

Revenue Budget 2020/21

2nd DRAFT

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2nd DRAFT BUDGET 2020/21

CONSOLIDATED SUMMARY	Budget 2019/20	Draft Budget 2020/21	Variance on Prior Year Budget
INCOME			
Civic, Corporate, Promotion and staff	£18,874	£18,874	£0
Community Engagement	£10,106	£9,629	-£477
Customer Service	£48,490	£45,217	-£3,273
Finance and Administration	£48,194	£54,500	£6,306
TOTAL INCOME	£125,664	£128,220	£2,556
EXPENDITURE			
Civic, Corporate..(Exclds Beehive repayment)	£616,090	£629,048	£12,958
Staff and Member	£3,000	£3,500	£500
Community Engagement	£49,129	£83,180	£34,051
Customer Service	£133,667	£124,632	-£9,035
Finance and Administration	£143,750	£133,572	-£10,179
TOTAL BASE EXPENDITURE	£945,636	£973,932	£28,296
Loan repayment (Beehive contribution fund)	£53,506	£73,517	£20,010
NET BUDGETED EXPENDITURE	£873,478	£919,228	£45,750
Surplus / (-deficit)	£0	£0	£0
Actual Venue Credit back to Precept	-£72,385	£0	£72,385
PRECEPT	£801,093	£919,228	£118,135
Tax Base	11916.7	12205.0	288.3 2.42%
Band D - Actual	£67.22	£75.32	£8.10 12.05%
Band D - notional	£73.30	£75.32	£2.02 2.75%

BUDGET 2020/21 - VARIANCE ANALYSIS +/- £1,000

PRECEPT			BAND D	Notional Band D
2020/21	1.5% increase in tax	£919,228	£75.32	£75.32
2019/20		£801,093	£67.22	£73.30
Increase in Precept		£118,135	£8.08	£2.02
			12.02%	2.75%

MADE UP OF:

	Budget 2019/20	Budget 2020/21	Movement on prior year 2019/20	
Income Movements				
Roundabout Income	£18,945	£16,700	-\$2,245	new contractual agreement with WSCC
Additional parish works (funded by MSDC)	£4,775	£0	-\$4,775	Agreement with parishes being reviewed
Burial Ground Income	£24,000	£28,000	£4,000	Increased business
CC/SMR/Sugery room hire	£5,994	£15,000	£9,006	Audiology continues/ successful hiring of facilities
Worlds End recreation. Management fee	£3,800	£0	-\$3,800	Taken inhouse by MSDC
Balance of movements on all other budget items	£68,150	£68,520	£370	
Total Income	£125,664	£128,220	£2,556	Increase in income
Expenditure Movements				
Allotment site costs	£2,100	£4,100	£2,000	2 x sheds at Chanctonbury and Leylands
Audit Fee/Misc	£24,399	£17,499	-\$6,900	Removal of some provisions
Burgess Hill Community Festival	£7,400	£13,000	£5,600	1 off increase towards a more ambitious festival
Burial ground running costs including grave digging	£12,200	£15,400	£3,200	Increased business
Election Fund contribution	£6,500	£2,000	-\$4,500	Lower contribution required leading up to 2023
Grants/Donations Fund contribution - major/minor (3010)	£12,000	£20,000	£8,000	1 off increase towards greater funding of grant applications
Grants : green initiatives	£0	£10,000	£10,000	New. 1 off amount to help fund green community initiatives
Inclusivity initiative	£0	£10,000	£10,000	New. To support delivery of "evening" changing places toilet
Legion building running costs	£11,798	£5,899	-\$5,899	Demolition during year, no business rates
Members' Allowances	£18,629	£20,078	£1,448	Potential for increased numbers to claim
Mobile Maint - new Equipment	£4,000	£3,000	-\$1,000	Reduction based on ongoing expenditure plans
Non domestic rates - 96 CW	£9,270	£6,231	-\$3,039	Final year of government's retail unit discount
Parish Weed spray	£1,900	£0	-\$1,900	Work not undertaken anymore
Repairs & Renewals	£11,750	£9,750	-\$2,000	Enough in fund
Salaries / Oncosts	£607,840	£612,048	£4,208	Changes to personnel levels/pension/NI adjustments
Site Management plans	£0	£2,500	£2,500	NEW item. Batchelors Farm/West Park
Storage	£4,109	£2,500	-\$1,609	Storage of chairs for Keymer site no longer required
Telephone & Communications	£6,159	£8,150	£1,991	Office 365 licences included
Town Events	£5,000	£7,000	£2,000	Greater programme of events
VE Day 75	£0	£10,000	£10,000	NEW. Towards the 2020/21 remembrance event
Worlds End Cleaning/Maint	£1,017	£0	-\$1,017	MSDC take back facility May 2019
Balance of movements on all other budget items	£199,564	£194,777	-\$4,787	Net increase in other items
Base Budget Costs (excl Beehive loan repayments)	£945,636	£973,932	£28,296	Increase in base costs
Loan Repayments (Beehive)	£53,506	£73,517	£20,010	Draw down Beehive loan end of August 2020
Net Budget Expenditure	£873,478	£919,228	£45,750	Increase in Net costs
Actual Venue Credit to Precept	-\$72,385	£0	£72,385	
Precept	£801,093	£919,228	£118,135	Net increase in Precept

