

**2nd Draft Budget 2019/20**

Compiled 10/01/2019

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## BUDGET 2019/20

CONSOLIDATED SUMMARY	Budget 2018/19	Draft Budget 2019/20	Variance on Prior Year Budget
<b>INCOME</b>			
Civic, Corporate, Promotion and staff	£37,868	£18,874	-£18,994
Community Development	£10,106	£10,106	£0
Customer Service	£48,720	£29,545	-£19,175
Finance and Administration	£78,382	£67,139	-£11,243
<b>TOTAL INCOME</b>	<b>£175,076</b>	<b>£125,664</b>	<b>-£49,412</b>
<b>EXPENDITURE</b>			
Civic, Corporate, Promotion and staff	£684,549	£669,596	-£14,953
Staff and Member	£3,500	£3,000	-£500
Community Development	£54,231	£49,129	-£5,102
Customer Service	£153,451	£133,667	-£19,784
Finance and Administration	£122,922	£143,750	£20,828
<b>TOTAL BASE EXPENDITURE</b>	<b>£1,018,653</b>	<b>£999,142</b>	<b>-£19,511</b>
Venue "credit" ring fenced for 2019/20	£72,385	£0	-£72,385
<b>NET BUDGETED EXPENDITURE</b>	<b>£915,962</b>	<b>£873,478</b>	<b>£42,484</b>
Actual Venue Credit back to Precept		£72,385	£72,385
<b>PRECEPT (Inc 2019/20 credit)</b>	<b>£915,962</b>	<b>£801,093</b>	<b>£114,869</b>
<b>Tax Base</b>	<b>11731.8</b>	<b>11916.7</b>	<b>184.9</b> 1.6%
<b>Band D - Actual</b>	<b>£78.08</b>	<b>£67.22</b>	<b>-£10.86</b> -13.9%
<b>Band D - Notional (after venue adjustments)</b>	<b>£71.91</b>	<b>£73.30</b>	<b>£1.39</b> 1.9%

## BUDGET 2019/20 - VARIANCE ANALYSIS +/- £1,000

PRECEPT			BAND D	Band D Inc Venue adjustment
2019/20	1.5% increase in tax base	£801,093	£67.22	£73.30
2018/19		£915,962	£78.08	£71.91
Reduction in Precept		£114,869	£10.86	£1.39
			-13.9%	1.9%

MADE UP OF:	Budget 2018/19	Budget 2019/20	Movement on prior year 2018/19		NOV 18 KAG movement
<b>Income Movements</b>					
Roundabout Sponsorship Income	£20,351	£18,945	£1,406	New contract with WSCC	£16,006
Burial Ground (St John's closed)	£7,106	£0	£7,106	MSDC taking back maintenance contract	
HP Shop	£2,850	£1,300	£1,550	Less sales being achieved	
Help Point Partner Income	£37,868	£18,874	£18,994	End of WSCC contract	£18,994
Partner income (Highways)	£32,956	£14,581	£18,375	End of WSCC contract	£18,375
Room Lettings	£12,625	£5,994	£6,631	Intention of audiology unclear, discounted down	
Sidney West Management charge	£12,000	£13,000	£1,000	To more accurately reflect costs	£1,000
Worlds End facility	£1,800	£3,800	£2,000	Facility now being handed back to MSDC May 2019	
Balance of movements on all other budget items	£47,520	£49,170	£1,650		£6,981
<b>Total Income</b>	<b>£175,076</b>	<b>£125,664</b>	<b>£49,412</b>	<b>Decrease in income</b>	<b>£59,356</b>
<b>Expenditure Movements</b>					
CCTV	£9,600	£2,250	£7,350	2018/19 included capital upgrade cost	£7,350
Civic Activities (ii)	£3,000	£2,000	£1,000	Budget level not required	£1,000
Council Van (ii)	£15,272	£11,500	£3,772	No additional vehicle	£3,772
Community Venue Fund (ex-CIDF) (i)	£48,615	£53,506	£4,891	Additional allocation to meet loan requirements	£4,891
Dog initiatives	£1,600	£2,700	£1,100	Additional bins and increased emptying	£1,100
Grants and Donations contribution to fund - Minor/Major (ii)	£14,000	£12,000	£2,000	Sufficient money in fund	£2,000
Mobile Maint - new Equipment	£6,380	£4,000	£2,380	Prior year included one-off mower	£2,380
Salaries / Oncosts (ii)	£626,685	£607,840	£18,845	Changes to personnel levels/pension/NI adjustr	£13,039
Storage	£1,212	£4,109	£2,896	Storage of chairs for Keymer site	£2,896
Street Scene/Minor works fund contribution (ii)	£10,000	£5,000	£5,000	Sufficient money in fund	£5,000
Town Events (ii)	£10,000	£5,000	£5,000	Sufficient money in fund	£5,000
Utilities 96 CW	£6,185	£7,196	£1,011	Rising energy costs	£1,011
Worlds End Cleaning/Maint	£6,100	£1,017	£5,083	MSDC taking back facility May 2019	£6,100
Balance of movements on all other budget items	£260,004	£281,024	£21,021	Net increase in other items	£29,831
<b>Base Budget Costs</b>	<b>£1,018,653</b>	<b>£999,142</b>	<b>£19,511</b>	<b>Decrease in base costs</b>	<b>£5,911</b>
Adjustment for Venue Element (Ring fenced)	£72,385	£0	£72,385		£72,385
Support for Revenue Budget	£0	£0	£0		£24,156
<b>Net Budget Expenditure</b>	<b>£915,962</b>	<b>£873,478</b>	<b>£42,483</b>	<b>Decrease in Net costs</b>	<b>£43,096</b>
Actual Venue Credit to Precept	£0	£72,385	£72,385		£72,385
<b>Precept</b>	<b>£915,962</b>	<b>£801,093</b>	<b>£114,869</b>	<b>Net decrease in Precept</b>	<b>£115,481</b>

