Horndean Parish Council

NOTICE OF MEETING

A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE WILL BE HELD ON MONDAY 04 DECEMBER 2017 AT JUBILEE HALL AT 7.00 P.M.

Members of the Committee Cllr D Evans (Chairman), Cllr L Evans, Cllr M Burridge, Cllr A Forbes, Cllr D Alexander, are summoned to attend.

Carla Baverstock-Jones GCILEx, MILCM
Chief Officer

28 November 2017

AGENDA

1. To receive apologies for absence.
2. To receive any Declarations of Interest.
3. To open the meeting to members of the public to enable them to address questions to Parish Councillors. *The period of time which is designated for public participation shall not exceed 20 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. A question asked by a member of public during public participation session at a meeting shall not require a response or debate.*
4. To elect a Vice Chairman to the Finance and General Purposes Committee.
5. To approve the Minutes of the Finance and General Purposes Committee meeting held on the 06 November 2017.
6. To consider and agree the draft Budget for 2018/2019.

Item 5

HORNDEAN PARISH COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD AT JUBILEE HALL ON MONDAY 6TH NOVEMBER 2017 AT 6:30 PM.

PRESENT: Cllr D Evans (Chairman), Cllr D. Alexander, Cllr Mrs. L Evans, Cllr A Forbes, Cllr P Little

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer, Sarah Guy, Senior Administrator (Minute Taker), Simon Ritson, Responsible Financial Officer.

PUBLIC ATTENDANCE: No members of the public were present.

F&GP 023/17/18 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr M Burridge.

F&GP 024/17/18 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of interest were received.

F&GP 025/17/18 **PUBLIC SESSION**

No members of the public were present.

F&GP 026/17/18 **TO APPROVE THE MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON THE 31 JULY 2017**

It was **RESOLVED** that the minutes of the Finance and General Purposes Committee meeting held on the 31 July 2017 be duly signed as a true record of the meeting.

F&GP 027/17/18 **TO RECEIVE THE REVISED DRAFT BUDGET FOR 2018/2019**

A report by the RFO was circulated, inclusive of the draft budget for 2018/2019. The RFO explained that a Grounds meeting was scheduled to take place on 13th November 2017, which would likely have an impact on some lines of the budget. It was suggested that it would be preferable in future for the Grounds Committee meeting to be scheduled before the Finance and General Purposes meeting. The RFO stated that any changes were likely to be minimal, with the staffing budget likely to be reduced.

A lengthy discussion took place and the following queries were raised.

- The increase in staff mileage claims. The Chief Officer informed Members that a change for all staff to claim mileage when outside of contractual hours had been introduced. She explained that this did not allow Caretakers to claim mileage when attending the hall to undertake contractual cleaning hours, but said it could be claimed when they attended the hall to open/close for a hall hirer. She said she felt there was no other alternative at the time of employing a Caretaker for Napier Hall, as said it would not have been reasonable or fair to offer the position to the Caretaker, who resides in Drayton without the allowance of mileage being included. She said she did not want to be in a position where the only option was to close Napier Hall, if a Caretaker position could not be secured, given the high volume of hall hirers. It was noted that paragraph 8e of the Finance Regulations gives the Chief officer permission to make these changes: "*Hourly pay rates remain substantially the same although they may be*

adjusted by the Chief Officer to suit organisation requirements at the time. Any significant impact on the budget must be considered". It was suggested that the wording be changed to attendance fee for the mileage claims made by Caretakers.

- Green Waste Removal: It was questioned if the budget could be reduced by HPC composting some of the green waste material, but also helping to create a habitat for natural wildlife.
- LEOH: It was mentioned that it was beginning to move again and it was suggested that HPC should be open to additional staffing should the work permit. It was discussed that there was £15,000 available in the S1063 Agreement to fund an architect and suggested that an Earmarked Reserve be included for the cost of an external contractor to put in place a business plan.

It was **RESOLVED** that

- The RFO check HMRC regulations regarding the payment of mileage to staff.
- The Countryside Team look into an economical way of disposing/composting of green waste.
- The Chief Officer and RFO investigate the cost of an external contractor producing a business plan.
- The draft budget for 2018/2019 be noted and reviewed by Council.

F&GP 028/17/18 **TO RECEIVE AND CONSIDER THE QUARTERLY MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING THE 30 SEPTEMBER 2017**

A report by the RFO was circulated, along with the Quarterly Management Accounts for period ending the 30th September 2017. The report and accounts were noted.

F&GP 029/17/18 **TO RECEIVE AN UPDATE IN RESPECT OF THE LOCAL GOVERNMENT PENSION SCHEME**

Reports by the Chief Officer and RFO were circulated. A discussion took place and the Chairman said he felt there was not enough information to be able to make a decision regarding costing and benefits of both schemes (LGPS and NEST).

It was **RESOLVED** that the report be noted. This was proposed by Cllr D Evans and seconded by Cllr Forbes.

