



## Seaford Town Council

### **Seaford Town Council Community Services Agenda – Thursday 7<sup>th</sup> December 2023**

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

Councillors M Wearmouth (Chair), S Dubas (Vice Chair), S Ali, C Bristow, R Honeyman, J Meek, G Rutland, I Taylor and L Wallraven

A meeting of the **Community Services Committee** will be held in **The View at Seaford Head, Southdown Road, Seaford, BN25 4JS** on **Thursday 7<sup>th</sup> December 2023** at 7.00pm, which you are summoned to attend.

Adam Chugg  
Town Clerk

1<sup>st</sup> December 2023

- **Members of the public are advised to register to attend 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. [Projects & Facilities Update Report – December 2023](#)**

To consider report 123/23 informing the committee on progress and actions relating to Seaford Town Council's assets and services (pages 5 to 12).

**5. [Town Council Projects Log as at December 2023](#)**

To consider report 124/23 presenting the Town Council's Project Log as at December 2023 (pages 13 to 26).

**6. [Community Services Committee Income & Expenditure up to 31<sup>st</sup> October 2023](#)**

To consider report 117/23 presenting details of the Community Services income and expenditure up to 31<sup>st</sup> October 2023 (pages 27 to 39).

**7. [East Sussex County Council Verge Cutting Proposals](#)**

To consider report 121/23 presenting the outcome of the grass verge public survey and a proposal for Seaford Town Council to deliver four verge cuts per year (page 40 to 45).

**8. [Status Report on the Town Council's Public Toilets](#)**

To consider report 127/23 providing an overview of the Town Council-owned public toilets and options for consideration (pages 46 to 49).

**9. [Draft Concessions Policy](#)**

To consider report 126/23 presenting a proposal to create a comprehensive Concessions Policy for Seaford Town Council that aligns with the Town Council's commitment to fostering a vibrant, accessible, and inclusive community within the town (pages 50 to 56).

**10. [Bönningstedt Concessions – Creation of a Wellbeing Hub](#)**

To consider report 122/23 presenting a proposal that the Bönningstedt area concessions have a focus on health and wellbeing (Pages 57 to 58)

**11. [Community Services Draft 2024 – 2025 Budget Report](#)**

To consider report 118/23 presenting the draft Community Services budget for 2024 – 2025 for consideration by the Committee (pages 59 to 84).

## 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:

Members of the public looking to access this meeting will be able to do so by:

1. Attending the meeting in person.

The Town Council asks that you contact [meetings@seafordtowncouncil.gov.uk](mailto:meetings@seafordtowncouncil.gov.uk) or 01323 894 870 to register your interest in attending at least 24 hours before the meeting.

Spaces will be assigned on a first come, first served basis.

Please note that if you don't register and just attempt to turn up at the meeting, this could result in you not being able to attend if there is no space.

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 6.45pm 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>123/23</b>
<b>Agenda Item No:</b>	<b>4</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>7<sup>th</sup> December 2023</b>
<b>Title:</b>	<b>Projects &amp; Facilities Update Report</b>
<b>By:</b>	<b>Louise Lawrence, Heads of Assets, Projects &amp; Services, and Sharan Brydon, Assets &amp; Projects 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 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 hold the hire charges at the 2023 - 2024 prices for 2024 – 2025. However, the hire charges will include week and weekend hire, allowing the Beach Huts to be more affordable for all (see section 11 of the report).</li></ol>

### 1. Introduction

- 1.1 This report is presented at each Community Services Committee meetings, providing an update on key progress and actions relating to the Town Council's assets and services.
- 1.2 This report covers the following areas:
  - Hope Gap Steps
  - Crouch Flint Wall
  - Filming
  - Events

- Sponsorship
- Concessions
- Tennis Courts
- Crypt Windows
- Dog Waste Bins
- Re-inflatables Drop Off Point
- West View Beach Huts
- Campervan Parking

## **2. Hope Gap Steps**

- 2.1** In accordance with a recent press release issued, Hope Gap steps are to remain closed over winter.
- 2.2** The Town Council met with its partner agencies on in November 2023 to discuss the Hope Gap steps, which are currently closed due to works required to the bottom of the steps, due to erosion.
- 2.3** The decision was taken to keep the steps closed throughout the winter until March 2024. In March 2024, working with partner agencies, Seaford Town Council will consider future options for the life of the steps and access to the beach via Hope Gap.
- 2.4** There is currently closure signage at the gate entrance to the steps and signage from the Cuckmere Beach site advising users of the closure, as well as signs on Seaford Head noticeboard.

## **3. Crouch Flint wall (adjacent to the Community Garden)**

- 3.1** The Town Council will be employing the services of Hemsley Orrell Partnership (HOP) from Hove to carry out a structural survey of the wall.
- 3.2** Small surface cracks have been observed during inspections and it is prudent to have an expert opinion to see if additional buttresses are required.
- 3.3** The Community Garden is occasionally used by school children and their and other users' safety is paramount.
- 3.4** When HOP has completed the survey, an update will be given and if the wall is deemed to need additional buttresses, the wall will be cordoned off and the work carried out.

## 4. Filming

- 4.1 It has been a quieter few months for filming as it is now off peak season, although it is hoped to pick up one more booking this year. Officers are optimistic for a busy 2024 schedule, as many filming projects have been pushed from this year to next year. In addition, officers have been exploring other assets and green spaces which could be utilised.
- 4.2 Officers will also be working to create comprehensive filming marketing literature for internal and external use.

## 5. Events

- 5.1 The department has seen a shift in focus from external events to internal events and policies as we move towards Christmas Magic and work on building a thorough concessions policy and sponsorship plan. Walk The Chalk took place in September and was the largest event that Seaford Town Council has been involved in this year. The Town Council also helped facilitate the successful Bonfire Night and Remembrance Day commemoration in the town.
- 5.2 A new working group and public consultation has been set up for South Hill Barn exploring the potential of this asset in years to come.
- 5.3 **Christmas Magic** is set to come in on budget and will deliver a fully accessible and free set of activities across the town for residents and visitors. A new **gift giving incentive** has been launched in partnership with Family Support Works, which aims to be a highlight for this year's festive celebration, aiming to collect 150 gifts by 15<sup>th</sup> December for local families in need.
- 5.4 Details of the 2023 Christmas Magic event and gift giving incentive can be found on the [Town Council's website](#).

	Sept- Dec 2023
Total Number Filming Bookings	2
Total Filming Revenue	£6,600
Total Events Bookings	7
<i>Total Events Martello Fields</i>	4
<i>Total Events South Hill Barn</i>	1
<i>Total Events Promenade</i>	1

<i>Total Events The Crouch</i>	1
<i>Total Events The Salts</i>	0
Total Event Revenue	£267.40
Total Gifted Revenue	£822
Total Gift in Kind	£37,151.86

**Key**

\*Gifted Revenue – Seaford Town Council spent money in support.

\*\* Gift in Kind – Seaford Town Council gifted assets or officer time and its estimated attributed value or cost. Details can be provided on request.

**Key Events include:**

- Walk The Chalk (£36,626.86)
- Seaford Bonfire (£525)

**Key Events supported:**

- Remembrance Day (£822)

**6. Sponsorship**

6.1 With a focus on the Golf Course and Christmas Magic, the department has started building a strategy and plan for sponsorship and has begun reaching out. Officers are hopeful that some initial conversations will turn into revenue in early 2024.

**7. Concessions**

7.1 The focus has been to complete the concessions policy to support the upcoming tenders process for available concessions in 2024. Exploring the requirements of residents and the spaces available, investigation and proposals have been provided to the Committee to make the most of fixed and non-fixed assets on Town Council land.

**8. Tennis Courts**

8.1 The actual income and expenditure to date from the tennis courts versus the forecast is lower than projected.

8.2 Officers are looking into ways in which to increase and supplement income from the tennis courts.

8.3 For example, making the courts useable by other sports.

8.4 Examples of information that would be needed includes the following:



- (a) Costs
- (b) Options to consider
- (c) Any impact on the Lawn Tennis Association loan and arrangements
- (d) Any other risks and how these are managed

## **9. The Crypt Windows**

- 9.1 As part of the current lease with Lewes District Council for The Crypt, the Town Council is responsible for the windows at The Crypt.
- 9.2 The two largest windows on the roadside are in a state of disrepair.
- 9.3 The Crypt is a Scheduled Monument – its list entry can be accessed on the [Historic England website](#) – and as such any replacement windows but be like-for-like.
- 9.4 Officers has obtained three quotes for like-for-like timber sash windows. The quotes received each total just over £5,000 (excluding VAT).
- 9.5 In March 2022, a donation of £4,000 from the previous tenants was received for The Crypt, some of this was spent on re-decorating in 2022 - 2023 leaving a balance of £3,661.04. This remaining balance will be spent on the windows, with the excess coming from General Reserves.

## **10. Dog Waste Bins**

- 10.1 Lewes District Council collects all of the Town Council's waste, including standard bins as well as dog waste bins.
- 10.2 The Town Council is currently charged more for dog bin emptying than general waste collection.
- 10.3 Officers are currently working on a project to align the Town Council's waste collection to Lewes District Council's waste collection with the expectation that this will bring economy to scale and be more environmentally friendly.

## **11. Re-Inflatables Drop Off Point**

- 11.1 The re-inflatables drop-off point located at Frankie's Kiosk was very successful this year, attracting a significant number of discarded inflatables.
- 11.2 The newly designed drop-off point had a lid on it, which has deterred people from using it for general rubbish.

- 11.3** Officers will increase marketing activities for this project in the 2024 season, with the aim of generating further awareness of this facility and avoiding inflatables being discarded with general / household waste.

**12. West Beach View Huts**

- 12.1** The huts were available for weekly hire from 28<sup>th</sup> April 2023 through to the last booking week of 21<sup>st</sup> September 2023.
- 12.2** There were 116 bookings during this period.
- 12.3** This financial year the huts were hired out weekly from Friday to Thursday, as per the following weekly hire charge (which includes VAT): -
- July and August £165
  - May, June, September £135
- 12.4** The year-on-year comparison for net income and expenditure for the calendar years to the end of December 2022 and December 2023 is outlined in the table below:

<b>Calendar Year</b>	<b>2022</b>	<b>2023</b>
<b>Income</b>	£15,262.50	£14,550
<b>Expenditure</b>	£11,116	£12,033.02*
<b>Profit</b>	£4,146.50	£2,516.98

\*This includes the estimated commission cost, which is yet to be confirmed.

- 12.5** Income was down due to slightly reduced booking numbers.
- 12.6** Expenditure is up due to the increase in installation and dismantling costs and also those for the toilet hire.
- 12.7** With regards to hire charges for 2024 – 2025, the huts are to be accessible in terms of affordability, and accessible by the whole community, along with being family friendly (stipulated by Full Council in 2019)
- 12.8** Officers are recommending holding the hire charges at the 2023 - 2024 prices for 2024 – 2025. However, the hire charges will include week and weekend hire, allowing the Beach Huts to be more affordable for all.

<b>Season</b>	<b>Mid-Week Hire (Mon–Thu)</b>	<b>Weekend Hire (Fri-Sun)</b>	<b>Full Week Hire (Fri-Thurs)</b>
<b>Off Peak (May, June, Sept)</b>	£60	£80	£135
<b>Peak Season (July &amp; August)</b>	£75	£95	£165

- 12.9** For beach hut hire in 2024 - 2025, Officers are also looking into the possibility of gathering data on who is making the bookings in terms of location (i.e. Seaford residents or non-Seaford residents)

### **13. Campervan parking**

- 13.1** Full Council recently discussed and responded to the East Sussex County Council parking consultation.
- 13.2** The Town Council is also very mindful of the resident feedback it has been receiving.
- 13.3** Full Council has therefore asked this Committee to look at options relating to parking for land owned by the Town Council. This work is now underway.
- 13.4** As a first step, the next stage of the County Council public consultation on parking has been amended to also include this land owned by the Town Council.
- 13.5** Residents are encouraged to respond to this formal stage of the consultation that started on the 1<sup>st</sup> of December and closes 5<sup>th</sup> January 2024. The consultation is available to view on the [County Council's website](#).
- 13.6** Once the results are known, the Town Council will then be able to consider next steps in relation to this land and proposals will be brought forward for this Committee to consider.
- 13.7** To confirm, this formal stage of the parking consultation will be considered by the Town Council's Planning & Highways Committee in the usual manner.

### **14. Conclusion**

- 14.1** It has been a challenging time juggling the requirements of a very busy department whilst also pulling together all required elements of the new Christmas Magic event and the giving incentive, Seaford Secret Santa. A clear focus has been on building solid procedures and foundations for the upcoming year to support departmental and revenue growth. In addition, with closer communications and relationship being formed, Seaford Town Council hopes to create some exciting events and sponsorship opportunities in 2024.

## **15. Financial Appraisal**

- 15.1** The Crypt Windows - the cost of the replacement windows (estimated at around £5,000) will use the remaining balance of The Crypt ear marked reserve (EMR323), with the remainder (approximately £1,400) coming from the general reserves.
- 15.2** West View Beach Huts – the draft 2024 – 2025 budget appearing elsewhere on this agenda is based upon the hire fees being set in accordance with the recommendation within this report. Any change in the motion could result in a change to the draft budget figures.

## **16. Contact Officer**

- 16.1** The contact officers for this report are Louise Lawrence, Heads of Assets, Projects & Services, and Sharan Brydon, Assets & Projects Manager.



## Seaford Town Council

<b>Report No:</b>	<b>124/23</b>
<b>Agenda Item No:</b>	<b>5</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>7<sup>th</sup> December 2023</b>
<b>Title:</b>	<b>Town Council Projects Log as at December 2023</b>
<b>By:</b>	<b>Louise Lawrence, Head of Assets, Projects &amp; Services</b>
<b>Purpose of Report:</b>	<b>To present the Town Council's Project Log as at December 2023</b>

### **Recommendations**

#### **The Committee is recommended:**

1. To note the contents of the report and the project log as presented.

### **1. Introduction**

- 1.1** Please see the list attached (Appendix A) of projects that are currently either being worked on or waiting for officer time so work can start on the project.
- 1.2** Each project has a status which is reviewed every two weeks.
- 1.3** New projects are added to the list as they come in and are then triaged once a quarter, with a brief going to the Community Services Committee seeking any necessary approvals.
- 1.4** Projects that are on hold are triaged against urgency, start dates or officer time.
- 1.5** The up-to-date project list will be presented at each Community Services Committee meeting.
- 1.6** To confirm, the project list is a working document that is regularly reviewed and updated by officers. The Committee is asked to note the contents of this report and the project log as presented.

## **2. Financial Appraisal**

2.1 There are no direct financial implications of this report.

## **3. Contact Officer**

3.1 The contact officer for this report is Louise Lawrence, Head of Assets, Projects & Services.

## Town Council's Project Log – December 2023

	PROJECT AREA	PROJECT NAME	DESCRIPTION	COMMITTEE REPORT	COMPLETION FORECAST	STATUS
1	<b>GOLF CLUB</b>	<b>17/18TH HOLE</b>	<b>Moving the 17/18th hole further away from the cliff edge</b>	<b>THE VIEW AND GOLF</b>		<b>GREEN</b>
2	<b>MAINTENANCE</b>	<b>BONNINGSTEDT WALL REMEDIAL WORKS</b>	<b>Currently looking at carrying out the work after Christmas 2023. Officers looking at placing concrete barriers in front of the wall for winter 2023/2024.</b>			<b>GREEN</b>
3	MAINTENANCE	BUTTRESS ON FLINT WALL IN CROUCH	Quotes being sought for repairs.	COMMUNITY SERVICES December 7th 2023	2023	GREEN
4	MAINTENANCE	COMPOSTABLE TOILETS ROLL OUT	Placement of Temporary Toilets in The Crouch and South Hill Barn	COMMUNITY SERVICES 7th March 2024	2024	GREEN
5	MAINTENANCE	CRYPT MAINTENANCE	Windows to be repaired. In Discussion with Lewes District council	COMMUNITY SERVICES December 7th 2023		GREEN
6	EVENTS	D DAY EVENT	Nationwide D-Day celebration to mark 80th year.	COMMUNITY SERVICES December 7th 2023	2024	GREEN

	PROJECT AREA	PROJECT NAME	DESCRIPTION	COMMITTEE REPORT	COMPLETION FORECAST	STATUS
7	<b>MAINTENANCE</b>	<b>FINGER POSTS</b>	<b>Project brief to be designed and roll out</b>		<b>2024</b>	<b>GREEN</b>
8	MAINTENANCE	GREENKEEPER'S SHIPPING CONTAINER	Storage container for Greenkeeper's to be purchased and placed April 2024	THE VIEW AND GOLF	2024	GREEN
9	<b>MAINTENANCE</b>	<b>MARTELLO TOWER MAINTENANCE</b>	<b>Heritage surveyor's report received and investigating Grant Funding with the Arts Council for the project.</b>	<b>FULL COUNCIL</b>	<b>2024</b>	<b>GREEN</b>
10	MAINTENANCE	OLD GREEN KEEPERS HUT	New roof and doors to be built	COMMUNITY SERVICES 7th March 2024	2024	GREEN



