

**Income & Expenditure Budget for Financial Year 2018/19 (approved at Full Council Meeting 9 Jan 18)**

Cost Code	Item	Actuals 2016/17	Budget 2017/18	Estimates 2018/19	Comments 2018/19
<b>Cost Centre 2: Bank</b>					
<i>Income</i>					
30	Bank Interest	4,356	3,750	3,500	Time deposits £min & offset by Barclays charges, CCLA dividends circa 4.6% on £75k shares
	<b>Sub Total</b>	<b>4,356</b>	<b>3,750</b>	<b>3,500</b>	
<b>Cost Centre 3: Quay House</b>					
<i>Income</i>					
60	QH Rent (Permanent)	17,379	17,438	15,773	Reviewed by Finance Ctte 28 Nov 17
61	QH Rent (Casual)	4,483	3,500	4,000	Wedding fee increased (36 weddings FY 16/17)
	<b>Sub Total</b>	<b>21,862</b>	<b>20,938</b>	<b>19,773</b>	
<i>Expenditure</i>					
50	QH Council Tax	7,623	7,775	10,800	£10.6k FY 17/18 with estimate 2% increase
51	QH Utilities	4,880	5,200	5,200	Electricity £4000 & water £1200 (including KIB bowser use)
52	QH Building Maintenance	5,763	12,608	8,104	To include: fire safety £500, building alarm £150, porch column protection £500, guttering clearance £250, spring clean £250 electrical inspection condition report £750, planters £300, extra painting £700 general £600, Council Chamber upgrade stage II £4,104
53	QH Grounds Maintenance	1,036	850	1,000	Courtyard clearance, tree surgery, garage fascia repairs
54	QH Sundries	619	600	600	Towel rental, sundries etc.
	<b>Sub Total</b>	<b>19,921</b>	<b>27,033</b>	<b>25,704</b>	
<b>Cost Centre 4: Cemetery &amp; Churchyard</b>					
<i>Income</i>					
90	CEM Fees	2,360	2,500	2,000	£1295 to date FY 17/18
	<b>Sub Total</b>	<b>2,360</b>	<b>2,500</b>	<b>2,000</b>	
<i>Expenditure</i>					
80	CEM Tax & Water	487	500	600	Council tax £530, water £70
81	CEM Grounds Maintenance	4,595	4,300	5,000	Grounds maintenance £3950, mole control £350, general £700
92	CEM Tree Surgery	2,000	2,000	1,000	Cemetery woodland management plan year 4 of 5
93	CEM Maintenance & Monuments	953	1,000	1,250	To include: planting, monument repairs, War Memorial washing
	<b>Sub Total</b>	<b>8,035</b>	<b>7,800</b>	<b>7,850</b>	

### Cost Centre 5: Allotments/Land

#### Income

110	Treblepark	857	1,086	1,086	Reviewed by Fin Ctte 28 Nov 17
	<b>Sub Total</b>	<b>857</b>	<b>1,086</b>	<b>1,086</b>	

#### Expenditure

110	Treblepark	1,094	1,086	1,086	£310 land rent; husbandry £776 (spend to equal income)
111	Rack Park	101	500	500	Vegetation cuts & weed sprays
	<b>Sub Total</b>	<b>1,195</b>	<b>1,586</b>	<b>1,586</b>	

### Cost Centre 6: Section 137

#### Expenditure

130	Grant Aid (Recreational & Social)	2,000	2,000	0	On hold to be re-considered for FY 19/20
131	Grant Aid (Community Projects)	4,779	6,650	6,350	Citizens Advice £1000, Twinning £150, KCChristmas £500 WCMuseum £2000, KinBloom £2700
	<b>Sub Total</b>	<b>6,779</b>	<b>8,650</b>	<b>6,350</b>	

### Cost Centre 7: Administration

#### Income

182 new	Kitchen caddy liners	2,195	2,500	2,500	contra entry
	<b>Sub Total</b>	<b>2,195</b>	<b>2,500</b>	<b>2,500</b>	

#### Expenditure

170	Insurance	7,026	7,050	7,750	£7.6k current FY with estimate 2% increase
171	Stationery & Office Equipment	604	600	750	
172	Telephones	931	920	1,000	
173	Postage	345	400	500	
174	Computer Equipment & Maintenance	789	600	800	Scribe accounts licence £385, Microsoft Office £85 & maintenance
175	Travel & Subsistence	87	200	200	
176	Training	355	200	400	
177	Audit fees	799	800	980	External £600 & internal £380
178	Adverts & Notices	301	250	250	
179	Subscriptions	955	965	974	NALC, DAPC & SLCC
180	Sundries	117	200	500	To include Payroll Service Charge £240
181	Election Expenses	221	0	0	
182	Kitchen Caddy Liners	1,562	2,500	2,500	Contra entry
183	Legal Fees	0	0	0	
184	Photocopier	1,146	1,100	1,400	

