Horndean Parish Council

FINAL BUDGET 2021-22

SUMMARY - SECTION 1

Cost Centre Code	Cost Centre Name	FULL YR ACTUAL 2019-20	FULL YR BUDGET 2020-21	YTD ACT APR-AUG 2020-21	FULL YR BUDGET 2021-22	Change	Notes
201	Central Costs	180,961	194,623	74,853	191,265	-3,357	
222	Grants	4,680	7,000	2,075	5,000	-2,000	
	TOTAL EXPENDITURE	185,641	201,623	76,928	196,265	-5,357	
201	Central Costs	-18,739	-5,504	-9,037	-5,164	340	
	TOTAL INCOME	-18,739	-5,504	-9,037	-5,164	340	
Finance & General Purpose	**NET EXPENDITURE**	**166,902**	**196,119**	**67,891**	**191,101**	**-5,017**	
301	Napier Hall	39,789	20,757	4,722	20,073	-684	
305	Jubilee Hall	336,247	22,190	241,770	20,388	-1,802	
306	Jubilee Admin	0	36,300	0	38,476	2,176	Transfer from 310/315 + loan
310	Tyfield House	26,206	0	15,287	0	0	closed
315	Lucky Lite	9,746	0	5,482	0	0	closed
	TOTAL EXPENDITURE	411,988	79,247	267,261	78,937	-310	
301	Napier Hall	-28,223	-29,200	-836	-8,760	20,440	reduced income target due to COVID 19
305	Jubilee Hall	-307,046	-27,900	-1,042	-8,370	19,530	reduced income target due to COVID 19
	TOTAL INCOME	-335,269	-57,100	-1,878	-17,130	39,970	
Property Management	**NET EXPENDITURE**	**76,719**	**22,147**	**265,384**	**61,807**	**39,660**	
407	Countryside Sites	987	1,000	193	1,000	0	
408	Amenity Sites	7,486	8,608	12,905	8,737	129	
470	Other Open Spaces Costs	160,296	175,783	60,180	174,707	-1,076	
	TOTAL EXPENDITURE	168,769	185,391	73,278	184,444	-947	
407	Countryside Sites	-13,605	-11,729	-777	-11,729	0	
408	Amenity Sites	-3,767	-2,100	-525	-2,100	0	
	TOTAL INCOME	-17,372	-13,829	-1,302	-13,829	0	
Open Spaces	**NET EXPENDITURE**	**151,398**	**171,562**	**71,977**	**170,615**	**-947**	
	GRAND TOTAL EXPENDITURE	**766,398**	**466,260**	**417,468**	**459,646**	**-6,614**	
	GRAND TOTAL INCOME	**-371,379**	**-76,433**	**-12,216**	**-36,123**	**40,310**	
	GRAND NET EXPENDITURE	**395,018**	**389,827**	**405,251**	**423,523**	**33,696**	
	EARMARKED RESERVES		**5,071**		**-23,057**	**-28,128**	
	GENERAL RESERVES		**-13,357**		**-20,201**	**-6,844**	
	GRAND TOTAL		**381,541**		**380,265**	**-1,276**	
	EHDC Allowance (tax Support Grant)		**0**		**0**		
	Precept		**381,541**		**380,265**		
	Tax Base		**5,092.66**		**5,075.63**		
	2020-21 / 2021-22 Band d precept		**£74.92**		**£74.92**	**0.00%**	