	PROJECT AREA	PROJECT NAME	DESCRIPTION	COMMITTEE REPORT	COMPLETION FORECAST	STATUS
11	EVENTS	REMEMBRANCE DAY	Delivering remembrance celebration in town	COMMUNITY SERVICES December 7th 2023	2023	GREEN
12	<b>COMMUNITY</b>	<b>SALTS SPORTS PITCHES</b>	<b>Investment into all weather sports pitches and hub</b>	COMMUNITY SERVICES December 7th 2023		<b>GREEN</b>
13	<b>MAINTENANCE</b>	<b>SEAFORD HEAD SIGNAGE</b>	<b>Partnership approach (LDC/ESCC and agencies) to agree simple clear signage at Seaford Head</b>	<b>COMMUNITY SERVICES</b>	<b>2024</b>	<b>GREEN</b>
14	MAINTENANCE	SEAFRONT BINS LITTER SIGNS	New signs for seafront bins about taking litter home.	COMMUNITY SERVICES 7th March 2024	2024	GREEN
15	MAINTENANCE	SOUTH HILL BARN STRUCTURAL MAINTENANCE (DRAINAGE)	Maintenance ongoing.		2024	GREEN

	PROJECT AREA	PROJECT NAME	DESCRIPTION	COMMITTEE REPORT	COMPLETION FORECAST	STATUS
16	MAINTENANCE	TEMPORARY TOILETS MARTELLO INSTALL AND MAINTENANCE	Installation of compostable toilets, ongoing maintenance and updates to councillors		2024	GREEN
17	LEASE/CONTRACTS	TOILET CLEANING	Cleaning contracts tender	COMMUNITY SERVICES December 7th 2023	2024	GREEN
18	MAINTENANCE	TOWN CENTRE CCTV AND POLICE	Renewal of CCTV police cameras - Approved by Full Council		2024	GREEN
19	<b>EVENTS</b>	<b>XMAS MAGIC</b>	<b>Delivery &amp; Engagement for Christmas Magic 2023 - Feedback</b>	<b>COMMUNITY SERVICES 7th March 2024</b>	<b>2023</b>	<b>GREEN</b>
20	EVENTS	ARMED FORCES DAY	CSC on 14.09.23 RESOLVED to AGREE the proposed scaled down format for Armed Forces Day 2024. It was RESOLVED to AGREE that the Town Council will hold a D-Day celebration following the brief from Buckingham Palace.		2024	GREEN
21	MAINTENANCE	ASBESTOS COMPLIANCE	Asbestos inspection - sticker placement ongoing		2023	GREEN

	PROJECT AREA	PROJECT NAME	DESCRIPTION	COMMITTEE REPORT	COMPLETION FORECAST	STATUS
22	CONCESSIONS	CYCLE HIRE PROJECT	Sussex bike hire concession along seafront for summer season on trial first.	COMMUNITY SERVICES 7th March 2024	2024	GREEN
23	COMMUNITY	BOWLING CLUB LIGHTS	Working with Bowling Club on installation of footpath lighting		2024	GREEN
24	<b>COMMUNITY</b>	<b>CROUCH WORKING GROUP</b>	<b>Planning application and STFC lease</b>	<b>FULL COUNCIL 2024</b>	<b>2024</b>	GREEN
25	COMMUNITY	DEFIBRILLATORS	Add Bishopstone unit to assets and inspection schedule -once installed		2024	GREEN
26	COMMUNITY	DOG WASTE BINS	Considering use of bins	COMMUNITY SERVICES December 7th 2023	2024	GREEN
27	EVENTS	EVENTS & RISKS	Reviewing Events policy and hiring out of open spaces and to create an events risk pack.	COMMUNITY SERVICES 7th March 2024	2024	GREEN

	PROJECT AREA	PROJECT NAME	DESCRIPTION	COMMITTEE REPORT	COMPLETION FORECAST	STATUS
28	EVENTS	EXERCISE CLASSES ON OPEN SPACES	Exercise Classes on Green Spaces, Licences, agreed space & times		2024	GREEN
29	COMMUNITY	FIELDS IN TRUST	Protecting green areas		2024	GREEN
30	SPONSORSHIP	GOLF SPONSORSHIP	Explore sponsorship options	COMMUNITY SERVICES March 24	2023	GREEN
31	<b>MAINTENANCE</b>	<b>GROUND MAINTENANCE</b>	<b>Working Group to be set up summer 2025. Contract ends 2026</b>	<b>COMMUNITY SERVICES 2025</b>	<b>2026</b>	<b>GREEN</b>
32	GOLF CLUB	LOCKERS FOR GOLF CLUB	New lockers		2023	GREEN
33	COMMUNITY	MARTELLO BEACH HUT RENTALS	2x Beach Huts will be available for rental from April 2024.		2024	GREEN

	PROJECT AREA	PROJECT NAME	DESCRIPTION	COMMITTEE REPORT	COMPLETION FORECAST	STATUS
34	<b>COMMUNITY</b>	<b>MARTELLO TOILETS</b>	<b>Build commence November</b>		<b>2024</b>	<b>GREEN</b>
35	CONCESSIONS	RETENDERING SALTS CAFÉ	January tender documents	COMMUNITY SERVICES 7th March 2024	2024	GREEN
36	<b>COMMUNITY</b>	<b>REWILDING/NATURING AREAS</b>	<b>Project to consider rewilding/renaturing STC's green spaces - LDC policy presentation</b>	<b>CLIMATE CHANGE April</b>	<b>2024</b>	<b>GREEN</b>
37	MAINTENANCE	SERVICING CONTRACTS (LEGIONELLA)	Routine Legionella inspections being arranged.		2024	GREEN
38	<b>COMMUNITY</b>	<b>SOUTH HILL BARN BUILDING Working Group</b>	<b>CSC 14.09.23 RESOLVED to APPROVE establishing a South Hill Barn Working Group as per the terms of reference presented at this meeting.</b>			<b>GREEN</b>
39	COMMUNITY	TENNIS SAFEGUARDING	Project to implement policy		2024	GREEN

	PROJECT AREA	PROJECT NAME	DESCRIPTION	COMMITTEE REPORT	COMPLETION FORECAST	STATUS
40	THE VIEW	THE VIEW - LEAK REPAIRS	The View roof need repairing and a contract sought for maintenance	THE VIEW AND GOLF December	2024	GREEN
41	EVENTS	WATER REFILL SPONSORSHIP	Source sponsorship for new water refill station in Martello Fields.		2024	GREEN
42	COMMUNITY	Cycle Racks at The Salts	Project proposal by member of the public with part funding	COMMUNITY SERVICES March 7	2024	GREEN
43	EVENTS	EAST MARTELLO FIELD WATER STATION METERING	Water metered for future events to be reviewed		2024	ON HOLD
44	COMMUNITY	MEMORIAL POLICY	Seaford Town Council Memorial policy development (to include benches and structures)		2025	ON HOLD
45	MAINTENANCE	PIPEWORK AT SHB	Currently on hold looking to include with future site works at site.			ON HOLD
46	COMMUNITY	SALTS AND CROUCH SIGNAGE	Welcome sign for the Salts to include all user groups using the recreational area	COMMUNITY SERVICES 7th March 2024	2024	NEW

	PROJECT AREA	PROJECT NAME	DESCRIPTION	COMMITTEE REPORT	COMPLETION FORECAST	STATUS
47	MAINTENANCE	SOUTH STREET TOILETS ROOF REPAIRS	Quotes being sought for repairs.	COMMUNITY SERVICES December 7th 2023	2024	ON HOLD
48	COMMUNITY	WATER REFILL STATION FRAKIES KIOSK	Investigating overflow	COMMUNITY SERVICES 7th March 2024	2024	ON HOLD
49	COMMUNITY	ART LINKED TO PLASTIC FREE SEAFORD	Artwork to be installed along seafront from local artist			INACTIVE
50	EVENTS	BOAT SPONSORSHIP	Sponsorship in place until 2025.		2025	ON HOLD
51	<b>CONCESSIONS</b>	<b>EDINBURGH ROAD ELECTRICS</b>	<b>Currently insufficient draw to add any further concession or Beach Huts. This includes the Ice Cream Concession. To be reviewed.</b>		<b>2025</b>	<b>ON HOLD</b>

	PROJECT AREA	PROJECT NAME	DESCRIPTION	COMMITTEE REPORT	COMPLETION FORECAST	STATUS
52	MAINTENANCE	HOPE GAP STEPS	This project now on hold due to structural concerns. Partner agencies meeting in March to discuss		2023	ON HOLD
53	<b>COMMUNITY</b>	<b>LEASES FOR ASSETS</b>	<b>Lease management</b>		<b>2024</b>	<b>NEW</b>
54	COMMUNITY	MARTELLO BEACH HUT LICENCE CONDITIONS - REVIEW	Beach hut licence conditions to be reviewed and updating.			NEW
55	COMMUNITY	MARTELLO BEACH HUT RENTALS	3 year lease renewal review		2024	NEW
56	COMMUNITY	MEN'S SHED	Establish a 'Men's Shed' in Seaford	COMMUNITY SERVICES 7th March 2024	2023	NEW
57	COMMUNITY	MERCREAD CENTRE	Cycle rack, green compost, outdoor storage/container and community garden		2024	ON HOLD
58	<b>COMMUNITY</b>	<b>MOTOR HOME PARKING</b>	<b>Project to consider Motor Home parking &amp; signage following ESCC consultation on December/January</b>	<b>Community Services 7th March 2024</b>	<b>2024</b>	<b>NEW</b>
59	EVENTS	MEMORANDUM OF UNDERSTANDING AGREEMENTS	Review MOU Agreements Bonfire, Remembrance		2024	NEW



	PROJECT AREA	PROJECT NAME	DESCRIPTION	COMMITTEE REPORT	COMPLETION FORECAST	STATUS
60	COMMUNITY	PARISH ONLINE	Considered, and there is potential to a future review based on an increase of staff capacity.			ON HOLD
61	MAINTENANCE	PROM REPAIRS	No immediate need to repair prom - keep under review		2024	ON HOLD
62	MAINTENANCE	PROMENADE LIGHTING	Project brief on scope with repair or replace.		2025	ON HOLD
63	OPEN SPACES	QUEEN ELIZABETH FIELD	Public consultation on renaming Martello field		2024	ON HOLD
64	MAINTENANCE	SERVICING CONTRACTS	Contract to maintain our assets		2024	ON HOLD
65	COMMUNITY	SPACE FOR STREET ART	Scope briefing being carried out for the project.		2024	ON HOLD
66	EVENTS	THE SALTS TENNIS MARKETING	Marketing of the courts for special events i.e. Wimbledon/work with local schools, open days etc. Project to explore branding and manage booking revenue		2024	ON HOLD
67	COMMUNITY	WEST VIEWBEACH HUTS RENTAL	Review of rental duration and charge	COMMUNITY SERVICES December 7th 2023	2023	NEW

	PROJECT AREA	PROJECT NAME	DESCRIPTION	COMMITTEE REPORT	COMPLETION FORECAST	STATUS
68	OPEN SPACES	THE SALTS PLAYPARK RESURFACING	Resurfacing of the under 5s and toddler's area		2024	NEW
69	COMMUNITY	WATER REFILL STATION ON SEAFRONT	A standalone station to replace the one on Frankie's kiosk		2024	NEW
70	COMMUNITY	RAIN GARDEN AT THE SALTS PLAY PARK	A rain garden in case of flooding at the play park		2025	NEW
71	COMMUNITY	SKATE PARK SHELTER	Replacement shelter at the skatepark		2024	NEW
72	OPEN SPACES	The Salts Play parks	New Gym at The Salts, renewing of any items in both playgrounds that parts cannot be sourced		2024	NEW
73	OPEN SPACES	THE CROUCH	Replacing gates at The Crouch		2024	NEW
74	COMMUNITY	Bin For Green Seas	Looking into having a Bin For Green Seas on the seafront	COMMUNITY SERVICES March 7	2024	NEW
75	MAINTENANCE	Maintenance Supplier Framework	Establish a supplier framework		2024	ON HOLD



## Seaford Town Council

<b>Report No:</b>	<b>117/23</b>
<b>Agenda Item No:</b>	<b>6</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>7<sup>th</sup> December 2023</b>
<b>Title:</b>	<b>Community Services Committee Income &amp; Expenditure up to 31<sup>st</sup> October 2023</b>
<b>By:</b>	<b>Lucy Clark, Finance 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 2023</b>

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

### 1. Information

- 1.1 Attached in Appendix A is the detailed income and expenditure for the period of 1<sup>st</sup> April – 31<sup>st</sup> October 2023 for the Community Services Committee compared with the annual budget:
- 1.2 The significant variances, some of which have previously been reported, can be explained as follows:

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

1022 CIL Grants – this income is from a successful Community Infrastructure Levy (CIL) application to part fund the resurfacing of the play park pathway.

1025 Income Sponsorship – this income is from sponsorship of the water refill station (this is also the same for the water refill stations within the Seafront cost centre 117).

1055/4050 Memorial Bench – the income relates to sponsorship of memorial benches that are not budgeted for due to income not being

certain. The costs are offset by the income code which is the same across all cost centres (except for cost centre 116 where the income was received in 2022 - 2023 but showing the costs in 2023 - 2024).

1057 – Electricity Recharge – this is the recharge for the Salts Café. The budget % is lower than expected for this period due to the expenditure being lower than budgeted.

1058 Income Water Recharge - this is currently showing as a negative income due to an accrual for the previous year. This also relates to The Crouch cost centre 106.

1097 Income Tennis Coaching Fees – there is no longer an expected income for 2023/24.

4052 Water & Sewerage – Costs have shot up more than expected since the last report which is currently being investigated by Business Stream as it is thought that there is a problem with the meter.

4053, 4054 & 4055 Electricity – the original budget for all The Salts electric was put under 4055. However, the code has now been split to show the Tennis and the Salts Café separately but resulting in the budget still showing in 4055. It can also be noted that the overall costs are lower than budgeted which, if continues, could result in an underspend at the year end. It should also be noted that the costs within 4054 are offset by the income code 1057.

4096 – LTA Loan – the loan repayment was moved forward a year by the LTA due to the temperature issues. Repayments will continue from April 2024 so the unspent amount of £3,750 should be moved to an EMR at the year end.

4115 Insurance – the insurance charges are all paid at the beginning of the financial year so no further costs are expected. This is the same for all cost centres. Whilst the cost centre for Martello Tower 115 shows as being overbudget, this is offset by the rest of the areas that are underbudget.

4283 Playground – this is showing as overbudget due to the resurfacing of the pathways. However, this was part funded by an Ear Marked Reserve

(EMR) for £8,500 and offset by the CIL income of £11,196 resulting in £5,950 left in the budget.

### **106 Crouch Recreation Ground**

4052 – Water & Sewerage – whilst the budget % is very high, credits are in the process of being issued by Business Stream due to the previous company giving incorrect meter readings when Business Stream took over.

### **117 Martello Fields**

1050 Income Rent – the income is higher due to prudent budgeting where it was not certain if annual rentals would be returning.

### **108 Other Open Spaces**

1011/4501 Filming – as income for filming within this cost centre is not certain, the income and expenditure are not budgeted for. The income offsets the costs. This is also the same for filming within the Seafront, cost centre 117.

### **113 Crypt**

1051/4115 Insurance Recharge – this budget was set when it was expected that a lease would be in place and so the insurance costs could be recharged. Until such time a lease is agreed, this cost cannot be recharged.

1057/1058/1053/4052/1057/4056 Utility Income and Costs - no budgets had been set against these account codes as it was expected to be transferred to the leaseholder. Until the lease is in place, the costs are being paid by the Town Council but are being recharged to the current tenants, resulting in a nil effect by the year end.

### **114 South Street Toilets**

4275 Building Maintenance – the high % of expenditure is due to essential roof works in the rear yard.

### **115 Martello Tower**

4275 Building Maintenance – this has gone overbudget due to the essential structural survey works being carried out.

## **116 Seaford Head Estate**

1021 Income SHB – the income is higher due to prudent budgeting and rentals are not certain.

4155 Professional Fees – this overspend is due to survey works being carried out at South Hill Barn.

4500 Nature Reserve Expenses – the costs are more than budget due to the budget being based a 5% increase but as the contract increases with RPI, this was nearer 12%. It is not expected to receive any further costs this year.

## **117 Seafront**

4201 Cleaning & Hygiene – this spent relates to the cleaning for the Martello Toilets.

4270 Vehicles & Equipment Maintenance – the overspend relates to the defibrillator pads costing £28 more than budgeted.

## **118 Beach Huts**

1054 Income Other – this income relates to admin fees imposed when beach huts are sold.

1057 Income Electricity – this is currently lower than the expenditure due to not recharging a whole invoice but issuing electric cards with various amounts requested by the beach hut owners.

4275 Building Maintenance – the costs are higher due to the installation of the new picket gates at either end of the Bönningstedt Beach Huts.

## **125 Allotments**

4261 General Maintenance – the overbudgeted expenditure relates to essential works to fill holes in the ground that had become unsafe.

## **135 Community Services Events**

1054 Income Other - this income relates to a donation towards Christmas Magic from Scribefest following the town council's successful entry to their photo competition.

## **225 Projects Pool**

1014 CIL & S106 Receipts – this income relates to the 25% of CIL passed on by Lewes District Council, which was received in April and October based on developments that have taken place in the area. All CIL receipts are transferred into the CIL EMR.

4095 Tennis Court Expenditure – this is showing as a negative spend due to an accrual for these costs being made at the year end. Once the invoices for these costs are received, then the actual spend will return to zero (therefore all costs for the tennis courts will show in 2022 - 2023).

## **2. Financial Appraisal**

- 2.1 This report represents the income and expenditure figures from 1<sup>st</sup> April 2023 to 31<sup>st</sup> October 2023.

## **3. Contact Officer**

- 3.1 The Contact Officer for this report is Lucy Clark, Finance Manager.

