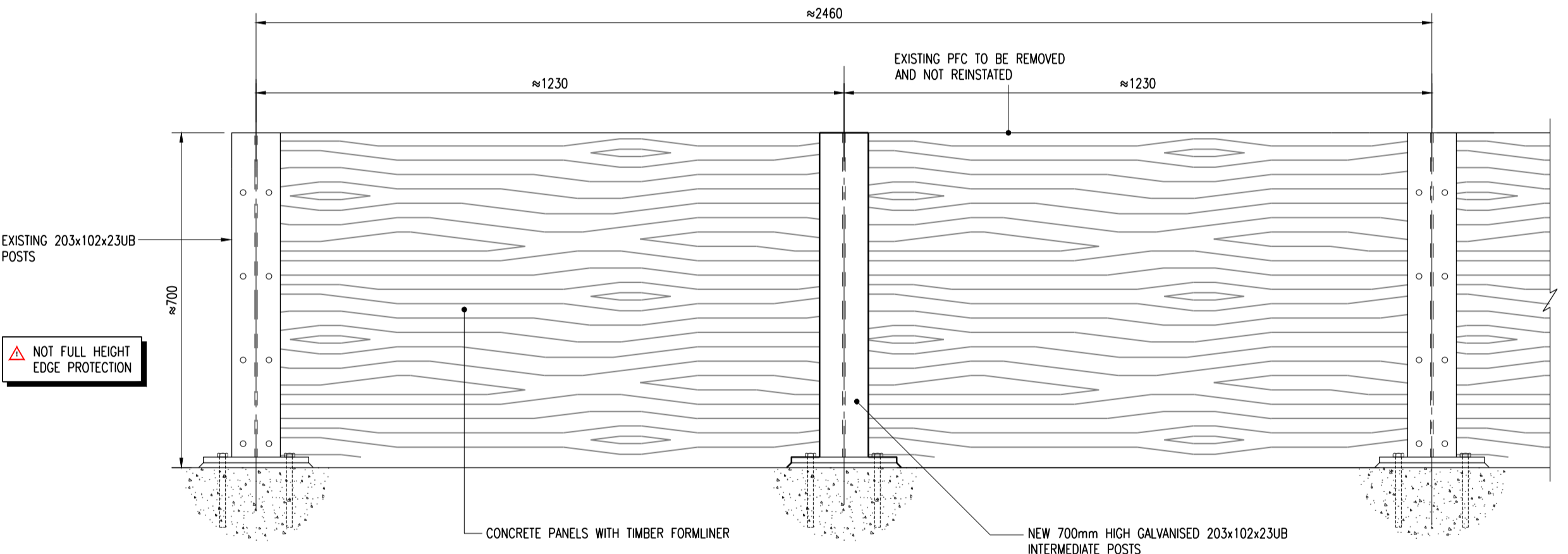


**OPTION 1 TIMBER PLANKS**  
(TYPICAL ELEVATION)  
(1:10)

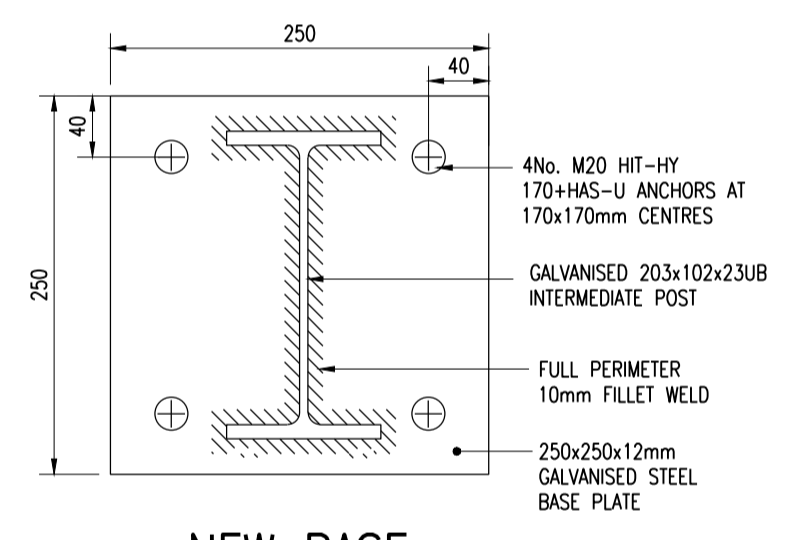


**NEW INTERMEDIATE POST DETAIL**  
(DETAILING BOTH OPTIONS)  
(1:5)

CONTRACTOR TO REVIEW CONDITION OF CONCRETE SURFACING PRIOR TO ANCHOR INSTALLATION. POOR CONDITION/CRACKED CONCRETE TO BE REPORTED TO THE ENGINEER.



**OPTION 2 CONCRETE INFILL**  
(TYPICAL ELEVATION)  
(1:10)



**NEW BASE PLATE DETAIL**  
(OPTION 1 AND 2)  
(1:5)

**DESIGN NOTES**

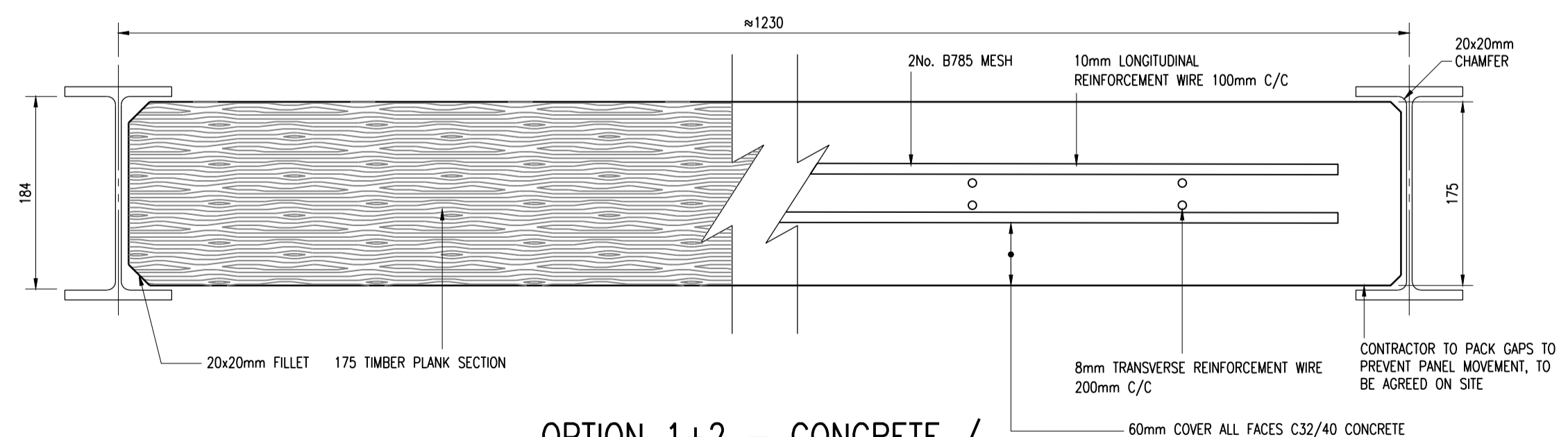
(1) Design Information  
The wall refurbishment considers wave run up, overtopping and wave loading. Design References:  
 • Annual Coastal monitoring report (2018), providing beach levels  
 • Seaford wave buoy data, reference "National Network of Regional Coastal Monitoring Programmes" website  
 • YouTube clip "20200218 Storm Eunice Seaford Seaford"  
 • US Army Corps Engineers Guidance "Wave run up"  
 • BS 6349 / Eurocode - Marine Structural Design  
 • CIRIA C746 Waterfront walls

(1) Design parameters  
The following design parameters are considered:  
 • Designed parameters consider a nominal 50 years design life for new elements with structural elements designed for a 100 year design life for new elements  
 • Wave loadings considers a 1:100 year wave event Significant wave height (Hs) 5.96m with a wave period of 8 seconds (T)  
 • Beach profiles used assumed using Annual Coastal Monitoring beach profile data  
 • Wave loading, wave crest level assumes the following  
 -Highest Astronomical Tide (HAT) +3.78mOD  
 -Storm Surge allowance +0.5m  
 -Anticipated Sea Level Rise (SLR) year 2072 +0.416m  
 -Significant Wave height (Hs) 1 in 100 year event +2.98m (still water level to crest)  
 Total Design wave Crest Level +7.68mOD

TIMBER SECTIONS TO BE 175mm WIDE TO SUIT SUPPORT POST RECESS DIMENSIONS, AS WELL AS THE TOP PFC CAPPING BEAM FEATURE WITH MINIMUM SECTION DEPTH OF 175mm.

SECTION LENGTHS TO SUIT INTERMEDIATE POST ARRANGEMENTS AND TO ENSURE MINIMUM SURFACE BEARING ON SUPPORT POST RECESS OF 40mm. IT MAY BE NECESSARY TO CHAMFER TIMBER ENDS TO SATISFY MINIMUM SURFACE BEARING REQUIREMENTS

CONTRACTOR TO CONSIDER MANUAL HANDLING AND THE REQUIREMENT FOR MECHANICALLY ASSISTED LIFTING OPERATIONS



**OPTION 1+2 - CONCRETE / TIMBER INFILL**  
(PLAN)  
(1:5)

**PROPOSED WORKS**

THE WORKS COMPRISE OF THE FOLLOWING

- INSTALLATION OF 24 NEW INTERMEDIATE GALVANISED SUPPORT POSTS TO DIVIDE THE EXISTING BAYS AND INCREASING THE NUMBER OF BAYS FROM 24 TO 48.
- ALL EXISTING WIRE MESH, GRANULAR INFILL, CLAMPING FLAT PLATES AND BOLTS TO BE REMOVED.
- THE BAYS WILL BE INFILLED WITH EITHER CONCRETE PANELS OR TIMBER PLANKS (NO. TO BE CONFIRMED BY SEAFORD TOWN COUNCIL).
- THE TIMBER OPTION WILL ALSO USE THE EXISTING PFC CAPPING BEAM TO SECURE THE PLANKS IN POSITION (CONTRACTOR TO CONFIRM THE ADEQUACY OF THE EXISTING PFC ON SITE).
- THE HEIGHT OF THE NEW INTERMEDIATE SUPPORT POSTS WILL BE 700mm FOR THE CONCRETE PANEL OPTION OR 680mm FOR THE TIMBER PLANK OPTION TO ALLOW FOR REINSTALLATION OF THE PFC CAPPING BEAM (CONTRACTOR TO CONFIRM SIZES ON SITE).

NOTE: ALL QUANTITIES ARE ESTIMATES AND SHOULD NOT BE RELIED UPON WITH OUT SUBSTANTIATION ON SITE AND ON SITE MEASUREMENT.

**CONTRACTOR NOTES**

THE CONTRACTOR SHOULD NOTE THE FOLLOWING:

- TIMBER SECTIONS TO BE 175mm WIDE TO SUIT SUPPORT POST RECESS DIMENSIONS, AS WELL AS THE TOP PFC CAPPING BEAM FEATURE WITH MINIMUM SECTION DEPTH OF 175mm
- TIMBER SECTION LENGTHS TO BE CONFIRMED ON SITE TO SUIT INTERMEDIATE POST ARRANGEMENTS AND TO ENSURE MINIMUM SURFACE BEARING ON SUPPORT POST RECESS OF 40mm. IT MAY BE NECESSARY TO CHAMFER TIMBER ENDS TO SATISFY MINIMUM SURFACE BEARING REQUIREMENTS
- CONTRACTOR TO CONSIDER MANUAL HANDLING AND THE REQUIREMENT FOR MECHANICALLY ASSISTED LIFTING OPERATIONS

- 1. GENERAL**
- This drawing is not to be scaled, work to figured dimensions only, confirmed on site.
  - This drawing is to be read in conjunction with all relevant architectural drawings, detailed specifications where applicable and all associated drawings in this series.
  - Any discrepancy on this drawing is to be reported immediately to the partnership for clarification.
  - The contractor is responsible for all temporary works and for the stability of the works in progress.
- 2. MARINE**
- All levels to metres above Ordnance Datum (mOD). Unless otherwise Stated.
  - Local Chart Datum (CD) +0.00mCD is -3.52mOD
  - Tide levels are based on Admiralty tide tables 2017, as follows:  
 Environment Agency Flood Level (T100) +4.41mOD  
 Highest Astronomical Tide (HAT) +3.78mOD  
 Mean High Water Springs (MHWS) +3.28mOD  
 Mean Low Water Springs (MLWS) -2.72mOD  
 Lowest Astronomical Tide (LAT) -3.42mOD
  - Tide times to be checked prior to commencing works. Contractor to be aware of tidal cut off times in advance, based on tidal and weather predictions and ensure any plant and equipment unsuitable for submerging are removed prior to the cut off time.
  - Tidal predictions do not take into account possible changing pressure and weather events, therefore actual tide levels may be greater than the predicted level.
- 3. SUSTAINABLE TIMBER SPECIFICATION**
- All timber to be sourced from FSC certified sustainable source
  - Timber to be tropical hardwood (Strength Class D60/70) to maximise durability and minimise maintenance, reference Timber Research and Development Association (TRADA) guidance "Specifying Timber Species in Marine and Freshwater Construction"
  - The selection of lesser known species is encouraged to maximise availability of suitable, sustainable sources of supply. Suitable sources may include: Greenheart, Eki, Bosralocus, Cloeziana, Daberna, Garapa, Massaranduba, Maru, Piquia, Sapucaia, Sougue, Tatjuba, Timbema.
  - Timber to be suitable for use in Class 5 Service (UC 5) (timber in contact with salt water) to BS EN 335 - Durability of Wood and Wood Based Products
  - Timber sections to be 175mm wide to suit support post recess dimensions, as well as the top PFC capping beam feature with minimum section depth 175mm. Section lengths to suit intermediate post arrangements and to ensure minimum surface bearing on support post recess of 40mm. It may be necessary to chamfer timber ends to satisfy minimum surface bearing requirements.
- 4. GALVANISED STEELWORK**
- All steel to be hot dip galvanised to BS EN ISO 1461 standard, to a minimum thickness of 85 microns. All preparation work to be in accordance with B.S. 5493.
- 5. STRUCTURAL STEELWORK**
- All plates & flats to be grade S275JR, all hot rolled sections to be grade S355JR unless otherwise noted. All to standard BS EN 10025-1:2004.
  - All structural hollow sections are to be hot rolled to BS EN 10210-1:2006, grade S355ZH to BS EN 10025-2.
  - All structural steelwork shall comply with the latest addition of the "National Structural Steelwork Specification For Building Construction". All fabricated steelwork shall comply with BS EN 1090-1 (Execution Class EXC2).
  - All surface preparation work to steelwork to be in accordance with BS7079:2009. All steelwork to be blast cleaned to SA2.5 unless otherwise stated.
  - All bolts to be M16 Grade 8.8 and conform to BS EN 15048-1:2007 unless otherwise stated. All welds to be min. 10mm fillet welds unless otherwise stated.
- 6. CONCRETE AND REINFORCEMENT**
- Concrete generally to BS 8500-2 and BS EN206-1.
  - Designated concrete mixes to be as follows:  
 a: Blinding - GEN 1  
 b: Mass concrete foundation - GEN 3  
 c: Reinforced concrete - RC 32/40
  - Maximum aggregate size to be 10mm.
  - Reinforced concrete elements to have 50mm concrete blinding beneath when cast on the ground.
  - All materials, workmanship, construction and tolerances to latest edition of National Structural Concrete Specification for Building Construction.
  - Concrete finishes; unless noted otherwise, to be as follows:-  
 a: Formed finishes hidden from view - basic finish  
 b: Formed finishes exposed to view - plain finish  
 c: Tops of ground beams and other foundations - smooth floated finish.  
 d: Tops of RC elements exposed to view or slabs - steel trowel finish
- 7. STATUTORY CONSENTS**
- All works subject to Statutory Consent Approval including Environment Agency Flood Risk Activity Permitting (FRAP)

ISSUED FOR INFORMATION [DJP/J.T. 04.11.22] P1  
 Description By Approval Date Rev.  
**PRELIMINARY DRAWING**  
 NOT FOR CONSTRUCTION

Title **DESIGN OPTIONS ELEVATIONS AND DETAILS**

Project **SEAFORD BONNINGSTEDT BEACH HUTS**

Client **SEAFORD TOWN COUNCIL**

**HOP** CONSULTING CIVIL AND STRUCTURAL ENGINEERS  
 HOP House, 41 Church Road Hove, East Sussex BN3 2BE  
 www.hop.uk.com  
 ask@hop.uk.com  
 +44 (0)1273 223900



## Böningstedt Wall Redesign

### Timber Panels

Pictures 1 and 2 show recycled/aged timber, picture 3 is with new timber. However, it's expected the timber HOP proposed will be darker as they have specified a tropical hardwood.

