

## Financial Result 2024.25

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<b>MONITORING REPORT 2024/25</b>		31/03/2025	12.0
<b>CONSOLIDATED SUMMARY</b>	<b>Budget 2024/25</b>	<b>Actual</b>	<b>Variance ON BUDGET</b>
<b>INCOME</b>			
Civic, Corporate, Promotion and staff	£23,327	£24,423	£1,096
Community Engagement	£3,800	£3,726	£74
Operational Services	£32,795	£34,237	£1,442
Customer Services	£5,075	£4,161	£914
Finance and Administration	£77,188	£110,663	£33,475
<b>TOTAL INCOME</b>	<b>£142,185</b>	<b>£177,210</b>	<b>£35,025</b>
<b>EXPENDITURE</b>			
Civic, Corporate (Exclds CommBuild Fund)	£787,401	£744,471	£42,930
Staff and Member	£7,500	£9,711	£2,211
Community Engagement	£56,855	£65,081	£8,226
Operational Services	£149,163	£175,920	£26,757
Customer Services	£2,413	£1,142	£1,271
Finance and Administration	£129,220	£132,891	£3,671
<b>TOTAL BASE EXPENDITURE (Exclcd Comm Build Reserve)</b>	<b>£1,132,551</b>	<b>£1,129,215</b>	<b>£3,336</b>
Community Buildings Reserve (transfers to/from)	£64,000	£64,000	£0
<b>PRECEPT / NET COSTS</b>	<b>£1,054,366</b>	<b>£1,016,005</b>	<b>£38,361</b>
<b>Surplus / (-deficit)</b>	<b>£0</b>	<b>£38,361</b>	

## VARIANCE ANALYSIS 2024/25

	Budget	Actual	Variance	
<b>NET BUDGETED EXPENDITURE</b>	<b>£1,054,366</b>	<b>£1,016,005</b>	<b>£38,361</b>	<b>Surplus</b>
<b>Made up of:</b>	<b>Budget</b>	<b>Forecast</b>	<b>Variance</b>	<b>COMMENTS</b>
<b>INCOME</b>				
Allotment rental	£8,500	£9,928	£1,428	Under budgetted
Burial Ground Income	£36,000	£41,913	£5,913	Increased interments / non BH burial
Council Chamber room hire	£3,250	£1,842	-£1,408	Proving difficult to attract hirers
Interest on balances	£20,928	£47,260	£26,332	Relatively high interest rates / high level of funds on deposit
Management Charge to SW & CIC	£13,500	£14,781	£1,281	50/50 share in profitable CIC
Partnership Contribution - Help Point	£23,327	£24,423	£1,096	Inflationary increase agreed
Balance on all other budget items	£36,680	£37,063	£383	
<b>Total Movement on Income</b>	<b>£142,185</b>	<b>£177,210</b>	<b>£35,025</b>	<b>INCREASE in income</b>
<b>EXPENDITURE</b>	<b>Budget</b>	<b>Forecast</b>	<b>Variance</b>	
Bonley depot / storage	£44,000	£36,653	-£7,347	3 month delay in occupation
CCTV	£2,350	£0	-£2,350	MSDC have confirmed charges for this will no longer apply.
Elections	£6,000	£16,000	£10,000	Substantial increase in costs for 2023 elections
Fuel for vans	£4,000	£2,823	-£1,177	Costs less than expected.
Grants & Donations	£16,250	£17,587	£1,337	Funded by transfer from Cllr allowances
Maintenance Contracts - Ext Grounds	£2,000	£12,218	£10,218	Use of external contractors, offset against staff savings. Minute 39 Strategic KAG 13 Aug 2024.
Members Allowances	£21,960	£17,741	-£4,219	Less take-up than budgeted
Miscellaneous Staffing Issues	£750	£2,076	£1,326	Staff Occupation health charges.
Pantry Grant	£0	£7,000	£7,000	Relocation fit-out costs. FINKAG Nov 24 Minute 63
Printing Costs (to include photocopier charges)	£5,000	£8,677	£3,677	Reprint maps & dital option. FinKag Jan 25
Repairs and Renewals	£6,000	£12,000	£6,000	Beacon, Wivelsfield Bridge, Litter baskets, Finger Posts, 96CW Windows, Cyprus Hall bird issue
Salaries	£781,801	£739,658	-£42,143	Annual payrise less than budgeted plus staff movements
Site Improvements	£3,000	£5,880	£2,880	Folders Meadow resurface and Alexandra Road upkeep
Training	£4,000	£6,000	£2,000	Contractual commitments
Tree Surgery	£1,000	£21,000	£20,000	From tree surgery report
Utilities	£12,014	£7,593	-£4,421	New energy contracts at substantially lower prices, milder winters (apart from last few days)
Balance of all other budget items	£222,425	£216,310	-£6,116	
<b>MOVEMENT ON BASE EXPENDITURE</b>	<b>£1,132,551</b>	<b>£1,129,216</b>	<b>-£3,336</b>	<b>DECREASE in expenditure</b>
<b>NET MOVEMENT ON PRECEPT</b>			<b>£38,361</b>	<b>YEAR END SURPLUS</b>