F&GP 030/17/18 **TO RECEIVE AND CONSIDER THE REVISED HAND/ARM VIBRATION POLICY**

The revised Hand/Arm Vibration Policy was circulated and it was noted that the policy had been reduced in size as previously requested. It was **RESOLVED** that the Hand/Arm Vibration Policy be adopted with the following amendment

- Replace the initial sentence: "Horndean Parish Council will" to "Horndean Parish Council have".

F&GP 031/17/18 **TO RECEIVE AND CONSIDER THE APPLICATION IN RESPECT OF THE FOLLOWING GRANT**

- All Saints Church, Catherington - £1,000

It was agreed to recommend to Council that the grant application request of £1000 be deferred until further information could be obtained.

The meeting closed at 7.40PM

.....
Chairman

.....
Dated

Item 6

HORNDEAN PARISH COUNCIL

FINANCE & GP MEETING : 4th December 2017

SUBJECT OF REPORT: Budget 2018-19

The 2018-19 draft budget was presented to the Finance & General Purposes Committee on the 4th November showing a deficit of £20.3k. An updated version was presented to full council on 20th November 2017 showing a revised deficit of £24.9k.

Since then we have received the Tax Base information from East Hants District Council (EHDC). It is an increase of 24 to a new level of 5,082.7 for 2018-19.
This has had the impact of reducing the deficit by £1.8k

As we currently stand we have no information as to whether the Council Tax Support Grant (CTSG) will continue but this seems to be in jeopardy as EHDC have had their Revenue Support Grant from central Government withdrawn which has historically been available to pay the CTSG. If EHDC wish to maintain the CTSG to Town and Parish Councils they will have to find it out of their own resources.
For Horndean Parish Council this represents funding of £21.5k.

Therefore, if we assume that the CTSG is discontinued and Council wish to maintain the precept at the current level, the deficit stands at £44.7k.

The table below maps these changes in detail:

Version 2		Restated General Reserves Funded Deficit in Draft v2			-20,297
CC	NC	Description	v2	v3	Change
201	2050	Staff Mileage	3,600	5,400	1,800
201	4062	Events	4,500	6,500	2,000
408	6130	Village Centre	1,800	2,600	800
		Total of V2 to V3 changes			4,600
Version 3		Restated General Reserves Funded Deficit in Draft v3			-24,897
CC	NC	Description	v3	v4	Change
n/a	n/a	Tax base Increase from 5,058.7 to 5,072.7		-1,750	-1,750
n/a	n/a	(possible) removal of Council Tax Support Grant	-21,538	0	21,538
		Total of V3 to V4 changes			19,788
Version 4		Restated General Reserves Funded Deficit in Draft v4			-44,685

The latest forecast, made at the end of October indicated an underspend in 2017-18 of c £40k so if the budget is set with a deficit of around that figure the level of General Reserves are unlikely to fall.

However, there are amendments that can be made if Council wish to reduce the amount being funded by General Reserves.

1. The earmarked reserve staff contingency in the 2017-18 budget will not be needed so can be released. **£6,438**
2. The fifth Countryside Team member will be working part time (22.5 hours) for the first six months of 2018-19. **£4,815**

These two adjustments would reduce the deficit to £33.4k

3. The hall income target could be further increased by another £2,100 at each hall. This would take the target close to the projected 2017-18 outturn. **£4,200** However, it should be noted that with the possible development of Jubilee Hall, income may fall in 2018-19.

There are also two other factors that could be fed into the budget for which we currently do not have reliable estimates.

1. Professional Fees re Land East of Horndean. I would suggest that this should be set up as an earmarked reserve and can be finalised when we consider the earmarked and general reserves following the completion of the 2017-18 final accounts.
2. Remembrance Service. An estimate of an increase of £2,000 has been included in the current draft.

Alternatively, Council may wish to consider increasing the precept.
Following a 10% reduction in 2015-16, the precept has been frozen for the last three years.

Year	£££
2013-14 Band D Precept	£80.05
2014-15 Band D Precept	£80.05
2015-16 Band D Precept	£72.04
2016-17 Band D Precept	£72.04
2017-18 Band D Precept	£72.04

Increasing the precept by each additional £1 (c1.4%) would generate a further c£5k so in order to bridge the £33.4k deficit by way of an increase in precept would require a c9% rise although this would still result in a precept below the level charged in 2013-14.

The updated detailed cost centre information is attached for information.

