Horndean Parish Council

FINAL BUDGET (DRAFT) 2020-21

Cost Centre Code	Cost Centre Name	FULL YR ACTUAL 2018-19	FULL YR BUDGET 2019-20	YTD ACT APR-AUG 2019-20	FULL YR BUDGET 2020-21	Change	Notes
201	Central Costs	173,485	190,700	66,281	194,623	3,923	
222	Grants	5,284	7,000	1,450	7,000	0	
	TOTAL EXPENDITURE	178,768	197,700	67,731	201,623	3,923	
201	Central Costs	-13,227	-5,304	-11,056	-5,504	-200	
	TOTAL INCOME	-13,227	-5,304	-11,056	-5,504	-200	
Finance & General Purpose	**NET EXPENDITURE**	**165,542**	**192,396**	**56,675**	**196,119**	**3,723**	
301	Napier Hall	21,917	30,552	20,490	20,757	-9,795	£10k non recurring for refurb in 19-20
305	Jubilee Hall	46,638	23,835	29,850	22,190	-1,645	
306	Jubilee Admin	0	0	0	36,300	36,300	Transfer from 310/315 + loan
308	LEOH Community Building	2,750	0	0	0	0	
310	Tyfield House	24,873	25,724	14,527	0	-25,724	closed
315	Lucky Lite	9,237	10,214	5,386	0	-10,214	closed
	TOTAL EXPENDITURE	105,415	90,325	70,253	79,247	-11,078	
301	Napier Hall	-28,078	-24,300	-12,028	-29,200	-4,900	increased income target
305	Jubilee Hall	-26,865	-27,200	-11,078	-27,900	-700	
	TOTAL INCOME	-54,943	-51,500	-23,106	-57,100	-5,600	
Property Management	**NET EXPENDITURE**	**50,472**	**38,825**	**47,147**	**22,147**	**-16,678**	
407	Countryside Sites	4,400	1,090	55	1,000	-90	
408	Amenity Sites	28,038	15,044	5,936	8,608	-6,436	
470	Other Open Spaces Costs	168,452	176,429	61,829	175,783	-646	
	TOTAL EXPENDITURE	200,890	192,563	67,820	185,391	-7,172	
407	Countryside Sites	-19,070	-11,729	-2,149	-11,729	0	
408	Amenity Sites	-12,519	-2,011	-2,542	-2,100	-89	
	TOTAL INCOME	-31,589	-13,740	-4,690	-13,829	-89	
Open Spaces	**NET EXPENDITURE**	**169,301**	**178,823**	**63,130**	**171,562**	**-7,261**	
	GRAND TOTAL EXPENDITURE	**485,074**	**480,587**	**205,804**	**466,260**	**-14,327**	
	GRAND TOTAL INCOME	**-99,758**	**-70,544**	**-38,852**	**-76,433**	**-5,889**	
	GRAND NET EXPENDITURE	**385,316**	**410,044**	**166,952**	**389,827**	**-20,216**	
	EARMARKED RESERVES		**26,000**		**5,071**	**-20,929**	
	GENERAL RESERVES		**-53,386**		**-13,357**	**40,029**	
	GRAND TOTAL		**382,658**		**381,541**	**-1,116**	
	EHDC Allowance (tax Support Grant)		**0**		**0**		
	Precept		**382,658**		**381,541**		
	Tax Base		**5,107.55**		**5,092.66**		
	2019-20 / 2020-21 Band d precept		**£74.92**		**£74.92**	**0.0%**	

FINAL BUDGET 2020-21				FULL YR	FULL YR	YTD ACT	FULL YR	
Cost Centre		Nominal Code		ACTUAL	BUDGET	APR-AUG	BUDGET	
Code	Description	Code	Description	2018-19	2019-20	2019-20	2020-21	Change
201	Finance & General Purposes	2000	Admin Salaries	128,292	143,537	55,460	155,609	12,072
201	Finance & General Purposes	2050	Staff Travel & Expenses	4,265	864	270	600	-264
201	Finance & General Purposes	2060	Staff Training	718	2,000	0	1,200	-800
201	Finance & General Purposes	2070	Medical / Health & Safety Exp.	706	600	20	5,600	5,000
201	Finance & General Purposes	2920	Recruitment	548	1,000	532	1,000	0