**MONITORING REPORT 2024/25**  
**CIVIC, CORPORATE, PROMOTION AND STAFF**

31/03/2025

**Month**

		<b>Budget 2024/25</b>	<b>Actual</b>	<b>Variance on budget</b>
<b>INCOME</b>				
8570	Partnership Contributions - help point - MSDC	£23,327	£24,423	£1,096
				£0
<b>TOTAL INCOME</b>		<b>£23,327</b>	<b>£24,423</b>	<b>£1,096</b>
<b>EXPENDITURE</b>				
8023	Civic Events	£750	£265	-£485
5005	Conferences/seminars	£250	£195	-£55
5016	Consultants/Legal fund contribution (3018)	£1,000	£1,000	£0
6002	Economic Development	£1,000	£168	-£832
4506	Members Conferences	£350	£0	-£350
5004	Miscellaneous Staffing Issues	£750	£2,076	£1,326
5010	Public relations	£500	£109	-£391
6007	Community Building Reserve Fund Contribution	£64,000	£64,000	£0
9601	Salaries / oncosts (all staff)	£781,801	£739,658	-£42,143
8027	Youth Council	£1,000	£1,000	£0
				£0
<b>TOTAL EXPENDITURE</b>		<b>£851,401</b>	<b>£808,471</b>	<b>-£42,930</b>
<b>NET POSITION</b>		<b>-£828,074</b>	<b>-£784,048</b>	<b>£44,026</b>

**MONITORING REPORT 2024/25****12****STAFF & MEMBER****31/03/2025**

Code	Description	Budget 2024/25	Actual	Variance on budget
4505	Members Courses	£500	£339	-£161
5002	Recruitment Fund Contribution 3026	£3,000	£3,000	£0
5006	HR services	£0	£372	£372
5003	Training Fund Contribution 3008	£4,000	£6,000	£2,000
		<b>£7,500</b>	<b>£9,711</b>	<b>£2,211</b>

## Community Engagement

Code	Description	Budget 2024/25	Actual	Variance on budget
<b>INCOME</b>				
5071	AT July	£1,000	£661	£-339
5073	AT November	£2,000	£1,435	£-565
5074	AT March	£800	£1,630	£830
5076	AT subscription	£0	£0	£0
				£0
<b>TOTAL INCOME</b>		<b>£3,800</b>	<b>£3,726</b>	<b>£-74</b>
<b>EXPENDITURE</b>				
5011	AT July	£6,250	£6,316	£66
5013	AT November	£6,250	£6,259	£9
5014	AT March	£6,250	£6,492	£242
8010	Burgess Hill Bonfire Society	£1,800	£1,800	£0
8006	Burgess Hill In Bloom Sub - Cttee.	£500	£0	£-500
8001	Grants/Donations Fund contribution - major/minor/Green 3010	£16,250	£17,587	£1,337
8028	Cost of Living Fund Contrbn (3071)	£1,105	£1,105	£0
8013	Remembrance/Armistic Day/Holocaust	£1,750	£1,821	£71
8021	Town Events fund Contrbn (3067)	£16,700	£16,700	£0
8001	Pantry Grant contribution - dilapidations (3080)	£0	£7,000	£7,000
<b>TOTAL EXPENDITURE</b>		<b>£56,855</b>	<b>£65,081</b>	<b>£8,225</b>
<b>NET POSITION</b>		<b>£-53,055</b>	<b>£-61,355</b>	<b>£-8,299</b>

**MONITORING REPORT 2024/25****31/03/2025****12.00****Customer Service**

Description		Budget 2024/25	Actual	Variance on budget
<b>INCOME</b>				
HP	HP, Shop, Tourism, Commission (NET Position)	£1,825	£2,320	£495
8582	Council Chamber/SMR hire	£3,250	£1,842	-£1,408
<b>TOTAL INCOME</b>		<b>£5,075</b>	<b>£4,161</b>	<b>-£913</b>
<b>EXPENDITURE</b>				
Code	Description	Budget 2024/25	Actual To-Date	Var
5518	HP/Chamber/SMR hire-caretaking/catering/beverage	£813	£477	-£336
8502	Help Point Miscellaneous	£750	£265	-£485
8501	Uniforms: HP	£0	£0	£0
8509	HP promotion & tourism	£850	£400	-£450
<b>TOTAL EXPENDITURE</b>		<b>£2,413</b>	<b>£1,142</b>	<b>-£1,271</b>
<b>NET POSITION</b>		<b>£2,663</b>	<b>£3,020</b>	<b>£358</b>



**BUDGET 2025/26****Operational Services**

Code

INCOME	Description	Budget 2024/25	Actual	Variance on budget
7070	Allotment rents income	£8,500	£9,928	£1,428
7072	M.S.D.C. - Street Nameplates	£6,499	£6,571	£72
7078	Other income/Sidney West planting/grass	£750	£693	-£57
7074	WSCC roundabout/Shield Bed income	£15,000	£15,000	£0
7071	WSCC Graffiti contract	£2,046	£2,046	£0