Report Prepared by Simon Ritson, Responsible Finance Officer

Horndean Parish Council

FINAL BUDGET 2018-19

Cost Centre Code	Cost Centre Name	FULL YR ACTUAL 2016-17	FULL YR BUDGET 2017-18	YTD ACT APR-SEP 2017-18	FULL YR BUDGET 2018-19	Change
201	Central Costs - Finance & GP	174,945	171,893	72,468	181,049	9,156
222	Grants	7,373	7,000	1,938	7,000	0
	TOTAL EXPENDITURE	182,317	178,893	74,406	188,049	9,156
201	Central Costs - Finance & GP	-10,394	-5,304	-5,181	-4,904	400
	TOTAL INCOME	-10,394	-5,304	-5,181	-4,904	400
Finance & General Purpose	**NET EXPENDITURE**	**171,924**	**173,589**	**69,224**	**183,145**	**9,556**
301	Napier Hall	19,349	19,460	9,278	19,131	-329
305	Jubilee Hall	19,981	22,209	10,227	22,090	-119
310	Tyfield House	24,796	26,806	15,096	25,798	-1,008
315	Lucky Lite	8,891	9,714	5,875	9,651	-62
	TOTAL EXPENDITURE	73,018	78,188	40,476	76,671	-1,518
301	Napier Hall	-24,362	-20,400	-12,015	-22,200	-1,800
305	Jubilee Hall	-24,687	-20,400	-13,216	-22,200	-1,800
	TOTAL INCOME	-49,049	-40,800	-25,231	-44,400	-3,600
Property Management	**NET EXPENDITURE**	**23,969**	**37,388**	**15,246**	**32,271**	**-5,118**
407	Countryside Sites	4,640	6,000	11,737	6,000	0
408	Amenity Sites	165,731	12,438	5,056	15,606	3,168
470	Other Open Spaces Costs	157,702	167,276	71,636	179,573	12,297
	TOTAL EXPENDITURE	328,073	185,714	88,428	201,179	15,465
407	Countryside Sites	-19,549	-11,729	-14,699	-11,729	0
408	Amenity Sites	-146,846	-2,011	-1,005	-2,011	0
	TOTAL INCOME	-166,395	-13,740	-15,704	-13,740	0
Open Spaces	**NET EXPENDITURE**	**161,678**	**171,974**	**72,724**	**187,439**	**15,465**
	GRAND TOTAL EXPENDITURE	**583,408**	**442,795**	**203,310**	**465,898**	**23,103**
	GRAND TOTAL INCOME	**-225,838**	**-59,844**	**-46,116**	**-63,044**	**-3,200**
	GRAND NET EXPENDITURE	**357,570**	**382,951**	**157,194**	**402,854**	**19,903**
	EARMARKED RESERVES		**23,438**		**8,000**	**-15,438**
	GENERAL RESERVES		**-20,433**		**-44,686**	**-24,253**
	GRAND TOTAL		**385,956**		**366,168**	**-19,788**
	EHDC Allowance (tax Support Grant)		**21,538**		**0**	
	Precept		**364,418**		**366,168**	
	Tax Base		**5,058.7**		**5,082.7**	
	2017-18 / 2018-19 Band d precept		**£72.04**		**£72.04**	**0.0%**

Horndean Parish Council

APPENDIX 1

Code	RESERVES	Actual Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Transfers from I&E	EMR Adj's	Forecast Apr-17	Notes
310	**GENERAL FUNDS**	**218,445**	**218,445**	**218,445**	**218,445**	**218,445**	**218,445**			**218,445**	
	CURRENT YEAR FUNDS										
	Forecast Underspend in 2017-18						40,000			40,000	forecast made as at the end of September 2017
	Funds needed to balance budget									-44,686	if there is no increase in precept OR tax base
		218,445	**218,445**	**218,445**	**218,445**	**218,445**	**258,445**			**213,759**	
	% of Precept									**58.4%**	
	No. of Months Running Costs									**7.0**	
325	IT Equipment	3,000	3,000	3,000	3,000	3,000	3,000		1,500	4,500	to be increased each year by £1,500 to reach £6,000 in preparation for replacement in 2019/20
326	Vehicle Replacement	10,000	10,000	10,000	10,000	10,000	10,000		5,000	15,000	to be increased each year by £5,000 to reach £25,000 in preparation for replacement in 2020/21
329	Napier Hall Improvements	27,350	27,350	27,350	27,350	27,350	27,350			27,350	
330	Staff Contingency	6,438	6,438	6,438	6,438	6,438	6,438			6,438	
334	The Granary	6,000	6,000	6,000	6,000	6,000	6,000			6,000	
338	Lith Avenue re-surfacing	7,000	7,000	7,000	7,000	7,000	7,000			7,000	
340	Jubilee Hall Extension fund	41,125	41,125	41,125	41,125	41,125	41,125		36,858	77,983	
341	New Playground Fund	36,858	36,858	36,858	36,858	36,858	36,858		-36,858	0	Transfer to Jubilee Fund ; to be reviewed after completion of Jubilee Hall works
342	Equipment replacement fund	10,000	10,000	10,000	10,000	10,000	10,000			10,000	
343	Legal Costs	10,000	10,000	10,000	10,000	10,000	10,000			10,000	
344	Election	5,000	5,000	5,000	5,000	5,000	5,000		1,000	6,000	to be increased year on year to reach £6,000 for next Election
345	Lovedean Solar Farm	5,000	5,000	5,000	5,000	5,000	5,000			5,000	
346	Fencing	5,000	5,000	5,000	5,000	5,000	5,000			5,000	
347	Tree Maintenance	4,000	4,000	4,000	4,000	4,000	4,000			4,000	
348	LychGate Repairs	500	500	500	500	500	500		500	1,000	to be increased each year by £500 to reach £5,000 in preparation for repair works in 2027/28
	TOTAL OF EARMARKED FUNDS	**177,271**	**177,271**	**177,271**	**177,271**	**177,271**	**177,271**	**0**	**8,000**	**185,271**	
	GRAND TOTAL	**395,716**	**395,716**	**395,716**	**395,716**	**395,716**	**435,716**	**0**	**8,000**	**399,030**	