BUDGET 2020/21

CIVIC, CORPORATE, PROMOTION AND STAFF

		Budget 2019/20	Budget 2020/21	Variance On Prior year budget
INCOME				
8570.1	Partnership Contributions - help point - MSDC	£18,874	£18,874	£0
				£0
TOTAL INCOME		£18,874	£18,874	£0
EXPENDITURE				
				£0
8023	Civic Events	£2,000	£1,500	£-500
5005	Conferences/seminars	£750	£500	£-250
5016	Consultants/Legal fund contribution (3018)	£1,000	£1,000	£0
6002	Economic Development	£1,500	£1,000	£-500
New	Inclusivity initiative		£10,000	£10,000
4506	Members Conferences	£500	£500	£0
5004	Miscellaneous Staffing Issues	£750	£750	£0
5010	Public relations	£750	£750	£0
6007	Loan repayment (Beehive contribution fund)	£53,506	£73,517	£20,010
9002/9601	Salaries / oncosts (all staff)	£607,840	£612,048	£4,208
9604	Temps	£0	£0	£0
	Town Twinning fund contrbn 3047	£1,000	£1,000	£0
				£0
				£0
				£0
TOTAL EXPENDITURE		£669,596	£702,565	£32,969
NET POSITION		£-650,722	£-683,691	£-32,969

BUDGET 2020/21

STAFF & MEMBER

Code	Description	Budget 2019/20	Budget 2020/21	Variance On Prior year budget
4505	Members Courses	£500	£500	£0
	Recruitment Fund Contribution 3026	£500	£500	£0
	Training Fund Contribution 3008	£2,000	£2,500	£500
		£3,000	£3,500	£500

BUDGET 2020/21

Community Engagement

Code	Description	Budget 2019/20	Budget 2020/21	variance On Prior year budget
INCOME				
5074	AT April	£3,200	£3,084	-£116
5072	AT August	£3,400	£3,629	£229
5073	AT Dec	£3,500	£2,911	-£589
5076	AT subscription	£6	£6	£0
				£0
TOTAL INCOME		£10,106	£9,629	-£477
EXPENDITURE				
5014	AT April	£5,782	£5,150	-£632
5012	AT August	£5,782	£5,150	-£632
5013	AT Dec	£5,783	£5,150	-£633
8010	Burgess Hill Bonfire Society	£1,501	£1,700	£199
8006	Burgess Hill In Bloom Sub - Cttee.	£500	£500	£0
	Burgess Hill Community Festival FUND Contr 3055	£7,400	£13,000	£5,600
8008	Community Development	£500	£500	£0
	Grants/Donations Fund contribution - major/minor (3010)	£12,000	£20,000	£8,000
New	Grants : green initiatives		£10,000	£10,000
8004	Holiday Activities	£830	£830	£0
8013	Remembrance & Armistic Day (FUND 3054)	£2,000	£2,000	£0
	Summer Fayre contribution to fund (3043)	£1,800	£2,200	£400
	Town Events fund Contrbn (3067)	£5,000	£7,000	£2,000
8026	Dementia Friendly	£250	£0	-£250
8022	VE Day 75		£10,000	£10,000
TOTAL EXPENDITURE		£49,129	£83,180	£34,051
NET POSITION		-£39,023	-£73,551	-£34,528

BUDGET 2020/21

Customer Service

Code

INCOME	Description	Budget 2019/20	Budget 2020/21	Variance on budget
HP	HP,Shop,Tourism,Commission (NET Position)	£1,300	£1,300	£0
7070	Allotment rents income	£6,500	£6,500	£0
7075	Allotment security income			
8582	Council Chamber/SMR hire	£0	£4,000	£4,000
7072	M.S.D.C. - Street Nameplates	£5,164	£5,164	£0
7071.5	MSDC additional parish works	£4,775	£0	£-4,775
7071.1	MSDC-Partnership Environmental improvements	£7,506	£7,506	£0
7078	Other income/Sidney West planting/grass	£2,000	£2,000	£0
7074	WSCC roundabout/Shield Bed income	£18,945	£16,700	£-2,245
7071	WSCC Graffiti contract	£2,300	2047	-253
7071	WSCC- Annual delegated function contract	£0	£0	£0
TOTAL INCOME		£48,490	£45,217	£-3,273