(i) £1.5mil of the £3mil PWLB loan approval is budgeted to be drawn down in Sept 2019

(ii) Reductions, in-part, used towards funding the remodelled venue loan repayments

# BUDGET 2019/20

## CIVIC, CORPORATE, PROMOTION AND STAFF

		Budget 2018/19	Budget 2019/20	Variance On Prior year budget
<b>INCOME</b>				
8570	Partnership Contributions - help point - WSCC	£18,994	£0	-£18,994
8570.1	Partnership Contributions - help point - MSDC	£18,874	£18,874	£0
				£0
<b>TOTAL INCOME</b>		<b>£37,868</b>	<b>£18,874</b>	<b>-£18,994</b>
<b>EXPENDITURE</b>				
8023	Civic Events	£3,000	£2,000	-£1,000
5005	Conferences/seminars	£750	£750	£0
5016	Consultants/Legal fund contribution (3018)	£1,000	£1,000	£0
6002	Economic Development	£1,500	£1,500	£0
4506	Members Conferences	£500	£500	£0
5004	Miscellaneous Staffing Issues	£750	£750	£0
5010	Public relations	£750	£750	£0
	Community Venue Fund Contribution 3037 /Loan repayment	£48,615	£53,506	£4,891
9002/9601	Salaries / oncosts (all staff)	£626,685	£607,840	-£18,845
	Town Twinning fund contrbn 3047	£1,000	£1,000	£0
<b>TOTAL EXPENDITURE</b>		<b>£684,549</b>	<b>£669,596</b>	<b>-£14,953</b>
<b>NET POSITION</b>		<b>-£646,681</b>	<b>-£650,722</b>	<b>-£4,041</b>

# BUDGET 2019/20

## STAFF & MEMBER

Code	Description	Budget 2018/19	Budget 2019/20	Variance On Prior year budget
4505	Members Courses	£500	£500	£0
	Recruitment Fund Contribution 3026	£1,000	£500	-£500
	Training Fund Contribution 3008	£2,000	£2,000	£0
		<b>£3,500</b>	<b>£3,000</b>	<b>-£500</b>