The posts in picture 3 are very similar in colour to the ones we have/will be using.



Picture 1



Picture 2



Picture 3

### **Decoratively Faced Concrete Panels**

Pictures 4 to 10 show the different types of finishes that can be achieved to the face of the concrete panels.

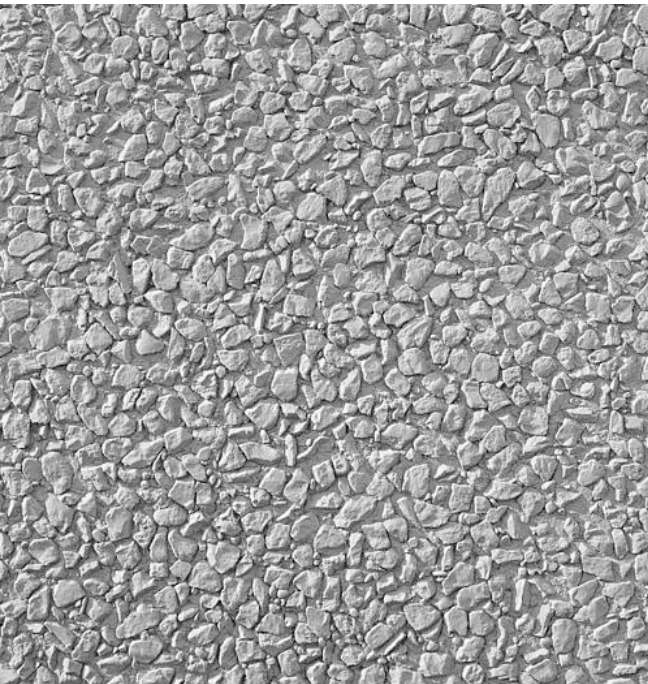
Pictures 4 and 5 show a timber effect, 6 and 7 stone effect and 8 a block effect similar to the Martello Tower render.



Picture 4



Picture 5



Picture 6



Picture 7



Picture 8



Picture 9



Picture 10



## Seaford Town Council

<b>Report No:</b>	<b>135/22</b>
<b>Agenda Item No:</b>	<b>12</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>1<sup>st</sup> December 2022</b>
<b>Title:</b>	<b>Community Services Finance Report up to 31<sup>st</sup> October 2022</b>
<b>By:</b>	<b>Tony Jackson, Projects &amp; Facilities Manager</b>
<b>Purpose of Report:</b>	<b>To inform the Community Services Committee of Income and Expenditure up to 31<sup>st</sup> October 2022.</b>

### Recommendations

#### The Committee is recommended:

1. To note the contents of the report.

## 1. Information

- 1.1 Appendix 1 shows a breakdown of income and expenditure for the Community Services budget up to 31<sup>st</sup> October 2022.

### 105 Salts Recreation Ground

4055 Electricity - the tennis courts use electricity for flood lighting, so the invoice for The Salts which used to go the café tenants has now been taken back in house. The café's proportion of the usage will be recharged to the café (1057/105) offsetting the expenditure, which is already over budget.

4261 Grounds Maintenance Non-Contract - this is already over budget.

This is mainly due to repairs to the playground fence following vandalism, in addition to unexpected repairs to lamp posts. The amount over budget has been taken from The Salts Landscaping Earmarked Reserve (EMR) 329. This EMR now has a zero balance.

4283 Playground - this is currently under budget. However, officers expect to use up all remaining funds towards the new path.

### **106 Crouch Recreation Ground**

4283 Playground - this is currently underspent but there are a number of upcoming repairs booked.

### **107 Martello Fields**

1050 Income Rent - this is lower than budgeted as bookings have been less than expected.

### **108 Other Open Spaces**

4275 Building Maintenance - this is overspent due to repair works to the Rotary Centenary Clock.

### **116 Seaford Head Estate**

1011 Income Filming - at present this is more than twice what was budgeted for. Filming normally quiet downs over winter, so officers do not expect any more significant income this year.

### **117 Seafont**

4275 Building Maintenance - this is overspent mainly due to repair works carried out on the Martello Toilets following Storm Eunice earlier this year.

### **118 Beach Huts**

1094 Income Seasonal Beach Huts - this is nearly £2,000 above budget thanks to a healthy level of bookings.

### **130 Other Recreation**

4110 Swimming Pool - this is expected to be used up this year on essential maintenance work.

### **135 Community Services Other**

1070 Armed Forces Day Income – this has been lower than expected mainly due to the event being smaller and there not being many stalls. Also funding to support the event was lower than previous years. However, as the event was smaller there was a significant saving on expenditure.

## **225 Projects Pool**

4457 Seafront Improvement Plan - this includes a budget of £20,000 towards the seafront bins. The project should come in significantly under budget (around £9,000) as officers are looking to refurbish, as opposed to renew, most of the bins (see reference to this in the Projects & Facilities Manager report elsewhere on this agenda).

4274 Project Expenditure - £5,000 had been allocated for the completion of The Salts CCTV system. £1,840 was given as a grant from Lewes District Council's Joint Action Group (JAG) towards this in 2021 - 2022, so the total cost to the Town Council is £2,503. This means the project has come in at £2,497 under budget.

£10,000 was allocated for Martello Fields Fence Replacement, this was to be completed over a three-year period. However, officers managed to obtain Community Infrastructure Levy (CIL) grant funding of £12,165 towards this, so the project has been completed this year. Additional fencing to the Pump field was also included in the project, which took the project slightly over the £10,000 budgeted, however the underspend from The Salts CCTV has covered this.

## **2. Earmarked Reserves**

- 2.1** Attached as Appendix 2 is a table showing the EMR movements in the year. Some of the EMRs, such as building maintenance and grounds maintenance, are shared across the whole of the Town Council's budgets and are not just exclusively for this Committee's use.
- 2.2** Like the 2020 - 2021 year end, unspent balances on appropriate budgets will be transferred to EMR. It is anticipated that these EMRs will be built up year on year from current year underspends. If contingency sums are available in EMRs to meet potential liabilities, then the Town Council can reduce budgets accordingly and keep increases in future precepts to a minimum.
- 2.3** 327 EMR Salts - shows an opening balance of £1,840. This is grant received from JAG towards The Salts CCTV - this will be spent this year.
- 2.4** 334 EMR Seaford Head / South Hill Barn - approximately £10,000 of these funds will be used towards South Hill Barn structural works.





**2.5** 356 EMR Playgrounds - approximately £5,000 will be used towards the path replacement at The Salts playground.

### **3. Financial Appraisal**

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

### **4. Contact Officer**

The Contact Officer for this report is Tony Jackson, Projects & Facilities Manager.

Projects & Facilities Manager	
Town Clerk	

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2022

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>Community Services</b>							
<u>105 Salts Recreation Ground</u>							
1025 Income Sponsorship	230	0	(230)			0.0%	230
1050 Income Rent	1,999	2,160	161			92.6%	
1051 Income Insurance Recharge	1,731	1,600	(131)			108.2%	
1055 Income Memorial Bench	1,323	0	(1,323)			0.0%	
1057 Income Electricity Recharge	4,984	0	(4,984)			0.0%	
1058 Income Water Recharge	1,317	4,000	2,683			32.9%	
1066 Income Concession	18,600	18,600	0			100.0%	
1073 Sports Pitch Hire & Green Fees	3,636	3,600	(36)			101.0%	
1095 Income Tennis Annual Pass	1,971	8,465	6,494			23.3%	
1096 Income Tennis Pay & Play	1,150	0	(1,150)			0.0%	
	<b>36,941</b>	<b>38,425</b>	<b>1,484</b>			<b>96.1%</b>	<b>230</b>
Salts Recreation Ground :- Income							
4018 Water Refill Maint	58	0	(58)		(58)	0.0%	58
4052 Water & Sewerage	2,433	7,500	5,067		5,067	32.4%	
4055 Electricity	5,299	300	(4,999)		(4,999)	1766.2%	
4095 Tennis Court Expenditure	1,181	5,000	3,819		3,819	23.6%	
4096 LTA Loan	1,875	3,750	1,875		1,875	50.0%	
4100 Telecommunications	171	260	89		89	65.7%	
4115 Insurance	3,474	3,625	151		151	95.8%	
4155 Professional Fees	823	1,000	177		177	82.3%	
4250 Memorial Bench	883	0	(883)		(883)	0.0%	
4251 Dog Bin Emptying	1,094	1,925	831		831	56.8%	
4252 Additional Litter Pick	0	1,000	1,000		1,000	0.0%	
4260 Grounds Maintenance Contract	36,493	73,930	37,437		37,437	49.4%	
4261 Grounds Maint non contract	5,508	3,000	(2,508)		(2,508)	183.6%	2,096
4275 Building Maintenance	3,754	5,000	1,246		1,246	75.1%	
4276 CCTV	600	800	200		200	75.0%	
4283 Playground	5,830	15,000	9,170		9,170	38.9%	
4411 VAT PE Adjustment overclaimed	321	0	(321)		(321)	0.0%	321
	<b>69,796</b>	<b>122,090</b>	<b>52,294</b>	<b>0</b>	<b>52,294</b>	<b>57.2%</b>	<b>2,474</b>
Salts Recreation Ground :- Indirect Expenditure							
	<b>(32,854)</b>	<b>(83,665)</b>	<b>(50,811)</b>				
<b>Net Income over Expenditure</b>							
6000 plus Transfer from EMR	2,474						
6001 less Transfer to EMR	230						
<b>Movement to/(from) Gen Reserve</b>	<b>(30,610)</b>						

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2022

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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>106 Crouch Recreation Ground</b>							
1050 Income Rent	1,913	2,550	638			75.0%	
1051 Income Insurance Recharge	623	580	(43)			107.4%	
1055 Income Memorial Bench	2,600	0	(2,600)			0.0%	
1058 Income Water Recharge	460	3,200	2,740			14.4%	
1073 Sports Pitch Hire & Green Fees	9,281	8,500	(781)			109.2%	
<b>Crouch Recreation Ground :- Income</b>	<b>14,876</b>	<b>14,830</b>	<b>(46)</b>			<b>100.3%</b>	<b>0</b>
4052 Water & Sewerage	705	5,500	4,795		4,795	12.8%	
4115 Insurance	868	795	(73)		(73)	109.1%	
4155 Professional Fees	0	1,000	1,000		1,000	0.0%	
4250 Memorial Bench	1,183	0	(1,183)		(1,183)	0.0%	
4251 Dog Bin Emptying	781	1,375	594		594	56.8%	
4260 Grounds Maintenance Contract	19,719	34,930	15,211		15,211	56.5%	
4261 Grounds Maint non contract	570	3,000	2,430		2,430	19.0%	
4275 Building Maintenance	0	500	500		500	0.0%	
4283 Playground	2,310	5,000	2,690		2,690	46.2%	
4411 VAT PE Adjustment overclaimed	4,680	0	(4,680)		(4,680)	0.0%	4,680
<b>Crouch Recreation Ground :- Indirect Expenditure</b>	<b>30,816</b>	<b>52,100</b>	<b>21,284</b>	<b>0</b>	<b>21,284</b>	<b>59.1%</b>	<b>4,680</b>
<b>Net Income over Expenditure</b>	<b>(15,940)</b>	<b>(37,270)</b>	<b>(21,330)</b>				
6000 plus Transfer from EMR	4,680						
<b>Movement to/(from) Gen Reserve</b>	<b>(11,260)</b>						
<b>107 Martello Fields</b>							
1050 Income Rent	4,600	7,500	2,900			61.3%	
<b>Martello Fields :- Income</b>	<b>4,600</b>	<b>7,500</b>	<b>2,900</b>			<b>61.3%</b>	<b>0</b>
4115 Insurance	7	10	3		3	68.5%	
4251 Dog Bin Emptying	625	1,100	475		475	56.8%	
4260 Grounds Maintenance Contract	8,235	14,060	5,825		5,825	58.6%	
4261 Grounds Maint non contract	1,710	4,000	2,290		2,290	42.7%	
4411 VAT PE Adjustment overclaimed	688	0	(688)		(688)	0.0%	688
<b>Martello Fields :- Indirect Expenditure</b>	<b>11,264</b>	<b>19,170</b>	<b>7,906</b>	<b>0</b>	<b>7,906</b>	<b>58.8%</b>	<b>688</b>
<b>Net Income over Expenditure</b>	<b>(6,664)</b>	<b>(11,670)</b>	<b>(5,006)</b>				
6000 plus Transfer from EMR	688						
<b>Movement to/(from) Gen Reserve</b>	<b>(5,976)</b>						