201	Finance & General Purposes	3052	Janitorial Supplies	1,090	700	289	1,000	300
201	Finance & General Purposes	4011	IT Support	2,348	2,600	471	2,360	-240
201	Finance & General Purposes	4022	Postage	184	300	11	300	0
201	Finance & General Purposes	4024	Printing	1,742	1,916	660	1,916	0
201	Finance & General Purposes	4026	Stationery	1,088	1,200	261	1,200	0
201	Finance & General Purposes	4029	Subscriptions	4,508	4,700	3,488	4,500	-200
201	Finance & General Purposes	4030	Audit	1,560	2,140	0	1,960	-180
201	Finance & General Purposes	4035	Professional Fees	3,307	3,600	190	1,800	-1,800
201	Finance & General Purposes	4040	Insurance	8,876	8,900	0	9,240	340
201	Finance & General Purposes	4062	Public Events	4,935	6,765	376	5,100	-1,665
201	Finance & General Purposes	4072	Members Expenses & Training	719	500	114	500	0
201	Finance & General Purposes	4075	Superannuation fund supplement	7,800	8,500	3,542	0	-8,500
201	Finance & General Purposes	4076	Election	0	0	478	0	0
201	Finance & General Purposes	4078	Office Equipment	721	800	87	660	-140
201	Finance & General Purposes	4080	Bank Fees	78	78	33	78	0
222	Grants	5010	Sundry Grants (Internal Grant)	5,284	7,000	1,450	7,000	0
			TOTAL EXPENDITURE	**178,768**	**197,700**	**67,731**	**201,623**	**3,923**
201	Finance & General Purposes	1049	CIL Neighbourhood Grant	-7,567	0	-6,855	0	0
201	Finance & General Purposes	1060	Information Officer	-3,404	-3,404	-3,404	-3,404	0
201	Finance & General Purposes	1080	Cabling Income	-9	0	-8	0	0
201	Finance & General Purposes	1090	Interest Received	-1,887	-1,700	-789	-1,900	-200
201	Finance & General Purposes	1100	Recycling Income	-359	-200	0	-200	0
			TOTAL INCOME	**-13,227**	**-5,304**	**-11,056**	**-5,504**	**-200**
	FINANCE & GENERAL PURPOSE		**NET EXPENDITURE**	**165,542**	**192,396**	**56,675**	**196,119**	**3,723**
301	Napier Hall	2050	Staff Travel & Expenses	0	2,700	1,175	3,000	300
301	Napier Hall	3001	Rates	2,784	2,840	2,848	2,900	60
301	Napier Hall	3002	Utilities	2,375	2,730	719	2,500	-230
301	Napier Hall	3008	Licensing	474	571	0	490	-81
301	Napier Hall	3009	Repairs and Maintenance	4,509	13,000	12,016	2,750	-10,250
301	Napier Hall	3052	Janitorial Supplies	128	50	0	50	0
301	Napier Hall	3055	Caretaker Salaries	9,113	8,135	3,526	8,571	436
301	Napier Hall	3060	Telephones	503	526	207	496	-30
301	Napier Hall	4035	Professional Fees	2,030	0	0	0	0
305	Jubilee Hall	2050	Staff Travel & Expenses	0	540	286	720	180
305	Jubilee Hall	3001	Rates	1,680	1,710	1,719	1,750	40
305	Jubilee Hall	3002	Utilities	2,026	2,530	914	2,130	-400
305	Jubilee Hall	3008	Licensing	268	300	0	280	-20
305	Jubilee Hall	3009	Repairs and Maintenance	2,945	4,655	1,141	4,000	-655
305	Jubilee Hall	3052	Janitorial Supplies	153	100	5	100	0
305	Jubilee Hall	3055	Caretaker Salaries	11,383	12,671	4,698	11,832	-840
305	Jubilee Hall	3056	Security	651	620	190	670	50
305	Jubilee Hall	3060	Telephones	668	708	280	708	0
305	Jubilee Hall	4035	Professional Fees	26,864	0	20,618	0	0
306	Jubilee Admin	3001	Rates	0	0	0	4,460	4,460