# BUDGET 2019/20

## Community Engagement

Code	Description	Budget 2018/19	Budget 2019/20	Variance On Prior year budget
<b>INCOME</b>				
5074	AT April	£3,200	£3,200	£0
5072	AT August	£3,400	£3,400	£0
5073	AT Dec	£3,500	£3,500	£0
5076	AT subscription	£6	£6	£0
				£0
<b>TOTAL INCOME</b>		<b>£10,106</b>	<b>£10,106</b>	<b>£0</b>
<b>EXPENDITURE</b>				
5014	AT April	£5,533	£5,782	£249
5012	AT August	£5,533	£5,782	£249
5013	AT Dec	£5,533	£5,783	£250
8010	Burgess Hill Bonfire Society	£1,501	£1,501	£0
8006	Burgess Hill In Bloom Sub - Cttee.	£500	£500	£0
	Burgess Hill Community Festival FUND Contr 3055	£6,500	£7,400	£900
8008	Community Development	£500	£500	£0
	3010 Donations Fund contribution - major/minor	£14,000	£12,000	-£2,000
8004	Holiday Activities	£830	£830	£0
8013	Remembrance & Armistic Day contribution (FUND-3054)	£2,000	£2,000	£0
	Summer Fayre contribution to fund (3043)	£1,800	£1,800	£0
	Town Events fund Contrbn (3067)	£10,000	£5,000	-£5,000
	Dementia Friendly		£250	£250
<b>TOTAL EXPENDITURE</b>		<b>£54,231</b>	<b>£49,129</b>	<b>-£5,102</b>
<b>NET POSITION</b>		<b>-£44,125</b>	<b>-£39,023</b>	<b>£5,102</b>

# BUDGET 2019/20

## Customer Service

Code

INCOME	Description	Budget 2018/19	Budget 2019/20	Variance on budget
HP	HP, Shop, Tourism, Commission (NET Position)	£2,850	£1,300	-£1,550
7072	M.S.D.C. - Street Nameplates	£5,164	£5,164	£0
7071.5	MSDC additional parish works	£5,000	£4,775	-£225
7071.1	MSDC-Partnership Environmental improvements	£7,581	£7,506	-£75
7078	Other income/Sidney West planting/grass	£1,500	£2,000	£500
7073	APL (white lining)	£0	£0	£0
7070	Rents-Allotment	£6,250	£6,500	£250
7071.2	Parish Income (reactive ex-WSCC)	£5,000	£0	-£5,000
7071	WSCC Graffiti contract	£7,000	£2,300	-£4,700
7071	WSCC- Annual delegated function contract	£8,375	£0	-£8,375
<b>TOTAL INCOME</b>		<b>£48,720</b>	<b>£29,545</b>	<b>-£19,175</b>

### EXPENDITURE

Code	Description	Budget 18/19	Budget 19/20	Var
7012	Allotment Rentals	£725	£747	£22
7020	Allotment Site Costs Improvements/Maint	£2,100	£2,100	£0
7011	Allotments water	£1,850	£1,906	£56
7033	APL (white lining)	£0	£0	£0
6003	CCTV	£9,600	£2,250	-£7,350
6004	Christmas Lights	£9,013	£9,250	£238
5510	Cleaning contracts - office	£11,700	£12,051	£351
8002	Concessionary Fares Subsidy	£350	£350	£0
9003	Council Van	£15,272	£11,500	-£3,772
7005	Dog Initiatives	£1,600	£2,700	£1,100
9004	Fuel - Van	£4,750	£4,500	-£250
7026	Graffiti Material	£500	£950	£450
8502	Help Point Miscellaneous	£750	£750	£0
7015	Lighting - Maintenance & supply	£6,146	£6,330	£184
7027	Parish Weed Spray	£1,900	£1,900	£0
7009	Maintenance Contract - grounds	£15,034	£14,564	-£470
5511	Maintenance Contracts - internal	£3,250	£3,348	£98
7025	Partner materials	£750	£0	-£750
9007	Mobile Maint -new equipment	£6,380	£4,000	-£2,380
7028	Planting	£1,600	£1,600	£0
9008	Protective clothing	£1,600	£1,000	-£600
9501	Repairs & Renewals Fund contribution	£11,000	£11,750	£750