Description of Funds

325	IT Equipment	New IT Equipment has been installed into the Admin Office in 2015-16. Assumed Lifecycle 4 years. Fund to be built up for 2019/20
326	Vehicle Replacement	2 x New Vehicles have been purchased in 2015-16. Assumed Lifecycle 5 years. Fund to be built up for 2020/21
329	Napier Hall Improvements	
330	Staff Contingency	n/a in 2018-19
334	The Granary	Building up a reserve for future maintenance on the Granary
340	Jubilee Hall Extension fund	
341	New Playground Fund	n/a in 2018-19
343	Legal Costs	For major legal expense
344	Election	Funds to be increased to build a reserve for the next parish Elections in 2020/21
345	Lovedean Solar Farm	Restriced Funds to be spent on Lovedean Area
346	Fencing	For major fencing works
347	Tree Maintenance	For major tree works
348	LychGate Repairs	Funds to be increased year on year to prepare for any major project

Ref	CC	Nominal	Description		FULL YR ACTUAL 2016-17	FULL YR BUDGET 2017-18	YTD ACT APR-SEP 2017-18	FULL YR BUDGET 2018-19	Change	Notes
			COST CENTRE : 201							
			COST CENTRE : FINANCE AND GENERAL PURPOSES							
1	201	1000	Precept							
2	201	1001	Council Tax Support Grant							
3	201	1043	Donations		-49	0	0	0	0	
4	201	1051	Developer's Contribution		-5,000	0	0	0	0	
5	201	1060	Information Officer		-3,404	-3,404	-3,404	-3,404	0	has this been agreed
6	201	1090	Interest Received		-1,941	-1,900	-1,777	-1,500	400	16-17 includes £1k compensation, funds removed from Co-op intrest a/c
			TOTAL INCOME		**-10,394**	**-5,304**	**-5,181**	**-4,904**	**400**	
7	201	2000	Admin Salaries		118,416	125,205	58,887	130,781	5,576	See 'STAFF' sheet
8	201	2050	Staff Travel & Expenses		1,340	1,500	1,062	5,400	3,900	Increase due to mileage paid to caretakers
9	201	2060	Staff Training		1,817	2,400	638	2,400	0	See Below for Detail
10	201	2070	Medical / Health & Safety Exp.		503	600	73	600	0	
11	201	2920	Recruitment		618	1,000	390	1,000	0	See Below for Detail
12	201	3052	Janitorial Supplies		557	240	198	240	0	
13	201	4011	IT Support		3,546	2,400	1,163	2,400	0	See Below for Detail
14	201	4022	Postage		204	420	182	300	-120	Reduce to £25pcm
15	201	4024	Printing		1,732	1,688	858	1,688	0	See Below for Detail
16	201	4026	Stationery		1,282	1,200	370	1,200	0	£100 pcm
17	201	4028	Publications & Books		77	0	0	0	0	
18	201	4029	Subscriptions		4,456	4,500	2,715	4,300	-200	See Below for Detail
19	201	4030	Audit		1,785	1,890	-10	2,140	250	See Below for Detail
20	201	4035	Professional Fees		13,962	3,600	1,751	3,600	0	See Below for Detail
21	201	4040	Insurance		11,712	11,200	0	8,800	-2,400	
22	201	4062	Public Events		4,464	4,500	316	6,500	2,000	See Below for Detail
23	201	4072	Members Expenses & Training		428	700	0	700	0	Includes 'Chairmans Discretionary Fund' of £200
24	201	4075	Superannuation fund supplement		6,600	7,000	3,600	7,800	800	See 'STAFF' sheet
25	201	4076	Election		0	0	0	0	0	Earmarked Reserve
26	201	4078	Office Equipment		1,445	1,850	275	1,200	-650	See Below for Detail
			TOTAL EXPENDITURE		**174,945**	**171,893**	**72,468**	**181,049**	**9,156**	
			TOTAL NET		**164,551**	**166,589**	**67,286**	**176,145**	**9,556**	
	201	**2060**	**Staff Training**							
27	VARIABLE		ACAS	Essential Skills for Managers			170		0	
28	VARIABLE		East Hampshire District Council	Protection Animal Welfare PAWS	102				0	
29	VARIABLE		HALC	Finance Course for RFO Assist.	75				0	
30	VARIABLE		Rialtas Business Solutions	Training	467		468		0	
31	VARIABLE		ROSPA	IOSH E Learning course	420				0	
32	VARIABLE		SLCC	ILCA Online Training Course	99				0	