306	Jubilee Admin	3002	Utilities	0	0	0	1,990	1,990
306	Jubilee Admin	3009	Repairs and Maintenance	0	0	0	2,000	2,000
306	Jubilee Admin	3012	Rent	0	0	0	0	0
306	Jubilee Admin	3020	Staff Cleaning	0	0	0	0	0
306	Jubilee Admin	3052	Janitorial Supplies	0	0	0	100	100
306	Jubilee Admin	3056	Security	0	0	0	700	700
306	Jubilee Admin	3060	Telephones	0	0	0	1,940	1,940
306	Jubilee Admin	tbc	Loan Interest	0	0	0	25,110	25,110
308	LEOH Community Building	4035	Professional Fees	2,750	0	0	0	0
310	Tyfield House	3001	Rates	4,272	4,360	4,370	0	-4,360
310	Tyfield House	3002	Utilities	1,895	1,720	851	0	-1,720
310	Tyfield House	3009	Repairs and Maintenance	900	1,824	542	0	-1,824
310	Tyfield House	3012	Rent	14,806	14,880	7,403	0	-14,880
310	Tyfield House	3020	Staff Cleaning	376	0	0	0	0
310	Tyfield House	3052	Janitorial Supplies	42	100	5	0	-100
310	Tyfield House	3056	Security	662	900	557	0	-900
310	Tyfield House	3060	Telephones	1,920	1,940	799	0	-1,940
315	Lucky Lite	3001	Rates	2,592	2,644	2,651	0	-2,644

FINAL BUDGET 2020-21				FULL YR	FULL YR	YTD ACT	FULL YR	
Cost Centre		Nominal Code		ACTUAL	BUDGET	APR-AUG	BUDGET	
Code	Description	Code	Description	2018-19	2019-20	2019-20	2020-21	Change
315	Lucky Lite	3002	Utilities	400	800	89	0	-800
315	Lucky Lite	3009	Repairs and Maintenance	5	500	45	0	-500
315	Lucky Lite	3012	Rent	6,240	6,270	2,600	0	-6,270
			TOTAL EXPENDITURE	**105,415**	**90,325**	**70,253**	**79,247**	**-11,078**
301	Napier Hall	1075	Halls Income	-28,078	-24,300	-12,028	-29,200	-4,900
305	Jubilee Hall	1075	Halls Income	-26,865	-27,200	-11,078	-27,900	-700
			TOTAL INCOME	**-54,943**	**-51,500**	**-23,106**	**-57,100**	**-5,600**
	PROPERTY MANAGEMENT		**NET EXPENDITURE**	**50,472**	**38,825**	**47,147**	**22,147**	**-16,678**
407	Countryside Sites	3100	Granary	0	0	12	0	0
407	Countryside Sites	6010	Catherington Down	458	0	28	0	0
407	Countryside Sites	6020	Catherington Lith	414	0	0	0	0
407	Countryside Sites	6040	Causeway Copse	53	0	0	0	0
407	Countryside Sites	6050	Dell Piece	50	0	0	0	0
408	Countryside Sites	6054	Downs Park	0	0	5	0	0
407	Countryside Sites	6060	Hazleton Common	2,397	0	0	0	0
407	Countryside Sites	6110	Parsonage Field	28	0	0	0	0
407	Countryside Sites	6150	Yoells Copse	195	0	0	0	0
407	Countryside Sites	6160	Other Sites	805	1,090	9	1,000	-90
408	Amenity Sites	3001	Rates	1,176	1,200	1,203	1,227	27
408	Amenity Sites	3099	Lith Av/Lith Lane/Cath Rd Pond	3,269	0	65	0	0
408	Amenity Sites	3150	War Memorials	170	170	0	170	0
408	Amenity Sites	6052	Deep Dell	124	0	873	0	0
408	Amenity Sites	6054	Downs Park	8	0	0	0	0
408	Amenity Sites	6070	Jubilee Field	87	0	0	0	0
408	Amenity Sites	6115	Five Heads Recreation Ground	93	0	0	0	0
408	Amenity Sites	6120	St Giles Churchyard	1,335	0	110	0	0
408	Amenity Sites	6130	Village Centre	3,789	2,600	-359	500	-2,100
408	Amenity Sites	6160	Other Sites	961	1,600	46	1,200	-400
408	Amenity Sites	6180	Football Pitches Maintenance	4,223	3,500	48	500	-3,000
408	Amenity Sites	6205	Car Parks	37	300	2,550	300	0