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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>108 Other Open Spaces</b>							
1025 Income Sponsorship	230	0	(230)			0.0%	230
1050 Income Rent	90	90	0			100.0%	
1072 Income Trees for Seaford	4,198	0	(4,198)			0.0%	4,198
<b>Other Open Spaces :- Income</b>	<b>4,518</b>	<b>90</b>	<b>(4,428)</b>			<b>5020.0%</b>	<b>4,428</b>
4018 Water Refill Maint	58	0	(58)		(58)	0.0%	58
4052 Water & Sewerage	(125)	415	540		540	(30.1%)	
4115 Insurance	39	35	(4)		(4)	111.5%	
4154 Land Registry Fees	0	60	60		60	0.0%	
4250 Memorial Bench	550	0	(550)		(550)	0.0%	
4251 Dog Bin Emptying	1,250	2,200	950		950	56.8%	
4260 Grounds Maintenance Contract	11,692	19,660	7,968		7,968	59.5%	
4261 Grounds Maint non contract	6,130	9,000	2,870		2,870	68.1%	
4262 Trees for Seaford	6,941	0	(6,941)		(6,941)	0.0%	6,941
4275 Building Maintenance	846	500	(346)		(346)	169.2%	
<b>Other Open Spaces :- Indirect Expenditure</b>	<b>27,381</b>	<b>31,870</b>	<b>4,489</b>	<b>0</b>	<b>4,489</b>	<b>85.9%</b>	<b>6,998</b>
<b>Net Income over Expenditure</b>	<b>(22,863)</b>	<b>(31,780)</b>	<b>(8,917)</b>				
6000 plus Transfer from EMR	6,998						
6001 less Transfer to EMR	4,428						
<b>Movement to/(from) Gen Reserve</b>	<b>(20,292)</b>						
<b>113 Crypt</b>							
1051 Income Insurance Recharge	0	390	390			0.0%	
1057 Income Electricity Recharge	156	0	(156)			0.0%	
1063 Income Gas Recharged	30	0	(30)			0.0%	
<b>Crypt :- Income</b>	<b>186</b>	<b>390</b>	<b>204</b>			<b>47.7%</b>	<b>0</b>
4052 Water & Sewerage	48	0	(48)		(48)	0.0%	
4055 Electricity	642	0	(642)		(642)	0.0%	
4056 Gas	117	0	(117)		(117)	0.0%	
4115 Insurance	283	390	107		107	72.6%	
4275 Building Maintenance	2,860	4,200	1,340		1,340	68.1%	1,414
<b>Crypt :- Indirect Expenditure</b>	<b>3,950</b>	<b>4,590</b>	<b>640</b>	<b>0</b>	<b>640</b>	<b>86.1%</b>	<b>1,414</b>
<b>Net Income over Expenditure</b>	<b>(3,764)</b>	<b>(4,200)</b>	<b>(436)</b>				
6000 plus Transfer from EMR	1,414						
<b>Movement to/(from) Gen Reserve</b>	<b>(2,350)</b>						

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2022

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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>114</u> <u>South Street</u>							
4275 Building Maintenance	805	3,000	2,195		2,195	26.8%	
South Street :- Indirect Expenditure	<b>805</b>	<b>3,000</b>	<b>2,195</b>	<b>0</b>	<b>2,195</b>	<b>26.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(805)</b>	<b>(3,000)</b>	<b>(2,195)</b>				
<u>115</u> <u>Martello Tower</u>							
4115 Insurance	2,749	1,745	(1,004)		(1,004)	157.5%	
4275 Building Maintenance	3,387	4,000	613		613	84.7%	
Martello Tower :- Indirect Expenditure	<b>6,136</b>	<b>5,745</b>	<b>(391)</b>	<b>0</b>	<b>(391)</b>	<b>106.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(6,136)</b>	<b>(5,745)</b>	<b>391</b>				
<u>116</u> <u>Seaford Head Estate</u>							
1011 Income Filming	44,075	20,000	(24,075)			220.4%	
1021 Income South Hill Barn	1,168	1,000	(168)			116.8%	
1050 Income Rent	10,000	10,000	0			100.0%	
1053 Income Grants	0	3,250	3,250			0.0%	
1054 Income Other	727	0	(727)			0.0%	
1055 Income Memorial Bench	1,693	0	(1,693)			0.0%	
1066 Income Concession	1,623	3,300	1,677			49.2%	
1200 Income Nature Reserve	468	0	(468)			0.0%	
Seaford Head Estate :- Income	<b>59,754</b>	<b>37,550</b>	<b>(22,204)</b>			<b>159.1%</b>	<b>0</b>
4115 Insurance	445	905	460		460	49.2%	
4156 Bank Charges	3	0	(3)		(3)	0.0%	
4199 Other Expenditure	789	0	(789)		(789)	0.0%	
4250 Memorial Bench	1,701	0	(1,701)		(1,701)	0.0%	
4251 Dog Bin Emptying	625	1,100	475		475	56.8%	
4260 Grounds Maintenance Contract	552	1,130	578		578	48.8%	
4261 Grounds Maint non contract	1,089	3,000	1,911		1,911	36.3%	
4275 Building Maintenance	1,050	1,000	(50)		(50)	105.0%	
4411 VAT PE Adjustment overclaimed	13	0	(13)		(13)	0.0%	13
4500 Nature Reserve Expenses	5,578	16,900	11,322		11,322	33.0%	
4501 Filming Expenses	0	8,000	8,000		8,000	0.0%	
Seaford Head Estate :- Indirect Expenditure	<b>11,844</b>	<b>32,035</b>	<b>20,191</b>	<b>0</b>	<b>20,191</b>	<b>37.0%</b>	<b>13</b>
<b>Net Income over Expenditure</b>	<b>47,909</b>	<b>5,515</b>	<b>(42,394)</b>				
6000 plus Transfer from EMR	13						
<b>Movement to/(from) Gen Reserve</b>	<b>47,922</b>						

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2022

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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>117</u> <u>Seafront</u>							
1011 Income Filming	200	1,000	800			20.0%	
1025 Income Sponsorship	710	0	(710)			0.0%	710
1055 Income Memorial Bench	757	0	(757)			0.0%	
1057 Income Electricity Recharge	1,096	3,820	2,724			28.7%	
1058 Income Water Recharge	92	100	8			92.2%	
1066 Income Concession	54,640	43,075	(11,565)			126.8%	
1084 Income Promenade	138	150	12			92.0%	
1089 Income Memorial Telescope	4,923	0	(4,923)			0.0%	
Seafront :- Income	<b>62,555</b>	<b>48,145</b>	<b>(14,410)</b>			<b>129.9%</b>	<b>710</b>
4018 Water Refill Maint	173	0	(173)		(173)	0.0%	173
4022 Memorial Telescope Expenditure	4,325	0	(4,325)		(4,325)	0.0%	
4052 Water & Sewerage	92	500	408		408	18.4%	
4055 Electricity	1,202	3,820	2,618		2,618	31.5%	
4115 Insurance	911	985	74		74	92.5%	
4250 Memorial Bench	5,523	0	(5,523)		(5,523)	0.0%	
4253 Shelters	1,362	2,500	1,138		1,138	54.5%	
4255 The Shoal Expenditure	0	500	500		500	0.0%	
4261 Grounds Maint non contract	3,019	10,000	6,981		6,981	30.2%	
4270 Vehicles & Equipment Maint	0	100	100		100	0.0%	
4275 Building Maintenance	2,727	2,000	(727)		(727)	136.4%	
4301 Public Works Loan Payment	0	11,600	11,600		11,600	0.0%	
4501 Filming Expenses	0	200	200		200	0.0%	
Seafront :- Indirect Expenditure	<b>19,335</b>	<b>32,205</b>	<b>12,870</b>	<b>0</b>	<b>12,870</b>	<b>60.0%</b>	<b>173</b>
<b>Net Income over Expenditure</b>	<b>43,220</b>	<b>15,940</b>	<b>(27,280)</b>				
6000 plus Transfer from EMR	173						
6001 less Transfer to EMR	710						
<b>Movement to/(from) Gen Reserve</b>	<b>42,683</b>						
<u>118</u> <u>Beach Huts</u>							
1054 Income Other	188	0	(188)			0.0%	
1057 Income Electricity Recharge	40	300	260			13.3%	
1060 Beach Huts Site Licence	30,690	27,625	(3,065)			111.1%	
1061 Beach Hut Annual Rent	12,604	12,090	(514)			104.3%	
1066 Income Concession	3,700	5,150	1,450			71.8%	
1094 Income Seasonal Beach Huts	15,263	13,300	(1,963)			114.8%	
Beach Huts :- Income	<b>62,484</b>	<b>58,465</b>	<b>(4,019)</b>			<b>106.9%</b>	<b>0</b>
4051 Rates	2,982	5,300	2,319		2,319	56.3%	

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4055 Electricity	131	240	109		109	54.6%	
4115 Insurance	646	1,060	414		414	61.0%	
4258 Seasonal Beach Hut Revenue Exp	10,035	14,500	4,465		4,465	69.2%	
4275 Building Maintenance	1,267	4,000	2,733		2,733	31.7%	
Beach Huts :- Indirect Expenditure	<b>15,060</b>	<b>25,100</b>	<b>10,040</b>	<b>0</b>	<b>10,040</b>	<b>60.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>47,424</b>	<b>33,365</b>	<b>(14,059)</b>				
<u>119 Old Town Hall</u>							
1050 Income Rent	1,020	1,540	520			66.2%	
1051 Income Insurance Recharge	180	205	25			87.8%	
Old Town Hall :- Income	<b>1,200</b>	<b>1,745</b>	<b>545</b>			<b>68.8%</b>	<b>0</b>
4115 Insurance	180	205	25		25	87.8%	
4275 Building Maintenance	587	2,000	1,413		1,413	29.4%	
Old Town Hall :- Indirect Expenditure	<b>768</b>	<b>2,205</b>	<b>1,437</b>	<b>0</b>	<b>1,437</b>	<b>34.8%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>433</b>	<b>(460)</b>	<b>(893)</b>				
<u>121 Seaford in Bloom</u>							
1054 Income Other	0	415	415			0.0%	
Seaford in Bloom :- Income	<b>0</b>	<b>415</b>	<b>415</b>			<b>0.0%</b>	<b>0</b>
4402 Seaford in Bloom	5,329	5,490	161		161	97.1%	
Seaford in Bloom :- Indirect Expenditure	<b>5,329</b>	<b>5,490</b>	<b>161</b>	<b>0</b>	<b>161</b>	<b>97.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(5,329)</b>	<b>(5,075)</b>	<b>254</b>				
<u>125 Allotments</u>							
1050 Income Rent	1,102	1,035	(67)			106.5%	
Allotments :- Income	<b>1,102</b>	<b>1,035</b>	<b>(67)</b>			<b>106.5%</b>	<b>0</b>
4261 Grounds Maint non contract	50	500	450		450	10.0%	
Allotments :- Indirect Expenditure	<b>50</b>	<b>500</b>	<b>450</b>	<b>0</b>	<b>450</b>	<b>10.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>1,052</b>	<b>535</b>	<b>(517)</b>				
<u>130 Other Recreation</u>							
4410 Swimming Pool	0	10,000	10,000		10,000	0.0%	
4411 VAT PE Adjustment overclaimed	(1,450)	0	1,450		1,450	0.0%	(1,450)
Other Recreation :- Indirect Expenditure	<b>(1,450)</b>	<b>10,000</b>	<b>11,450</b>	<b>0</b>	<b>11,450</b>	<b>(14.5%)</b>	<b>(1,450)</b>
<b>Net Expenditure</b>	<b>1,450</b>	<b>(10,000)</b>	<b>(11,450)</b>				
6000 plus Transfer from EMR	(1,450)						
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>						

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<u>134 CCTV</u>							
4055 Electricity	2,889	3,000	111		111	96.3%	
4115 Insurance	398	350	(48)		(48)	113.6%	
4276 CCTV	0	8,500	8,500		8,500	0.0%	
<b>CCTV :- Indirect Expenditure</b>	<b>3,286</b>	<b>11,850</b>	<b>8,564</b>	<b>0</b>	<b>8,564</b>	<b>27.7%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(3,286)</b>	<b>(11,850)</b>	<b>(8,564)</b>				
<u>135 Community Service Events</u>							
1070 Armed Forces Day Income	208	1,000	792			20.8%	
1075 Income Christmas Event	298	7,210	6,912			4.1%	
1083 Income Street Market	443	0	(443)			0.0%	
<b>Community Service Events :- Income</b>	<b>949</b>	<b>8,210</b>	<b>7,261</b>			<b>11.6%</b>	<b>0</b>
4115 Insurance	61	65	4		4	94.1%	
4195 Events Expenditure	142	1,500	1,358		1,358	9.5%	
4273 Christmas Lights	4,617	15,000	10,383		10,383	30.8%	
4281 Christmas Event Expenses	0	10,300	10,300		10,300	0.0%	
4282 Armed Forces Day Expenditure	1,281	2,000	719		719	64.1%	
4411 VAT PE Adjustment overclaimed	4	0	(4)		(4)	0.0%	4
<b>Community Service Events :- Indirect Expenditure</b>	<b>6,106</b>	<b>28,865</b>	<b>22,759</b>	<b>0</b>	<b>22,759</b>	<b>21.2%</b>	<b>4</b>
<b>Net Income over Expenditure</b>	<b>(5,156)</b>	<b>(20,655)</b>	<b>(15,499)</b>				
6000 plus Transfer from EMR	4						
<b>Movement to/(from) Gen Reserve</b>	<b>(5,153)</b>						
<u>225 Projects Pool</u>							
1014 CIL & S106 Receipts	378,976	0	(378,976)			0.0%	221,881
1016 Beach Hut Sales	50,572	42,000	(8,572)			120.4%	50,572
1053 Income Grants	0	222,750	222,750			0.0%	
<b>Projects Pool :- Income</b>	<b>429,547</b>	<b>264,750</b>	<b>(164,797)</b>			<b>162.2%</b>	<b>272,452</b>
4095 Tennis Court Expenditure	13,515	0	(13,515)		(13,515)	0.0%	13,515
4155 Professional Fees	2,746	15,000	12,254		12,254	18.3%	2,746
4257 Seafront Improvement Plan	0	20,000	20,000		20,000	0.0%	
4274 Projects Expenditure	11,295	20,000	8,705		8,705	56.5%	920
4275 Building Maintenance	15,044	0	(15,044)		(15,044)	0.0%	
4411 VAT PE Adjustment overclaimed	780	0	(780)		(780)	0.0%	780
4420 Bonn BH Capital Expenditure	636	0	(636)		(636)	0.0%	636
4421 Martello Toilets Capital Costs	12,828	427,550	414,722		414,722	3.0%	12,828
4424 South Hill Barn Development	370	10,000	9,630		9,630	3.7%	
<b>Projects Pool :- Indirect Expenditure</b>	<b>57,213</b>	<b>492,550</b>	<b>435,337</b>	<b>0</b>	<b>435,337</b>	<b>11.6%</b>	<b>31,424</b>
<b>Net Income over Expenditure</b>	<b>372,334</b>	<b>(227,800)</b>	<b>(600,134)</b>				
6000 plus Transfer from EMR	31,424						