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

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</u> <u>Salts Recreation Ground</u>							
1022 CIL Grants	11,196	0	(11,196)			0.0%	
1025 Income Sponsorship	230	0	(230)			0.0%	230
1050 Income Rent	2,120	2,150	30			98.6%	
1051 Income Insurance Recharge	1,766	1,820	54			97.0%	
1055 Income Memorial Bench	2,550	0	(2,550)			0.0%	
1057 Income Electricity Recharge	4,723	13,400	8,677			35.2%	
1058 Income Water Recharge	(24)	4,750	4,774			(0.5%)	
1066 Income Concession	23,400	23,400	0			100.0%	
1073 Sports Pitch Hire & Green Fees	3,361	4,500	1,139			74.7%	
1095 Income Tennis Annual Pass	2,475	4,235	1,760			58.4%	
1096 Income Tennis Pay & Play	2,156	3,240	1,084			66.5%	
1097 Income Tennis Coaching Fees	0	990	990			0.0%	
	<b>53,953</b>	<b>58,485</b>	<b>4,532</b>			<b>92.3%</b>	<b>230</b>
Salts Recreation Ground :- Income							
4018 Water Refill Maint	36	0	(36)		(36)	0.0%	36
4052 Water & Sewerage	8,761	9,500	739		739	92.2%	
4053 Tennis Electric	76	0	(76)		(76)	0.0%	
4054 Salts Cafe Electric	4,723	0	(4,723)		(4,723)	0.0%	
4055 Electricity	394	15,400	15,006		15,006	2.6%	
4095 Tennis Court Expenditure	844	7,675	6,831		6,831	11.0%	
4096 LTA Loan	0	3,750	3,750		3,750	0.0%	
4100 Telecommunications	131	300	169		169	43.5%	
4115 Insurance	3,554	3,670	116		116	96.8%	
4155 Professional Fees	0	500	500		500	0.0%	
4250 Memorial Bench	2,425	0	(2,425)		(2,425)	0.0%	
4251 Dog Bin Emptying	1,274	2,070	796		796	61.5%	
4252 Additional Litter Pick	0	1,000	1,000		1,000	0.0%	
4260 Grounds Maintenance Contract	39,672	74,325	34,653		34,653	53.4%	
4261 General Maintenance	3,369	5,000	1,631		1,631	67.4%	
4275 Building Maintenance	3,742	5,000	1,258		1,258	74.8%	
4276 CCTV	660	1,000	340		340	66.0%	
4283 Playground	34,746	21,000	(13,746)		(13,746)	165.5%	8,500
	<b>104,407</b>	<b>150,190</b>	<b>45,783</b>	<b>0</b>	<b>45,783</b>	<b>69.5%</b>	<b>8,536</b>
Salts Recreation Ground :- Indirect Expenditure							
<b>Net Income over Expenditure</b>	<b>(50,454)</b>	<b>(91,705)</b>	<b>(41,251)</b>				
6000 plus Transfer from EMR	8,536						
6001 less Transfer to EMR	230						
<b>Movement to/(from) Gen Reserve</b>	<b>(42,148)</b>						



## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

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>106 Crouch Recreation Ground</b>							
1050 Income Rent	1,913	2,550	638			75.0%	
1051 Income Insurance Recharge	636	655	19			97.2%	
1055 Income Memorial Bench	1,200	0	(1,200)			0.0%	
1058 Income Water Recharge	299	2,250	1,951			13.3%	
1073 Sports Pitch Hire & Green Fees	10,803	10,500	(303)			102.9%	
<b>Crouch Recreation Ground :- Income</b>	<b>14,850</b>	<b>15,955</b>	<b>1,105</b>			<b>93.1%</b>	<b>0</b>
4052 Water & Sewerage	4,362	4,500	138		138	96.9%	
4115 Insurance	886	915	29		29	96.8%	
4250 Memorial Bench	1,930	0	(1,930)		(1,930)	0.0%	
4251 Dog Bin Emptying	910	1,410	500		500	64.5%	
4260 Grounds Maintenance Contract	14,507	31,900	17,393		17,393	45.5%	
4261 General Maintenance	2,229	3,000	771		771	74.3%	
4275 Building Maintenance	515	2,700	2,185		2,185	19.1%	
4283 Playground	1,400	5,000	3,600		3,600	28.0%	
<b>Crouch Recreation Ground :- Indirect Expenditure</b>	<b>26,739</b>	<b>49,425</b>	<b>22,686</b>	<b>0</b>	<b>22,686</b>	<b>54.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(11,889)</b>	<b>(33,470)</b>	<b>(21,581)</b>				
<b>107 Martello Fields</b>							
1011 Income Filming	1,170	0	(1,170)			0.0%	
1050 Income Rent	6,960	5,000	(1,960)			139.2%	
<b>Martello Fields :- Income</b>	<b>8,130</b>	<b>5,000</b>	<b>(3,130)</b>			<b>162.6%</b>	<b>0</b>
4251 Dog Bin Emptying	728	1,130	402		402	64.4%	
4260 Grounds Maintenance Contract	7,243	14,785	7,542		7,542	49.0%	
4261 General Maintenance	497	2,000	1,503		1,503	24.8%	
<b>Martello Fields :- Indirect Expenditure</b>	<b>8,467</b>	<b>17,915</b>	<b>9,448</b>	<b>0</b>	<b>9,448</b>	<b>47.3%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(337)</b>	<b>(12,915)</b>	<b>(12,578)</b>				
<b>108 Other Open Spaces</b>							
1011 Income Filming	313	0	(313)			0.0%	
1025 Income Sponsorship	250	0	(250)			0.0%	250
1050 Income Rent	90	90	0			100.0%	
1055 Income Memorial Bench	95	0	(95)			0.0%	
<b>Other Open Spaces :- Income</b>	<b>748</b>	<b>90</b>	<b>(658)</b>			<b>830.6%</b>	<b>250</b>
4018 Water Refill Maint	36	0	(36)		(36)	0.0%	36
4052 Water & Sewerage	3	450	447		447	0.7%	
4115 Insurance	48	60	12		12	79.8%	

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4154 Land Registry Fees	0	60	60		60	0.0%	
4250 Memorial Bench	430	0	(430)		(430)	0.0%	
4251 Dog Bin Emptying	1,456	2,255	799		799	64.6%	
4260 Grounds Maintenance Contract	13,808	23,785	9,977		9,977	58.1%	
4261 General Maintenance	4,990	7,000	2,010		2,010	71.3%	
4275 Building Maintenance	0	1,000	1,000		1,000	0.0%	
4501 Filming Expenses	112	0	(112)		(112)	0.0%	
Other Open Spaces :- Indirect Expenditure	<b>20,884</b>	<b>34,610</b>	<b>13,726</b>	<b>0</b>	<b>13,726</b>	<b>60.3%</b>	<b>36</b>
<b>Net Income over Expenditure</b>	<b>(20,136)</b>	<b>(34,520)</b>	<b>(14,384)</b>				
6000 plus Transfer from EMR	36						
6001 less Transfer to EMR	250						
<b>Movement to/(from) Gen Reserve</b>	<b>(20,350)</b>						
<u>113 Crypt</u>							
1051 Income Insurance Recharge	0	300	300			0.0%	
1057 Income Electricity Recharge	899	0	(899)			0.0%	
1058 Income Water Recharge	111	0	(111)			0.0%	
1063 Income Gas Recharged	364	0	(364)			0.0%	
Crypt :- Income	<b>1,374</b>	<b>300</b>	<b>(1,074)</b>			<b>458.1%</b>	<b>0</b>
4052 Water & Sewerage	111	0	(111)		(111)	0.0%	
4055 Electricity	643	0	(643)		(643)	0.0%	
4056 Gas	330	0	(330)		(330)	0.0%	
4115 Insurance	289	300	11		11	96.4%	
4275 Building Maintenance	649	500	(149)		(149)	129.7%	
4279 Fire & Security	75	0	(75)		(75)	0.0%	
Crypt :- Indirect Expenditure	<b>2,097</b>	<b>800</b>	<b>(1,297)</b>	<b>0</b>	<b>(1,297)</b>	<b>262.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(722)</b>	<b>(500)</b>	<b>222</b>				
<u>114 South Street</u>							
4275 Building Maintenance	1,702	2,000	298		298	85.1%	
South Street :- Indirect Expenditure	<b>1,702</b>	<b>2,000</b>	<b>298</b>	<b>0</b>	<b>298</b>	<b>85.1%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,702)</b>	<b>(2,000)</b>	<b>(298)</b>				
<u>115 Martello Tower</u>							
4115 Insurance	3,256	2,890	(366)		(366)	112.7%	
4275 Building Maintenance	7,905	4,000	(3,905)		(3,905)	197.6%	
Martello Tower :- Indirect Expenditure	<b>11,161</b>	<b>6,890</b>	<b>(4,271)</b>	<b>0</b>	<b>(4,271)</b>	<b>162.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(11,161)</b>	<b>(6,890)</b>	<b>4,271</b>				

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

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>116 Seaford Head Estate</b>							
1011 Income Filming	19,100	25,000	5,900			76.4%	
1021 Income South Hill Barn	1,234	1,000	(234)			123.4%	
1050 Income Rent	5,000	10,000	5,000			50.0%	
1053 Income Grants	0	3,250	3,250			0.0%	
1055 Income Memorial Bench	248	0	(248)			0.0%	
1066 Income Concession	2,120	3,180	1,060			66.7%	
1200 Income Nature Reserve	579	0	(579)			0.0%	
<b>Seaford Head Estate :- Income</b>	<b>28,280</b>	<b>42,430</b>	<b>14,150</b>			<b>66.7%</b>	<b>0</b>
4115 Insurance	454	470	16		16	96.7%	
4155 Professional Fees	625	0	(625)		(625)	0.0%	
4156 Bank Charges	8	0	(8)		(8)	0.0%	
4250 Memorial Bench	1,317	0	(1,317)		(1,317)	0.0%	
4251 Dog Bin Emptying	728	1,130	402		402	64.4%	
4260 Grounds Maintenance Contract	759	1,205	446		446	63.0%	
4261 General Maintenance	1,995	3,000	1,005		1,005	66.5%	
4275 Building Maintenance	194	1,000	806		806	19.4%	
4500 Nature Reserve Expenses	20,107	18,000	(2,107)		(2,107)	111.7%	
4501 Filming Expenses	2,320	9,500	7,180		7,180	24.4%	
<b>Seaford Head Estate :- Indirect Expenditure</b>	<b>28,507</b>	<b>34,305</b>	<b>5,798</b>	<b>0</b>	<b>5,798</b>	<b>83.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(227)</b>	<b>8,125</b>	<b>8,352</b>				
<b>117 Seaford Front</b>							
1011 Income Filming	9,355	200	(9,155)			4677.5%	
1025 Income Sponsorship	710	0	(710)			0.0%	710
1057 Income Electricity Recharge	7,214	12,000	4,786			60.1%	
1058 Income Water Recharge	68	200	132			34.1%	
1066 Income Concession	53,275	59,060	5,785			90.2%	
1084 Income Promenade	0	200	200			0.0%	
<b>Seaford Front :- Income</b>	<b>70,622</b>	<b>71,660</b>	<b>1,038</b>			<b>98.6%</b>	<b>710</b>
4018 Water Refill Maint	154	0	(154)		(154)	0.0%	154
4022 Telescope Expenditure	342	0	(342)		(342)	0.0%	
4052 Water & Sewerage	68	200	132		132	34.1%	
4055 Electricity	6,725	12,000	5,275		5,275	56.0%	
4115 Insurance	925	965	40		40	95.9%	
4201 Cleaning & Hygiene	2,544	0	(2,544)		(2,544)	0.0%	
4250 Memorial Bench	60	0	(60)		(60)	0.0%	
4253 Shelters	879	2,625	1,746		1,746	33.5%	
4261 General Maintenance	4,945	10,000	5,055		5,055	49.4%	

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4270 Vehicles & Equipment Maint	140	100	(40)		(40)	140.0%	
4275 Building Maintenance	2,101	2,500	399		399	84.0%	
4501 Filming Expenses	2,084	40	(2,044)		(2,044)	5208.8%	
<b>Seafont :- Indirect Expenditure</b>	<b>20,966</b>	<b>28,430</b>	<b>7,464</b>	<b>0</b>	<b>7,464</b>	<b>73.7%</b>	<b>154</b>
<b>Net Income over Expenditure</b>	<b>49,656</b>	<b>43,230</b>	<b>(6,426)</b>				
6000 plus Transfer from EMR	154						
6001 less Transfer to EMR	710						
<b>Movement to/(from) Gen Reserve</b>	<b>49,099</b>						
<b>118 Beach Huts</b>							
1054 Income Other	385	0	(385)			0.0%	
1057 Income Electricity Recharge	38	300	263			12.5%	
1060 Beach Huts Site Licence	28,411	28,410	(1)			100.0%	
1061 Beach Hut Annual Rent	12,463	12,465	2			100.0%	
1066 Income Concession	4,275	3,900	(375)			109.6%	
1094 Income Seasonal Beach Huts	14,550	15,260	710			95.3%	
<b>Beach Huts :- Income</b>	<b>60,121</b>	<b>60,335</b>	<b>214</b>			<b>99.6%</b>	<b>0</b>
4051 Rates	3,104	4,445	1,341		1,341	69.8%	
4052 Water & Sewerage	22	0	(22)		(22)	0.0%	
4055 Electricity	142	300	158		158	47.4%	
4110 Advertising & Publicity	0	250	250		250	0.0%	
4115 Insurance	572	600	28		28	95.3%	
4258 Seasonal Beach Hut Revenue Exp	11,016	14,500	3,484		3,484	76.0%	
4275 Building Maintenance	1,702	2,000	298		298	85.1%	
<b>Beach Huts :- Indirect Expenditure</b>	<b>16,558</b>	<b>22,095</b>	<b>5,537</b>	<b>0</b>	<b>5,537</b>	<b>74.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>43,562</b>	<b>38,240</b>	<b>(5,322)</b>				
<b>119 Old Town Hall</b>							
1050 Income Rent	1,063	1,600	537			66.4%	
1051 Income Insurance Recharge	184	190	6			96.8%	
<b>Old Town Hall :- Income</b>	<b>1,246</b>	<b>1,790</b>	<b>544</b>			<b>69.6%</b>	<b>0</b>
4115 Insurance	184	190	6		6	96.8%	
4275 Building Maintenance	60	1,200	1,140		1,140	5.0%	
<b>Old Town Hall :- Indirect Expenditure</b>	<b>244</b>	<b>1,390</b>	<b>1,146</b>	<b>0</b>	<b>1,146</b>	<b>17.5%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>1,003</b>	<b>400</b>	<b>(603)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>121 Seaford in Bloom</u>							
1025 Income Sponsorship	500	450	(50)			111.1%	
Seaford in Bloom :- Income	<u>500</u>	<u>450</u>	<u>(50)</u>			<u>111.1%</u>	<u>0</u>
4402 Seaford in Bloom	5,649	5,800	151		151	97.4%	
Seaford in Bloom :- Indirect Expenditure	<u>5,649</u>	<u>5,800</u>	<u>151</u>	<u>0</u>	<u>151</u>	<u>97.4%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(5,149)</u>	<u>(5,350)</u>	<u>(201)</u>				
<u>125 Allotments</u>							
1050 Income Rent	1,254	1,150	(104)			109.1%	
Allotments :- Income	<u>1,254</u>	<u>1,150</u>	<u>(104)</u>			<u>109.1%</u>	<u>0</u>
4261 General Maintenance	816	500	(316)		(316)	163.2%	
Allotments :- Indirect Expenditure	<u>816</u>	<u>500</u>	<u>(316)</u>	<u>0</u>	<u>(316)</u>	<u>163.2%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>438</u>	<u>650</u>	<u>212</u>				
<u>130 Other Recreation</u>							
4410 Swimming Pool	0	10,000	10,000		10,000	0.0%	
Other Recreation :- Indirect Expenditure	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>0</u>	<u>10,000</u>	<u>0.0%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>0</u>	<u>(10,000)</u>	<u>(10,000)</u>				
<u>134 CCTV</u>							
4055 Electricity	1,218	6,000	4,782		4,782	20.3%	
4115 Insurance	406	425	19		19	95.5%	
4276 CCTV	0	8,755	8,755		8,755	0.0%	
CCTV :- Indirect Expenditure	<u>1,623</u>	<u>15,180</u>	<u>13,557</u>	<u>0</u>	<u>13,557</u>	<u>10.7%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(1,623)</u>	<u>(15,180)</u>	<u>(13,557)</u>				
<u>135 Community Service Events</u>							
1019 Rechargeable Income	80	0	(80)			0.0%	
1054 Income Other	100	25	(75)			400.0%	
1070 Armed Forces Day Income	276	200	(76)			138.1%	
1075 Income Christmas Event	0	3,000	3,000			0.0%	
1083 Income Street Market	528	440	(88)			120.0%	
Community Service Events :- Income	<u>984</u>	<u>3,665</u>	<u>2,681</u>			<u>26.9%</u>	<u>0</u>
4019 Rechargeable Expenditure	80	0	(80)		(80)	0.0%	
4115 Insurance	62	65	3		3	96.0%	