408	Amenity Sites	6580	Play Equipment	11,130	4,000	660	3,000	-1,000
408	Amenity Sites	6582	Playground Checks Salaries	1,636	1,674	741	1,711	36
470	Other Open Spaces Costs	3060	Telephones	150.83	144	60	144	0
470	Other Open Spaces Costs	4062	Events	17	1,000	0	600	-400
470	Other Open Spaces Costs	6500	Countryside Team Salaries	117,772	125,450	51,611	130,747	5,297
470	Other Open Spaces Costs	6510	Litter Picking	2,071	2,100	1,089	2,220	120
470	Other Open Spaces Costs	6530	Waste Bins	4,774	6,940	1,193	4,900	-2,040
470	Other Open Spaces Costs	6590	Materials & Equipment Maintenance	2,065	2,200	380	2,200	0
470	Other Open Spaces Costs	6591	Rangers Equipment	473	0	0	0	0
470	Other Open Spaces Costs	6592	Rangers Equipment Hire	1,722	1,500	124	1,500	0
470	Other Open Spaces Costs	6620	Vehicle Running Costs	4,365	4,000	2,380	4,000	0
470	Other Open Spaces Costs	6624	Waste Removal	3,882	3,990	1,112	3,600	-390
470	Other Open Spaces Costs	6636	Grass Cutting	16,520	16,820	0	16,600	-220
470	Other Open Spaces Costs	6638	Fencing	1,809	1,000	555	1,000	0
470	Other Open Spaces Costs	6640	Training for Countryside Team	1,945	2,500	33	2,400	-100
470	Other Open Spaces Costs	6648	Tree Work & Maintenance	8,308	4,000	1,614	4,000	0
470	Other Open Spaces Costs	6650	Uniform for Countryside Team	345	625	138	624	-1
470	Other Open Spaces Costs	6651	Personal Protection Equipment	370	1,250	81	1,248	-2
470	Other Open Spaces Costs	6661	Open Spaces, Projects	1,862	2,910	1,458	0	-2,910
			TOTAL EXPENDITURE	**200,890**	**192,563**	**67,820**	**185,391**	**-7,172**
407	Countryside Sites	1005	HLS Payments	-7,761	-7,863	101	-7,863	0
407	Countryside Sites	1030	Rural Payments Scheme	-3,696	-3,116	0	-3,116	0
407	Countryside Sites	1035	Catherington Down	-750	-750	-750	-750	0
407	Countryside Sites	1050	Developer's Contribution	-6,863	0	-1,500	0	0
408	Amenity Sites	1025	Football Pitches	-2,011	-2,011	-875	-2,100	-89
408	Amenity Sites	1038	Councillor Grants (EHDC)	-1,467	0	-1,667	0	0
408	Amenity Sites	1050	Developer's Contribution	-9,041	0	0	0	0
			TOTAL INCOME	**-31,589**	**-13,740**	**-4,690**	**-13,829**	**-89**
	OPEN SPACES		**NET EXPENDITURE**	**169,301**	**178,823**	**63,130**	**171,562**	**-7,261**

NET EXPENDITURE	**385,316**	**410,044**	**166,952**	**389,827**	**-20,216**
SUMMARY	**385,316**	**410,044**	**166,952**	**389,827**	**-20,216**
Reconcile	**0**	**0**	**0**	**0**	**0**

Horndean Parish Council

Code	RESERVES	Q1 ACT Jun-19	Q4 FCAST Mar-20	Transfers	F&GP Adj	Ash Die Back	EMR Adj's	Forecast Apr-20	Notes
310	**GENERAL FUNDS**	**140,223**	**144,166**	**429**	**3,522**	**-25,000**		**123,117**	may be used to finance Jubilee Hall project in 19-20 but will be replenished in April 20 from loan
	CURRENT YEAR FUNDS	**91,063**	**30,000**					**30,000**	forecast made as at the end of September 2019
	Funds needed to balance budget							**-13,357**	
		231,286	**174,166**	**429**	**3,522**	**-25,000**	**0**	**139,760**	