## Detailed Income &amp; Expenditure by Budget Heading 31/10/2022

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6001 less Transfer to EMR	272,452						
<b>Movement to/(from) Gen Reserve</b>	<b>131,307</b>						
<u>301 Planning &amp; Highways</u>							
4263 Bus Shelter Maintenance/Clean	180	1,500	1,320		1,320	12.0%	
Planning & Highways :- Indirect Expenditure	<b>180</b>	<b>1,500</b>	<b>1,320</b>	<b>0</b>	<b>1,320</b>	<b>12.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(180)</b>	<b>(1,500)</b>	<b>(1,320)</b>				
Community Services :- Income	678,713	481,550	(197,163)			140.9%	
Expenditure	267,870	880,865	612,995	0	612,995	30.4%	
<b>Net Income over Expenditure</b>	<b>410,843</b>	<b>(399,315)</b>	<b>(810,158)</b>				
plus Transfer from EMR	46,419						
less Transfer to EMR	277,820						
<b>Movement to/(from) Gen Reserve</b>	<b>179,442</b>						
Grand Totals:- Income	678,713	481,550	(197,163)			140.9%	
Expenditure	267,870	880,865	612,995	0	612,995	30.4%	
<b>Net Income over Expenditure</b>	<b>410,843</b>	<b>(399,315)</b>	<b>(810,158)</b>				
plus Transfer from EMR	46,419						
less Transfer to EMR	277,820						
<b>Movement to/(from) Gen Reserve</b>	<b>179,442</b>						

## Seaford Town Council

## Earmarked Reserves 2022-2023

A/C Code	Reserve Details	Opening Balance 01/04/2022	Income/ Transfers from Other Reserves	Used To Fund Expenditure	Closing Balance 31/10/2022	Committed 2022/23	Available Balance	Notes	Committee
321	Building Maintenance	20,000			£20,000.00		£20,000.00	Contingency to meet unexpected liability on all Council buildings	Shared
323	Crypt	£5,075.00		£1,413.96	£3,661.04		£3,661.04	Expenditure to be used for Building Works at the Crypt. <b>2021-2022</b> £4,000 grant received for maintenance & decorating & replacement windows	CS
326	Grounds Maintenance	£20,000.00		£1,251.00	£18,749.00		£18,749.00	Contingency to meet unexpected liability on all grounds and open spaces <b>2022/2023</b> £1,251 replace Tube Rail @ Salts	Shared
327	The Salts CCTV	£1,840.00		£920.00	£920.00		£920.00	Grant received for CCTV £1,840 to be spent 2022/23	CS
329	The Salts Landscaping	£844.55		£844.55	£0.00		£0.00	Fence Repairs	CS
334	Seaford head/South Hill Barn	£31,648.00			£31,648.00			£26,572 Earmarked from surplus filming income for hope gap stairs £5,076 Earmarked from unspent budgets for SHB as per committee decision	CS
336	Swimming Pool	£9,101.20		£9,101.20	£0.00		£0.00	Unspent budget earmarked to be used in 2022/23 as per committee decision	CS
340	Vehicles & Equipment	£20,000.00			£20,000.00	£8,700.00	£11,300.00	Contingency to meet unexpected liability for vehicles & equipment. Reserve built up to fund replacements <b>2022/23</b> £8,700 Equipment The View	Shared
342	Trees for Seaford *	£10,784.83	£4,197.96	£7,298.32	£7,684.47		£7,684.47	Income received from Resident Donations. Restricted to spend only on Trees	CS
344	Projects Reserve	£16,333.00			£16,333.00			£6,333 from unspent events budgets £10,000 electrics at Bönningstedt for ice cream van	CS
345	Memorial Bench Maintenance	£3,681.00			£3,681.00		£3,681.00	Contingency to meet maintenance needs of Memorial Benches	CS
353	Professional Fees	£20,000.00		£2,746.07	£17,253.93			Contingency to meet unknown Liabilities <b>2022/23</b> The View costs £2746.07 Gabian wall	Shared
356	Playgrounds	£10,000.00			£10,000.00			For replacement equipment	CS
357	Seafront Maintenance	£5,000.00			£5,000.00			Shoal maintenance	CS
358	Community Projects	£1,469.75			£1,469.75		£1,469.75	Income received from donations for Beach Access Platform to be used for maintenance & repairs.	CS
361	CIL Receipts *	£80,510.84	£221,880.57		£302,391.41	£10,000.00	£292,391.41	Income received from CIL monies - Restricted use <b>2022/23</b> up to £10,000 for tennis courts contingency Martello toilets	Shared
362	Seafront Projects	£9,770.00			£9,770.00		£9,770.00	Sum earmarked from profits made on sale of Memorials @Martello Entertainment area	CS
363	Capital Receipts *	£152,683.23	£50,571.50	£636.00	£202,618.73	£202,618.73	£0.00	Can only be used for Capital Expenditure. <b>2022-2023</b> Martello Toilets	Shared
366	Seafront Development Plan (SDP)	£34,810.58		£12,827.83	£21,982.75	£21,982.75	£0.00	For expenditure on SDP <b>2022-2023</b> Martello Toilets	CS
367	Water Refill Stations	£2,010.00	£1,170.00	£288.00	£2,892.00		£2,892.00	Sponsorship income earmarked to use for maintenance	CS
368	Tennis Courts	£27,508.62		£13,514.78	£13,993.84	£8,338.00	£5,655.84	£7,010 unspent loan £20,498.62 surplus grant & loan income not spent	CS
369	VAT PE Calculation	£9,245.83	£15,390.49	£8,873.76	£15,762.56			Sum received after partial exemption calculation	Shared
370	Training	£1,941.00			£1,941.00			surplus budget for future liability	Shared
372	Utilities	£5,000.00			£5,000.00			for future liabilities due to uncertain electricity and gas costs	Shared
	<b>TOTAL EMR</b>	<b>£517,576.52</b>	<b>£277,820.03</b>	<b>£37,326.93</b>	<b>£732,752.48</b>	<b>£243,301.48</b>	<b>£372,518.67</b>		

\* RESTRICTED USE



## Seaford Town Council

<b>Report No:</b>	<b>121/22</b>
<b>Agenda Item No:</b>	<b>13</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>1<sup>st</sup> December 2022</b>
<b>Title:</b>	<b>Community Services Committee Draft Budget Report, 2023 - 2024</b>
<b>By:</b>	<b>Karen Singleton, Responsible Financial Officer (RFO) and Tony Jackson, Projects &amp; Facilities Manager</b>
<b>Purpose of Report:</b>	<b>To present the Community Services Draft Budget for 2023 - 2024 and projected budgets to 2027 - 2028</b>

<b>Recommendations</b>
<b>The Committee is recommended:</b>
<ol style="list-style-type: none"><li>1. To comment upon the draft Committee Budget 2023 - 2024 and projected budgets to 2027 - 2028 and recommend its proposals to the Finance &amp; General Purposes Committee.</li><li>2. To recommend to the Finance &amp; General Purposes Committee that, if a sum is required to balance the budget, the Committee considers the use of CIL where this is allowable.</li></ol>

### 1. Summary

- 1.1 Attached to this report, as Appendix 1, is the draft Community Services Committee Budget for 2023 - 2024 and the projected budgets to 2027 - 2028.
- 1.2 To support the Committee's understanding of the budgets, attached as Appendix 2 is the current Income & Expenditure for the first six months of this financial year, including the actual figures for 2022 - 2023. The Earmarked Reserves (EMR) that relate to this Committee are attached as Appendix 3.

- 1.3 Attached as Appendix 4 is the list of proposed projects for 2023 - 2024 with notes to explain the contents of each nominal code.
- 1.4 All budgets have been set on a prudent basis. Income has only been included where certain, expenditure is realistic and savings have been made and budgets cut wherever possible.
- 1.5 As part of the budget setting process, the figures have been reviewed by Town Council officers and the Chair of this Committee.

## **2. Budget Information**

### **2.1 All Cost Centres**

1058 and 4052 Water - it has proved very difficult to budget for water consumption at all sites. The water company bills up to six months in advance and then often credits back more than one year. This makes it impossible to work out annual consumption, therefore a best estimate has been calculated. If more information is available by January 2023, then these budgets may change.

1025 and 4018 Water Refill Station Maintenance - on all sites has not been budgeted for as it will be met from sponsorship which has been transferred to EMRs.

1051 and 4115 Insurance - a 5% increase has been added to current year figures.

1055 and 4250 Memorial Benches - income and expenditure has not been budgeted for. Income will be transferred to EMR 345 and costs and maintenance will be spent from that EMR.

4260 Grounds Maintenance Contract - the contract with Lewes District Council has been increased by adding 5% to current year's figures. This is also based on the continuation of the mowing regime and renatured areas, as per last year.

4055 Electricity - the contracts for the Martello Kiosk, West View Kiosk, Cricket Changing Rooms and The Crypt sites have just been renewed and the average is five times higher than the previous contracts.

### **2.2 105 Salts Recreation Ground**

1066 Concession Income - is higher than last year as The Salts café lease increases during the term.

1073 Sports Pitch Hire & Green Fees - have been increased back to the previous level before the Covid-19 pandemic and reflect current year income.

1095, 1096 and 1097 Tennis Court Income - budgets have been separated into their component parts using the Lawn Tennis Association's (LTA) projections, delayed one year and assume that the courts will be fully operational all year.

4095 and 4096 Tennis Court Expenditure - is as per the Lawn Tennis Association's (LTA) projections. Electricity is included in the code 4055. The budget also includes £5,400 for the sinking fund, to be transferred to EMR.

4261 Grounds Maintenance Non-Contract - has been increased by £2,000, to £5,000, to include a sum for path repairs.

4283 Playground - the Town Council is building up a fund for playground maintenance and replacement, which is very expensive, any underspends from this budget will be earmarked at the year end. The playground will require new resurfacing in 2023 - 2024 at a cost of £26,000. A grant of £15,000 from Veolia has been applied for towards this cost, but CIL receipts could also be used.

### **2.3 106 Crouch Recreation Ground**

1073 Sports Pitch Hire & Green Fees - have been increased back to the previous level before the Covid-19 pandemic.

4275 Building Maintenance - this budget has been increased significantly (£2,200) in 2023 - 2024 due to the need for water sub meters to address there only being one meter feeding the football clubhouse, the bowling pavilion and the general grounds watering.

4283 Playground - the Town Council is building up a fund for playground maintenance and replacement, which is very expensive, any underspends from this budget will be earmarked at the year end.

### **2.4 107 Martello Fields**

1050 Income Rent - has been reduced to reflect current use.

4261 Grounds Maintenance Non-Contract - has been decreased as the new fences should mean less maintenance costs.

## **2.5 108 Other Open Spaces**

4261 Grounds Maintenance Non-Contract - has been decreased as less work should be required next year.

4275- Building Maintenance - this budget has been increased to include maintenance of the Rotary Centenary Clock and the War Memorial.

## **2.6 113 The Crypt**

4275 Building Maintenance – this was increased in 2022 - 2023 as the building required decorating and replacement windows. This budget has now been reduced back to previous levels (£500).

## **2.7 114 South Street Toilets**

4275 Building Maintenance - was increased in 2022 - 2023 as the building required repairs to the roof. It has been reduced down to £2,000 for 2023 - 2024.

## **2.8 115 Martello Tower**

No significant changes to last year's budgets.

## **2.9 116 Seaford Head Estate**

1011 Filming Income - has been increased to £25,000 as for the last two years, significantly more than this has been achieved. It is expected that this figure will be on the low side, but prudent, as the income is not certain.

4501 Filming Expenses - are 20% of the income plus the cost of the Film and Liaison Officer's time. Hence these have increased as the income budget has increased.

4500 Nature Reserve Expenses - this budget relates to the Sussex Wildlife Trust Management agreement which is increased annually.

## **2.10 117 Seafrost**

1011 and 4051 Filming Income and Expenditure - these budgets were new last year and income is uncertain. Only £200 has been received this year so the budget has been reduced accordingly.

1066 Concession Income - this reflects the current concessions, whose rents tends to increase throughout the contract.

4055 Electricity - this is completely recharged to the Martello Kiosk and West View Kiosk concession holders.

## **2.11 118 Beach Huts**

1060 and 1061 Beach Huts Licenses and Annual Rent - these charges have been increased by 3% as officers felt that the costs were less influenced by inflation.

1066 Beach Hut Concessions - this budget is less due to the fact that there is one concession that has yet to be filled.

1094 and 4258 Seasonal Beach Huts – the budget reflects the income received and expenditure in the current year.

4275- Building Maintenance - this budget has decreased to reflect expected expenditure.

## **2.12 119 Old Town Hall**

No significant changes to last year's budgets.

## **2.13 121 Seaford in Bloom**

4402 Seaford in Bloom - this is the cost of the reduced scheme that has been in operation for the last two years.

## **2.14 125 Allotments**

No significant changes to last year's budgets.

## **2.15 130 Other Recreation**

No significant changes to last year's budgets.

## **2.16 134 CCTV**

4055 Electricity - this is paid directly to the Police and has gone up considerably over the last two years. Officers are following this up with the Police.

## **2.17 135 Community Services Events**

Obtaining sponsorship income for events has proved difficult the last few years, so income budgets have been reduced and set to reflect this year's actual income.

4273 Christmas Lights - having come to the end of the lease for the lights, the cost has now reduced. The lights are still in good condition, so officers expect they have another two years life at least. This has been taken into account and budgets have been increased for 2025 - 2026 in case the current lights need replacing.

1075 and 4281 Christmas Event - this budget has been reduced to reflect the current year's expected income and expenditure. There will be no main

stage and more robust marquees have been hired so that there is far less chance of the event being cancelled due to high winds.

### **2.18 225 Projects Pool**

1014 CIL Receipts - these receipts are not budgeted for as they can only be used for specific types of expenditure and the amount that will be received is not known until after the budgets are set.

Expenditure - the expenditure included in the draft budget on projects is shown in more detail in Appendix 4.

The Committee is asked to consider if the projects in Appendix 4 should:

- go ahead in 2023 - 2024,
- be deferred for one year,
- be cancelled all together, or
- any new projects be added.

### **2.19 301 Planning & Highways**

4263 Bus Shelter Maintenance - this budget has been reduced by £500 to reflect expected expenditure.

## **3. Earmarked Reserves**

- 3.1** Attached as Appendix 3 is a table showing the EMR movements in the year that relate to this Committee.
- 3.2** Some of the EMRs, such as Building Maintenance and Grounds Maintenance, are shared across the whole of the Town Council's services and are not just exclusively for this Committee's use.
- 3.3** Some of the budgets, where appropriate, have been cut to a minimum without any contingency as should a liability arise that is not expected then there will be funds available in these built up EMRs.

## **4. Financial Appraisal**




- 4.1** As utility prices soar and are often unknown, it has been challenging to balance the budgets to a zero percent increase in Band D. The high cost of fuel has also had a knock on affect for the cost of nearly everything the Town Council buys, as transport and manufacturing costs have also risen. At 11%, inflation is the highest it has been in 40 years and the Town Council would not have been able to achieve a standstill budget at this time if it was not for the robust General and Earmarked Reserves that have been built up by good spending and budgeting the last few years.