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4195 Events Expenditure	175	1,600	1,425		1,425	10.9%	
4273 Christmas Lights	4,617	10,000	5,383		5,383	46.2%	
4281 Christmas Event Expenses	197	9,000	8,803		8,803	2.2%	
4282 Armed Forces Day Expenditure	1,523	2,000	477		477	76.1%	
Community Service Events :- Indirect Expenditure	<b>6,654</b>	<b>22,665</b>	<b>16,011</b>	<b>0</b>	<b>16,011</b>	<b>29.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(5,670)</b>	<b>(19,000)</b>	<b>(13,330)</b>				
<u>225 Projects Pool</u>							
1014 CIL & S106 Receipts	7,839	0	(7,839)			0.0%	7,839
Projects Pool :- Income	<b>7,839</b>	<b>0</b>	<b>(7,839)</b>				<b>7,839</b>
4095 Tennis Court Expenditure	(8,338)	0	8,338		8,338	0.0%	
4155 Professional Fees	1,394	15,000	13,606		13,606	9.3%	894
4257 Seafront Improvement Plan	0	10,000	10,000		10,000	0.0%	
4274 Projects Expenditure	2,039	36,000	33,961		33,961	5.7%	
4421 Martello Toilets Capital Costs	16,698	220,000	203,302		203,302	7.6%	16,698
4424 South Hill Barn Development	3,250	20,000	16,750		16,750	16.3%	
Projects Pool :- Indirect Expenditure	<b>15,043</b>	<b>301,000</b>	<b>285,957</b>	<b>0</b>	<b>285,957</b>	<b>5.0%</b>	<b>17,592</b>
<b>Net Income over Expenditure</b>	<b>(7,204)</b>	<b>(301,000)</b>	<b>(293,796)</b>				
6000 plus Transfer from EMR	17,592						
6001 less Transfer to EMR	7,839						
<b>Movement to/(from) Gen Reserve</b>	<b>2,549</b>						
<u>301 Planning &amp; Highways</u>							
4263 Bus Shelter Maintenance/Clean	180	1,000	820		820	18.0%	
Planning & Highways :- Indirect Expenditure	<b>180</b>	<b>1,000</b>	<b>820</b>	<b>0</b>	<b>820</b>	<b>18.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(180)</b>	<b>(1,000)</b>	<b>(820)</b>				
Community Services :- Income	<b>249,902</b>	<b>261,310</b>	<b>11,408</b>			<b>95.6%</b>	
Expenditure	<b>271,697</b>	<b>704,195</b>	<b>432,498</b>	<b>0</b>	<b>432,498</b>	<b>38.6%</b>	
<b>Net Income over Expenditure</b>	<b>(21,796)</b>	<b>(442,885)</b>	<b>(421,089)</b>				
plus Transfer from EMR	<b>26,318</b>						
less Transfer to EMR	<b>9,029</b>						
<b>Movement to/(from) Gen Reserve</b>	<b>(4,507)</b>						

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

Month No: 7

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	249,902	261,310	11,408			95.6%	
Expenditure	271,697	704,195	432,498	0	432,498	38.6%	
<b>Net Income over Expenditure</b>	<u>(21,796)</u>	<u>(442,885)</u>	<u>(421,089)</u>				
plus Transfer from EMR	26,318						
less Transfer to EMR	9,029						
<b>Movement to/(from) Gen Reserve</b>	<u>(4,507)</u>						



## Seaford Town Council

<b>Report No:</b>	121/23
<b>Agenda Item No:</b>	7
<b>Committee:</b>	Community Services
<b>Date:</b>	7 <sup>th</sup> December 2023
<b>Title:</b>	East Sussex County Council Verge Cutting Proposals
<b>By:</b>	Louise Lawrence, Head of Assets Projects & Services
<b>Purpose of Report:</b>	To discuss the outcome of the Grass Verge survey and proposal for Seaford Town Council to deliver four verge cuts per year

<b>Recommendations</b>
<b>The Community Services Committee is recommended:</b>
1. To approve the motion for Seaford Town Council to self-deliver four verge cuts per year.

### 1. Information

- 1.1 Urban grass cutting is under the responsibility of East Sussex Highways, which delivers maintenance and improvement schemes on behalf of East Sussex County Council.
- 1.2 In Seaford, there are currently two cuts scheduled per year, with East Sussex Highways selecting the dates for these cuts.
- 1.3 Seaford Town Council has recently been invited to consider how many urban grass cuts take place annually in Seaford. The urban grass cutting request was received on 10<sup>th</sup> October from East Sussex Highways with a required response by 10<sup>th</sup> December, or the cuts would default to two cuts a year.



## 2. Urban Cut Options

- 2.1 East Sussex Highways is proposing to continue with the current arrangement of providing two cuts per year which has no cost to the Town Council, however it has given the Town Council an opportunity to pay for additional cuts. The Town Council has been offered the following three options to consider:
- Option A – To agree to continue with East Sussex Highways' two cuts per year, at no cost to the Town Council.
  - Option B – For the Town Council to pay £15,309 per year for East Sussex Highways to carry out six cuts per year, this would see an increase of around £1.60 per year on the council tax (based on a Band D property).
  - Option C – Self delivery - Town Councils take on responsibility to deliver all urban grass cutting in its area. This must include a minimum of two cuts over the course of the year. East Sussex County Council will not carry out any urban grass cutting in the area. East Sussex County Council would pay the Town Council the sum of £7,654 to do this.
- 2.2 East Sussex County Council has said that previously grass cutting was supplied at a fixed price with no inflationary increases. East Sussex County Council is taking the approach that 'rather than implementing an increase in one go we will be gradually increasing the cost over the next 5 years to enable you to plan your budgets accordingly'.
- 2.3 The [grass cutting maps can be accessed online here](#).
- 2.4 The map also includes any formally designated wildlife verges in the town and this information would be passed on to the contractor carrying out the cuts. Information on wildlife verges can be found on the [East Sussex Highways website](#).

## 3. Public Consultation

- 3.1 Members of the public were invited to give their views by completing a survey. A copy of the survey is included at Appendix A for information.
- 3.2 The survey closed on the 26<sup>th</sup> November and the results of the survey are as below;
- Total Responses **293**
  - Residents **289**, non-residents **4**

- Would you like Seaford urban grass cutting to continue to be carried out twice per year, at no cost to Seaford Town Council?

**116 (39.59%) YES**

**177 (60.41%) NO**

- Would you like Seaford urban grass cutting to increase to six cuts per year, at a total cost of £15,309 per year to Seaford Town Council (an additional £1.60 per year on council tax based on a band 'D' property)?

**196 (66.89%) YES**

**97 (31.11%) NO**

**3.3** To summarise, 66.89% of the public respondents have voted for six cuts a year.

**3.4** The Town Council would like to thank all that participated in the survey.

#### **4. Other Considerations**

**4.1** Councillors and officers spend a significant amount of time answering public complaints and queries about verge cutting. Officers have found it very difficult to contact East Sussex County Council verge cutting services to raise issues or ask questions.

**4.2** In addition, adopting the self-deliver option allows choice on how many cuts a year would be appropriate and also gives Seaford Town Council the ability to increase the number of cuts or request extra cuts in a year, if required.

**4.3** East Sussex County Council has not given the Town Council sufficient time to follow a formal tender process to source grounds maintenance contractors but the quote received has been included in the 'Quotes' section below.

**4.4** Public comments received each year cover both wanting more cuts (from a safety and/or cosmetic perspective) but also wanting less cuts to encourage biodiversity and the positive environmental impacts when uncut. The Town Council will need to be mindful of these very contrasting viewpoints amongst residents.

**4.5** Research by officers has suggested that the cost of the Town Council self-delivering would be in the region of £10,000 to £15,000, depending on the number of cuts opted for. This research has also shown that there are

organisations available in the local area that would be able to deliver a contract of this nature on the Town Council's behalf.

## **5. Recommendations**

- 5.1** Officers recommend that the Town Council agrees to pursue option 3 of self-delivery, contracting for four cuts a year. With the option to increase the cuts if required. This increases the current number of cuts but recognises the environmental impact of excess cutting.
- 5.2** Subject to the recommendation being passed, Officers will undertake the necessary processes to identify and appoint a contractor to undertake this work.

## **6. Financial Appraisal**

- 6.1** The annual cost implications for the Town Council for the options presented at 2.1 above are as follows:

Option A (ESCC two cuts): £0

Option B (ESCC six cuts): £15,309

Option C (STC self-deliver): region of £10,000 to £15,000, depending on four or six cuts and taking into account ESCC contribution of £7,654 towards the costs

- 6.2** The decisions made from this report will inform the draft budget for 2024 – 2025, which is being considered elsewhere on the agenda.

## **7. Contact Officer**

The Contact Officer for this report is Louise Lawrence, Head of Assets, Projects & Services.

## Urban Grass Cutting in Seaford

Seaford Town Council has been approached by the authority responsible for urban grass verge cutting in Seaford, East Sussex Highways.

Currently, East Sussex Highways cut urban grass verges in Seaford two times per year, at no cost to Seaford Town Council. East Sussex Highways has offered to continue with this service but has also put the option to Seaford Town Council to pay for six cuts per year at the annual cost of £15,309, the equivalent of an additional £1.60 per year on the council tax (based on a band D property).

The Town Council will consider the two options, either for East Sussex Highways to continue to carry out two cuts per year at no cost to Seaford Town Council, or for Seaford Town Council to pay East Sussex Highways £15,309 per year to carry out six cuts per year, at its Community Services Committee on Thursday 7th December.

The Town Council would like to put these two options to members of the public for feedback, and for this feedback to be presented to the Community Services Committee for consideration when make its decision.

Please complete the survey below to submit your feedback, you will note that there are only specific questions asked and that the Town Council is not inviting comments in general on the options available and urban grass verge cutting, this is due to the Town Council not being the authority responsible for urban grass verge cutting. Should you have any concerns or comments about urban grass cutting, please contact East Sussex Highways here - <https://live.eastsussexhighways.com/>

\* 1. Age.

- Under 18
- 18 - 24
- 25 - 34
- 35 - 44
- 45 - 54
- 55 - 64
- 65 and over

\* 2. UK Resident:

Yes

No

\* 3. Seaford Resident:

Yes

No

\* 4. Are you representing a body, group or authority?

Yes

No

If yes, please specify name of body, group or authority.

\* 5. Would you like Seaford urban grass cutting to continue to be carried out twice per year, at no cost to Seaford Town Council?

(Please note that the authority responsible for urban grass cutting is East Sussex Highways, which chooses cut dates and carries out the cuts.)

Yes

No

\* 6. Would you like Seaford urban grass cutting to increase to six cuts per year, at a total cost of £15,309 per year to Seaford Town Council (an additional £1.60 per year on council tax based on a band 'D' property)?

(Please note that the authority responsible for urban grass cutting is East Sussex Highways, which chooses cut dates and carries out the cuts.)

Yes

No



## Seaford Town Council

<b>Report No:</b>	<b>127/23</b>
<b>Agenda Item No:</b>	<b>8</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>7<sup>th</sup> December 2023</b>
<b>Title:</b>	<b>Status Report on the Town Council's Public Toilets</b>
<b>By:</b>	<b>Louise Lawrence, Head of Assets, Projects &amp; Services</b>
<b>Purpose of Report:</b>	<b>To provide an overview of the Town Council-owned public toilets and options for consideration</b>

### Recommendations

#### The Committee is recommended:

1. To note the requirement to issue a tender for a cleaning contract for the town toilets, including increasing frequency during Summer and weekends.
2. To instruct officers to proceed in accordance with the Financial Regulations of the Town Council.
3. To agree that the public toilets are locked in the evening, with the exact time and manner in which they are locked to be determined by officers based upon recommended practice.
4. To instruct officers to proceed with costings and options relating to South Street Toilets.
5. To instruct officers to create and present a project plan back to Committee for the refurbishment of the Salts Toilets.

### 1. Introduction

- 1.1 Public toilets offer significant benefits, including improved public health, accessibility, and economic advantages. However, these benefits must be weighed against the costs of construction, daily maintenance, disposables, and security concerns.

**1.2** Aim three of the Town Council's recently adopted 2023 – 2027 Strategic Plan sets out the intention to look at public toilet provision within the town. The work set out within this report will contribute towards this aim.

**1.3 Tendering the Cleaning of Seaford Town Toilets**

**1.4** This paper asks the Committee to consider what Seaford Town Council should offer in terms of public toilets considering the condition of the toilet buildings externally and internally, the maintenance upkeep costs and the cleaning costs to ensure the toilets are of a standard that we would like the Town Council to be represented by.

**1.5** The Town Council owns and maintains three sets of public toilets. The maintenance costs and current cleaning costs are listed in the table below.

Toilets	To 31/3/24	24/25 Budget
South Street	£ 6,124.02	£ 15,164.24
The Salts	£ 6,754.02	£ 16,724.24
Martello Toilets	£ 2,851.80	£ 7,061.60*

\*Cleaning may be part of the concession responsibility

**1.6 Cleaning**

**1.7** The toilets were cleaned by Lewes District Council under a contract that ceased in September 2023. Lewes District Council have agreed to continue supplying consumables until March 2024. The Lewes District Council contract did not charge Seaford Town Council a cleaning fee.

**1.8** The Town Council therefore needs to tender cleaning for the toilets in January 2024, with a contract in place which will start in April 2024.

**1.9** Officers will need to consider the frequency of cleans and whether the frequency is varied during the busier summer months and at weekends.

**1.10** Due to antisocial use of the toilets at night the Town Council will need to consider locking the toilets at night and consider whether this is part of the contract, or we fix automatic locks to toilet doors for night closing.

**1.11** The Town Council will need to pay for toilet consumables and cleaning supplies within the new contract.

**1.12 South Street Toilets**

**1.13** Costs of maintenance in recent years are as follows:

2021 - 2022 = £1,140

2022 - 2023 = £1,728

Estimated Roof repair costs = £4,000

- 1.14 South Street toilets are located close to Place Lane toilets which are owned and cleaned by Lewes District Council.
- 1.15 It is likely that in 2024 - 2025, the roof will need to be repaired and the courtyard clearing be carried out as well as the regular maintenance. To bring the toilets up to a high standard the interior would need a full refurbishment at significant capital cost. The current condition of the toilets means that maintenance and cleaning of the toilets is challenging, and these toilets do not create the most positive impression of Seaford. So, there are a number of matters for councillors to consider over the months ahead.
- 1.16 One option for the future could be the South Street toilet building being offered commercially for rental.
- 1.17 Councillors are asked to consider these matters and provide feedback for officers so that options can be developed.
- 1.18 **Consider the Refurbishment of The Salts Toilets**
- 1.19 Maintenance Costs
  - 2020 - 2021 = £1,110.00
  - 2021 - 2022 = £495.00
  - 2022 - 2023 = £940.00
- 1.20 The Salts toilets are in a poor state of repair. They are frequently vandalised, most recently on 7th/8th October, which cost £570 to repair.
- 1.21 To bring the toilets up to a high standard the interior would need a full refurbishment at significant capital cost. By refurbishing the toilets, introducing a cubical design with outward doors, we could reduce the vandalism impact and cost. The refurb may also reduce the amount of anti-social behaviour in the Salts as there would not be a communal space inside the toilets to gather in.

## 2. Financial Appraisal

- 2.1 The cleaning contract is anticipated to cost approximately £39,000 a year, though this may reduce with the cleaning of the Martello toilets outsourced as part of the café concession.
- 2.2 Options for the refurbishment of the Salts toilets will be brought back to this Committee, setting out cost implications.



**2.3** Temporary maintenance on South Street toilets has a budget forecast of £4,000.

### **3. Contact Officer**

**3.1** The contact officer for this report is Louise Lawrence, Head of Assets, Projects & Services.



## Seaford Town Council

<b>Report No:</b>	<b>126/23</b>
<b>Agenda Item No:</b>	<b>9</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>7<sup>th</sup> December 2023</b>
<b>Title:</b>	<b>Draft Concessions Policy</b>
<b>By:</b>	<b>Helen Vits, Events &amp; Sponsorship Officer</b>
<b>Purpose of Report:</b>	<b>To present a proposal to create a comprehensive Concessions Policy for Seaford Town Council that aligns with the Town Council's commitment to fostering a vibrant, accessible, and inclusive community within the town</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 recommend that Full Council adopts the Concessions Policy as presented.</li></ol>

### **1. Information – Draft Concessions Policy**

- 1.1** Attached as Appendix A is the draft Concessions Policy for consideration.
- 1.2** This is the first policy document relating to concessions and therefore, there is not a previous version to compare against.
- 1.3** The draft policy presented therefore reflects current practice – the Town Council having operated concessions for most of its 25 years – but also identified improvements.
- 1.4** The proposed concessions policy, with its mission statement, matrix system, footprint evaluation and framework represents a significant step toward enhancing the economic viability of the Town Council's assets.
- 1.5** By establishing this comprehensive framework, the Town Council aims to create a dynamic and thriving concession environment that aligns with the values and aspirations of the Town Council and the wider community.

- 1.6** In addition to this, the policy will ensure transparency of the concession process, as well as the expectations and obligations for the Town Council and its concession operators.

## **2. Recommendations**

- 2.1** The recommendations below propose that the Town Council approves the new concessions policy and delegate powers to officers to enact and operationally deliver.
- 2.2** The Committee is recommended to review the draft policy and recommend that Full Council adopts the Concession Policy as presented.
- 2.3** To be completely clear, recommending the policy for adoption is incorporates:
- (a)** introducing a new matrix system for use with new concession applications.
  - (b)** introducing footprint allocation and evaluation within Town Council concessions.
  - (c)** amendments to the concession license agreements.
- 2.4** The operational activities undertaken by officers in order to deliver this policy are:
- (a)** amending and acting accordingly when updating and reviewing the matrix system.
  - (b)** evaluating and applying charges within concession footprint extensions.
  - (c)** amending and updating the concessions license to ensure relevance and commercial best practice.