FINAL BUDGET 2021-22				FULL YR	FULL YR	YTD ACT	FULL YR	
Cost Centre		Nominal Code		ACTUAL	BUDGET	APR-AUG	BUDGET	
Code	Description	Code	Description	2019-20	2020-21	2020-21	2021-22	Change
201	Finance & General Purposes	2000	Admin Salaries	137,325	155,609	64,161	159,242	3,633
201	Finance & General Purposes	2050	Staff Travel & Expenses	719	600	191	600	0
201	Finance & General Purposes	2060	Staff Training	775	1,200	-30	1,200	0
201	Finance & General Purposes	2070	Medical / Health & Safety Exp.	633	5,600	1,151	600	-5,000
201	Finance & General Purposes	2920	Recruitment	1,101	1,000	0	1,000	0
201	Finance & General Purposes	3052	Janitorial Supplies	949	1,000	536	1,000	0
201	Finance & General Purposes	4011	IT Support	4,543	2,360	1,686	2,360	0
201	Finance & General Purposes	4022	Postage	14	300	8	300	0
201	Finance & General Purposes	4024	Printing	1,641	1,916	633	1,916	0
201	Finance & General Purposes	4026	Stationery	616	1,200	507	1,200	0
201	Finance & General Purposes	4029	Subscriptions	4,648	4,500	3,465	4,800	300
201	Finance & General Purposes	4030	Audit	1,890	1,960	0	2,000	40
201	Finance & General Purposes	4035	Professional Fees	1,830	1,800	1,038	1,430	-370
201	Finance & General Purposes	4040	Insurance	8,799	9,240	426	7,160	-2,080
201	Finance & General Purposes	4062	Public Events	5,575	5,100	75	5,220	120
201	Finance & General Purposes	4072	Members Expenses & Training	236	500	0	500	0
201	Finance & General Purposes	4075	Superannuation fund supplement	8,500	0	0	0	0
201	Finance & General Purposes	4076	Election	478	0	0	0	0
201	Finance & General Purposes	4078	Office Equipment	572	660	797	660	0
202	Finance & General Purposes	4079	Debit Card Fees	38	0	1	0	0
201	Finance & General Purposes	4080	Bank Fees	78	78	208	78	0
222	Grants	5010	Sundry Grants (Internal Grant)	4,680	7,000	2,075	5,000	-2,000
			TOTAL EXPENDITURE	**185,641**	**201,623**	**76,928**	**196,265**	**-5,357**
201	Finance & General Purposes	1049	CIL Neighbourhood Grant	-13,432	0	-4,885	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	-8	0	-8	0	0
201	Finance & General Purposes	1090	Interest Received	-1,895	-1,900	-690	-1,560	340
201	Finance & General Purposes	1100	Recycling Income	0	-200	0	-200	0
201	Finance & General Purposes	1110	Miscellaneous Income	0	0	-50	0	0
			TOTAL INCOME	**-18,739**	**-5,504**	**-9,037**	**-5,164**	**340**
	FINANCE & GENERAL PURPOSE		**NET EXPENDITURE**	**166,902**	**196,119**	**67,891**	**191,101**	**-5,017**
301	Napier Hall	2050	Staff Travel & Expenses	2,777	3,000	61	3,000	0
301	Napier Hall	3001	Rates	2,848	2,900	0	2,900	0
301	Napier Hall	3002	Utilities	2,934	2,500	676	2,500	0
301	Napier Hall	3008	Licensing	700	490	0	700	210
301	Napier Hall	3009	Repairs and Maintenance	21,168	2,750	331	2,750	0
301	Napier Hall	3052	Janitorial Supplies	43	50	0	50	0
301	Napier Hall	3055	Caretaker Salaries	8,694	8,571	3,419	7,543	-1,028
301	Napier Hall	3060	Telephones	625	496	235	630	134
301	Napier Hall	4035	Professional Fees	0	0	0	0	0
305	Jubilee Hall	2050	Staff Travel & Expenses	735	720	82	720	0
305	Jubilee Hall	3001	Rates	1,719	1,750	0	1,781	31
305	Jubilee Hall	3002	Utilities	3,685	2,130	1,026	2,530	400
305	Jubilee Hall	3008	Licensing	382	280	0	575	295
305	Jubilee Hall	3009	Repairs and Maintenance	3,458	4,000	882	3,500	-500
305	Jubilee Hall	3052	Janitorial Supplies	38	100	0	100	0
305	Jubilee Hall	3055	Caretaker Salaries	11,691	11,832	3,810	9,804	-2,028
305	Jubilee Hall	3056	Security	686	670	1,611	670	0
305	Jubilee Hall	3060	Telephones	650	708	319	708	0
305	Jubilee Hall	4035	Professional Fees	313,204	0	234,039	0	0
306	Jubilee Admin	3001	Rates	0	4,460	0	4,530	70
306	Jubilee Admin	3002	Utilities	0	1,990	0	2,660	670
306	Jubilee Admin	3009	Repairs and Maintenance	0	2,000	0	875	-1,125
306	Jubilee Admin	3012	Rent	0	0	0	0	0
306	Jubilee Admin	3020	Staff Cleaning	0	0	0	1,141	1,141
306	Jubilee Admin	3052	Janitorial Supplies	0	100	0	100	0
306	Jubilee Admin	3056	Security	0	700	0	700	0
306	Jubilee Admin	3060	Telephones	0	1,940	0	1,940	0
306	Jubilee Admin	tbc	Loan Interest	0	25,110	0	26,531	1,421
308	LEOH Community Building	4035	Professional Fees	0	0	0	0	0
310	Tyfield House	3001	Rates	4,370	0	4,441	0	0
310	Tyfield House	3002	Utilities	2,535	0	556	0	0
310	Tyfield House	3009	Repairs and Maintenance	1,675	0	514	0	0
310	Tyfield House	3012	Rent	15,121	0	8,243	0	0
310	Tyfield House	3020	Staff Cleaning	0	0	0	0	0
310	Tyfield House	3052	Janitorial Supplies	31	0	0	0	0
310	Tyfield House	3056	Security	625	0	570	0	0
310	Tyfield House	3060	Telephones	1,849	0	962	0	0