- 4.2 The bottom line shows that overall, this Committee's budget has increased by 10.41% / £41,570 from £399,315 to £440,885. The amount to be met from Precept has decreased by 3.89% / £9,155 from £235,440 to £226,285.
- 4.3 It is possible that some of the projects will be able to be met from CIL. The draft budget for 2023 - 2024 in this report does not rely on the use of CIL.
- 4.4 Officers are still working on other Committee budgets. This is the second Committee to discuss its budget. To put things in prospective, the overall Town Council budget currently shows that to achieve a zero percent increase in Band D approximately £15,000 of budget reductions need to be found or funded from reserves. These figures will change as more information and the Band D base is known and committees meet to discuss their budgets.
- 4.5 Every £10,000 increase or decrease in the budget affects the Band D by approximately 1%.

**5. Contact Officer**

- 5.1 The Contact Officers for this report are Karen Singleton, RFO, or Tony Jackson, Projects & Facilities Manager.

Projects & Facilities Manager	
Town Clerk	
RFO	

Account Cost Centre	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Code	Final Budget	Draft Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
<b>Account <u>Salts Recreation Ground</u></b>						
<b>Code Cost Centre 105</b>						
1050 Income Rent	2,160	2,150	2,215	2,281	2,349	2,420
1051 Income Insurance Recharge	1,600	1,820	1,875	1,931	1,989	2,048
1055 Income Memorial Bench	-	-	-	-	-	-
1057 Income electricity recharge		13,400	14,070	14,774	15,512	16,288
1058 Income Water Recharge	4,000	4,750	4,893	5,039	5,190	5,346
1066 Concession Income	18,600	23,400	23,000	24,000	25,000	26,000
1073 Sports Pitch Hire & Green Fees	3,600	4,500	4,545	4,590	4,636	4,683
1095 Tennis Court Income - Annual Pass	8,465	4,235	7,370	9,625	9,625	9,625
1096 Tennis Court Income- Pay & Play		3,240	10,940	13,140	13,140	14,100
1097 Tennis Court Income- Coaching Fees		990	2,000	2,000	2,000	2,000
<b>Salts Recreation Ground Income</b>	<b>38,425</b>	<b>58,485</b>	<b>70,907</b>	<b>77,380</b>	<b>79,442</b>	<b>82,510</b>
4018 Water Refill Maint	-	-	-	-	-	-
4052 Water & Sewerage	7,500	9,500	9,785	10,079	10,381	10,692
4055 Electricity	300	15,400	15,862	16,338	16,828	17,333
4095 Tennis Court Expenditure	5,000	7,675	7,945	8,310	8,465	8,810
4096 LTA loan	3,750	3,750	5,125	9,625	12,750	12,750
4100 Telecommunications	260	300	309	318	328	338
4115 Insurance	3,625	3,670	3,780	3,894	4,010	4,131
4155 Professional Fees	1,000	500			1,000	1,000
4250 Memorial Bench	-	-	-	-	-	-
4251 Dog Bin Emptying	1,925	2,070	2,122	2,175	2,229	2,285
4252 Additional Litter Pick	1,000	1,000	1,030	1,061	1,093	1,126
4260 Grounds Maintenance Contract	73,930	74,325	76,183	78,088	80,040	82,041
4261 Grounds Maintenance Non Contract	3,000	5,000	6,100	6,283	6,471	6,666
4275 Building Maintenance	5,000	5,000	5,150	5,305	5,464	5,628
4276 CCTV	800	1,000	1,020	1,040	1,061	1,082
4283 Playground	15,000	21,000	15,000	15,000	15,000	15,000
<b>Salts Recreation Ground Expenditure</b>	<b>122,090</b>	<b>150,190</b>	<b>149,411</b>	<b>157,514</b>	<b>165,120</b>	<b>168,880</b>
<b><u>Net Expenditure (Income)</u></b>	<b>83,665</b>	<b>91,705</b>	<b>78,504</b>	<b>80,134</b>	<b>85,678</b>	<b>86,370</b>

Account Cost Centre	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Code	Final Budget	Draft Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
<b>Account <u>Crouch Recreation Ground</u></b>						
<b>Code Cost Centre 106</b>						
1050 Income Rent	2,550	2,550	2,550	2,550	2,627	2,800
1051 Income Insurance Recharge	580	655	675	695	716	737
1055 Income Memorial Bench	-	-	-	-	-	-
1058 Income Water Recharge	3,200	2,250	2,273	2,295	2,318	2,341
1073 Sports Pitch Hire & Green Fees	8,500	10,500	10,605	10,711	10,818	10,926
<b>Crouch Recreation Ground Income</b>	<b>14,830</b>	<b>15,955</b>	<b>16,102</b>	<b>16,251</b>	<b>16,479</b>	<b>16,805</b>
4052 Water & Sewerage	5,500	4,500	4,635	4,774	4,917	5,065
4115 Insurance	795	915	942	971	1,000	1,030
4155 Professional Fees	1,000	-	-	-	1,000	1,000
4250 Memorial Bench	-	-	-	-	-	-
4251 Dog Bin Emptying	1,375	1,410	1,445	1,481	1,518	1,556
4260 Grounds Maintenance Contract	34,930	31,900	32,698	33,515	34,353	35,212
4261 Grounds Maintenance Non Contract	3,000	3,000	3,090	3,183	3,278	3,377
4275 Building Maintenance	500	2,700	1,000	1,030	1,061	1,093
4283 Playground	5,000	5,000	5,000	5,000	5,000	5,000
<b>Crouch Recreation Ground Expenditure</b>	<b>52,100</b>	<b>49,425</b>	<b>48,810</b>	<b>49,954</b>	<b>52,127</b>	<b>53,332</b>
<b><u>Net Expenditure (Income)</u></b>	<b>37,270</b>	<b>33,470</b>	<b>32,708</b>	<b>33,703</b>	<b>35,649</b>	<b>36,527</b>
<b>Account <u>Martello Fields</u></b>						
<b>Code Cost Centre 107</b>						
1050 Income Rent	7,500	5,000	5,150	5,305	5,464	5,628
<b>Martello Fields Income</b>	<b>7,500</b>	<b>5,000</b>	<b>5,150</b>	<b>5,305</b>	<b>5,464</b>	<b>5,628</b>
4115 Insurance	10	-	-	-	-	-
4251 Dog Bin Emptying	1,100	1,130	1,158	1,187	1,217	1,247
4260 Grounds Maintenance Contract	14,060	14,785	15,155	15,533	15,922	16,320
4261 Grounds Maintenance Non Contract	4,000	2,000	2,100	2,205	2,315	2,431
4411 VAT PE Adjustment						
<b>Martello Fields Expenditure</b>	<b>19,170</b>	<b>17,915</b>	<b>18,413</b>	<b>18,926</b>	<b>19,454</b>	<b>19,998</b>
<b><u>Net Expenditure (Income)</u></b>	<b>11,670</b>	<b>12,915</b>	<b>13,263</b>	<b>13,621</b>	<b>13,990</b>	<b>14,371</b>

Account Cost Centre	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Code	Final Budget	Draft Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
<b>Account <u>Other Open Spaces</u></b>						
<b>Code Cost Centre 108</b>						
1050 Income rent	90	90	90	90	90	90
1055 Income Memorial Bench	-	-	-	-	-	-
<b>Other Open Spaces Income</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>
4018 Water Refill Maintenance		-	-	-	-	-
4052 Water & Sewerage	415	450	464	477	492	506
4115 Insurance	35	60	40	40	40	40
4154 Land Registry Fees	60	60	60	60	60	60
4250 Memorial Bench	-	-	-	-	-	-
4251 Dog Bin Emptying	2,200	2,255	2,311	2,369	2,428	2,489
4260 Grounds Maintenance Contract	19,660	23,785	24,380	24,989	25,614	26,254
4261 Grounds Maintenance Non Contract	9,000	7,000	7,210	7,426	7,649	7,879
4275 Building Maintenance	500	1,000	1,000	1,000	1,000	1,000
<b>Other Open Spaces Expenditure</b>	<b>31,870</b>	<b>34,610</b>	<b>35,465</b>	<b>36,362</b>	<b>37,283</b>	<b>38,228</b>
<b><u>Net Expenditure (Income)</u></b>	<b>31,780</b>	<b>34,520</b>	<b>35,375</b>	<b>36,272</b>	<b>37,193</b>	<b>38,138</b>
<b>Account <u>Crypt</u></b>						
<b>Code Cost Centre 113</b>						
1051 Income Insurance Recharge	390	300	309	318	328	338
<b>Crypt Income</b>	<b>390</b>	<b>300</b>	<b>309</b>	<b>318</b>	<b>328</b>	<b>338</b>
4115 Insurance	390	300	309	318	328	338
4275 Building Maintenance	4,200	500	500	500	500	500
<b>Crypt Expenditure</b>	<b>4,590</b>	<b>800</b>	<b>809</b>	<b>818</b>	<b>828</b>	<b>838</b>
<b><u>Net Expenditure (Income)</u></b>	<b>4,200</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>Account <u>South Street Toilets</u></b>						
<b>Code Cost Centre 114</b>						
4275 Building Maintenance	3,000	2,000	2,060	2,122	2,185	2,251
<b>South Street Expenditure</b>	<b>3,000</b>	<b>2,000</b>	<b>2,060</b>	<b>2,122</b>	<b>2,185</b>	<b>2,251</b>
<b><u>Net Expenditure (Income)</u></b>	<b>3,000</b>	<b>2,000</b>	<b>2,060</b>	<b>2,122</b>	<b>2,185</b>	<b>2,251</b>

Account Cost Centre	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Code	Final Budget	Draft Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
<b>Account <u>Martello Tower</u></b>						
<b>Code Cost Centre 115</b>						
4115 Insurance	1,745	2,890	2,977	3,066	3,158	3,253
4275 Building Maintenance	4,000	4,000	4,000	1,000	1,000	1,000
<b>Martello Tower Expenditure</b>	<b>5,745</b>	<b>6,890</b>	<b>6,977</b>	<b>4,066</b>	<b>4,158</b>	<b>4,253</b>
<b><u>Net Expenditure (Income)</u></b>	<b>5,745</b>	<b>6,890</b>	<b>6,977</b>	<b>4,066</b>	<b>4,158</b>	<b>4,253</b>
<b>Account <u>Seaford Head Estate</u></b>						
<b>Code Cost Centre 116</b>						
1011 Income Filming	20,000	25,000	25,000	25,000	25,000	25,000
1021 Income South Hill Barn	1,000	1,000	1,000	1,000	1,000	1,000
1050 Income Rent	10,000	10,000	10,000	10,000	10,000	10,000
1053 Income Grants	3,250	3,250	3,250	3,250	3,250	3,250
1055 Income Memorial Bench	-	-	-	-	-	-
1066 Income Concession	3,300	3,180	3,480	3,500	3,600	3,700
<b>Seaford Head Estate Income</b>	<b>37,550</b>	<b>42,430</b>	<b>42,730</b>	<b>42,750</b>	<b>42,850</b>	<b>42,950</b>
4115 Insurance	905	470	484	499	514	529
4250 Memorial Bench	-	-	-	-	-	-
4251 Dog Bin Emptying	1,100	1,130	1,158	1,187	1,217	1,247
4260 Grounds Maintenance Contract	1,130	1,205	1,235	1,266	1,298	1,330
4261 Grounds Maintenance Non Contract	3,000	3,000	3,090	3,183	3,278	3,377
4275 Buildings Maintenance	1,000	1,000	1,030	1,061	1,093	1,126
4500 Nature Reserve Expenses	16,900	18,000	18,540	19,096	19,669	20,259
4501 Filming Expenses	8,000	9,500	9,000	9,000	9,000	9,000
<b>Seaford Head Estate Expenditure</b>	<b>32,035</b>	<b>34,305</b>	<b>34,537</b>	<b>35,292</b>	<b>36,068</b>	<b>36,868</b>
<b><u>Net Expenditure (Income)</u></b>	<b>(5,515)</b>	<b>(8,125)</b>	<b>(8,193)</b>	<b>(7,458)</b>	<b>(6,782)</b>	<b>(6,082)</b>

Account Cost Centre		2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Code		Final Budget	Draft Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
<b>Account Seafont</b>							
<b>Code</b>	<b>Cost Centre 117</b>						
1011	Income Filming	1,000	200	200	200	200	200
1055	Income Memorial Bench	-	-	-	-	-	-
1057	Income Electricity Recharge	3,820	12,000	12,360	12,731	13,113	13,506
1058	Income Water Recharge	100	200	206	212	219	225
1066	Income Concession	43,075	59,060	60,940	63,640	65,490	68,350
1084	Income Promenade	150	200	206	212	219	225
<b>Seafont Income</b>		<b>48,145</b>	<b>71,660</b>	<b>73,912</b>	<b>76,995</b>	<b>79,240</b>	<b>82,506</b>
4018	Water Refill Maint						
4052	Water & Sewerage	500	200	206	212	219	225
4055	Electricity	3,820	12,000	12,360	12,731	13,113	13,506
4115	Insurance	985	965	994	1,024	1,054	1,086
4250	Memorial Bench	-	-	-	-	-	-
4253	Shelters	2,500	2,625	2,704	2,785	2,868	2,954
4255	Shoal Expenditure	500		-	-	-	-
4261	Grounds Maintenance Non Contract	10,000	10,000	10,000	10,000	10,000	10,000
4270	Vehicles & Equipment Maintenance	100	100	100	100	100	100
4275	Building Maintenance	2,000	2,500	3,500	3,605	3,713	3,825
	Martello Toilets rebuild PWLB loan	11,600	-	-	-	-	-
4501	Filming Expenses	200	40	40	40	40	40
<b>Seafont Expenditure</b>		<b>32,205</b>	<b>28,430</b>	<b>29,904</b>	<b>30,497</b>	<b>31,107</b>	<b>31,736</b>
<b>Net Expenditure (Income)</b>		<b>(15,940)</b>	<b>(43,230)</b>	<b>(44,008)</b>	<b>(46,499)</b>	<b>(48,133)</b>	<b>(50,770)</b>