## **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 Helen Vits, Events & Sponsorship Officer.



## Seaford Town Council

### Concessions Policy

The purpose of this policy is to propose a comprehensive Concessions Policy for Seaford Town Council (STC) that aligns with STC's commitment to fostering a vibrant, accessible, and inclusive community within our town.

The mission of this policy is to promote economic development, enhance public spaces, and provide residents and visitors with diverse and high-quality concession offerings throughout STC assets.

By implementing a transparent and equitable matrix system, footprint evaluation and concessions policy we aim to create an environment that supports local businesses, contributes to the overall well-being of our community, whilst also building our commercial viability.

Please note the below covers all STC fixed and non-fixed assets.

#### **Mission Statement**

*Create a diverse commercial offering for the residents and visitors of Seaford.  
Providing local sustainably minded businesses the chance to launch and explore viability in affordable, accessible, and influential town spaces.*

The mission statement will be shared in all tender application information to ensure full transparency for potential applicants.

#### **Matrix System**

To ensure a fair and objective evaluation process for concession applicants, a matrix system has been implemented. This system considers various factors which officers will use to assess the suitability and potential contribution of each applicant. The following criteria will be included in the matrix:

**Experience & Business Proposal** – assessing applicants business plan, experience, and references.

**Financial Viability** – assessing the financial stability and capability of the application.

**Community Impact** – assessing the positive community impact of the application.

**Environmental Sustainability** – assessing the sustainability approach, credentials, and commitment to sustainable practices of the application.

**Accessibility & Inclusion** – accessing how the applicant serves a diverse audience and provides accessible options to serve all members of the community.

**Variety & Site Ownership** – accessing the offering and current business status of applicants to ensure the town maintains a range of business owners and business types across STC’s portfolio of assets. STC will strive to have different concession owners for all our fixed and non-fixed assets.

**Locality & Portfolio** – accessing the business location and any other commercial ventures.

**Health & Wellbeing** – accessing the applicant’s commitment to create spaces which support the physical and mental wellbeing of Seaford residents and visitors.

Each criterion will be assigned a weighted value between 1-5, and all applicants will be scored accordingly. This matrix system will ensure a thorough, impartial, and consistent evaluation process for all concession applications.

Officers will continue to evaluate the efficiency and relevance of the matrix and have delegated powers to amend in accordance with the needs of the town and STC. See below sample of the type of matrix used.

5	4	3	2	1		
Ideal offering exceeds expectation & criteria	Strong offering with room to grow into ideal	Acceptable offering but multiple areas to grow	Below average offering fails to meet criteria	Unacceptable offering fails to meet essential criteria		
Concession - The Salts						
		Applicant 1	Applicant 2	Applicant 3	Applicant 4	Applicant 5
Experience						
Business Proposal						
Financial Viability						
Community Impact						
Environmental Sustainability						
Accessibility						
Inclusion						
Variety (offering)						
Other site ownership						
Location						
Portfolio						
Health & Wellbeing						
Total						

## **Footprint Evaluation**

As part of this work, STC is introducing a footprint evaluation which looks at each assets physical space and introduces a charge for those looking to extend out of their agreed concessionary footprint.

This would be considered should concessions look to extend beyond their concession unit with tables, chairs etc. This would also be required should a concession wish to put on an event or activities which falls outside of their agreed space. Any such extension would need to first be approved by STC and would then be assessed on a case-by-case basis to confirm the cost. This will depend on duration, size, and purpose.

The above matrix will be consulted when looking at this charge and should the extension be deemed as supporting STC's mission statement, officers have the power to waive the fee.

## **Concessions License updates**

The below additional sections will be added to the existing legal document signed during the concession selection and approval process.

The proposed framework will set the standards and expectations for all concessions working within STC consent streets and land assets. These will be required to be adopted by all existing and new concessions.

**Licensing, Events, & Health and Safety documentation** – all documentation will be provided and reviewed annually and will be required to be completed by the concession within the agreed council timeframe. If addition licenses are required for the concession, they will notify STC ahead of application and send details upon completion. All elements of the application process will need to be completed by the concession, should STC officer time be involved this would need prior approval and would be chargeable to the concession.

**Operating times** - all concessions will comply to the agreed operating times within their contract, failure to do so will result in formal notification. Should no reason or evidence be provided by the concession STC reserves the right to terminate a concessions operating license and agreement within 7 days written notice.

**Duration of concession agreement** – standard term for all concessions will be 3 years with the potential to extend by 2 years based on performance evaluations and revaluation of the matrix criteria at the time.

**Revenue transparency** - a transparent revenue model must be adopted by all existing and new concessions. Providing STC with declared income via professional accounts. This ensures STC have an accurate picture of the viability and success of assets at each given site. This contributes to the financial sustainability of the council's assets and ensuring the tender process continues to be inclusive, competitive, and informed.

**Check ins, annual review & evaluation** – comprehensive concession communication will be introduced which allows STC to maintain healthy relationships with concessions, ensure ongoing compliance, evaluate concessions performance across the scaled matrix and address any emerging issues or concerns. Should STC have any unaddressed concerns regarding a concession they reserve the right to terminate a concessions operating license within 7 days written notice.

**Repair, condition & cleanliness** – concessions will support STC by maintaining a clean, clear, and accessible area around their concession and will maintain the footprint associated to their concession agreement to the highest standard. This includes supporting with shingle clearance for seafront concessions and any other waste management within the agreed footprint and immediate vicinity of their site. All concessions will be required to provide sustainable waste management at their site and must have their own waste bins.

**Public access** - concessions will support STC by maintaining clear and accessible areas around their concession and in the immediate vicinity. This includes providing clear signage for queuing and training staff to consistently consider and work to always ensure accessible access around the concession. Should STC have any unaddressed concerns regarding access or infringement on public access they reserve the right to terminate within 7 days written notice.

**Nature, product, and goods sold** – concessions will not be able to produce or sell anything other than the agreed items within their contract. Sub-letting or change of purpose or product must be first approved by STC. Failure to do so will result in termination within 7 days written notice.

**Plastics** – concessions will comply with the single-use plastics ban enforced by the UK government on 1<sup>st</sup> October 2023. Should STC have any unaddressed concerns regarding infringement on this public policy they reserve the right to terminate within 7 days written notice.

DRAFT





## Seaford Town Council

<b>Report No:</b>	<b>122/23</b>
<b>Agenda Item No:</b>	<b>10</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>7<sup>th</sup> December 2023</b>
<b>Title:</b>	<b>Bönningstedt Concessions – Creation of a Wellbeing Hub</b>
<b>By:</b>	<b>Helen Vits, Events &amp; Sponsorship Officer</b>
<b>Purpose of Report:</b>	<b>To present a proposal for Bönningstedt concessions to have a focus on health and wellbeing for the community and residents</b>

<b>Recommendations</b>
<b>The Community Services Committee is recommended:</b>
1. To approve a health and wellbeing focus for concessions in the Bönningstedt area.

### 1. Introduction

- 1.1 This report serves to seeks agreement that concessions in the Bönningstedt area will have a focus on health and wellbeing for the community and residents.
- 1.2 Subject to the motion being approved, going forwards health and wellbeing would be reviewed alongside the other key elements of the concession matrix, in order to ensure the chosen concessions, bring the most overall value to the space.

### 2. Information

- 2.1 In alignment with the new Concessions Policy being considered elsewhere on this agenda for proposal to Full Council, along with the strategic goals established for the Town Council, Officers would also like to propose that concessions around the Bönningstedt area have a prioritised focus on

health and wellbeing for the community and residents and be assessed accordingly during the tender process.

- 2.2 Given the tranquil nature of Seaford and the global focus on mental and physical health, officers feel this would bring a new focus and direction to the western end of the promenade.
- 2.3 Following Full Council approval, the sauna concession has already taken a section of the promenade and due to its growing popularity, is seeing an increased number of residents and visitors heading over to recharge, take time in tranquillity and focus on their mental and physical health.
- 2.4 In addition, to support in the creation of a 'wellbeing hub', officers would also like to propose offering a new concession on Bönningstedt at the Edinburgh Road entrance to replace the previous shellfish concession. This would see the total concession units in the Bönningstedt area to three.
- 2.5 With a whole host of local therapists and wellness professionals in the area, officers believe this could create a lot of local interest and may encourage collaboration to help create a new wellness space which serves the town like no other currently available.
- 2.6 Upon approval, it is proposed for officers to explore potential sponsorship and funding opportunities to further build this concept and make the most of this opportunity.
- 2.7 A new concession would be sought to be onsite from April 2024. One of the current two concessions onsite is also up for tender from April 2024. The tender process for both concession sites would launch in early 2024.

### **3. Financial Appraisal**

- 3.1 There are no direct financial implications as a result of this report.
- 3.2 Committee members should be aware that prioritising a health and wellbeing focus for concessions in the area does not necessarily mean that the highest tender bid would be awarded the contract. This is however in alignment with financial policies and guidelines, with achieving 'best value' not necessarily being best financial value.

### **4. Contact Officer**

- 4.1 The Contact Officer for this report is Helen Vits, Events & Sponsorship Officer.



## Seaford Town Council

<b>Report No:</b>	<b>118/23</b>
<b>Agenda Item No:</b>	<b>11</b>
<b>Committee:</b>	<b>Community Services</b>
<b>Date:</b>	<b>7<sup>th</sup> December 2023</b>
<b>Title:</b>	<b>Community Services Committee Draft Budget Report, 2024 - 2025</b>
<b>By:</b>	<b>Andy Beams, Locum Responsible Financial Officer (RFO)</b>
<b>Purpose of Report:</b>	<b>To present the Community Services Draft Budget for 2024 – 2025</b>

<b>Recommendations</b>
<b>The Committee is recommended:</b>
1. To comment upon the draft Committee Budget 2024 - 2025 and recommend its proposals to the Finance & General Purposes Committee.

### 1. Background

- 1.1 The Council has a statutory duty to set a budget annually, and to use this budget to determine the amount requested as the precept.
- 1.2 Each committee with budget responsibility formulates its own budget request, which is then consolidated and reviewed by the Finance & General Purposes Committee to formulate an overall budget for the Town Council.
- 1.3 Every effort is made to produce a draft proposal which accurately reflects the likely income and expenditure for the year, with figures based on known costs, inflationary increase and/or the best estimates where absolute figures are unavailable.

## 2. Summary

- 2.1 Attached to this report, as Appendix 1, is the draft Community Services Committee Budget for 2024 - 2025 along with the projections for 2025 - 2026, 2026 - 2027, 2027 - 2028 and 2028 - 2029.
- 2.2 This report includes explanations for any significant variances (10 % or more) compared to the previous year's budget figures.
- 2.3 As part of the budget setting process, the figures have been reviewed by Town Council officers and the Chair of this Committee.
- 2.4 Overall budgeted income for the Committee has reduced from £261,310 in 2023 - 2024 to £254,318 in 2024 - 2025 and expenditure has reduced from £704,195 in 2023 - 2024 to £503,023 in 2024 - 2025. The net result is a reduction in the committee requirement from £442,885 in 2023 - 2024 to £248,705 in 2024 - 2025.
- 2.5 Members are asked to note that officers continue to work on some aspects of the budget, and there may be further amendments as a result of updated information being received in the coming weeks.

## 3. Budget Information

### Salts Recreation Ground (cost centre 105)

- 3.1 Salts Recreation Ground income is budgeted to reduce from £58,485 in 2023 - 2024 to £53,387 in 2024 - 2025, with expenditure increasing from £150,190 in 2023 - 2024 to £162,644 in 2024 - 2025. The net expenditure requirement for the Salts Recreation Ground is budgeted to increase from £91,705 in 2023 - 2024 to £109,258 in 2024 - 2025.
- 3.2 The most significant changes in income are anticipated in the following budget lines:
  - (1057) Electricity Recharge** (35.8% reduction) - based on 5% increase on projected outturn.
  - (1073) Sports Pitch Hire & Green Fees** (11.1% increase) - based on income to date current year.

**(1095) Tennis Court Income – Annual Pass (28.6% reduction)** – based on income to date current year.

**(197) Tennis Court Income – Coaching Fees (no income for 2024 - 2025)** – not applicable for 2024 - 2025.

**3.3** The most significant changes in expenditure are anticipated in the following budget lines:

**(4052) Water & Sewerage (32.6% increase)** – based on 5% increase on projected outturn.

**(4053) Tennis Electric (new expenditure budget for 2024 - 2025)** - based on current year actual (previously unbudgeted).

**(4054) Salts Café Electric (new expenditure budget for 2024 - 2025)** - based on current year actual (previously unbudgeted).

**(4055) Electricity (95.7% reduction)** – relates only to the Cricket Pavilion as electric for Tennis and Café have their own codes.

**(4100) Telecommunications (18.3% increase)** – lifeguard phone, increase based on actual plus percentage rise.

**(4155) Professional Fees (no expenditure for 2024 - 2025)** – removed.

**(4201) Cleaning & Hygiene (new expenditure budget for 2024 - 2025)** – Salts Toilets based on costings received.

**(4250) Memorial Bench (new expenditure budget for 2024 - 2025)** – new as ear marked reserve (EMR) budget is insufficient for future maintenance.

**(4251) Dog Bin Emptying (26.2% increase)** – the increase includes new replacement dual purpose bins and continued emptying. By installing these new bins, this will see a reduction of almost 50% of current emptying costs. This is the same for all Dog Bin Emptying budgets within this Committee.

**(4261) General Maintenance (22.0% increase)** – based on anticipated spend.

**(4276) CCTV (15.0% reduction)** – based on current year actuals.

### **Crouch Recreation Ground (cost centre 106)**

**3.4** Crouch Recreation Ground income is budgeted to reduce from £15,955 in 2023 - 2024 to £14,318 in 2024 - 2025, with expenditure increasing from £49,425 in 2023 - 2024 to £49,609 in 2024 - 2025. The net expenditure requirement for the Crouch Recreation Ground is budgeted to increase from £33,470 in 2023 - 2024 to £35,291 in 2024 - 2025.

**3.5** The only significant change in income is anticipated in the following budget line:

**(1058) Water Recharge** (*73.3% reduction*) - based on current year actual cost.

**3.6** The most significant changes in expenditure are anticipated in the following budget lines:

**(4052) Water & Sewerage** (*33.3% reduction*) – credit balance held for Crouch, but new Crouch Garden charges.

**(4251) Dog Bin Emptying** (*26% increase*) – as explained within 3.3 above.

**(4260) Grounds Maintenance Contract** (*11.0% reduction*) - based on actual costs for current year plus percentage increase.

**(4261) General Maintenance** (*66.7% increase*) – increase to cover gates and fencing round the playpark.

**(4275) Building Maintenance** (*48.2% increase*) – based on projected costs for known works.

### **Martello Fields (cost centre 107)**

**3.7** Martello Fields income is budgeted to remain at £5,000 for 2024 - 2025, with expenditure reducing from £17,915 in 2023 - 2024 to £17,742 in 2024 - 2025. The net expenditure requirement for the Martello Fields is budgeted to reduce from £12,915 in 2023 - 2024 to £12,742 in 2024 - 2025.

**3.8** The only significant change in expenditure relates to the Dog Bin Emptying which is explained within 3.3 above.

### **Other Open Spaces (cost centre 108)**

**3.9** Other Open Spaces income is budgeted to remain at £90 for 2024 - 2025, with expenditure increasing from £34,610 in 2023 - 2024 to £37,102 in 2024 - 2025. The net expenditure requirement for the Other Open Spaces is budgeted to increase from £34,520 in 2023 - 2024 to £37,012 in 2024 - 2025.

**3.10** The most significant changes in expenditure are anticipated in the following budget lines:

**(4052) Water & Sewerage** (*55.6% reduction*) – based on actual costs for current year.

**(4115) Insurance** (*16.7% reduction*) - based on actual costs for current year and percentage increase.

**(4250) Memorial Bench** (*new expenditure budget for 2024 - 2025*) - new as EMR budget is insufficient for future maintenance.

**(4251) Dog Bin Emptying** (*26% increase*) – as explained within 3.3 above.

### **Crypt (cost centre 113)**

**3.11** Crypt income is budgeted to reduce from £300 in 2023 - 2024 to £0 in 2024 - 2025, with expenditure increasing from £800 in 2023 - 2024 to £3,380 in 2024 - 2025. The net expenditure requirement for the Crypt is budgeted to increase from £500 in 2023 - 2024 to £3,380 in 2024 - 2025.

**3.12** The only significant change in income is anticipated in the following budget line:

**(1051) Insurance Recharge** (*no income for 2024 - 2025*) – no lease in place and insurance falls due to the Town Council having no recharge capacity.

**3.13** The most significant changes in expenditure are anticipated in the following budget lines:

**(4275) Building Maintenance** (*500.0% increase*) – based on much needed repair and maintenance.

**(4279) Fire & Security** (*new expenditure budget for 2024 - 2025*) – for alarm maintenance (previously unbudgeted)

### **South Street Toilets (cost centre 114)**

**3.14** South Street Toilets generate no income. Expenditure is budgeted to increase from £2,000 in 2023 - 2024 to £17,165 in 2024 - 2025, which equates to the net expenditure requirement for South Street Toilets.

**3.15** The only significant change in expenditure is anticipated in the following budget lines:

**(4201) Cleaning & Hygiene** (*new expenditure budget for 2024 - 2025*) – based on costings received.

### **Martello Tower (cost centre 115)**

**3.16** Martello Tower generates no income. Expenditure is budgeted to increase from £6,890 in 2023 - 2024 to £18,420 in 2024 - 2025, which equates to the net expenditure requirement for Martello Tower.