FINAL BUDGET 2021-22				FULL YR	FULL YR	YTD ACT	FULL YR	
Cost Centre		Nominal Code		ACTUAL	BUDGET	APR-AUG	BUDGET	
Code	Description	Code	Description	2019-20	2020-21	2020-21	2021-22	Change
315	Lucky Lite	3001	Rates	2,651	0	2,695	0	0
315	Lucky Lite	3002	Utilities	689	0	-47	0	0
315	Lucky Lite	3009	Repairs and Maintenance	45	0	35	0	0
315	Lucky Lite	3012	Rent	6,360	0	2,800	0	0
			TOTAL EXPENDITURE	**411,988**	**79,247**	**267,261**	**78,937**	**-310**
301	Napier Hall	1075	Halls Income	-28,223	-29,200	-836	-8,760	20,440
305	Jubilee Hall	1050	Developer's Contribution	-279,722	0	0	0	0
305	Jubilee Hall	1075	Halls Income	-27,324	-27,900	-1,042	-8,370	19,530
			TOTAL INCOME	**-335,269**	**-57,100**	**-1,878**	**-17,130**	**39,970**
	PROPERTY MANAGEMENT		**NET EXPENDITURE**	**76,719**	**22,147**	**265,384**	**61,807**	**39,660**
407	Countryside Sites	3100	Granary	12	0	0	0	0
407	Countryside Sites	6010	Catherington Down	64	0	32	0	0
407	Countryside Sites	6020	Catherington Lith	0	0	0	0	0
407	Countryside Sites	6040	Causeway Copse	0	0	0	0	0
407	Countryside Sites	6050	Dell Piece	36	0	0	0	0
408	Countryside Sites	6054	Downs Park	43	0	0	0	0
407	Countryside Sites	6060	Hazleton Common	18	0	0	0	0
407	Countryside Sites	6110	Parsonage Field	0	0	0	0	0
407	Countryside Sites	6150	Yoells Copse	0	0	0	0	0
407	Countryside Sites	6160	Other Sites	813	1,000	161	1,000	0
408	Amenity Sites	3001	Rates	1,203	1,227	1,223	1,247	20
408	Amenity Sites	3099	Lith Av/Lith Lane/Cath Rd Pond	65	0	0	0	0
408	Amenity Sites	3150	War Memorials	170	170	0	170	0
408	Amenity Sites	6052	Deep Dell	873	0	0	0	0
408	Amenity Sites	6054	Downs Park	0	0	0	0	0
408	Amenity Sites	6070	Jubilee Field	0	0	0	0	0
408	Amenity Sites	6115	Five Heads Recreation Ground	0	0	0	0	0
408	Amenity Sites	6120	St Giles Churchyard	110	0	0	0	0
408	Amenity Sites	6130	Village Centre	-334	500	1,155	500	0
408	Amenity Sites	6160	Other Sites	46	1,200	0	1,200	0
408	Amenity Sites	6180	Football Pitches Maintenance	73	500	46	500	0
408	Amenity Sites	6205	Car Parks	2,550	300	0	300	0
408	Amenity Sites	6580	Play Equipment	1,095	3,000	9,857	3,000	0
408	Amenity Sites	6582	Playground Checks Salaries	1,636	1,711	625	1,820	109
470	Other Open Spaces Costs	3060	Telephones	170.76	144	97.09	240	96
470	Other Open Spaces Costs	4062	Events	0	600	0	600	0
470	Other Open Spaces Costs	6500	Countryside Team Salaries	111,173	130,747	52,932	128,858	-1,889
470	Other Open Spaces Costs	6510	Litter Picking	2,419	2,220	0	2,220	0
470	Other Open Spaces Costs	6530	Waste Bins	4,994	4,900	1,567	6,267	1,367
470	Other Open Spaces Costs	6590	Materials & Equipment Maintenance	1,326	2,200	208	1,500	-700
470	Other Open Spaces Costs	6592	Rangers Equipment Hire	361	1,500	85	1,500	0
470	Other Open Spaces Costs	6620	Vehicle Running Costs	4,774	4,000	1,750	4,000	0
470	Other Open Spaces Costs	6624	Waste Removal	3,655	3,600	970	3,600	0
470	Other Open Spaces Costs	6636	Grass Cutting	16,520	16,600	0	16,650	50
470	Other Open Spaces Costs	6638	Fencing	766	1,000	1,702	1,000	0
470	Other Open Spaces Costs	6640	Training for Countryside Team	1,430	2,400	0	2,400	0
470	Other Open Spaces Costs	6648	Tree Work & Maintenance	8,818	4,000	444	4,000	0
470	Other Open Spaces Costs	6650	Uniform for Countryside Team	703	624	110	624	0
470	Other Open Spaces Costs	6651	Personal Protection Equipment	596	1,248	281	1,248	0
470	Other Open Spaces Costs	6661	Open Spaces, Projects	2,591	0	34	0	0
			TOTAL EXPENDITURE	**168,769**	**185,391**	**73,278**	**184,444**	**-947**
407	Countryside Sites	1005	HLS Payments	-7,640	-7,863	0	-7,863	0
407	Countryside Sites	1030	Rural Payments Scheme	-3,715	-3,116	-27	-3,116	0
407	Countryside Sites	1035	Catherington Down	-750	-750	-750	-750	0
407	Countryside Sites	1050	Developer's Contribution	-1,500	0	0	0	0
408	Amenity Sites	1025	Football Pitches	-2,100	-2,100	-525	-2,100	0
408	Amenity Sites	1038	Councillor Grants (EHDC)	-1,667	0	0	0	0
408	Amenity Sites	1050	Developer's Contribution	0	0	0	0	0
			TOTAL INCOME	**-17,372**	**-13,829**	**-1,302**	**-13,829**	**0**
	OPEN SPACES		**NET EXPENDITURE**	**151,398**	**171,562**	**71,977**	**170,615**	**-947**