33	VARIABLE		Southern Fire Protection	Intermediate Fire Training	195				0	
34	VARIABLE		St Johns Ambulance	First Aid Refresher Course	210				0	
35	VARIABLE		Vision ICT	Staff Training HPC Website	249				0	
36	VARIABLE		Other			2,400		2,400	0	
					1,817	2,400	638	2,400	0	
	201	**2920**	**Recruitment**							
37	VARIABLE		Countryside Jobs Services	Est/Horticulture Warden Advert	135				0	
38	VARIABLE		Farnham Castle	Grounds Manager Advert	304		390		0	
39	VARIABLE		Working Planet	Advert For Grounds Manager	179				0	
40	VARIABLE		Other			1,000		1,000	0	
					618	1,000	390	1,000	0	
	201	**4011**	**IT Support**							
41	FIXED		Connected IT - Microsoft Office		225	250	271	275	25	
42	FIXED		Connected IT - Microsoft Emails		475	500	613	550	50	2017-18 figure is for >12 months
43	VARIABLE		Connected IT - Other		1,396	1,650	279	1,575	-75	
44	NON RECURRING		Vision ICT - New Website		1,450				0	
					3,546	2,400	1,163	2,400	0	
	201	**4024**	**Printing**							
45	FIXED		Annodata - Rent		808	824	282	824	0	£202 per quarter + 2% Inflation
46	VARIABLE		Annodata - Copies		925	864	576	864	0	50,000 B&W; 20,000 Colour + 2% Inflation
					1,732	1,688	858	1,688	0	
	201	**4029**	**Subscriptions**							
47	FIXED		Blendworth Parish Magazine	Advertising	33	35		35	0	
48	FIXED		Campaign to Protect Rural England	Annual Renewal Subscription	36	40		40	0	
49	FIXED		HALC	Affiliation Fees/NALC Levy	1,592	1,600	1,709	1,750	150	
50	FIXED		HALC	HR Consultancy Fee	180	180	180	180	0	
51	FIXED		Hampshire Playing Fields Association	Annual Membership Subs 2016/17	60	60	60	60	0	
52	FIXED		Horndean News - Newspapers		0	54		0	-54	Discontinued
53	FIXED		Improvement & Development Agency - LGA Workforce Subs			400		0	-400	Discontinued
54	FIXED		Information Commissioner Office	Annual Data Protection Act Fee	35	35	35	35	0	
55	FIXED		IOSH	Membership Subscription	90	250		100	-150	
56	FIXED		NALC - LCR Subscription	Annual LCR Subscription	17	17	17	17	0	
57	FIXED		Rialtas Business Solutions	Facilities Bookings	270	270		285	15	
58	FIXED		Rialtas Business Solutions	Cashbook, Mgt Accts, Annual Bgt (5 users)	561	420		370	-50	
59	FIXED		Rialtas Business Solutions	Phased Budgets				139	139	
60	FIXED		Rialtas Business Solutions	Sales Ledger				139	139	
61	FIXED		Rialtas Business Solutions	Purchase Ledger				139	139	
62	FIXED		SLCC	Annual Membership for Clerk	235	300	300	300	0	
63	FIXED		SLCC	Inst. of Local Management fee	65			70	70	
64	FIXED		South East Employees	SEE Assoc Membership 16/17	197	200	199	200	0	
65	FIXED		VisionICT - Website Hosting + Supporting			215	215	215	0	
66	NON RECURRING		Rialtas Business Solutions	Bookings Management set up	680			0	0	
67	NON RECURRING		Rialtas Business Solutions	Sales Ledger Software	295			0	0	
68	NON RECURRING		Rialtas Business Solutions	Purchase Ledger Software		260		0	-260	
69	VARIABLE		Other			164		226	62	
					4,345	4,500	2,715	4,300	-200	
	201	**4030**	**Audit**							
70	FIXED		Auditing Solutions Limited	Inernal Audit	1,185	840		840	0	Interim & Final Report £840 in Year 2 (2017-18)
71	NON RECURRING		Auditing Solutions Limited/BDO	Year End Over accruals	-500		-10	0	0	
72	FIXED		BDO / PKF LittleJohn	External Audit	1,100	1,050		1,300	250	Based on PKF LittleJohn Fees
					1,785	1,890	-10	2,140	250	
	201	**4035**	**Professional Fees**							
73	FIXED		MacKarness & Lunt	Deeds Storage Charge for 2016	70	70		70	0	
74	FIXED		Watling & Hirst	Payroll Services	680	700	175	700	0	
75	VARIABLE		Andrew Newby	Engineering Advice for Napier	300			0	0	
76	VARIABLE		Connected IT	ESET Anti-Virus x 10 Machines	268			0	0	