Account Cost Centre	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Code	Final Budget	Draft Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
<b>Account <u>Beach Huts</u></b>						
<b>Code Cost Centre 118</b>						
1057 Income Electricity Recharge	300	300	309	318	328	338
1060 Beach Hut Site Licence	27,625	28,410	29,262	30,140	31,044	31,976
1061 Beach Hut Annual Rental	12,090	12,465	12,839	13,224	13,621	14,029
1066 Beach Hut Concessions x 4	5,150	3,900	4,900	4,900	4,900	4,900
1094 Income Seasonal Beach Huts	13,300	15,260	15,718	16,189	16,675	17,175
<b>Beach Huts Income</b>	<b>58,465</b>	<b>60,335</b>	<b>63,028</b>	<b>64,772</b>	<b>66,568</b>	<b>68,418</b>
4021 Electricity Top Up Cards	-		50			50
4051 Rates	5,300	4,445	4,578	4,716	4,857	5,003
4055 Electricity	240	300	400	412	424	437
4110 Advertising & Publicity	-	250		300		
4115 Insurance	1,060	600	618	637	656	675
4258 Seasonal Beach Hut Revenue Expenditu	14,500	14,500	14,935	15,383	15,845	16,320
4275 Building Maintenance	4,000	2,000	4,000	4,000	4,000	4,000
4411 VAT PE Adjustment						
<b>Beach Huts Expenditure</b>	<b>25,100</b>	<b>22,095</b>	<b>24,581</b>	<b>25,447</b>	<b>25,782</b>	<b>26,485</b>
<b><u>Net Expenditure (Income)</u></b>	<b>(33,365)</b>	<b>(38,240)</b>	<b>(38,447)</b>	<b>(39,325)</b>	<b>(40,786)</b>	<b>(41,933)</b>
<b>Account <u>Old Town Hall</u></b>						
<b>Code Cost Centre 119</b>						
1050 Income Rent	1,540	1,600	1,663	1,726	1,789	1,852
1051 Income Insurance Recharge	205	190	196	202	208	214
<b>Old Town Hall Income</b>	<b>1,745</b>	<b>1,790</b>	<b>1,859</b>	<b>1,928</b>	<b>1,997</b>	<b>2,066</b>
4115 Insurance	205	190	196	202	208	214
4275 Building Maintenance	2,000	1,200	1,320	1,452	1,597	1,757
4411 VAT PE Adjustment						
<b>Old Town Hall Expenditure</b>	<b>2,205</b>	<b>1,390</b>	<b>1,516</b>	<b>1,654</b>	<b>1,805</b>	<b>1,971</b>
<b><u>Net Expenditure (Income)</u></b>	<b>460</b>	<b>(400)</b>	<b>(343)</b>	<b>(274)</b>	<b>(192)</b>	<b>(95)</b>

Account Cost Centre	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Code	Final Budget	Draft Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
<b>Account <u>Seaford In Bloom</u></b>						
<b>Code Cost Centre 121</b>						
1054 Other Income	415	450	450	450	450	450
<b>Seaford In Bloom Income</b>	<b>415</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>
4402 Seaford In Bloom	5,490	5,800	6,000	6,300	6,615	6,946
<b>Seaford In Bloom Expenditure</b>	<b>5,490</b>	<b>5,800</b>	<b>6,000</b>	<b>6,300</b>	<b>6,615</b>	<b>6,946</b>
<b><u>Net Expenditure (Income)</u></b>	<b>5,075</b>	<b>5,350</b>	<b>5,550</b>	<b>5,850</b>	<b>6,165</b>	<b>6,496</b>
<b>Account <u>Allotments</u></b>						
<b>Code Cost Centre 125</b>						
1050 Income Rent	1,035	1,150	1,173	1,196	1,220	1,245
<b>Allotments Income</b>	<b>1,035</b>	<b>1,150</b>	<b>1,173</b>	<b>1,196</b>	<b>1,220</b>	<b>1,245</b>
4261 Grounds Maintenance Non-Contract	500	500	500	500	500	500
<b>Allotments Expenditure</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b><u>Net Expenditure (Income)</u></b>	<b>(535)</b>	<b>(650)</b>	<b>(673)</b>	<b>(696)</b>	<b>(720)</b>	<b>(745)</b>
<b>Account <u>Other Recreation</u></b>						
<b>Code Cost Centre 130</b>						
4410 Swimming Pool	10,000	10,000	10,000	10,000	10,000	10,000
<b>Other Recreation Expenditure</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><u>Net Expenditure (Income)</u></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>Account <u>CCTV</u></b>						
<b>Code Cost Centre 134</b>						
4055 Electricity	3,000	6,000	6,180	6,365	6,556	6,753
4115 Insurance	350	425	438	451	464	478
4276 CCTV	8,500	8,755	9,018	9,288	9,567	9,854
<b>CCTV Expenditure</b>	<b>11,850</b>	<b>15,180</b>	<b>15,635</b>	<b>16,104</b>	<b>16,588</b>	<b>17,085</b>
<b><u>Net Expenditure (Income)</u></b>	<b>11,850</b>	<b>15,180</b>	<b>15,635</b>	<b>16,104</b>	<b>16,588</b>	<b>17,085</b>



Account Cost Centre	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Code	Final Budget	Draft Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
<b>Account <u>Community Service Events</u></b>						
<b>Code Cost Centre 135</b>						
1054 Income Other		25				
1070 Armed Forces Day	1,000	200	206	212	219	225
1075 Christmas Event Income	7,210	3,000	3,090	3,183	3,278	3,377
1083 Income Street Market		440	453	467	481	495
<b>Community Service Events Income</b>	<b>8,210</b>	<b>3,665</b>	<b>3,749</b>	<b>3,862</b>	<b>3,978</b>	<b>4,097</b>
4115 Insurance	65	65	67	69	71	73
4195 Events Expenditure	1,500	1,600	1,648	1,697	1,748	1,801
4273 Christmas Lights	15,000	8,000	9,000	17,000	17,510	18,035
4281 Christmas Event Expenditure	10,300	9,000	9,270	9,548	9,835	10,130
4282 Armed Forces Day Expenditure	2,000	2,000	2,060	2,122	2,185	2,251
<b>Community Service Events Expenditu</b>	<b>28,865</b>	<b>20,665</b>	<b>22,045</b>	<b>30,436</b>	<b>31,349</b>	<b>32,290</b>
<b><u>Net Expenditure (Income)</u></b>	<b>20,655</b>	<b>17,000</b>	<b>18,296</b>	<b>26,575</b>	<b>27,372</b>	<b>28,193</b>
<b>Account <u>Projects Pool</u></b>						
<b>Code Cost Centre 225</b>						
1014 CIL Receipts & S106 Receipts	-	-	-	-	-	-
1016 Beach Hut Sales	42,000	-	-	-	-	-
1053 Income Grants	222,750	-	-	-	-	-
<b>Projects Pool Income</b>	<b>264,750</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
4155 Professional Fees	15,000	15,000	5,000	5,000	5,000	5,000
4257 Seafront Improvement Plan	20,000	10,000				
4274 Project Expenditure	20,000	36,000	25,000	20,000	20,000	20,000
4421 Martello Toilets Capital Costs	427,550	220,000				
4423 Salts Development Plan	-	-	10,000	-	-	-
4424 South Hill Barn Development	10,000	20,000	10,000	10,000	10,000	10,000
<b>Projects Pool Expenditure</b>	<b>492,550</b>	<b>301,000</b>	<b>50,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>
<b><u>Net Expenditure (Income)</u></b>	<b>227,800</b>	<b>301,000</b>	<b>50,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>
<b><u>Planning &amp; Highways</u></b>						
<b>Cost Centre 301</b>						
4263 Bus Shelter Maintenance/Cleaning	1,500	1,000	1,030	1,061	1,093	1,126
<b><u>Net Expenditure (Income)</u></b>	<b>1,500</b>	<b>1,000</b>	<b>1,030</b>	<b>1,061</b>	<b>1,093</b>	<b>1,126</b>

Account Cost Centre Code	2022-23 Final Budget	2023-24 Draft Budget	2024-25 Projected Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget
<b><u>COMMUNITY SERVICES COMMITTEE SUMMARY</u></b>						
<b>Net Expenditure (Income)</b>						
105 Salts Recreation Ground	83,665	91,705	78,504	80,134	85,678	86,370
106 The Crouch Recreation Ground	37,270	33,470	32,708	33,703	35,649	36,527
107 Martello Fields	11,670	12,915	13,263	13,621	13,990	14,371
108 Other Open Spaces	31,780	34,520	35,375	36,272	37,193	38,138
113 Crypt	4,200	500	500	500	500	500
114 South Street	3,000	2,000	2,060	2,122	2,185	2,251
115 Martello Tower	5,745	6,890	6,977	4,066	4,158	4,253
116 Seaford Head Estate	(5,515)	(8,125)	(8,193)	(7,458)	(6,782)	(6,082)
117 Seafont	(15,940)	(43,230)	(44,008)	(46,499)	(48,133)	(50,770)
118 Beach Huts	(33,365)	(38,240)	(38,447)	(39,325)	(40,786)	(41,933)
119 Old Town Hall	460	(400)	(343)	(274)	(192)	(95)
121 Seaford In Bloom	5,075	5,350	5,550	5,850	6,165	6,496
125 Allotments	(535)	(650)	(673)	(696)	(720)	(745)
130 Other Recreation	10,000	10,000	10,000	10,000	10,000	10,000
134 CCTV	11,850	15,180	15,635	16,104	16,588	17,085
135 Community Service Other	20,655	17,000	18,296	26,575	27,372	28,193
225 Projects Pool	227,800	301,000	50,000	35,000	35,000	35,000
301 Planning & Highways	1,500	1,000	1,030	1,061	1,093	1,126
<b>Total Net Committee Requirement</b>	<b>399,315</b>	<b>440,885</b>	<b>178,234</b>	<b>170,756</b>	<b>178,958</b>	<b>180,684</b>
<b>Total Committee Income</b>	<b>481,550</b>	<b>261,310</b>	<b>279,459</b>	<b>291,297</b>	<b>298,105</b>	<b>307,102</b>
<b>Total Committee Expenditure</b>	<b>880,865</b>	<b>702,195</b>	<b>457,693</b>	<b>462,053</b>	<b>477,062</b>	<b>487,786</b>
<b>Total Net Committee requirement</b>	<b>399,315</b>	<b>440,885</b>	<b>178,234</b>	<b>170,756</b>	<b>178,958</b>	<b>180,684</b>
<b>Expenditure from EMR:</b>						
EMR323 -The Crypt	(1,075)					
EMR363 - Capital Receipts	(189,618)	(200,000)				
EMR 366 - SDP	(15,182)	(20,000)				
<b>Income transferred to EMR:</b>						
EMR368- Tennis Courts		5,400				
EMR363 - Capital Receipts	42,000					
	<b>235,440</b>	<b>226,285</b>	<b>178,234</b>	<b>170,756</b>	<b>178,958</b>	<b>180,684</b>

## Detailed Income &amp; Expenditure by Budget Heading 30/09/2022

Month No: 6

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	
<b>Community Services</b>									
<u>105</u>	<u>Salts Recreation Ground</u>								
1025	Income Sponsorship	230	230	0	(230)		0.0%	230	
1050	Income Rent	2,077	1,999	2,160	161		92.6%		
1051	Income Insurance Recharge	1,564	1,731	1,600	(131)		108.2%		
1053	Income Grants	1,840	0	0	0		0.0%		
1055	Income Memorial Bench	2,620	1,323	0	(1,323)		0.0%		
1057	Income Electricity Recharge	0	3,749	0	(3,749)		0.0%		
1058	Income Water Recharge	596	1,317	4,000	2,683		32.9%		
1066	Income Concession	11,566	18,600	18,600	0		100.0%		
1073	Sports Pitch Hire & Green Fees	6,585	3,636	3,600	(36)		101.0%		
1095	Income Tennis Annual Pass	0	2,891	8,465	5,574		34.2%		
	Salts Recreation Ground :- Income	<b>27,078</b>	<b>35,477</b>	<b>38,425</b>	<b>2,948</b>		<b>92.3%</b>	<b>230</b>	
4018	Water Refill Maint	0	58	0	(58)	(58)	0.0%	58	
4052	Water & Sewerage	3,436	2,433	7,500	5,067	5,067	32.4%		
4055	Electricity	305	3,946	300	(3,646)	(3,646)	1315.2%		
4095	Tennis Court Expenditure	0	1,136	5,000	3,864	3,864	22.7%		
4096	LTA Loan	0	0	3,750	3,750	3,750	0.0%		
4100	Telecommunications	264	146	260	114	114	56.2%		
4115	Insurance	3,516	3,474	3,625	151	151	95.8%		
4155	Professional Fees	0	0	1,000	1,000	1,000	0.0%		
4250	Memorial Bench	1,174	883	0	(883)	(883)	0.0%		
4251	Dog Bin Emptying	1,875	937	1,925	988	988	48.7%		
4252	Additional Litter Pick	0	0	1,000	1,000	1,000	0.0%		
4260	Grounds Maintenance Contract	73,159	36,493	73,930	37,437	37,437	49.4%		
4261	Grounds Maint non contract	9,309	4,071	3,000	(1,071)	(1,071)	135.7%	845	
4275	Building Maintenance	3,211	3,650	5,000	1,350	1,350	73.0%		
4276	CCTV	0	600	800	200	200	75.0%		
4283	Playground	0	5,740	15,000	9,260	9,260	38.3%		
4411	VAT PE Adjustment overclaimed	1,982	321	0	(321)	(321)	0.0%	321	
	Salts Recreation Ground :- Indirect Expenditure	<b>98,231</b>	<b>63,889</b>	<b>122,090</b>	<b>58,201</b>	<b>0</b>	<b>58,201</b>	<b>52.3%</b>	<b>1,223</b>
	<b>Net Income over Expenditure</b>	<b>(71,153)</b>	<b>(28,412)</b>	<b>(83,665)</b>	<b>(55,253)</b>				
6000	plus Transfer from EMR	3,862	1,223						
6001	less Transfer to EMR	2,070	230						
	<b>Movement to/(from) Gen Reserve</b>	<b>(69,361)</b>	<b>(27,419)</b>						