NET EXPENDITURE	**395,018**	**389,827**	**405,251**	**423,523**	**33,696**
SUMMARY	**395,018**	**389,827**	**405,251**	**423,523**	**33,696**
Reconcile	**0**	**0**	**0**	**0**	**0**

Horndean Parish Council

RESERVES - SECTION 3

Code	RESERVES	A ACT Aug-20	B Q4 FCAST Mar-21	C F&GP 21-22	D SRR 21-22	E Loan Returned	F EMR Adj's	G Forecast Apr-21	Notes
Code									
310	**GENERAL FUNDS**	**168,896**	**89,119**	**-9,500**	**32,557**			**112,176**	
	Funds needed to balance budget							**-20,201**	
		168,896	**89,119**	**-9,500**	**32,557**	**0**	**0**	**91,975**	
	% of Precept							**24.2%**	
	No. of Months Running Costs							**2.9**	Forecast General Rerserves at 01/04/21 divided by Total Budget
	No. of Months Running Costs							**2.4**	Forecast General Rerserves at 01/04/21 divided by Expenditure Budget
325	IT Equipment	6,000	6,000		-3,500			2,500	Reserve held for possible replacement of IT equipment
326	Vehicle Replacement	20,000	0	5,000	-887			4,113	assume new vehicle is purchased in 20-21
329	Napier Hall Improvements	13,043	13,043		-12,043			1,000	reduced as refurbishment undertaken in 2019-20, to be built up in coming years
334	The Granary	6,000	6,000		-4,000			2,000	
338	Lith Roads re-surfacing	3,838	3,838		-838			3,000	
340	Jubilee Hall Project	405,346	100,000		10,000	-100,000		10,000	£10,000 reserve for new build
341	Playgrounds	7,000	7,000					7,000	
342	Grounds Equipment	4,517	4,517		-2,017			2,500	
343	Legal & Professional Costs	10,000	10,000		-6,000			4,000	
344	Election	5,522	5,522		-3,522			2,000	
346	Fencing	5,000	5,000		-1,000			4,000	
347	Tree Maintenance	757	0	4,000				4,000	
348	LychGate Repairs	1,500	1,500	500	-500			1,500	increased pa by £500 to reach £5k for possible for repair works in 2027/28 ; defer 21-22 transfer
350	Community Infrastructure Levy	25,885	40,290					40,290	
351	Land East of Horndean	7,250	6,650		-4,750			1,900	
352	Wagtail Road Grass Cutting	3,750	3,500		-3,500			0	
	TOTAL OF EARMARKED FUNDS	**525,408**	**212,860**	**9,500**	**-32,557**	**-100,000**	**0**	**89,803**	
	GRAND TOTAL	**694,304**	**301,979**	**0**	**0**	**-100,000**	**0**	**181,778**	
	% of Precept							**47.8%**	
	No. of Months Running Costs							**5.7**	Forecast Total Rerserves at 01/04/21 divided by Total Budget
	No. of Months Running Costs							**4.7**	Forecast Total Rerserves at 01/04/21 divided by Expenditure Budget

	DESCRIPTION OF FUNDS	
325	*IT Equipment*	*Reserve for future IT upgrades*
326	*Vehicle Replacement*	*Assumed Lifecycle 5 years. Fund to be re-built.*
329	*Napier Hall Improvements*	*Reserve for future maintenance on Napier Hall*
334	*The Granary*	*Reserve for future maintenance on the Granary*
338	*Lith Roads re-surfacing*	*Reserve for future maintenance on the Lith Re-surfacing*
340	*Jubilee Hall Project*	*Reserve for unexpected costs associated with the move to Jubilee Hall.*
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 for 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*