186	Website	735	150	150
	<b>Sub Total</b>	<b>15,973</b>	<b>15,935</b>	<b>18,154</b>

#### Cost Centre 8: Official Entertainment

##### Expenditure

200	Mayor's Allowance	222	1,100	500
201	Town Crier's Allowance	395	500	500
202	Hospitality	271	450	450
	<b>Sub Total</b>	<b>888</b>	<b>2,050</b>	<b>1,450</b>

#### Cost Centre 9: Staffing

##### Expenditure

220	Salaries/PAYE	47,805	50,000	50,900 estimate £49.9k current FY (2% pay award for FY 18/19??)
221	NI/PAYE	3,057	3,970	3,380 estimate £3.3k current FY
222	Pensions	8,975	9,970	10,450 estimate £10.2k current FY
223	Service Charge	175	250	0
	<b>Sub Total</b>	<b>60,012</b>	<b>64,190</b>	<b>64,730</b>

#### Cost Centre 10: Entertainment & Arts

##### Income

243	Bandstand	525	700	150 Farmers Market
244	Christmas Lights	440	300	250 Christmas tree
	<b>Sub Total</b>	<b>965</b>	<b>1,000</b>	<b>400</b>

##### Expenditure

240	Fair Week	1,640	1,600	1,670 Fireworks £450, fun run £100, town criers £150, glove hanging PA £140, reception £180 & bunting fix £650
242	Embankment festoon lighting	40	500	500 Maintenance
243	Bandstand	956	1,450	1,250 Cleaning £250, electrical test £200, licence £200, electricity £350 & maintenance to include electric cabinet doors repairs £250
244	Christmas Lights	9,816	7,000	10,000 Fit/removal £4.8k, new/repairs £1.5k, tree £300, electricity £400, every 3rd year safety checks £3k
	<b>Sub Total</b>	<b>12,452</b>	<b>10,550</b>	<b>13,420</b>

## Cost Centre 11: Special Projects

### Income

260	Potholes	0	0	0
264	Town And Parish (TAP) Fund	7,667	2,000	2,000 Contra entry
269	Grass verge cutting & weed spraying	0	481	709 £481 received from DCC FY 17/18
270	Solar Farm - Community Benefit	4,104	4,104	4,104 Contra entry, circa £41k over 10 yrs (yr 3 of 10)
272	Parks & Open Spaces improvements	5,250	0	0
	<b>Sub Total</b>	<b>17,021</b>	<b>6,585</b>	<b>6,813</b>

### Expenditure

260	Potholes	0	0	0
262	Trim Trail	1,086	400	600 SHDC QH grounds inspection £110 & maintenance £490
263	CCTV security cameras	7,002	1,000	1,000 Fire Station £150, St Edmunds £50, maintenance contract £800
264	Town And Parish (TAP) Fund	6,363	2,000	2,000 Contra entry
267	Play Areas & Trim Trail Refit	0	15,000	0 Historical funding earmarked for Town Centre public realm improvements
268	Defibrillator	0	100	0
269	Grass verge cutting & weed spraying	1,306	3,000	3,500 DCC devolved grass verge cuts x 6 & weed sprays x 2 circa £2k & on-demand extra works £1.5k
270	Solar Farm - community benefit projects	4,104	4,104	4,104 Town Centre Task Force projects (linked to cost code 272)
272	Parks & Open spaces improvements	18,126	12,500	28,746 Improvement projects: £650 public seats x 18 & picnic benches x 3 cleaning/oiling £150 Plymouth Road bus shelter cleaning £550 new goalposts £150 highways sign cleaning £20,896 Town Centre Task Force projects: waymarking, litter bins, street furniture, planting etc. (linked to cost code 270) £500 gully cleaning £1,000 youth project (Engage The Cage) £1,850 local bus service 160 £3,000 Open Space, Sports & Recreation plan projects
274	Skate Park	0	0	0
279	Flood Resilience/Winter Weather	3,705	1,000	500 Flashing signs website/SIM cards
	<b>Sub Total</b>	<b>41,692</b>	<b>39,104</b>	<b>40,450</b>

**Grand Totals**

<b>Income</b>	49,616	38,359	36,072	
<b>Expenditure</b>	166,947	176,898	179,694	
<b>Transfer from Reserves</b>	0	0	0	
<b>Miscellaneous income</b>	877	0	0	
<b>Miscellaneous expenditure</b>	121	0	0	
<b>Council Tax Support Grant</b>	9,379	8,455	7,622	SHDC reduction at 9.85% (cost code 280) confirmed Oct 16
<b>Balance to be met by Precept</b>	122,462	130,084	136,000	4.55% increase in Precept

**IMPORTANT Notes for FY 2018/19:**

1. Current Band D council tax rate FY 17/18 is £59.97 & council tax base rate is 2168.99
2. New CTBR for FY 18/19 has been confirmed by SHDC at 2160.89
3. Therefore above Precept £136,000 divided by new CTBR equals new council tax band D rate at £62.94
4. Council tax band D rate increases from £59.97 to £62.94 i.e. £2.97 at 4.95%