## Detailed Income &amp; Expenditure by Budget Heading 30/09/2022

Month No: 6

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>106 Crouch Recreation Ground</b>								
1050 Income Rent	1,719	1,913	2,550	638			75.0%	
1051 Income Insurance Recharge	565	623	580	(43)			107.4%	
1053 Income Grants	12,800	0	0	0			0.0%	
1055 Income Memorial Bench	2,600	1,300	0	(1,300)			0.0%	
1058 Income Water Recharge	15	460	3,200	2,740			14.4%	
1073 Sports Pitch Hire & Green Fees	9,577	196	8,500	8,304			2.3%	
<b>Crouch Recreation Ground :- Income</b>	<b>27,275</b>	<b>4,491</b>	<b>14,830</b>	<b>10,339</b>			<b>30.3%</b>	<b>0</b>
4052 Water & Sewerage	1,959	705	5,500	4,795		4,795	12.8%	
4115 Insurance	772	868	795	(73)		(73)	109.1%	
4155 Professional Fees	0	0	1,000	1,000		1,000	0.0%	
4250 Memorial Bench	1,293	701	0	(701)		(701)	0.0%	
4251 Dog Bin Emptying	1,339	670	1,375	705		705	48.7%	
4260 Grounds Maintenance Contract	34,633	19,719	34,930	15,211		15,211	56.5%	
4261 Grounds Maint non contract	2,338	403	3,000	2,597		2,597	13.4%	
4275 Building Maintenance	17,976	0	500	500		500	0.0%	
4283 Playground	0	2,310	5,000	2,690		2,690	46.2%	
4411 VAT PE Adjustment overclaimed	1,629	4,680	0	(4,680)		(4,680)	0.0%	4,680
<b>Crouch Recreation Ground :- Indirect Expenditure</b>	<b>61,938</b>	<b>30,056</b>	<b>52,100</b>	<b>22,044</b>	<b>0</b>	<b>22,044</b>	<b>57.7%</b>	<b>4,680</b>
<b>Net Income over Expenditure</b>	<b>(34,663)</b>	<b>(25,564)</b>	<b>(37,270)</b>	<b>(11,706)</b>				
6000 plus Transfer from EMR	6,629	4,680						
<b>Movement to/(from) Gen Reserve</b>	<b>(28,035)</b>	<b>(20,884)</b>						
<b>107 Martello Fields</b>								
1050 Income Rent	9,251	4,600	7,500	2,900			61.3%	
<b>Martello Fields :- Income</b>	<b>9,251</b>	<b>4,600</b>	<b>7,500</b>	<b>2,900</b>			<b>61.3%</b>	<b>0</b>
4115 Insurance	6	7	10	3		3	68.5%	
4251 Dog Bin Emptying	1,071	536	1,100	564		564	48.7%	
4260 Grounds Maintenance Contract	16,469	8,235	14,060	5,825		5,825	58.6%	
4261 Grounds Maint non contract	14,292	1,630	4,000	2,370		2,370	40.7%	
4411 VAT PE Adjustment overclaimed	482	688	0	(688)		(688)	0.0%	688
<b>Martello Fields :- Indirect Expenditure</b>	<b>32,320</b>	<b>11,095</b>	<b>19,170</b>	<b>8,075</b>	<b>0</b>	<b>8,075</b>	<b>57.9%</b>	<b>688</b>
<b>Net Income over Expenditure</b>	<b>(23,069)</b>	<b>(6,495)</b>	<b>(11,670)</b>	<b>(5,175)</b>				
6000 plus Transfer from EMR	11,857	688						
<b>Movement to/(from) Gen Reserve</b>	<b>(11,212)</b>	<b>(5,807)</b>						

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<b>108 Other Open Spaces</b>								
1025 Income Sponsorship	230	230	0	(230)			0.0%	230
1050 Income Rent	90	90	90	0			100.0%	
1053 Income Grants	942	0	0	0			0.0%	
1055 Income Memorial Bench	1,500	0	0	0			0.0%	
1066 Income Concession	507	0	0	0			0.0%	
1072 Income Trees for Seaford	6,416	4,198	0	(4,198)			0.0%	4,198
Other Open Spaces :- Income	<b>9,685</b>	<b>4,518</b>	<b>90</b>	<b>(4,428)</b>			<b>5020.0%</b>	<b>4,428</b>
4018 Water Refill Maint	45	58	0	(58)		(58)	0.0%	58
4052 Water & Sewerage	663	(125)	415	540		540	(30.1%)	
4115 Insurance	33	39	35	(4)		(4)	111.5%	
4154 Land Registry Fees	0	0	60	60		60	0.0%	
4250 Memorial Bench	1,241	0	0	0		0	0.0%	
4251 Dog Bin Emptying	2,143	1,071	2,200	1,129		1,129	48.7%	
4260 Grounds Maintenance Contract	23,384	11,692	19,660	7,968		7,968	59.5%	
4261 Grounds Maint non contract	6,755	6,020	9,000	2,980		2,980	66.9%	
4262 Trees for Seaford	6,376	6,425	0	(6,425)		(6,425)	0.0%	6,425
4275 Building Maintenance	1,442	846	500	(346)		(346)	169.2%	
4411 VAT PE Adjustment overclaimed	7	0	0	0		0	0.0%	
Other Open Spaces :- Indirect Expenditure	<b>42,089</b>	<b>26,027</b>	<b>31,870</b>	<b>5,843</b>	<b>0</b>	<b>5,843</b>	<b>81.7%</b>	<b>6,483</b>
<b>Net Income over Expenditure</b>	<b>(32,404)</b>	<b>(21,509)</b>	<b>(31,780)</b>	<b>(10,271)</b>				
6000 plus Transfer from EMR	6,429	6,483						
6001 less Transfer to EMR	6,646	4,428						
<b>Movement to/(from) Gen Reserve</b>	<b>(32,621)</b>	<b>(19,454)</b>						
<b>113 Crypt</b>								
1051 Income Insurance Recharge	269	0	390	390			0.0%	
1057 Income Electricity Recharge	0	156	0	(156)			0.0%	
1063 Income Gas Recharged	0	30	0	(30)			0.0%	
1091 Income Building Maintenance	4,000	0	0	0			0.0%	
Crypt :- Income	<b>4,269</b>	<b>186</b>	<b>390</b>	<b>204</b>			<b>47.7%</b>	<b>0</b>
4052 Water & Sewerage	0	48	0	(48)		(48)	0.0%	
4055 Electricity	0	642	0	(642)		(642)	0.0%	
4056 Gas	0	117	0	(117)		(117)	0.0%	
4115 Insurance	269	283	390	107		107	72.6%	
4275 Building Maintenance	0	2,725	4,200	1,475		1,475	64.9%	1,414
Crypt :- Indirect Expenditure	<b>269</b>	<b>3,815</b>	<b>4,590</b>	<b>775</b>	<b>0</b>	<b>775</b>	<b>83.1%</b>	<b>1,414</b>
<b>Net Income over Expenditure</b>	<b>4,000</b>	<b>(3,629)</b>	<b>(4,200)</b>	<b>(571)</b>				
6000 plus Transfer from EMR	0	1,414						
6001 less Transfer to EMR	4,000	0						

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<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>(2,215)</b>						
<b>114 South Street</b>								
4275 Building Maintenance	1,140	805	3,000	2,195		2,195	26.8%	
South Street :- Indirect Expenditure	<b>1,140</b>	<b>805</b>	<b>3,000</b>	<b>2,195</b>	<b>0</b>	<b>2,195</b>	<b>26.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,140)</b>	<b>(805)</b>	<b>(3,000)</b>	<b>(2,195)</b>				
<b>115 Martello Tower</b>								
4115 Insurance	1,692	2,749	1,745	(1,004)		(1,004)	157.5%	
4275 Building Maintenance	1,330	3,337	4,000	663		663	83.4%	
Martello Tower :- Indirect Expenditure	<b>3,022</b>	<b>6,086</b>	<b>5,745</b>	<b>(341)</b>	<b>0</b>	<b>(341)</b>	<b>105.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(3,022)</b>	<b>(6,086)</b>	<b>(5,745)</b>	<b>341</b>				
<b>116 Seaford Head Estate</b>								
1011 Income Filming	45,850	35,325	20,000	(15,325)			176.6%	
1021 Income South Hill Barn	0	1,168	1,000	(168)			116.8%	
1050 Income Rent	11,295	10,000	10,000	0			100.0%	
1053 Income Grants	3,250	0	3,250	3,250			0.0%	
1054 Income Other	947	525	0	(525)			0.0%	
1055 Income Memorial Bench	0	1,693	0	(1,693)			0.0%	
1066 Income Concession	2,017	1,403	3,300	1,897			42.5%	
1200 Income Nature Reserve	585	428	0	(428)			0.0%	
Seaford Head Estate :- Income	<b>63,943</b>	<b>50,541</b>	<b>37,550</b>	<b>(12,991)</b>			<b>134.6%</b>	<b>0</b>
4115 Insurance	418	445	905	460		460	49.2%	
4156 Bank Charges	0	3	0	(3)		(3)	0.0%	
4199 Other Expenditure	1,336	727	0	(727)		(727)	0.0%	
4250 Memorial Bench	0	1,701	0	(1,701)		(1,701)	0.0%	
4251 Dog Bin Emptying	1,071	536	1,100	564		564	48.7%	
4260 Grounds Maintenance Contract	1,104	552	1,130	578		578	48.8%	
4261 Grounds Maint non contract	2,760	1,089	3,000	1,911		1,911	36.3%	
4275 Building Maintenance	330	1,050	1,000	(50)		(50)	105.0%	
4411 VAT PE Adjustment overclaimed	11	13	0	(13)		(13)	0.0%	13
4500 Nature Reserve Expenses	17,163	5,578	16,900	11,322		11,322	33.0%	
4501 Filming Expenses	9,170	0	8,000	8,000		8,000	0.0%	
Seaford Head Estate :- Indirect Expenditure	<b>33,363</b>	<b>11,693</b>	<b>32,035</b>	<b>20,342</b>	<b>0</b>	<b>20,342</b>	<b>36.5%</b>	<b>13</b>
<b>Net Income over Expenditure</b>	<b>30,580</b>	<b>38,848</b>	<b>5,515</b>	<b>(33,333)</b>				
6000 plus Transfer from EMR	11	13						
<b>Movement to/(from) Gen Reserve</b>	<b>30,591</b>	<b>38,861</b>						

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<b>117 Seafront</b>								
1011 Income Filming	2,365	200	1,000	800			20.0%	
1025 Income Sponsorship	710	710	0	(710)			0.0%	710
1055 Income Memorial Bench	375	757	0	(757)			0.0%	
1057 Income Electricity Recharge	2,932	1,096	3,820	2,724			28.7%	
1058 Income Water Recharge	80	92	100	8			92.2%	
1066 Income Concession	53,970	54,440	43,075	(11,365)			126.4%	
1078 Income Entertainment Area	5,600	0	0	0			0.0%	
1084 Income Promenade	222	138	150	12			92.0%	
1089 Income Memorial Telescope	0	4,923	0	(4,923)			0.0%	
<b>Seafront :- Income</b>	<b>66,254</b>	<b>62,355</b>	<b>48,145</b>	<b>(14,210)</b>			<b>129.5%</b>	<b>710</b>
4020 Do Not Use -Telescope Exp	0	4,325	0	(4,325)		(4,325)	0.0%	
<b>Seafront :- Direct Expenditure</b>	<b>0</b>	<b>4,325</b>	<b>0</b>	<b>(4,325)</b>	<b>0</b>	<b>(4,325)</b>		<b>0</b>
4018 Water Refill Maint	115	173	0	(173)		(173)	0.0%	173
4052 Water & Sewerage	80	92	500	408		408	18.4%	
4055 Electricity	2,932	1,096	3,820	2,724		2,724	28.7%	
4115 Insurance	913	911	985	74		74	92.5%	
4250 Memorial Bench	292	5,523	0	(5,523)		(5,523)	0.0%	
4253 Shelters	2,470	1,242	2,500	1,258		1,258	49.7%	
4254 Martello Entertainments Area	665	0	0	0		0	0.0%	
4255 The Shoal Expenditure	0	0	500	500		500	0.0%	
4261 Grounds Maint non contract	3,278	2,786	10,000	7,214		7,214	27.9%	
4270 Vehicles & Equipment Maint	0	0	100	100		100	0.0%	
4275 Building Maintenance	3,215	2,556	2,000	(556)		(556)	127.8%	
4301 Public Works Loan Payment	0	0	11,600	11,600		11,600	0.0%	
4411 VAT PE Adjustment overclaimed	27	0	0	0		0	0.0%	
4501 Filming Expenses	473	0	200	200		200	0.0%	
<b>Seafront :- Indirect Expenditure</b>	<b>14,460</b>	<b>14,378</b>	<b>32,205</b>	<b>17,827</b>	<b>0</b>	<b>17,827</b>	<b>44.6%</b>	<b>173</b>
<b>Net Income over Expenditure</b>	<b>51,794</b>	<b>43,652</b>	<b>15,940</b>	<b>(27,712)</b>				
6000 plus Transfer from EMR	142	173						
6001 less Transfer to EMR	710	710						
<b>Movement to/(from) Gen Reserve</b>	<b>51,226</b>	<b>43,115</b>						
<b>118 Beach Huts</b>								
1019 Rechargeable Income	930	0	0	0			0.0%	
1054 Income Other	772	188	0	(188)			0.0%	
1057 Income Electricity Recharge	220	40	300	260			13.3%	
1060 Beach Huts Site Licence	23,271	30,690	27,625	(3,065)			111.1%	

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1061 Beach Hut Annual Rent	13,530	12,100	12,090	(10)			100.1%	
1066 Income Concession	5,095	3,550	5,150	1,600			68.9%	
1094 Income Seasonal Beach Huts	13,313	15,263	13,300	(1,963)			114.8%	
Beach Huts :- Income	<b>57,130</b>	<b>61,830</b>	<b>58,465</b>	<b>(3,365)</b>			<b>105.8%</b>	<b>0</b>
4019 Rechargeable Expenditure	880	0	0	0		0	0.0%	
4051 Rates	4,242	2,562	5,300	2,739		2,739	48.3%	
4055 Electricity	266	111	240	129		129	46.3%	
4115 Insurance	1,028	646	1,060	414		414	61.0%	
4258 Seasonal Beach Hut Revenue Exp	15,476	7,978	14,500	6,522		6,522	55.0%	
4275 Building Maintenance	1,068	1,017	4,000	2,983		2,983	25.4%	
4411 VAT PE Adjustment overclaimed	1,960	0	0	0		0	0.0%	
Beach Huts :- Indirect Expenditure	<b>24,919</b>	<b>12,314</b>	<b>25,100</b>	<b>12,786</b>	<b>0</b>	<b>12,786</b>	<b>49.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>32,211</b>	<b>49,516</b>	<b>33,365</b>	<b>(16,151)</b>				
6000 plus Transfer from EMR	1,960	0						
<b>Movement to/(from) Gen Reserve</b>	<b>34,171</b>	<b>49,516</b>						
<u>119 Old Town Hall</u>								
1050 Income Rent	1,477	893	1,540	648			58.0%	
1051 Income Insurance Recharge	160	180	205	25			87.8%	
Old Town Hall :- Income	<b>1,637</b>	<b>1,073</b>	<b>1,745</b>	<b>672</b>			<b>61.5%</b>	<b>0</b>
4115 Insurance	160	180	205	25		25	87.8%	
4275 Building Maintenance	0	587	2,000	1,413		1,413	29.4%	
4411 VAT PE Adjustment overclaimed	130	0	0	0		0	0.0%	
Old Town Hall :- Indirect Expenditure	<b>290</b>	<b>768</b>	<b>2,205</b>	<b>1,437</b>	<b>0</b>	<b>1,437</b>	<b>34.8%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>1,347</b>	<b>305</b>	<b>(460)</b>	<b>(765)</b>				
6000 plus Transfer from EMR	130	0						
<b>Movement to/(from) Gen Reserve</b>	<b>1,477</b>	<b>305</b>						
<u>121 Seaford in Bloom</u>								
1054 Income Other	417	0	415	415			0.0%	
Seaford in Bloom :- Income	<b>417</b>	<b>0</b>	<b>415</b>	<b>415</b>			<b>0.0%</b>	<b>0</b>
4402 Seaford in Bloom	5,130	5,329	5,490	161		161	97.1%	
Seaford in Bloom :- Indirect Expenditure	<b>5,130</b>	<b>5,329</b>	<b>5,490</b>	<b>161</b>	<b>0</b>	<b>161</b>	<b>97.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(4,713)</b>	<b>(5,329)</b>	<b>(5,075)</b>	<b>254</b>				