**3.17** The only significant change in expenditure is anticipated in the following budget line:

**(4115) Insurance** (*18.4% increase*) – following recent re-valuation and based on anticipated increase in insurance costs.

**(4275) Building Maintenance** (*275.0% increase*) – based on known required works, including survey costs.

### **Seaford Head Estate (cost centre 116)**

**3.18** Seaford Head Estate income is budgeted to reduce from £42,430 in 2023 - 2024 to £37,730 in 2024 - 2025, with expenditure increasing from £34,305 in 2023 - 2024 to £46,215 in 2024 - 2025. The net expenditure requirement for Seaford Head Estate is budgeted to change from a surplus of £8,125 in 2023 - 2024 to a deficit of £8,485 in 2024 - 2025.

**3.19** The only significant change in income is anticipated in the following budget line:

**(1011) Filming** (*20.0% reduction*) - based on current year actual.

**3.20** The most significant changes in expenditure are anticipated in the following budget lines:



**(4115) Professional Fees** (*new expenditure budget for 2024 - 2025*) – for South Hill Barn works.

**(4250) Memorial Bench** (*new expenditure budget for 2024 - 2025*) - new as EMR budget is insufficient for future maintenance.

**(4260) Grounds Maintenance** (*11.5% increase*) - based on current year actual and percentage increase.

**(4275) Buildings Maintenance** (*300.0% increase*) – increase to cover pipework known costs.

**(4500) Nature Reserve Expenses** (*19.2% increase*) – RPI increase to current year actual as per agreement.

**(4501) Filming Expenses** (*57.9% reduction*) – based on 20% of filming income budget.

### **Seafront (cost centre 117)**

**3.21** Seafront income is budgeted to increase from £71,660 in 2023 - 2024 to £77,950 in 2024 - 2025, with expenditure increasing from £28,430 in 2023 - 2024 to £46,215 in 2024 - 2025. The net surplus for the Seafront is budgeted to reduce from £43,230 in 2023 - 2024 to £31,735 in 2024 - 2025.

**3.22** The most significant changes in income are anticipated in the following budget lines:

**(1025) Sponsorship** (*new income budget for 2024 - 2025*) – current arrangements in place for sponsorship (previously unbudgeted).

**(1058) Water Recharge** (*25.0% reduction*) - based on current year costs. Covers cost in 4052 so cost neutral.

**(1084) Promenade** (*no income for 2024 - 2025*) – removed for 2024 - 2025.

**3.23** The most significant changes in expenditure are anticipated in the following budget lines:

**(4022) Telescope Expenditure** (*new expenditure budget for 2024 - 2025*) – new budget line for 2024 - 2025.

**(4052) Water & Sewerage** (25.0% reduction) - based on current year costs. Recharged via 1058 so cost neutral.

**(4201) Cleaning & Hygiene** (new expenditure budget for 2024 - 2025) – cost of cleaning Martello toilets.

**(4250) Memorial Bench** (new expenditure budget for 2024 - 2025) – new as EMR budget is insufficient for future maintenance.

**(4270) Vehicles & Equipment Maintenance** (50.0% increase) – cost of defibrillator maintenance.

**(4275) Building Maintenance** (60.0% reduction) – due to the new toilets, it is expected to reduce the level of maintenance costs.

### **Beach Huts (cost centre 118)**

**3.24** Beach Huts income is budgeted to increase from £60,335 in 2023 - 2024 to £60,748 in 2024 - 2025, with expenditure increasing from £22,095 in 2023 - 2024 to £23,902 in 2024 - 2025. The net surplus for the Beach Huts is budgeted to reduce from £38,240 in 2023 - 2024 to £36,846 in 2024 - 2025.

**3.25** The most significant changes in income are anticipated in the following budget lines:

**(1057) Electricity Recharge** (83.3% reduction) - based on current year.

**(1066) Concessions** (25.6% increase) - based on current year income.

**3.26** The most significant changes in expenditure are anticipated in the following budget lines:

**(4052) Water & Sewerage** (new expenditure budget for 2024 - 2025) – for Bönningstedt tap (previously unbudgeted).

**(4110) Advertising & Publicity** (no expenditure for 2024 - 2025) – removed for 2024 - 2025.

**(4275) Building Maintenance** (50.0% increase) – based on anticipated maintenance need.

### **Old Town Hall (cost centre 119)**

- 3.27** Old Town Hall income is budgeted to increase from £1,790 in 2023/24 to £1,793 in 2024/25, with expenditure increasing from £1,390 in 2023/24 to £1,493 in 2024/25. The net surplus for the Old Town Hall is budgeted to reduce from £400 in 2023/24 to £300 in 2024/25.
- 3.28** There are no significant changes in individual income or expenditure budget lines.

### **Seaford in Bloom (cost centre 121)**

- 3.29** Seaford in Bloom income is budgeted to increase from £450 in 2023/24 to £500 in 2024/25, with expenditure increasing from £5,800 in 2023/24 to £6,000 in 2024/25. The net expenditure requirement for Seaford in Bloom is budgeted to increase from £5,380 in 2023/24 to £5,500 in 2024/25.
- 3.30** The only significant change in income is anticipated in the following budget line:
- (1025) Other income** (*11.1% increase*) - based on current income received via sponsorship agreement.

### **Allotments (cost centre 125)**

- 3.31** Allotment income is budgeted to increase from £1,150 in 2023 - 2024 to £1,338 in 2024 - 2025, with expenditure remaining at £500. The net surplus for the allotments is budgeted to increase from £650 in 2023 - 2024 to £838 in 2024 - 2025.
- 3.32** The only significant change in income is anticipated in the following budget line:
- (1050) Rent** (*16.4% increase*) – RPI increase on current year income as per agreement.

### **Other Recreation (cost centre 130)**

- 3.33** Other Recreation generates no income. Expenditure is budgeted to remain at £10,000, which equates to the net expenditure requirement for Other Recreation.

### **CCTV (cost centre 134)**

**3.34** CCTV generates no income. Expenditure is budgeted to reduce from £15,180 in 2023 - 2024 to £12,891 in 2024 - 2025, which equates to the net expenditure requirement for CCTV.

**3.35** The only significant change in expenditure is anticipated in the following budget line:

**(4055) Electricity** (*42.3% reduction*) – changed contract resulting in reduced cost.

### **Community Service Events (cost centre 135)**

**3.36** Community Service Event income is budgeted to reduce from £3,665 in 2023 - 2024 to £1,465 in 2024 - 2025, with expenditure increasing from £22,665 in 2023 - 2024 to £27,245 in 2024 - 2025. The net expenditure requirement for Community Service Events is budgeted to increase from £19,000 in 2023 - 2024 to £25,780 in 2024 - 2025.

**3.37** The most significant changes in income are anticipated in the following budget lines:

**(1025) Sponsorship** (*new budget*) – projected income following the appointment of the new sponsorship role.

**(1054) Other** (*no income for 2024 - 2025*) – removed for 2024 - 2025.

**(1070) Armed Forces Day** (*no income for 2024 - 2025*) - removed for 2024 - 2025.

**(1075) Christmas Event** (*no income for 2024 - 2025*) - removed for 2024 - 2025.

**3.38** The most significant changes in expenditure are anticipated in the following budget lines:

**(4195) Events Expenditure** (*26.3% reduction*) – based on anticipated costs of planned events.

**(4281) Christmas Event** (*33.3% reduction*) – based on current cost for event for Christmas 2024.

**(4282) Armed Forces Day** (*no expenditure for 2024 - 2025*) – event not planned for 2024 due to guidance around prioritising D-Day celebrations (see below).

**D-Day 2024** (*new expenditure budget for 2024 - 2025*) – new event for 2024.

### **Projects Pool (cost centre 225)**

**3.39** Projects Pool generates no income. Expenditure is budgeted to reduce from £301,000 in 2023 - 2024 to £21,500 in 2024 - 2025, which equates to the net expenditure requirement for the Projects Pool.

**3.40** The most significant changes in expenditure are anticipated in the following budget lines:

**(4155) Professional Fees** (*66.7% reduction*) – to cover climate change initiatives and contingency figure.

**(4257) Seafront Improvement Plan** (*no expenditure for 2024 - 2025*) – the finger post project in the 2023 - 2024 budget but will not commence until the next financial year – funds will be moved to EMR at year-end and these works will then sit within the Project Expenditure code.

**(4274) Project Expenditure** (*54.2% reduction*) – based on planned projects for 2024 - 2025.

**(4421) Martello Toilets Capital Costs** (*no expenditure for 2024 – 2025*) – project in 2024 - 2025 budget – will move unspent funds to EMR if incomplete at year-end.

**(4424) South Hill Barn Development** (*no expenditure for 2024 - 2025*) – no planned expenditure in 2024 - 2025.

**3.41** To confirm, this cost centre does not include all budgeted project work, as some projects are costed directly to the relevant individual cost centres.

### **Planning & Highways (cost centre 130)**

**3.42** Planning & Highways generates no income. Expenditure is budgeted to remain at £10,000, which equates to the net expenditure requirement for Planning & Highways.

## **4. Financial Appraisal**

- 4.1** The Community Services draft budget covers a range of cost centres covering essential facilities and services across the Town Council estate.
- 4.2** This budget represents one part of the Town Council's overall budget and must be combined with the other committee budgets to formulate the overall precept requirement. Based on the draft budgets at present, the anticipated precept increase is under 2%, although this may alter once the tax base figure is confirmed by Lewes District Council. For information, the rate of inflation as of 21 November 2023 is 4.6%.
- 4.3** The Council precept in 2023 - 2024 was £1,082,284. Based on a tax base\* of 9,556.3, this equated to a Band D equivalent of £113.25.
- 4.4** \* The 'tax base' being the number of properties in the town subject to Council Tax, calculated on an annual basis by Lewes District Council.
- 4.5** For every £10,000 increase or decrease in the draft budget, the Band D equivalent changes by approximately £1.04 (0.9%) based on the current tax base.

## **5. Contact Officer**

- 5.1** The contact Officer for this report is Andy Beams, Locum RFO.

Account Cost Centre Code		2022-23 Final Budget	2022-23 Actual Last Year	2023-24 Actual to 30/09/2023	2023-24 Projected Outturn	2023-24 Final Budget	2024-25 Draft Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2028-29 Projected Budget
<b>Salts Recreation Ground</b>											
<b>Cost Centre 105</b>											
1022	CIL Grants	-	-	11,196	11,196	-	-	-	-	-	-
1025	Income Sponsorship	-	230	230	230	-	230	230	-	-	-
1050	Income Rent	2,160	2,149	2,120	2,420	2,150	2,180	2,245	2,313	2,382	2,454
1051	Income Insurance Recharge	1,600	1,731	1,766	1,766	1,820	1,854	1,947	2,044	2,147	2,254
1055	Income Memorial Bench	-	2,598	2,550	2,550	-	-	-	-	-	-
1057	Income electricity recharge	-	7,239	4,094	8,200	13,400	8,610	9,041	9,493	9,967	10,466
1058	Income Water Recharge	4,000	4,040	(24)	4,750	4,750	4,988	4,988	5,237	5,237	5,499
1066	Concession Income	18,600	18,600	23,400	23,400	23,400	24,000	24,000	25,000	26,000	27,000
1073	Sports Pitch Hire & Green Fees	3,600	5,717	3,016	5,500	4,500	5,000	5,050	5,101	5,152	5,203
1095	Tennis Court Income - Annual Pass	8,465	2,337	2,365	2,780	4,235	3,025	3,575	3,850	4,125	4,400
1096	Tennis Court Income- Pay & Play	-	1,526	1,928	3,240	3,240	3,500	3,500	3,500	3,500	3,500
1097	Tennis Court Income- Coaching Fees	-	-	-	-	990	-	-	-	-	-
<b>Salts Recreation Ground Income</b>		<b>38,425</b>	<b>46,167</b>	<b>52,641</b>	<b>66,032</b>	<b>58,485</b>	<b>53,387</b>	<b>54,575</b>	<b>56,537</b>	<b>58,509</b>	<b>60,775</b>
4018	Water Refill Maint	-	58	36	36	-	-	-	-	-	-
4052	Water & Sewerage	7,500	6,291	8,761	13,000	9,500	12,600	13,230	13,892	14,586	15,315
4053	Tennis Electric	-	383	55	385	-	404	424	446	468	491
4054	Salts Café Electric	-	7,239	4,094	8,188	-	8,434	8,687	8,947	9,216	9,492
4055	Electricity	300	307	327	654	15,400	674	694	715	736	758
4095	Tennis Court Expenditure	5,000	1,502	823	7,675	7,675	7,282	7,582	7,632	7,932	8,182
4096	LTA loan	3,750	1,875	-	-	3,750	1,875	3,750	6,500	12,750	12,750
4100	Telecommunications	260	298	269	300	300	355	373	391	411	431
4115	Insurance	3,625	3,474	3,554	3,554	3,670	3,735	3,922	4,118	4,324	4,540
4155	Professional Fees	1,000	823	-	500	500	-	-	1,000	1,000	1,000
4201	Cleaning & Hygiene	-	-	-	6,750	-	16,725	17,561	18,439	19,361	20,329
4250	Memorial Bench	-	1,657	2,425	2,500	-	500	525	551	579	608
4251	Dog Bin Emptying	1,925	1,875	1,092	2,185	2,070	2,611	1,087	1,141	1,198	1,258

Account Cost Centre		2022-23	2022-23	2023-24	2023-24	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Code		Final Budget	Actual Last Year	Actual to 30/09/2023	Projected Outturn	Final Budget	Draft Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
4252	Additional Litter Pick	1,000	-	-	1,000	1,000	1,000	1,050	1,103	1,158	1,216
4260	Grounds Maintenance Contract	73,930	70,786	33,759	74,325	74,325	74,500	78,225	82,136	86,243	90,555
4261	General Maintenance	3,000	5,784	2,344	5,000	5,000	6,100	6,405	6,725	7,062	7,415
4275	Building Maintenance	5,000	5,578	2,156	5,000	5,000	5,000	5,250	5,513	5,788	6,078
4276	CCTV	800	720	660	660	1,000	850	893	937	984	1,033
4283	Playground	15,000	6,186	33,586	35,000	21,000	20,000	20,000	20,000	20,000	20,000
4411	VAT PE Adjustment		4,113	-	-	-	-	-	-	-	-
<b>Salts Recreation Ground Expenditure</b>		<b>122,090</b>	<b>118,949</b>	<b>93,941</b>	<b>166,712</b>	<b>150,190</b>	<b>162,644</b>	<b>169,657</b>	<b>180,185</b>	<b>193,795</b>	<b>201,452</b>
<b>Net Expenditure (Income)</b>		<b>83,665</b>	<b>72,782</b>	<b>41,300</b>	<b>100,680</b>	<b>91,705</b>	<b>109,258</b>	<b>115,081</b>	<b>123,648</b>	<b>135,286</b>	<b>140,677</b>
<b>Crouch Recreation Ground</b>											
<b>Cost Centre 106</b>											
1050	Income Rent	2,550	2,550	1,913	2,550	2,550	2,550	2,550	2,550	2,678	2,811
1051	Income Insurance Recharge	580	623	636	636	655	668	701	736	773	812
1053	Income Grants	-	-	-	-	-	-	-	-	-	-
1055	Income Memorial Bench	-	6,255	1,200	1,200	-	-	-	-	-	-
1058	Income Water Recharge	3,200	705	299	299	2,250	600	606	612	618	624
1073	Sports Pitch Hire & Green Fees	8,500	10,127	10,602	11,500	10,500	10,500	10,605	10,711	10,818	10,926
<b>Crouch Recreation Ground Income</b>		<b>14,830</b>	<b>20,260</b>	<b>14,650</b>	<b>16,185</b>	<b>15,955</b>	<b>14,318</b>	<b>14,462</b>	<b>14,610</b>	<b>14,887</b>	<b>15,174</b>
4052	Water & Sewerage	5,500	4,773	4,014	4,500	4,500	3,000	3,150	3,308	3,473	3,647
4115	Insurance	795	868	886	886	915	931	978	1,026	1,078	1,132
4155	Professional Fees	1,000	-	-	-	-	1,000	1,000	1,000	1,000	1,000
4250	Memorial Bench	-	3,380	1,694	2,000	-	500	525	551	579	608
4251	Dog Bin Emptying	1,375	1,339	780	1,560	1,410	1,778	740	777	816	857
4260	Grounds Maintenance Contract	34,930	35,235	11,998	27,050	31,900	28,400	29,820	31,311	32,877	34,520
4261	General Maintenance	3,000	2,486	2,229	3,500	3,000	5,000	5,150	5,305	5,464	5,628
4275	Building Maintenance	500	125	335	2,700	2,700	4,000	1,000	1,000	1,000	1,000
4283	Playground	5,000	2,760	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000