Ref	CC	Nominal	Description		FULL YR ACTUAL 2016-17	FULL YR BUDGET 2017-18	YTD ACT APR-SEP 2017-18	FULL YR BUDGET 2018-19	Change	Notes
	COST CENTRE : 201									
	COST CENTRE : FINANCE AND GENERAL PURPOSES									
77		VARIABLE	Experian Business	Experian Business Check	18			0	0	
78		VARIABLE	Glanvilles Legal Services	Lease of Land-Cath Down	799			0	0	
79		VARIABLE	Glanvilles Legal Services	Restrict.Covenant advice-Jubil	200			0	0	
80		VARIABLE	Glanvilles Legal Services	Advice Re: Land at Lith Lane	40			0	0	
81		VARIABLE	Glanvilles Legal Services	Adverse Poss Claim	750		740	0	0	
82		VARIABLE	Land Registry Searches		59			0	0	
83		VARIABLE	McAndrew Martin	Boundary Dispute Survey	1,562			0	0	
84		VARIABLE	Property Issues			2,400		2,400	0	
85		VARIABLE	Other			430	36	430	0	
86		NON RECURRING	Ruth Butler	LEOH Fact Finding			800	0	0	
87		NON RECURRING	Groundwork South Trust (Earmarked Reserves)		9,216			0	0	Funded from Earmarked Reserves
					13,962	3,600	1,751	3,600	0	
	201	**4040**	**Insurance**							
88		FIXED	Came & Co. - Parish Council (Rural) - Agricultural Vehicles		1,657	1,600		1,300	-300	Based on 17-18 bill + 2% inflation
89		NON RECURRING	Glanvilles - Restrictive Covenant Indemnity		493					
90		FIXED	Zurich		9,562	9,600		7,500	-2,100	Insurance Tax increased to 12%, based on 17-18 bill + 2% inflation
					11,712	11,200	0	8,800	-2,400	
	201	**4062**	**Public Events**							
91		VARIABLE	Catering (Milk, Coffee, Volunteers Party etc)		408	425	133	425	0	
92			Armed Services Day (June)						0	
93		FIXED	PA System	Profile Productions	35	50	183	50	0	
94			Remembrance Day (November)						0	
95		FIXED	PA System	Profile Productions	438	450		450	0	
96		FIXED	Wreaths	Poppy Appeal	105	120		120	0	
97		FIXED	Printing Costs	Headline Printers	162	190		190	0	
98		FIXED	Traffic Management (AA Media, Sun Traffic)	Sun Traffic Ltd	2,060	2,060		4,060	2,000	estimate, waiting confirmation of increase due to 2017 service
99			Carol Service (December)						0	
100		FIXED	PA System	Profile Productions	325	450		450	0	estimate, waiting confirmation
101		VARIABLE	Sweets & Glowsticks for Children		80	30		30	0	
102		FIXED	Lights for Christmas Tree	The Christmas Decorators	550	550		550	0	
103		FIXED	Printing Costs	Headline Printers	180	175		175	0	
104		NON RECURRING	Playground Opening (24/10/16)		121	0		0	0	
					4,464	4,500	316	6,500	2,000	
	201	**4078**	**Office Equipment**							
105		FIXED	Aquaid	Water Cooler Rent	202	350		300	-50	
106		VARIABLE	Portable Air Con Unit			500	217		-500	
107		VARIABLE	Ergonomic Chair for Clerk		516	500			-500	
108		VARIABLE	Various (incl Tables and Cupboards)		727	500	58	900	400	
					1,445	1,850	275	1,200	-650	

Ref	CC	Nominal	Description	FULL YR ACTUAL 2016-17	FULL YR BUDGET 2017-18	YTD ACT APR-SEP 2017-18	FULL YR BUDGET 2018-19	Change	Notes
			COST CENTRE : 222						
			COST CENTRE : GRANTS						
1	222	5010	Sundry Grants (Internal Grant)	6,900	7,000	1,938	7,000	0	
2	222	6510	Litter Picking	473					
			TOTAL EXPENDITURE	**7,373**	**7,000**	**1,938**	**7,000**	**0**	
	222	**5010**	**Sundry Grants**						
3		VARIABLE	All Saints Church	1,000				0	
4		VARIABLE	Bereavement Charity	1,000				0	
5		VARIABLE	Blendworth Brass Band			500			
6		VARIABLE	Blendworth Church Centre	600				0	
7		VARIABLE	CAB East Hants	2,000				0	
8		VARIABLE	Holy Trinity Church	500		188		0	
9		VARIABLE	HomeStart Butser	1,500				0	
10		VARIABLE	Horndean Technology College	300		350		0	
11		VARIABLE	Horndean Walking Netball			200		0	
12		VARIABLE	Victim Support			200		0	
13		VARIABLE	1st Horndean Scout Group			500		0	
14		VARIABLE	Other		7,000		7,000		
				6,900	7,000	1,938	7,000	0	