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<b>125 Allotments</b>								
1050 Income Rent	1,019	1,102	1,035	(67)			106.5%	
Allotments :- Income	<b>1,019</b>	<b>1,102</b>	<b>1,035</b>	<b>(67)</b>			<b>106.5%</b>	<b>0</b>
4261 Grounds Maint non contract	0	0	500	500		500	0.0%	
Allotments :- Indirect Expenditure	<b>0</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>500</b>	<b>0.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>1,019</b>	<b>1,102</b>	<b>535</b>	<b>(567)</b>				
<b>130 Other Recreation</b>								
4410 Swimming Pool	899	0	10,000	10,000		10,000	0.0%	
4411 VAT PE Adjustment overclaimed	1,450	(1,450)	0	1,450		1,450	0.0%	(1,450)
Other Recreation :- Indirect Expenditure	<b>2,348</b>	<b>(1,450)</b>	<b>10,000</b>	<b>11,450</b>	<b>0</b>	<b>11,450</b>	<b>(14.5%)</b>	<b>(1,450)</b>
<b>Net Expenditure</b>	<b>(2,348)</b>	<b>1,450</b>	<b>(10,000)</b>	<b>(11,450)</b>				
6000 plus Transfer from EMR	1,450	(1,450)						
<b>Movement to/(from) Gen Reserve</b>	<b>(899)</b>	<b>0</b>						
<b>134 CCTV</b>								
4055 Electricity	3,795	1,522	3,000	1,478		1,478	50.7%	
4115 Insurance	336	398	350	(48)		(48)	113.6%	
4276 CCTV	8,061	0	8,500	8,500		8,500	0.0%	
CCTV :- Indirect Expenditure	<b>12,192</b>	<b>1,920</b>	<b>11,850</b>	<b>9,930</b>	<b>0</b>	<b>9,930</b>	<b>16.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(12,192)</b>	<b>(1,920)</b>	<b>(11,850)</b>	<b>(9,930)</b>				
<b>135 Community Service Other</b>								
1053 Income Grants	5,000	0	0	0			0.0%	
1054 Income Other	25	0	0	0			0.0%	
1070 Armed Forces Day Income	0	208	1,000	792			20.8%	
1075 Income Christmas Event	322	0	7,210	7,210			0.0%	
1083 Income Street Market	72	358	0	(358)			0.0%	
Community Service Other :- Income	<b>5,418</b>	<b>566</b>	<b>8,210</b>	<b>7,644</b>			<b>6.9%</b>	<b>0</b>
4115 Insurance	52	61	65	4		4	94.1%	
4195 Events Expenditure	908	37	1,500	1,463		1,463	2.5%	
4273 Christmas Lights	10,618	0	15,000	15,000		15,000	0.0%	
4281 Christmas Event Expenses	6,462	0	10,300	10,300		10,300	0.0%	
4282 Armed Forces Day Expenditure	170	1,281	2,000	719		719	64.1%	
4411 VAT PE Adjustment overclaimed	0	4	0	(4)		(4)	0.0%	4
Community Service Other :- Indirect Expenditure	<b>18,210</b>	<b>1,384</b>	<b>28,865</b>	<b>27,481</b>	<b>0</b>	<b>27,481</b>	<b>4.8%</b>	<b>4</b>
<b>Net Income over Expenditure</b>	<b>(12,792)</b>	<b>(817)</b>	<b>(20,655)</b>	<b>(19,838)</b>				
6000 plus Transfer from EMR	0	4						

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<b>Movement to/(from) Gen Reserve</b>	<b>(12,792)</b>	<b>(814)</b>						
<u>225 Projects Pool</u>								
1014 CIL & S106 Receipts	87,430	221,881	0	(221,881)			0.0%	221,881
1016 Beach Hut Sales	37,000	50,572	42,000	(8,572)			120.4%	50,572
1053 Income Grants	1,000	0	222,750	222,750			0.0%	
1095 Income Tennis Annual Pass	169,050	0	0	0			0.0%	
Projects Pool :- Income	<b>294,480</b>	<b>272,452</b>	<b>264,750</b>	<b>(7,702)</b>			<b>102.9%</b>	<b>272,452</b>
4095 Tennis Court Expenditure	168,551	13,515	0	(13,515)		(13,515)	0.0%	13,515
4155 Professional Fees	0	996	15,000	14,004		14,004	6.6%	996
4257 Seafront Improvement Plan	45,456	0	20,000	20,000		20,000	0.0%	
4274 Projects Expenditure	90	2,172	20,000	17,829		17,829	10.9%	920
4411 VAT PE Adjustment overclaimed	172	780	0	(780)		(780)	0.0%	780
4420 Bonn BH Capital Expenditure	1,280	636	0	(636)		(636)	0.0%	636
4421 Martello Toilets Capital Costs	23,552	9,605	427,550	417,945		417,945	2.2%	9,605
4424 South Hill Barn Development	1,627	370	10,000	9,630		9,630	3.7%	
Projects Pool :- Indirect Expenditure	<b>240,727</b>	<b>28,073</b>	<b>492,550</b>	<b>464,477</b>	<b>0</b>	<b>464,477</b>	<b>5.7%</b>	<b>26,451</b>
<b>Net Income over Expenditure</b>	<b>53,753</b>	<b>244,379</b>	<b>(227,800)</b>	<b>(472,179)</b>				
6000 plus Transfer from EMR	70,459	26,451						
6001 less Transfer to EMR	125,430	272,452						
<b>Movement to/(from) Gen Reserve</b>	<b>(1,218)</b>	<b>(1,622)</b>						
<u>301 Planning &amp; Highways</u>								
4263 Bus Shelter Maintenance/Clean	360	150	1,500	1,350		1,350	10.0%	
4411 VAT PE Adjustment overclaimed	72	0	0	0		0	0.0%	
Planning & Highways :- Indirect Expenditure	<b>432</b>	<b>150</b>	<b>1,500</b>	<b>1,350</b>	<b>0</b>	<b>1,350</b>	<b>10.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(432)</b>	<b>(150)</b>	<b>(1,500)</b>	<b>(1,350)</b>				
6000 plus Transfer from EMR	72	0						
<b>Movement to/(from) Gen Reserve</b>	<b>(360)</b>	<b>(150)</b>						
Community Services :- Income	<b>567,856</b>	<b>499,191</b>	<b>481,550</b>	<b>(17,641)</b>			<b>103.7%</b>	
Expenditure	<b>591,081</b>	<b>220,656</b>	<b>880,865</b>	<b>660,209</b>	<b>0</b>	<b>660,209</b>	<b>25.0%</b>	
<b>Net Income over Expenditure</b>	<b>(23,225)</b>	<b>278,535</b>	<b>(399,315)</b>	<b>(677,850)</b>				
plus Transfer from EMR	<b>103,000</b>	<b>39,680</b>						
less Transfer to EMR	<b>138,856</b>	<b>277,820</b>						
<b>Movement to/(from) Gen Reserve</b>	<b>(59,080)</b>	<b>40,395</b>						

## Detailed Income &amp; Expenditure by Budget Heading 30/09/2022

Month No: 6

## Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	567,856	499,191	481,550	(17,641)			103.7%	
Expenditure	591,081	220,656	880,865	660,209	0	660,209	25.0%	
<b>Net Income over Expenditure</b>	<b>(23,225)</b>	<b>278,535</b>	<b>(399,315)</b>	<b>(677,850)</b>				
plus Transfer from EMR	103,000	39,680						
less Transfer to EMR	138,856	277,820						
<b>Movement to/(from) Gen Reserve</b>	<b>(59,080)</b>	<b>40,395</b>						

## Seaford Town Council

## Earmarked Reserves 2022-2023

A/C Code	Reserve Details	Opening Balance 01/04/2022	Income/ Transfers from Other Reserves	Used To Fund Expenditure	Closing Balance 31/10/2022	Committed 2022/23	Available Balance	Notes	Committee
321	Building Maintenance	20,000			£20,000.00		£20,000.00	Contingency to meet unexpected liability on all Council buildings	Shared
323	Crypt	£5,075.00		£1,413.96	£3,661.04		£3,661.04	Expenditure to be used for Building Works at the Crypt. <b>2021-2022</b> £4,000 grant received for maintenance & decorating & replacement windows	CS
326	Grounds Maintenance	£20,000.00		£1,251.00	£18,749.00		£18,749.00	Contingency to meet unexpected liability on all grounds and open spaces <b>2022/2023</b> £1,251 replace Tube Rail @ Salts	Shared
327	The Salts CCTV	£1,840.00		£920.00	£920.00		£920.00	Grant received for CCTV £1,840 to be spent 2022/23	CS
329	The Salts Landscaping	£844.55		£844.55	£0.00		£0.00	Fence Repairs	CS
334	Seaford head/South Hill Barn	£31,648.00			£31,648.00			£26,572 Earmarked from surplus filming income for hope gap stairs £5,076 Earmarked from unspent budgets for SHB as per committee decision	CS
336	Swimming Pool	£9,101.20		£9,101.20	£0.00		£0.00	Unspent budget earmarked to be used in 2022/23 as per committee decision	CS
340	Vehicles & Equipment	£20,000.00			£20,000.00	£8,700.00	£11,300.00	Contingency to meet unexpected liability for vehicles & equipment. Reserve built up to fund replacements <b>2022/23</b> £8,700 Equipment The View	Shared
342	Trees for Seaford *	£10,784.83	£4,197.96	£7,298.32	£7,684.47		£7,684.47	Income received from Resident Donations. Restricted to spend only on Trees	CS
344	Projects Reserve	£16,333.00			£16,333.00			£6,333 from unspent events budgets £10,000 electrics at Bönningstedt for ice cream van	CS
345	Memorial Bench Maintenance	£3,681.00			£3,681.00		£3,681.00	Contingency to meet maintenance needs of Memorial Benches	CS
353	Professional Fees	£20,000.00		£2,746.07	£17,253.93			Contingency to meet unknown Liabilities <b>2022/23</b> The View costs £2746.07 Gabian wall	Shared
356	Playgrounds	£10,000.00			£10,000.00			For replacement equipment	CS
357	Seafront Maintenance	£5,000.00			£5,000.00			Shoal maintenance	CS
358	Community Projects	£1,469.75			£1,469.75		£1,469.75	Income received from donations for Beach Access Platform to be used for maintenance & repairs.	CS
361	CIL Receipts *	£80,510.84	£221,880.57		£302,391.41	£10,000.00	£292,391.41	Income received from CIL monies - Restricted use <b>2022/23</b> up to £10,000 for tennis courts contingency Martello toilets	Shared
362	Seafront Projects	£9,770.00			£9,770.00		£9,770.00	Sum earmarked from profits made on sale of Memorials @Martello Entertainment area	CS
363	Capital Receipts *	£152,683.23	£50,571.50	£636.00	£202,618.73	£202,618.73	£0.00	Can only be used for Capital Expenditure. <b>2022-2023</b> Martello Toilets	Shared
366	Seafront Development Plan (SDP)	£34,810.58		£12,827.83	£21,982.75	£21,982.75	£0.00	For expenditure on SDP <b>2022-2023</b> Martello Toilets	CS
367	Water Refill Stations	£2,010.00	£1,170.00	£288.00	£2,892.00		£2,892.00	Sponsorship income earmarked to use for maintenance	CS
368	Tennis Courts	£27,508.62		£13,514.78	£13,993.84	£8,338.00	£5,655.84	£7,010 unspent loan £20,498.62 surplus grant & loan income not spent	CS
369	VAT PE Calculation	£9,245.83	£15,390.49	£8,873.76	£15,762.56			Sum received after partial exemption calculation	Shared
370	Training	£1,941.00			£1,941.00			surplus budget for future liability	Shared
372	Utilities	£5,000.00			£5,000.00			for future liabilities due to uncertain electricity and gas costs	Shared
	<b>TOTAL EMR</b>	<b>£517,576.52</b>	<b>£277,820.03</b>	<b>£37,326.93</b>	<b>£732,752.48</b>	<b>£243,301.48</b>	<b>£372,518.67</b>		

\* RESTRICTED USE

Account Code	Cost Centre 225 Projects Pool	2022-23 Final Budget	2023-24 Draft Budget	2024-25 Projected Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2023-24 Budget Notes
1014	CIL Receipts & S106 Receipts	-	-	-	-	-	-	Uncertain. CIL can only be spent on certain infrastructure, therefore do not budget.
1016	Beach Hut Sales	42,000	-	-	-	-	-	all Bönningstedt Beach Huts are sold
1053	Income Grants	222,750	-	-	-	-	-	
	<b>Projects Pool Income</b>	<b>264,750</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

4155	Professional Fees	15,000	15,000	5,000	5,000	5,000	5,000	£10,000 for professional fees to explore how to bring power and water to South Hill Barn, implement electric vehicle chargers on Town Council land and £5,000 for climate change initiatives including staff time
4257	Seafront Improvement Plan (SIP)	20,000	10,000	-	-	-	-	The plan needs reviewing after new Council in May 2023 <b>2023/24</b> £10,000 finger posts on seafront £5,000 Sand Pit Martello Tower - is this still a priority - high maintenance - to be looked at when SIP is reviewed £30,000 Memorial at Bönningstedt? - possible project -income should cover costs SCP doing a memorial at Cliff gardens <b>2024/25</b>
4274	Project Expenditure	20,000	36,000	25,000	20,000	20,000	20,000	Martello Fields Fence replacement was done in 2022. Cost £22,165 using £12,165 from a CIL Grant <b>2023/24</b> £20,000- Electric to Bönningstedt Ice Cream Concession - £10k already in EMR - cost £30-40k. May not be possible and will be much more money than originally thought. £15,000 Martello Fields water refill station and tap - Could come from CIL -road needs digging up. £1,000 Rainbow bench. Is this still a Priority? <b>2024/25</b> £5,000 signage to Cuckmere Haven -delay until the finalisation of plans for the Exceat Bridge
4421	Martello Toilets Capital Costs	427,550	220,000	-	-	-	-	Refurbishment not replace - funds to come from Capital Receipts/SIP/CIL EMR
4423	Salts Development Plan	-	-	10,000	-	-	-	<b>2024/25</b> £10,000- Development Plan Feasibility Works, consultancy fees. Put back a year due to work load and new Council.
4424	South Hill Barn Development	10,000	20,000	10,000	10,000	10,000	10,000	<b>2023/24</b> A strategic objective. £20,000 renovations -long term Flat roof on the small barn is in a very poor state of repair and leaking in several places, this is likely to need replacing West View Beach Huts are stored in the barn over winter and we are now having enquiries to hire in winter as well as summer. Needs work to make water tight and no lights at the moment - only natural light - so hirer needs a generator. Small barn is hired by concession.

**Projects Pool Expenditure**      **492,550**    **301,000**    **50,000**    **35,000**    **35,000**    **35,000**

**Net Expenditure (Income)**      **227,800**    **301,000**    **50,000**    **35,000**    **35,000**    **35,000**