Account Code	Cost Centre	2022-23 Final Budget	2022-23 Actual Last Year	2023-24 Actual to 30/09/2023	2023-24 Projected Outturn	2023-24 Final Budget	2024-25 Draft Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2028-29 Projected Budget
4411	VAT PE Adjustment		7,190	-	-	-	-	-	-	-	-
	<b>Crouch Recreation Ground Expenditure</b>	<b>52,100</b>	<b>58,156</b>	<b>21,936</b>	<b>47,196</b>	<b>49,425</b>	<b>49,609</b>	<b>47,363</b>	<b>49,278</b>	<b>51,286</b>	<b>53,391</b>
	<b>Net Expenditure (Income)</b>	<b>37,270</b>	<b>37,896</b>	<b>7,286</b>	<b>31,011</b>	<b>33,470</b>	<b>35,291</b>	<b>32,900</b>	<b>34,668</b>	<b>36,399</b>	<b>38,217</b>
	<b><u>Martello Fields</u></b>										
	<b>Cost Centre 107</b>										
1011	Income Filming	-	-	1,170	1,170	-	-	-	-	-	-
1050	Income Rent	7,500	4,600	6,960	6,960	5,000	5,000	5,150	5,305	5,464	5,628
	<b>Martello Fields Income</b>	<b>7,500</b>	<b>4,600</b>	<b>8,130</b>	<b>8,130</b>	<b>5,000</b>	<b>5,000</b>	<b>5,150</b>	<b>5,305</b>	<b>5,464</b>	<b>5,628</b>
4115	Insurance	10	7	-	-	-	-	-	-	-	-
4251	Dog Bin Emptying	1,100	1,071	624	1,248	1,130	1,425	593	623	654	687
4260	Grounds Maintenance Contract	14,060	14,081	5,964	13,635	14,785	14,317	15,033	15,784	16,573	17,402
4261	General Maintenance	4,000	1,627	207	2,000	2,000	2,000	2,100	2,205	2,315	2,431
4411	VAT PE Adjustment	-	1,821	-	-	-	-	-	-	-	-
	<b>Martello Fields Expenditure</b>	<b>19,170</b>	<b>18,607</b>	<b>6,795</b>	<b>16,883</b>	<b>17,915</b>	<b>17,742</b>	<b>17,726</b>	<b>18,612</b>	<b>19,543</b>	<b>20,520</b>
	<b>Net Expenditure (Income)</b>	<b>11,670</b>	<b>14,007</b>	<b>(1,335)</b>	<b>8,753</b>	<b>12,915</b>	<b>12,742</b>	<b>12,576</b>	<b>13,308</b>	<b>14,079</b>	<b>14,892</b>
	<b><u>Other Open Spaces</u></b>										
	<b>Cost Centre 108</b>										
1011	Income Filming	-	-	313	313	-	-	-	-	-	-
1025	Income Sponsorship	-	230	-	250	-	-	-	-	-	-
1050	Income Rent	90	90	90	90	90	90	90	90	90	90
1053	Income Grants	-	-	-	-	-	-	-	-	-	-
1055	Income Memorial Bench	-	-	95	95	-	-	-	-	-	-
1066	Income Concession	-	-	-	-	-	-	-	-	-	-
1072	Income Trees for Seaford	-	8,373	-	-	-	-	-	-	-	-
	<b>Other Open Spaces Income</b>	<b>90</b>	<b>8,693</b>	<b>498</b>	<b>748</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>

<b>Account Cost Centre</b>		<b>2022-23</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>
<b>Code</b>		<b>Final Budget</b>	<b>Actual Last Year</b>	<b>Actual to 30/09/2023</b>	<b>Projected Outturn</b>	<b>Final Budget</b>	<b>Draft Budget</b>	<b>Projected Budget</b>	<b>Projected Budget</b>	<b>Projected Budget</b>	<b>Projected Budget</b>
4018	Water Refill Maintenance	-	58	36	36	-	-	-	-	-	-
4052	Water & Sewerage	415	(57)	8	150	450	200	206	212	219	225
4115	Insurance	35	39	48	48	60	50	53	55	58	61
4154	Land Registry Fees	60	-	-	-	60	60	60	60	60	60
4155	Professional Fees	-	520	-	-	-	-	-	-	-	-
4250	Memorial Bench	-	590	430	430	-	500	525	551	579	608
4251	Dog Bin Emptying	2,200	2,143	1,248	2,496	2,255	2,844	1,184	1,243	1,305	1,370
4260	Grounds Maintenance Contract	19,660	22,649	11,760	24,046	23,785	25,248	26,511	27,836	29,228	30,689
4261	General Maintenance	9,000	11,759	4,990	7,000	7,000	7,200	7,560	7,938	8,335	8,752
4262	Trees for Seaford Expenses	-	13,176	-	-	-	-	-	-	-	-
4275	Building Maintenance	500	846	-	-	1,000	1,000	1,000	1,000	1,000	1,000
4411	VAT PE Adjustment	-	-	-	-	-	-	-	-	-	-
<b>Other Open Spaces Expenditure</b>		<b>31,870</b>	<b>51,723</b>	<b>18,520</b>	<b>34,206</b>	<b>34,610</b>	<b>37,102</b>	<b>37,098</b>	<b>38,896</b>	<b>40,783</b>	<b>42,765</b>
<b>Net Expenditure (Income)</b>		<b>31,780</b>	<b>43,030</b>	<b>18,022</b>	<b>33,458</b>	<b>34,520</b>	<b>37,012</b>	<b>37,008</b>	<b>38,806</b>	<b>40,693</b>	<b>42,675</b>

<b>Account Cost Centre</b>		<b>2022-23</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>
<b>Code</b>		<b>Final Budget</b>	<b>Actual Last Year</b>	<b>Actual to 30/09/2023</b>	<b>Projected Outturn</b>	<b>Final Budget</b>	<b>Draft Budget</b>	<b>Projected Budget</b>	<b>Projected Budget</b>	<b>Projected Budget</b>	<b>Projected Budget</b>
<b><u>Crypt</u></b>											
<b>Cost Centre 113</b>											
1051	Income Insurance Recharge	390	-	-	-	300	-	-	-	-	-
1057	Income Electricity Recharge	-	1,539	743	1,105	-	-	-	-	-	-
1058	Income Water Recharge	-	141	57	220	-	-	-	-	-	-
1063	Income Gas Recharge	-	669	352	564	-	-	-	-	-	-
<b>Crypt Income</b>		<b>390</b>	<b>2,349</b>	<b>1,152</b>	<b>1,889</b>	<b>300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
4052	Water & Sewerage	-	155	57	220	-	-	-	-	-	-
4055	Electricity	-	1,854	487	1,105	-	-	-	-	-	-
4056	Gas	-	711	318	564	-	-	-	-	-	-
4115	Insurance	390	283	289	289	300	305	320	336	353	371
4275	Building Maintenance	4,200	4,884	599	5,500	500	3,000	3,000	3,000	3,000	3,000
4279	Fire & Security	-	-	75	75	-	75	79	83	87	91
<b>Crypt Expenditure</b>		<b>4,590</b>	<b>7,887</b>	<b>1,825</b>	<b>7,753</b>	<b>800</b>	<b>3,380</b>	<b>3,399</b>	<b>3,419</b>	<b>3,440</b>	<b>3,462</b>
<b><u>Net Expenditure (Income)</u></b>		<b>4,200</b>	<b>5,538</b>	<b>673</b>	<b>5,864</b>	<b>500</b>	<b>3,380</b>	<b>3,399</b>	<b>3,419</b>	<b>3,440</b>	<b>3,462</b>
<b><u>South Street Toilets</u></b>											
<b>Cost Centre 114</b>											
4275	Building Maintenance	3,000	1,728	1,702	6,000	2,000	2,000	2,060	2,122	2,185	2,251
4201	Cleaning & Hygiene	-	-	-	6,124	-	15,165	15,923	16,719	17,555	18,433
<b>South Street Expenditure</b>		<b>3,000</b>	<b>1,728</b>	<b>1,702</b>	<b>12,124</b>	<b>2,000</b>	<b>17,165</b>	<b>17,983</b>	<b>18,841</b>	<b>19,741</b>	<b>20,684</b>
<b><u>Net Expenditure (Income)</u></b>		<b>3,000</b>	<b>1,728</b>	<b>1,702</b>	<b>12,124</b>	<b>2,000</b>	<b>17,165</b>	<b>17,983</b>	<b>18,841</b>	<b>19,741</b>	<b>20,684</b>

Account Cost Centre Code		2022-23 Final Budget	2022-23 Actual Last Year	2023-24 Actual to 30/09/2023	2023-24 Projected Outturn	2023-24 Final Budget	2024-25 Draft Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2028-29 Projected Budget
<b><u>Martello Tower</u></b>											
<b>Cost Centre 115</b>											
4115	Insurance	1,745	2,749	3,256	3,256	2,890	3,420	3,591	3,771	3,959	4,157
4275	Building Maintenance	4,000	4,388	5,030	15,000	4,000	15,000	1,000	1,000	1,000	1,000
<b>Martello Tower Expenditure</b>		<b>5,745</b>	<b>7,137</b>	<b>8,286</b>	<b>18,256</b>	<b>6,890</b>	<b>18,420</b>	<b>4,591</b>	<b>4,771</b>	<b>4,959</b>	<b>5,157</b>
<b><u>Net Expenditure (Income)</u></b>		<b>5,745</b>	<b>7,137</b>	<b>8,286</b>	<b>18,256</b>	<b>6,890</b>	<b>18,420</b>	<b>4,591</b>	<b>4,771</b>	<b>4,959</b>	<b>5,157</b>
<b><u>Seaford Head Estate</u></b>											
<b>Cost Centre 116</b>											
1011	Income Filming	20,000	45,495	15,600	20,000	25,000	20,000	20,000	20,000	20,000	20,000
1021	Income South Hill Barn	1,000	1,168	1,234	1,500	1,000	1,000	1,000	1,000	1,000	1,000
1050	Income Rent	10,000	10,000	5,000	10,000	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	3,250	3,250	3,250
1054	Income Other	-	689	-	-	-	-	-	-	-	-
1055	Income Memorial Bench	-	2,993	248	248	-	-	-	-	-	-
1066	Income Concession	3,300	2,503	1,855	3,180	3,180	3,480	3,500	3,600	3,700	3,800
1200	Income Nature Reserve	-	594	528	700	-	-	-	-	-	-
<b>Seaford Head Estate Income</b>		<b>37,550</b>	<b>66,692</b>	<b>24,465</b>	<b>38,878</b>	<b>42,430</b>	<b>37,730</b>	<b>37,750</b>	<b>37,850</b>	<b>37,950</b>	<b>38,050</b>
4115	Insurance	905	445	454	454	470	480	504	529	556	583
4155	Professional Fees	-	-	625	2,625	-	10,000	-	-	-	-
4156	Bank Charges	-	3	7	15.00	-	16	17	17	18	19
4199	Other Expenditure	-	789	-	-	-	-	-	-	-	-
4250	Memorial Bench	-	1,701	1,257	1,257	-	500	500	500	500	500
4251	Dog Bin Emptying	1,100	1,071	624	1,248	1,130	1,425	593	623	654	687
4260	Grounds Maintenance Contract	1,130	1,146	655	1,280	1,205	1,344	1,411	1,482	1,556	1,634
4261	General Maintenance	3,000	2,262	1,741	3,000	3,000	3,000	3,090	3,183	3,278	3,377
4275	Buildings Maintenance	1,000	1,155	169	1,000	1,000	4,000	4,120	4,244	4,371	4,502
4411	VAT PE Adjustment overclaimed	-	347	-	-	-	-	-	-	-	-

Account Cost Centre Code		2022-23 Final Budget	2022-23 Actual Last Year	2023-24 Actual to 30/09/2023	2023-24 Projected Outturn	2023-24 Final Budget	2024-25 Draft Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2028-29 Projected Budget
4500	Nature Reserve Expenses	16,900	18,945	20,107	20,107	18,000	21,450	22,523	23,649	24,831	26,073
4501	Filming Expenses	4,000	9,099	2,320	4,000	9,500	4,000	4,000	4,000	4,000	4,000
<b>Seaford Head Estate Expenditure</b>		<b>28,035</b>	<b>36,963</b>	<b>27,959</b>	<b>34,986</b>	<b>34,305</b>	<b>46,215</b>	<b>36,757</b>	<b>38,226</b>	<b>39,764</b>	<b>41,374</b>
<b>Net Expenditure (Income)</b>		<b>(9,515)</b>	<b>(29,729)</b>	<b>3,494</b>	<b>(3,892)</b>	<b>(8,125)</b>	<b>8,485</b>	<b>(993)</b>	<b>376</b>	<b>1,814</b>	<b>3,324</b>
<b>Seafont Cost Centre 117</b>											
1011	Income Filming	1,000	700	9,355	9,355	200	200	200	200	200	200
1019	Rechargeable Income	-	-	-	453	-	-	-	-	-	-
1025	Income Sponsorship	-	710	710	710	-	460	460	-	-	-
1055	Income Memorial Bench	-	757	-	-	-	-	-	-	-	-
1057	Income Electricity Recharge	3,820	3,819	5,593	12,365	12,000	12,600	13,230	13,892	14,586	15,315
1058	Income Water Recharge	100	166	18	136	200	150	158	165	174	182
1066	Income Concession	43,075	55,290	53,055	58,640	59,060	64,540	94,390	97,340	101,300	105,250
1078	Income Entertainments Area	-	150	-	-	-	-	-	-	-	-
1084	Income Promenade	150	249	-	-	200	-	-	-	-	-
1089	Income Telescope	-	4,923	-	-	-	-	-	-	-	-
<b>Seafont Income</b>		<b>48,145</b>	<b>66,764</b>	<b>68,731</b>	<b>81,659</b>	<b>71,660</b>	<b>77,950</b>	<b>108,438</b>	<b>111,597</b>	<b>116,260</b>	<b>120,948</b>
4018	Water Refill Maint	-	233	154	154	-	-	-	-	-	-
4019	Rechargeable Expenditure	-	-	-	365	-	-	-	-	-	-
4022	Telescope Expenditure	-	4,425	343	-	-	200	200	200	200	200
4052	Water & Sewerage	500	166	68	136	200	150	158	165	174	182
4055	Electricity	3,820	4,308	5,104	12,000	12,000	12,600	13,230	13,892	14,586	15,315
4115	Insurance	985	911	925	925	965	975	1,024	1,075	1,129	1,185
4155	Professional fees	-	-	-	-	-	-	-	-	-	-
4201	Cleaning & Hygiene	-	-	1,538	11,437	-	18,200	19,110	20,066	21,069	22,122
4250	Memorial Bench	-	5,523	60	100	-	500	525	551	579	608
4253	Shelters	2,500	3,390	789	2,000	2,625	2,400	2,520	2,646	2,778	2,917

Account Cost Centre		2022-23	2022-23	2023-24	2023-24	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Code		Final Budget	Actual Last Year	Actual to 30/09/2023	Projected Outturn	Final Budget	Draft Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
4254	Martello Entertainments Area	-	895	-	-	-	-	-	-	-	-
4255	Shoal Expenditure	500	-	-	-	-	-	-	-	-	-
4261	General Maintenance	10,000	4,953	4,552	10,000	10,000	10,000	10,000	10,000	10,000	10,000
4270	Vehicles & Equipment Maintenance	100	-	128	140	100	150	158	165	174	182
4275	Building Maintenance	2,000	4,164	1,941	2,500	2,500	1,000	1,050	1,103	1,158	1,216
4411	VAT PE Adjustment	-	-	-	-	-	-	-	-	-	-
4501	Filming Expenses	200	140	2,084	2,084	40	40	40	40	40	40
n/a	Martello Toilets rebuild PWLB loan	11,600	-	-	-	-	-	-	-	-	-
<b>Seafont Expenditure</b>		<b>32,205</b>	<b>29,108</b>	<b>17,685</b>	<b>41,841</b>	<b>28,430</b>	<b>46,215</b>	<b>48,014</b>	<b>49,902</b>	<b>51,886</b>	<b>53,968</b>
<b>Net Expenditure (Income)</b>		<b>(15,940)</b>	<b>(37,656)</b>	<b>(51,046)</b>	<b>(39,818)</b>	<b>(43,230)</b>	<b>(31,735)</b>	<b>(60,424)</b>	<b>(61,694)</b>	<b>(64,374)</b>	<b>(66,980)</b>
<b>Beach Huts</b>											
<b>Cost Centre 118</b>											
1019	Rechargeable Income	-	-	-	-	-	-	-	-	-	-
1054	Income Other	-	188	385	385	-	-	-	-	-	-
1057	Income Electricity Recharge	300	65	38	38	300	50	53	55	58	61
1060	Beach Hut Site Licence	27,625	30,690	28,411	28,411	28,410	28,411	29,263	30,141	31,045	31,976
1061	Beach Hut Annual Rental	12,090	12,604	12,463	12,463	12,465	12,837	13,222	13,619	14,027	14,448
1066	Beach Hut Concessions x 4	5,150	4,450	4,125	4,875	3,900	4,900	4,900	4,900	4,900	4,900
1094	Income Seasonal Beach Huts	13,300	15,263	14,550	14,550	15,260	14,550	14,987	15,436	15,899	16,376
<b>Beach Huts Income</b>		<b>58,465</b>	<b>63,260</b>	<b>59,972</b>	<b>60,722</b>	<b>60,335</b>	<b>60,748</b>	<b>62,424</b>	<b>64,151</b>	<b>65,929</b>	<b>67,761</b>
4019	Rechargeable Expenditure	-	-	-	-	-	-	-	-	-	-
4021	Electricity Top Up Cards	-	-	-	-	-	-	50	-	-	50
4051	Rates	5,300	4,242	2,654	4,454	4,445	4,677	4,911	5,156	5,414	5,685
4052	Water & Sewerage	-	-	22	67	-	100	105	110	116	122
4055	Electricity	240	267	119	285	300	300	315	331	347	365
4110	Advertising & Publicity	-	-	-	-	250	-	-	-	-	-