	% of Precept							**36.6%**	
	No. of Months Running Costs							**4.4**	
325	IT Equipment	6,000	6,000					6,000	£6,000 reserve held for possible replacement of IT equipment
326	Vehicle Replacement	20,000	20,000				5,000	25,000	to be increased each year by £5,000 to reach £25,000 by 2020/21
329	Napier Hall Improvements	19,669	12,929	-12,929	1,000			1,000	reduced as refurbishment undertaken in 2019-20, to be built up in coming years
334	The Granary	6,000	6,000					6,000	
338	Lith Avenue re-surfacing	3,838	3,838					3,838	
340	Jubilee Hall Project	153,728	0	12,500				12,500	for fixtures & fittings (£2,500) plus possible duplicate costs (£2,500 x 4 months)
341	Playgrounds	15,000	15,000					15,000	Wet Pour at Merchistoun Playground (£15,000)
342	Grounds Equipment	4,517	4,517					4,517	
343	Legal & Professional Costs	10,000	10,000		-5,000			5,000	
344	Election	6,000	5,522		-3,522			2,000	
346	Fencing	5,000	5,000					5,000	
347	Tree Maintenance	4,000	0		4,000		0	4,000	
348	LychGate Repairs	1,500	1,500				500	2,000	to be increased each year by £500 to reach £5,000 in preparation for repair works in 2027/28
350	Community Infrastructure Levy	14,423	21,000					21,000	
351	Land East of Horndean	7,250	7,250					7,250	
352	Wagtail Road Grass Cutting	4,000	3,750					3,750	£250 to be used for Wagtail Rd each year
	TOTAL OF EARMARKED FUNDS	**280,924**	**122,305**	**-429**	**-3,522**	**0**	**5,500**	**123,854**	
	GRAND TOTAL	**512,210**	**296,471**	**0**	**0**	**-25,000**	**5,500**	**263,614**	

	DESCRIPTION OF FUNDS	
325	*IT Equipment*	*New IT Equipment installed into the Admin Office in 2015-16. Assumed Lifecycle 4 years. Fund to be built up for 2019/20*
326	*Vehicle Replacement*	*2 x New Vehicles purchased in 2015-16. Assumed Lifecycle 5 years. Fund to be built up for 2020/21*
329	*Napier Hall Improvements*	*Reserve for future maintenance on Napier Hall*
334	*The Granary*	*Reserve for future maintenance on the Granary*
338	*Lith Avenue re-surfacing*	*Reserve for future maintenance on the Lith Avenue Re-surfacing*
340	*Jubilee Hall Project*	*Reserve for costs associated with Jubilee Hall redevelopment*
341	*Playgrounds*	*Reserve for maintenance/upgrades to Play areas*
342	*Grounds Equipment*	*Reserve for purchase of large pieces of equipment*
343	*Legal & Professional Costs*	*Reserve for major legal and professional expenses*
344	*Election*	*Funds to be increased to build a reserve for the next parish Elections*
346	*Fencing*	*Reserve for major fencing works*
347	*Tree Maintenance*	*Reserve for major tree works*
348	*LychGate Repairs*	*Funds to be increased year on year to prepare for any major project*
350	*Community Infrastructure Levy*	*Funds Received stored here until projects to spend monies identified*
351	*Land East of Horndean*	*Reserve for costs associated with Land East of Horndean*
352	*Wagtail Road Grass Cutting*	*Reserve for Grass Cutting Contract addition for Wagtail Road (£2.5k) ; Beautification Project (£1.5k)*