Ref	CC	Nominal	Description	FULL YR ACTUAL 2016-17	FULL YR BUDGET 2017-18	YTD ACT APR-SEP 2017-17	FULL YR BUDGET 2018-19	Change	Notes
			COST CENTRE : 301						
			COST CENTRE : NAPIER HALL						
1	301	1075	Halls Income	-24,362	-20,400	-12,015	-22,200	-1,800	review, increase?
			TOTAL INCOME	**-24,362**	**-20,400**	**-12,015**	**-22,200**	**-1,800**	
2	301	3001	Rates	3,098	2,807	2,703	2,757	-50	See Below for Detail
3	301	3002	Utilities	2,511	2,900	639	2,810	-90	See Below for Detail
4	301	3008	Licensing	732	410	122	571	161	See Below for Detail
5	301	3009	Repairs and Maintenance	4,362	4,000	2,117	3,500	-500	See Below for Detail
6	301	3052	Janitorial Supplies	93	50	64	50	0	Centralise?
7	301	3055	Caretaker Salaries	8,186	8,893	3,468	9,101	208	See 'STAFF' sheet
8	301	3060	Telephones	367	400	166	342	-58	See Below for Detail
			TOTAL EXPENDITURE	**19,349**	**19,460**	**9,278**	**19,131**	**-329**	
			TOTAL NET	**-5,013**	**-940**	**-2,736**	**-3,069**	**-2,129**	
	301	**1075**	**Hall Income**						
9	VARIABLE		Horndean Baptist Church	-9,506		-4,358		0	
10	VARIABLE		Dog Training	-4,583		-2,237		0	
11	VARIABLE		Lovedean Karate Club	-2,957		-1,478		0	
12	VARIABLE		Purple Promotions	-2,300		-1,238		0	
13	VARIABLE		Abstract Dance			-781			
14	VARIABLE		ams4fitness	-1,201		-568		0	
15	VARIABLE		Private	-1,024		-481		0	
16	VARIABLE		Other	-2,791	-20,400	-873	-20,400	0	
				-24,362	-20,400	-12,015	-20,400	0	
	301	**3001**	**Rates**						
17	FIXED		East Hants District Council	3,098	2,807	2,703	2,757	-50	Assume 2% Inflation increase on 2017-18 actual
				3,098	2,807	2,703	2,757	-50	
	301	**3002**	**Utilities**						
18	FIXED		Gas SSE	1,073	1,660	187	1,420	-240	3% Inflation Increase on 2016-17 Full Year Outturn (16-17 actual contains accruals)
19	FIXED		Electricity SSE	833	870	364	790	-80	3% Inflation Increase on 2016-17 Full Year Outturn (16-17 actual contains accruals)
20	FIXED		Castle Water	605	370	88	600	230	3% Inflation Increase on 2016-17 Full Year Outturn (16-17 actual contains accruals)
				2,511	2,900	639	2,810	-90	
	301	**3008**	**Licensing**						
21	FIXED		PPL : License to authorise the use of sound recordings	131	130	122	131	1	2% Inflation Increase on 2017-18 Actual
22	FIXED		PRS for Music : current year	441	280	0	441	161	
23	FIXED		PRS for Music : adjustment to previous yr	161		0		0	
				732	410	122	571	161	
	301	**3009**	**Repairs and Maintenance**						
24	FIXED		Griffin Fire & Training - Fire Alarms/Emergency Lights Inspection	319	180	249	320	140	
25	FIXED		PHS Group - Low Risk Waste, Sanitary Disposal, Hand Driers, Dust Mats	838	900	399	753	-147	new contract
26	FIXED		PHS Group - Annual Duty of Care	56	60	56	60		
27	FIXED		Rowlands Castle Cleaning - Window Cleaning	285	300	150	240	-60	8 Cleans per annum
28	VARIABLE		SSE - Fixed Wire Inspection & PAT Testing	519				0	
29	VARIABLE		British Maids - Carpet Clean		100		100	0	
30	VARIABLE		Blendworth Property Maintenance etc	1,818	1,460	590	2,027	567	
31	VARIABLE		Sean Mason Electrical			570		0	
32	VARIABLE		Currys - Cooker and Vacuum Cleaners	526				0	
33	VARIABLE		Other			103		0	
34	NON RECURRING		Boiler				0	0	to be replaced in 2017-18
35	NON RECURRING		Fencing		1,000			-1,000	Agreed as per 1st Budget Meeting on 12-09-16
				4,362	4,000	2,117	3,500	-500	
	301	**3060**	**Telephones**						
36	FIXED		Peach Technologies - WIFI	269	250	136	270	20	£22.49pcm
37	FIXED		Vodafone - Caretaker Mobile	97	150	30	72	-78	CT mobiles transferred to CC470
				367	400	166	342	-58	