Account Cost Centre		2022-23	2022-23	2023-24	2023-24	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Code		Final Budget	Actual Last Year	Actual to 30/09/2023	Projected Outturn	Final Budget	Draft Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
4115	Insurance	1,060	646	572	572	600	600	630	662	695	729
4258	Seasonal Beach Hut Revenue Expenditure	14,500	12,378	8,456	14,500	14,500	15,225	15,986	16,786	17,625	18,506
4275	Building Maintenance	4,000	2,176	1,702	2,000	2,000	3,000	3,000	3,000	3,000	3,000
4411	VAT PE Adjustment										
<b>Beach Huts Expenditure</b>		<b>25,100</b>	<b>19,709</b>	<b>13,525</b>	<b>21,878</b>	<b>22,095</b>	<b>23,902</b>	<b>24,997</b>	<b>26,044</b>	<b>27,196</b>	<b>28,456</b>
<b>Net Expenditure (Income)</b>		<b>(33,365)</b>	<b>(43,551)</b>	<b>(46,447)</b>	<b>(38,844)</b>	<b>(38,240)</b>	<b>(36,846)</b>	<b>(37,427)</b>	<b>(38,107)</b>	<b>(38,733)</b>	<b>(39,305)</b>
<b>Old Town Hall</b>											
<b>Cost Centre 119</b>											
1050	Income Rent	1,540	1,541	930	1,593	1,600	1,600	1,680	1,764	1,852	1,945
1051	Income Insurance Recharge	205	180	184	184	190	193	203	213	223	235
<b>Old Town Hall Income</b>		<b>1,745</b>	<b>1,721</b>	<b>1,114</b>	<b>1,777</b>	<b>1,790</b>	<b>1,793</b>	<b>1,883</b>	<b>1,977</b>	<b>2,076</b>	<b>2,179</b>
4115	Insurance	205	180	184	184	190	193	203	213	223	235
4155	Professional Fees	-	900	-	500	-	-	-	-	-	-
4275	Building Maintenance	2,000	994	60	1,200	1,200	1,300	1,365	1,433	1,505	1,580
4411	VAT PE Adjustment		30	-							
<b>Old Town Hall Expenditure</b>		<b>2,205</b>	<b>2,104</b>	<b>244</b>	<b>1,884</b>	<b>1,390</b>	<b>1,493</b>	<b>1,568</b>	<b>1,646</b>	<b>1,728</b>	<b>1,815</b>
<b>Net Expenditure (Income)</b>		<b>460</b>	<b>383</b>	<b>(870)</b>	<b>107</b>	<b>(400)</b>	<b>(300)</b>	<b>(315)</b>	<b>(331)</b>	<b>(347)</b>	<b>(365)</b>

Account Code	Cost Centre	2022-23 Final Budget	2022-23 Actual Last Year	2023-24 Actual to 30/09/2023	2023-24 Projected Outturn	2023-24 Final Budget	2024-25 Draft Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2028-29 Projected Budget
<b>Seaford In Bloom</b>											
<b>Cost Centre 121</b>											
1025	Other Income	415	-	500	500	450	500	500	500	500	500
	<b>Seaford In Bloom Income</b>	<b>415</b>	<b>-</b>	<b>500</b>	<b>500</b>	<b>450</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>
4402	Seaford In Bloom	5,490	5,329	5,649	5,649	5,800	6,000	6,300	6,615	6,946	7,293
	<b>Seaford In Bloom Expenditure</b>	<b>5,490</b>	<b>5,329</b>	<b>5,649</b>	<b>5,649</b>	<b>5,800</b>	<b>6,000</b>	<b>6,300</b>	<b>6,615</b>	<b>6,946</b>	<b>7,293</b>
	<b>Net Expenditure (Income)</b>	<b>5,075</b>	<b>5,329</b>	<b>5,149</b>	<b>5,149</b>	<b>5,350</b>	<b>5,500</b>	<b>5,800</b>	<b>6,115</b>	<b>6,446</b>	<b>6,793</b>
<b>Allotments</b>											
<b>Cost Centre 125</b>											
1050	Income Rent	1,035	1,102	1,254	1,254	1,150	1,338	1,405	1,475	1,549	1,626
	<b>Allotments Income</b>	<b>1,035</b>	<b>1,102</b>	<b>1,254</b>	<b>1,254</b>	<b>1,150</b>	<b>1,338</b>	<b>1,405</b>	<b>1,475</b>	<b>1,549</b>	<b>1,626</b>
4261	General Maintenance	500	50	816	816	500	500	500	500	500	500
	<b>Allotments Expenditure</b>	<b>500</b>	<b>50</b>	<b>816</b>	<b>816</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>
	<b>Net Expenditure (Income)</b>	<b>(535)</b>	<b>(1,052)</b>	<b>(438)</b>	<b>(438)</b>	<b>(650)</b>	<b>(838)</b>	<b>(905)</b>	<b>(975)</b>	<b>(1,049)</b>	<b>(1,126)</b>
<b>Other Recreation</b>											
<b>Cost Centre 130</b>											
4410	Swimming Pool	10,000	19,100	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000
4411	VAT PE Adjustment Overclaimed		(1,450)	-		-					
	<b>Other Recreation Expenditure</b>	<b>10,000</b>	<b>17,650</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
	<b>Net Expenditure (Income)</b>	<b>10,000</b>	<b>17,650</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>



Account Cost Centre Code		2022-23 Final Budget	2022-23 Actual Last Year	2023-24 Actual to 30/09/2023	2023-24 Projected Outturn	2023-24 Final Budget	2024-25 Draft Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2028-29 Projected Budget
<b>CCTV</b>											
<b>Cost Centre 134</b>											
4055	Electricity	3,000	5,588	387	2,868	6,000	3,465	3,638	3,820	4,011	4,212
4115	Insurance	350	398	406	406	425	426	447	470	493	518
4276	CCTV	8,500	8,154	-	34,680	8,755	9,000	9,000	9,000	9,000	9,000
<b>CCTV Expenditure</b>		<b>11,850</b>	<b>14,140</b>	<b>793</b>	<b>37,954</b>	<b>15,180</b>	<b>12,891</b>	<b>13,086</b>	<b>13,290</b>	<b>13,504</b>	<b>13,730</b>
<b>Net Expenditure (Income)</b>		<b>11,850</b>	<b>14,140</b>	<b>793</b>	<b>37,954</b>	<b>15,180</b>	<b>12,891</b>	<b>13,086</b>	<b>13,290</b>	<b>13,504</b>	<b>13,730</b>
<b>Community Service Events</b>											
<b>Cost Centre 135</b>											
1025	Sponsorship	-	-	-	-	-	1,000	1,000	1,000	1,000	1,000
1053	Income Grants	-	-	-	-	-	-	-	-	-	-
1054	Income Other	-	-	-	100	25	-	-	-	-	-
1070	Armed Forces Day	1,000	208	276	276	200	-	-	-	-	-
1075	Christmas Event Income	7,210	1,766	-	-	3,000	-	-	-	-	-
1083	Income Street Market	-	515	528	528	440	465	488	513	538	565
<b>Community Service Events Income</b>		<b>8,210</b>	<b>2,489</b>	<b>804</b>	<b>904</b>	<b>3,665</b>	<b>1,465</b>	<b>1,488</b>	<b>1,513</b>	<b>1,538</b>	<b>1,565</b>
4115	Insurance	65	61	62	62	65	65	68	72	75	79
4195	Events Expenditure	1,500	1,007	-	1,000	1,600	1,180	3,000	3,000	3,000	3,000
4273	Christmas Lights	15,000	7,926	-	10,000	10,000	10,000	12,000	12,000	12,000	12,000
4281	Christmas Event Expenditure	10,300	8,719	-	6,000	9,000	6,000	6,180	6,365	6,556	6,753
4282	Armed Forces Day Expenditure	2,000	1,281	1,523	1,523	2,000	-	-	-	-	-
TBA	D-Day 2024	-	-	-	-	-	10,000	-	-	-	-
4411	VAT PE Adjustment Overclaimed	-	4	-	-	-	-	-	-	-	-
<b>Community Service Events Expenditure</b>		<b>28,865</b>	<b>18,998</b>	<b>1,585</b>	<b>18,585</b>	<b>22,665</b>	<b>27,245</b>	<b>21,248</b>	<b>21,437</b>	<b>21,632</b>	<b>21,832</b>
<b>Net Expenditure (Income)</b>		<b>20,655</b>	<b>16,509</b>	<b>781</b>	<b>17,681</b>	<b>19,000</b>	<b>25,780</b>	<b>19,760</b>	<b>19,924</b>	<b>20,093</b>	<b>20,267</b>

<b>Account Cost Centre</b>		<b>2022-23</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>
<b>Code</b>		<b>Final Budget</b>	<b>Actual Last Year</b>	<b>Actual to 30/09/2023</b>	<b>Projected Outturn</b>	<b>Final Budget</b>	<b>Draft Budget</b>	<b>Projected Budget</b>	<b>Projected Budget</b>	<b>Projected Budget</b>	<b>Projected Budget</b>
<b>Projects Pool</b>											
<b>Cost Centre 225</b>											
1014	CIL Receipts & S106 Receipts	-	378,976	882	7,839	-	-	-	-	-	-
1016	Beach Hut Sales	42,000	50,572	-	-	-	-	-	-	-	-
1022	CIL Grants		12,165	-	-	-	-	-	-	-	-
1053	Income Grants	222,750	2,000	-	-	-	-	-	-	-	-
<b>Projects Pool Income</b>		<b>264,750</b>	<b>443,713</b>	<b>882</b>	<b>7,839</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
4095	Tennis Court Expenditure	-	21,853	(8,338)	-	-	-	-	-	-	-
4155	Professional Fees	15,000	8,544	1,394	5,000	15,000	5,000	15,000	5,000	5,000	5,000
4257	Seaford Improvement Plan	20,000	9,032	-	-	10,000	-	-	-	-	-
4259	Bonningstedt Wall	-	21,040	-	21,087	-	-	-	-	-	-
4274	Project Expenditure	20,000	36,171	2,039	22,039	36,000	16,500	20,000	20,000	20,000	20,000
4411	VAT PE Adjustment overclaimed	-	865	-	-	-	-	-	-	-	-
4420	Bonn BH Capital Expenditure	-	636	-	-	-	-	-	-	-	-
4421	Martello Toilets Capital Costs	427,550	16,412	12,662	470,000	220,000	-	-	-	-	-
4423	Salts Development Plan	-	-	-	-	-	-	-	-	-	-
4424	South Hill Barn Development	10,000	22,506	3,250	3,250	20,000	-	10,000	10,000	10,000	10,000
<b>Projects Pool Expenditure</b>		<b>492,550</b>	<b>137,059</b>	<b>11,007</b>	<b>521,376</b>	<b>301,000</b>	<b>21,500</b>	<b>45,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>
<b>Net Expenditure (Income)</b>		<b>227,800</b>	<b>(306,654)</b>	<b>10,125</b>	<b>513,537</b>	<b>301,000</b>	<b>21,500</b>	<b>45,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>
<b>Planning &amp; Highways</b>											
<b>Cost Centre 301</b>											
4263	Bus Shelter Maintenance/Cleaning	1,500	360	150	500	1,000	1,000	1,050	1,103	1,158	1,216
4411	VAT PE Adjustment overclaimed		-	-	-	-	-	-	-	-	-
<b>Planning &amp; Highways Expenditure</b>		<b>1,500</b>	<b>360</b>	<b>150</b>	<b>500</b>	<b>1,000</b>	<b>1,000</b>	<b>1,050</b>	<b>1,103</b>	<b>1,158</b>	<b>1,216</b>
<b>Net Expenditure (Income)</b>		<b>1,500</b>	<b>360</b>	<b>150</b>	<b>500</b>	<b>1,000</b>	<b>1,000</b>	<b>1,050</b>	<b>1,103</b>	<b>1,158</b>	<b>1,216</b>

Account Cost Centre Code		2022-23 Final Budget	2022-23 Actual Last Year	2023-24 Actual to 30/09/2023	2023-24 Projected Outturn	2023-24 Final Budget	2024-25 Draft Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2028-29 Projected Budget
<b>COMMUNITY SERVICES COMMITTEE SUMMARY</b>											
<b>Net Expenditure (Income)</b>											
105	Salts Recreation Ground	83,665	72,782	41,300	100,680	91,705	109,258	115,081	123,648	135,286	140,677
106	The Crouch Recreation Ground	37,270	37,896	7,286	31,011	33,470	35,291	32,900	34,668	36,399	38,217
107	Martello Fields	11,670	14,007	(1,335)	8,753	12,915	12,742	12,576	13,308	14,079	14,892
108	Other Open Spaces	31,780	43,030	18,022	33,458	34,520	37,012	37,008	38,806	40,693	42,675
113	Crypt	4,200	5,538	673	5,864	500	3,380	3,399	3,419	3,440	3,462
114	South Street	3,000	1,728	1,702	12,124	2,000	17,165	17,983	18,841	19,741	20,684
115	Martello Tower	5,745	7,137	8,286	18,256	6,890	18,420	4,591	4,771	4,959	5,157
116	Seaford Head Estate	(9,515)	(29,729)	3,494	(3,892)	(8,125)	8,485	(993)	376	1,814	3,324
117	Seafont	(15,940)	(37,656)	(51,046)	(39,818)	(43,230)	(31,735)	(60,424)	(61,694)	(64,374)	(66,980)
118	Beach Huts	(33,365)	(43,551)	(46,447)	(38,844)	(38,240)	(36,846)	(37,427)	(38,107)	(38,733)	(39,305)
119	Old Town Hall	460	383	(870)	107	(400)	(300)	(315)	(331)	(347)	(365)
121	Seaford In Bloom	5,075	5,329	5,149	5,149	5,350	5,500	5,800	6,115	6,446	6,793
125	Allotments	(535)	(1,052)	(438)	(438)	(650)	(838)	(905)	(975)	(1,049)	(1,126)
130	Other Recreation	10,000	17,650	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000
134	CCTV	11,850	14,140	793	37,954	15,180	12,891	13,086	13,290	13,504	13,730
135	Community Service Other	20,655	16,509	781	17,681	19,000	25,780	19,760	19,924	20,093	20,267
225	Projects Pool	227,800	(306,654)	10,125	513,537	301,000	21,500	45,000	35,000	35,000	35,000
301	Planning & Highways	1,500	360	150	500	1,000	1,000	1,050	1,103	1,158	1,216
<b>Total Net Committee Requirement</b>		<b>395,315</b>	<b>(182,153)</b>	<b>(2,375)</b>	<b>712,081</b>	<b>442,885</b>	<b>248,705</b>	<b>218,171</b>	<b>222,162</b>	<b>238,108</b>	<b>248,317</b>
<b>Total Committee Income</b>		<b>481,550</b>	<b>727,810</b>	<b>234,793</b>	<b>286,517</b>	<b>261,310</b>	<b>254,318</b>	<b>288,165</b>	<b>295,603</b>	<b>304,752</b>	<b>314,296</b>
<b>Total Committee Expenditure</b>		<b>876,865</b>	<b>545,657</b>	<b>232,418</b>	<b>998,599</b>	<b>704,195</b>	<b>503,023</b>	<b>506,336</b>	<b>517,765</b>	<b>542,860</b>	<b>562,614</b>
<b>Total Net Committee requirement</b>		<b>395,315</b>	<b>(182,153)</b>	<b>(2,375)</b>	<b>712,081</b>	<b>442,885</b>	<b>248,705</b>	<b>218,171</b>	<b>222,162</b>	<b>238,108</b>	<b>248,317</b>

Account Cost Centre Code	2022-23 Final Budget	2022-23 Actual Last Year	2023-24 Actual to 30/09/2023	2023-24 Projected Outturn	2023-24 Final Budget	2024-25 Draft Budget	2025-26 Projected Budget	2026-27 Projected Budget	2027-28 Projected Budget	2028-29 Projected Budget
<b>Expenditure from EMR:</b>										
EMR323 - The Crypt	(1,075)	(1,414)		(3,661)						
EMR326 - General Maint / Open Spaces	-	(1,251)								
EMR327 - Salts	-	(1,840)								
EMR329 - Salts Landscaping	-	(845)								
EMR336 - Swimming Pool	-	(9,101)								
EMR342 - Trees for Seaford	-	(13,176)								
EMR344 - Projects Reserve						(10,000)				
EMR353 - Professional Fees	-	(8,544)	(894)	(2,894)						
EMR356 - Playgrounds	-	-	(8,500)	(8,500)						
EMR361 - CIL		-		(228,984)						
EMR363 - Capital Receipts	(189,618)	(69,549)		(133,705)	(200,000)					
EMR366- Seafront Improvement Plan	(15,182)	(16,412)	(12,662)	(87,311)	(20,000)					
EMR 367-WRS	-	(349)	(226)	(226)						
EMR 368-Tennis Courts	-	(21,853)								
EMR 369 - VAT	-	(12,920)								
<b>Income transferred to EMR:</b>										
EMR334 - Seaford Head / SH Barn	-	19,829								
EMR342 - Trees for Seaford	-	8,373								
EMR344 - Projects Reserve	-	4,149		10,000						
EMR353 - Professional Fees	-		10,000	10,000	10,000					
EMR356 - Playgrounds	-	11,054	13,389	13,389	13,389					
EMR357 - Seafront Maintenance		5,000								
EMR361 - CIL		378,976	882	7,839						
EMR363 - Capital Receipts	42,000	50,572								
EMR366- Seafront Improvement Plan		68,913								
EMR 367-WRS	-	1,170	940	1,190						
EMR368 - Tennis Courts	-	3,875	5,400	5,400	5,400					
EMR 369 - VAT	-									
	231,440	212,504	5,955	294,619	251,674	238,705	218,171	222,162	238,108	248,317