EXPENDITURE

Code	Description	Budget 19/20	Budget 20/21	Var
7012	Allotment Rentals	£747	£747	£0
7020	Allotment Site Costs Improvements/Maint	£2,100	£4,100	£2,000
7011	Allotments water	£1,906	£1,906	£0
7033	APL (white lining)	£0	£0	£0
6003	CCTV	£2,250	£2,250	£0
6004	Christmas Lights	£9,250	£9,250	£0
5510	Cleaning contracts - office	£12,051	£12,951	£900
8002	Concessionary Fares Subsidy	£350	£350	£0
5518	Council Chamber/SMR hire	£0	£150	£150
9003	Council Van	£11,500	£11,000	£-500
7005	Dog Initiatives	£2,700	£2,700	£0
9004	Fuel - Van	£4,500	£4,000	£-500
7026	Graffiti Material	£950	£950	£0
8502	Help Point Miscellaneous	£750	£750	£0
7015	Lighting - Maintenance & supply	£6,330	£6,330	£0
7027	Parish Weed Spray	£1,900	£0	£-1,900
7009	Maintenance Contract - grounds	£14,564	£14,564	£0
5511	Maintenance Contracts - internal	£3,348	£3,700	£353
9007	Mobile Maint -new equipment	£4,000	£3,000	£-1,000
7028	Planting	£1,600	£1,250	£-350
9008	Protective clothing	£1,000	£1,000	£0
9501	Repairs & Renewals Fund contribution	£11,750	£9,750	£-2,000
5506	Legion building - running costs (excl loan repayments)	£11,798	£5,899	£-5,899
7001	Site Improvements	£2,163	£2,000	£-163
	Site Management plans		£2,500	£2,500
9005	Storage (garage lockups)	£4,109	£2,500	£-1,609
7018	Street Nameplates	£5,164	£5,164	£0

INCOME	Description	Budget 2019/20	Budget 2020/21	Variance on budget
7031	Street Scene/Minor works fund contribution Code 30	£5,000	£5,000	£0
7029	Traveller costs	£500	£500	£0
7003	Tree Surgery	£3,250	£3,250	£0
7002	Tree Survey	£1,271	£1,271	£0
8501	Uniforms: HP	£750	£750	£0
7024	Waste management/tipping	£2,600	£2,600	£0
9001	Workshop	£2,500	£2,500	£0
5522	World's End Cleaning/Maintenance	£1,017	£0	-£1,017
TOTAL EXPENDITURE		£133,667	£124,632	-£9,035
NET POSITION		-£85,177	-£79,415	£5,762

BUDGET 2020/21

FINANCE AND ADMINISTRATION

Code	Description	Budget 2019/20	Budget 2020/21	Variance
INCOME				
6570	Burial Ground (closed) - MSDC Contribution	£0	£0	£0
5580	Room Lettings (Excl CC & smr)	£5,994	£11,000	£5,006
5070	Interest on Balances	£1,400	£2,000	£600
6571	Burial Ground Income	£24,000	£28,000	£4,000
7076	Other income - finance (net)	£0		£0
5573	Sidney West - management charge	£13,000	£13,500	£500
5572	World's End recreation Ground - income	£3,800	£0	£-3,800
TOTAL INCOME		£48,194	£54,500	£6,306

EXPENDITURE

5001	Audit Fee/ Risk Assessment / Miscellaneous / Bank charges / Data protection	£24,399	£17,499	£-6,900
5019	Bad Debts/provsn for Doubtful debts	£500	£400	£-100
6504	Burial ground grave digging/maintenance	£12,200	£15,400	£3,200
6501	Burial Ground Loan repayments	£5,400	£5,250	£-150
4501	Caretaking Services	£750	£600	£-150
7512	Computer Maintenance/softwareSupport	£7,840	£7,150	£-690
4502	Election Fund contribution 3003	£6,500	£2,000	£-4,500
5017	Health & Safety	£200	£100	£-100
5007	Hospitality	£1,000	£750	£-250
7502	Insurances	£10,816	£10,650	£-166
5508	Legion Building Loan Repayments	£16,950	£16,718	£-233
4507	Members Allowances	£18,629	£20,078	£1,448
4504	Members Travel & Subsistence	£300	£200	£-100
7516	Mid Sx. Asspc. Of Town Councils	£400	£400	£0
7510	Office Equipment	£500	£500	£0
7504	Office recycling	£361	£150	£-211
7506	Office Supplies	£1,500	£1,500	£0
7508	Postages	£1,850	£2,150	£300
7509	Printing	£3,500	£3,500	£0
7507	Publications	£100	£100	£0
5517	Non-Domestic Rates 96 CW	£9,270	£6,231	£-3,039
5518	Room hire Letting Expenditure	£250	£250	£0
5020	Streamline charges	£670	£375	£-295
7511	Subscriptions	£4,996	£4,500	£-496
7505	Telephone & Communications	£6,159	£8,150	£1,991
7513	Toner cartridges	£515	£500	£-15
7514	Travel & Subsistence	£1,000	£1,000	£0
Utilities - 96 Church Walk	Utilities - 96 Church Walk	£7,196	£7,471	£275
	Release unrequired provisions			£0

Code	Description	Budget 2019/20	Budget 2020/21	Variance
TOTAL EXPENDITURE		£143,750	£133,572	-£10,179
NET POSITION		-£95,556	-£79,072	£16,485