<b>TOTAL INCOME</b>	<b>£32,795</b>	<b>£34,237</b>	<b>£1,443</b>
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**EXPENDITURE**

Code	Description	Budget 2024/25	Actual To-Date	Var
7012	Allotment Rentals	£950	£986	£36
7020	Allotment Site Costs Improvements/Maint	£4,000	£4,509	£509
7011	Allotments water	£2,750	£2,247	-£503
6003	CCTV	£2,350	£0	-£2,350
6004	Christmas Lights switch-on event	£10,300	£9,455	-£845
5510	Cleaning contracts - office	£13,250	£12,270	-£980
9003	Council Van	£9,800	£10,367	£567
7005	Dog Initiatives	£3,763	£3,656	-£107
9004	Fuel - Van	£4,000	£2,823	-£1,177
7026	Graffiti Material	£500	£403	-£97
7015	Lighting - Maintenance & supply	£10,500	£10,500	£0
7009	Maintenance Contract - grounds	£2,000	£12,218	£10,218
5511	Maintenance Contracts - internal	£4,250	£4,592	£342
9007	Mobile Maint -new equipment	£1,750	£1,738	-£12
7028	Planting	£2,250	£2,250	£0
9008	Protective clothing	£1,750	£1,583	-£167
9501	Repairs & Renewals Fund contribution	£6,000	£12,000	£6,000
5506	Legion building - running costs (excl loan repayments)	£1,500	£1,630	£130
7001	Site Improvements	£3,000	£5,880	£2,880
7034	Site Management plans	£0	£0	£0
9005	Bolney Depot & Storage	£44,000	£36,653	-£7,347
7018	Street Nameplates	£6,499	£6,571	£72
7031	Street Scene activities /Minor works fund contribution Code 3	£2,000	£2,000	£0
7029	Traveller costs	£500	£0	-£500
7003	Tree Surgery Fund Contribution (3065)	£1,000	£21,000	£20,000
7002	Tree Survey	£1	£0	-£1
7024	Waste management/tipping	£2,500	£2,361	-£139
9001	Workshop	£2,000	£2,139	£139
7030	Sandpit	£6,000	£6,091	£91
				£0

<b>TOTAL EXPENDITURE</b>	<b>£149,163</b>	<b>£175,920</b>	<b>£26,759</b>
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<b>NET POSITION</b>	<b>-£116,368</b>	<b>-£141,682</b>	<b>-£25,316</b>
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## FINANCE AND ADMINISTRATION

Code	Description	Budget 2024/25	Actual	Variance on budget
<b>INCOME</b>				
5580	Room Lettings (Excl CC & smr)	£6,760	£6,709	-£51
5070	Interest on Balances	£20,928	£47,260	£26,332
6571	Burial Ground Income	£36,000	£41,913	£5,913
7076	Other income - finance (net)	£0	£0	£0
5573	Management charge SW & CIC	£13,500	£14,781	£1,281
<b>TOTAL INCOME</b>		<b>£77,188</b>	<b>£110,663</b>	<b>£33,475</b>
<b>EXPENDITURE</b>				
5001	Audit Fee/ Miscellaneous / Bank charges	£4,500	£3,604	-£896
5019	Bad Debts/provsn for Doubtful debts	£400	£0	-£400
6504/5	Burial ground	£12,600	£13,378	£778
4501	Caretaking Services	£450	£383	£0
7512	Technology	£9,859	£8,912	-£947
4502	Election Fund contribution 3003	£6,000	£16,000	£10,000
5017	Health & Safety	£250	£78	-£172
5007	Hospitality	£750	£1,550	£800
7502	Insurances	£8,500	£8,281	-£219
5508	Legion Building Loan Repayments (PWLB)	£15,830	£15,830	£0
	Burial Ground Phase 2 loan repayments			£0
4507	Members Allowances	£21,960	£17,741	-£4,219
4504	Members Travel & Subsistence	£200	£0	-£200
7516	Mid Sx. Asspc. Of Town Councils	£400	£400	£0
7510	Office Equipment	£500	£531	£31
7504	Office recycling	£200	£360	£160
7506	Office Supplies (consumable)	£1,100	£1,592	£492
7508	Postages	£1,250	£1,513	£263
7509	Printing	£5,000	£8,677	£3,677
7507	Publications	£100	£73	-£27
5517	Non-Domestic Rates 96 CW	£9,481	£9,481	£0
5020	Streamline charges	£375	£407	£32
7511	Subscriptions	£6,900	£6,670	-£230
7505	Telephone & Communications	£9,250	£8,435	-£815
7513	Toner cartridges	£500	£500	£0
7514	Travel & Subsistence	£850	£904	£54
Utilities - 96 Church Walk	Utilities - 96 Church Walk	£12,014	£7,593	-£4,421
<b>TOTAL EXPENDITURE</b>		<b>£129,220</b>	<b>£132,891</b>	<b>£3,740</b>
<b>NET POSITION</b>		<b>-£52,032</b>	<b>-£22,228</b>	<b>£29,735</b>