INCOME	Description	Budget 2018/19	Budget 2019/20	Variance on budget
5506	Legion building - running costs (excl loan repayments)	£12,370	£11,798	-£572
7001	Site Improvements	£2,100	£2,163	£63
9005	Storage (garage lockups,Keymer)	£1,212	£4,109	£2,896
7018	Street Nameplates	£5,164	£5,164	£0
	Street Scene/Minor works fund contribution <b>Code 3025</b>	£10,000	£5,000	-£5,000
7029	Traveller costs	£750	£500	-£250
7003	Tree Surgery	£3,250	£3,250	£0
7002	Tree Survey	£1,234	£1,271	£37
8501	Uniforms: HP	£750	£750	£0
7024	Waste management/tipping	£2,150	£2,600	£450
9001	Workshop	£2,500	£2,500	£0
5522	World's End Cleaning/Maintenance	£6,100	£1,017	-£5,083
<b>TOTAL EXPENDITURE</b>		<b>£153,450</b>	<b>£133,667</b>	<b>-£19,783</b>
<b>NET POSITION</b>		<b>-£104,730</b>	<b>-£104,122</b>	<b>£608</b>



# BUDGET 2019/20

## FINANCE AND ADMINISTRATION

Code	Description	Budget 2018/19	Budget 2019/20	Variance
<b>INCOME</b>				
5570	Community Resource Centre	£0	£0	£0
6570	Burial Ground (closed) - MSDC Contribution	£7,106	£0	-£7,106
5580	Room Lettings	£12,625	£5,994	-£6,631
5070	Interest on Balances	£450	£1,400	£950
6571	Burial Ground Income	£24,000	£24,000	£0
7074	Roundabout sponsorship (net)	£20,351	£18,945	-£1,406
7076	Other income - finance (net)	£0		£0
5573	Sidney West - management charge	£12,000	£13,000	£1,000
5075	Town Crier	£50	£0	-£50
5572	World's End recreation Ground - income	£1,800	£3,800	£2,000
<b>TOTAL INCOME</b>		<b>£78,382</b>	<b>£67,139</b>	<b>-£11,243</b>

### EXPENDITURE

5001	Audit Fee/ Risk Assessment / Miscellaneous / Bank charges / Data protection	£6,500	£24,399	£17,899
5019	Bad Debts/provsn for Doubtful debts	£500	£500	£0
6504	Burial ground grave digging/maintenance	£12,613	£12,200	-£413
6501	Burial Ground Loan repayments	£5,559	£5,400	-£159
4501	Caretaking Services	£750	£750	£0
7512	Computer Maintenance/software/Support incl contribution to Computer Fund	£7,840	£7,840	£0
4502	Election Fund contribution 3003	£6,000	£6,500	£500
5017	Health & Safety	£150	£200	£50
5007	Hospitality	£1,000	£1,000	£0
7502	Insurances	£10,500	£10,816	£316
5508	Legion Building Loan Repayments	£17,162	£16,950	-£212
4507	Members Allowances	£18,264	£18,629	£365
4504	Members Travel & Subsistence	£300	£300	£0
7516	Mid Sx. Asspc. Of Town Councils	£400	£400	£0
7510	Office Equipment	£750	£500	-£250
7504	Office recycling	£350	£361	£11
7506	Office Supplies	£1,750	£1,500	-£250
7508	Postages	£1,700	£1,850	£150
7509	Printing	£3,600	£3,500	-£100
7507	Publications	£200	£100	-£100
5517	Non-Domestic Rates 96 CW	£9,000	£9,270	£270
5518	Room hire Letting Expenditure		£250	£250

<b>Code</b>	<b>Description</b>	<b>Budget 2018/19</b>	<b>Budget 2019/20</b>	<b>Variance</b>
5020	Streamline charges	£650	£670	£20
7511	Subscriptions	£4,260	£4,996	£736
7505	Telephone & Communications	£5,438	£6,159	£721
7513	Toner cartridges	£500	£515	£15
7514	Travel & Subsistence	£1,000	£1,000	£0
Utilities - 96 Church Walk	Utilities - 96 Church Walk	£6,185	£7,196	£1,011
	Release unrequired provisions			£0
<b>TOTAL EXPENDITURE</b>		<b>£122,921</b>	<b>£143,750</b>	<b>£20,829</b>
<b>NET POSITION</b>		<b>-£44,539</b>	<b>-£76,612</b>	<b>-£32,072</b>