Ref	CC	Nominal	Description	FULL YR ACTUAL 2016-17	FULL YR BUDGET 2017-18	YTD ACT APR-SEP 2017-18	FULL YR BUDGET 2018-19	Change	Notes
			COST CENTRE : 305						
			COST CENTRE : JUBILEE HALL						
1	305	1075	Halls Income	-24,687	-20,400	-13,216	-22,200	-1,800	review, increase?
			TOTAL INCOME	**-24,687**	**-20,400**	**-13,216**	**-22,200**	**-1,800**	
2	305	3001	Rates	1,839	1,694	1,631	1,664	-30	See Below for Detail
3	305	3002	Utilities	2,636	2,270	668	2,665	395	See Below for Detail
4	305	3008	Licensing	282	310	280	171	-139	See Below for Detail
5	305	3009	Repairs and Maintenance	2,848	4,000	951	4,000	0	See Below for Detail
6	305	3052	Janitorial Supplies	133	100	14	100	0	Centralise?
7	305	3055	Caretaker Salaries	11,094	12,625	5,960	12,306	-319	See 'STAFF' sheet
8	305	3056	Security	588	510	442	620	110	See Below for Detail
9	305	3060	Telephones	560	700	281	564	-136	See Below for Detail
			TOTAL EXPENDITURE	**19,981**	**22,209**	**10,227**	**22,090**	**-119**	
			TOTAL NET	**-4,705**	**1,809**	**-2,989**	**-110**	**-1,919**	
	305	**1075**	**Hall Income**						
10	VARIABLE		Slimming World	-8,431		-4,184		0	
11	VARIABLE		Buzy Bee Quilters	-4,818		-2,468		0	
12	VARIABLE		Prvate Booking (Casuals)	-4,611		-2,834		0	
13	VARIABLE		Homestead Dog Training	-1,594		-950		0	
14	VARIABLE		1st Catherington Air Scouts	-748		-332		0	
15	VARIABLE		PFM WEL-being	-726		-330		0	
16	VARIABLE		ams4fitness	-700		-304		0	
17	VARIABLE		East Hampshire District Council	-607		-518		0	
18	VARIABLE		Brownies	-485		-198		0	
19	VARIABLE		Southern Health	-356		-277		0	
20	VARIABLE		Other	-1,610	-20,400	-820	-20,400	0	
				-24,687	-20,400	-13,216	-20,400	0	
	305	**3001**	**Rates**						
21	FIXED		East Hants District Council	1,839	1,694	1,631	1,664	-30	Assume 2% Inflation increase on 2017-18 actual
				1,839	1,694	1,631	1,664	-30	
	305	**3002**	**Utilities**						
22	FIXED		Electricity : EON / SSE	2,261	2,000	498	2,330	330	3% Inflation Increase on 2016-17 Full Year Outturn (16-17 actual contains accruals)
23	FIXED		Castle Water	103	76	48	90	14	3% Inflation Increase on 2016-17 Full Year Outturn (16-17 actual contains accruals)
24	FIXED		Southern Water (Business Stream)	272	194	121	245	51	3% Inflation Increase on 2016-17 Full Year Outturn (16-17 actual contains accruals)
				2,636	2,270	668	2,665	395	
	305	**3008**	**Licensing**						
25	FIXED		PPL : License to authorise the use of sound recordings	110	130	122		-130	Budget is as per 2017-2018 charge
26	FIXED		PRS for Music (Annual)	172	180	171	171	-9	
27	FIXED		PRS : adjustment to previous yr			-13			
				282	310	280	171	-139	
	305	**3009**	**Repairs and Maintenance**						
28	FIXED		PHS Group - Low Risk Waste, Sanitary Disposal, Hand Driers	841	900	465	759	-141	new contract
29	FIXED		PHS Group - Annual Duty of Care	56	60	0	60	0	
30	FIXED		Rowlands Castle Cleaning - Window Cleaning	175	300	125	200	-100	8 Cleans per annum
31	FIXED		Southern Fire Protection	51	50	30	50	0	
32	VARIABLE		Blendworth Property Maintenance	370			0	0	
33	VARIABLE		British Maids (6 month clean)	450			450	450	
34	VARIABLE		Sean Mason Electrical	165		330	0	0	
35	VARIABLE		Other	740	2,690	1	2,481	-209	
				2,848	4,000	951	4,000	0	
	305	**3056**	**Security**						
36	FIXED		Christie Intruder Alarms (CIA) - Annual Alarm System Check	260	250	269	260	10	
37	FIXED		British Telecom - Security Alarm	256	260	173	360	100	
38	VARIABLE		Top Notch Signs	72			0	0	
				588	510	442	620	110	
	305	**3060**	**Telephones**						
39	FIXED		Peach Technologies - WIFI	119	120	60	120	0	£10pcm
40	FIXED		Vodafone - Caretaker Phones	175	320	77	144	-176	£6pcm x 2
41	FIXED		British Telecom - Pay Phone	266	260	144	300	40	£75pq
				560	700	281	564	-136	

Ref	CC	Nominal	Description	FULL YR ACTUAL 2016-17	FULL YR BUDGET 2017-18	YTD ACT APR-SEP 2017-18	FULL YR BUDGET 2018-19	Change	Notes
			COST CENTRE : 310						
			COST CENTRE : TYFIELD HOUSE						
1	310	3001	Rates	4,308	4,308	4,147	4,230	-77	See Below for Detail
2	310	3002	Utilities	1,704	1,900	624	1,855	-45	See Below for Detail
3	310	3009	Repairs and Maintenance	2,009	1,200	812	1,200	0	See Below for Detail
4	310	3012	Rent	13,681	14,806	7,403	14,806	0	See Below for Detail
5	310	3020	Staff Cleaning	396	692	318	705	13	See 'STAFF' sheet
6	310	3052	Janitorial Supplies	3	200	4	200	0	
7	310	3056	Security	717	900	735	900	0	See Below for Detail
8	310	3060	Telephones	1,979	2,800	1,053	1,902	-898	See Below for Detail
			TOTAL EXPENDITURE	**24,796**	**26,806**	**15,096**	**25,798**	**-1,008**	
	310	**3001**	**Rates**						
9		FIXED	East Hants District Council	4,308	4,308	4,147	4,230	-78	Assume 2% Inflation increase on 2017-18 actual
				4,308	4,308	4,147	4,230	-78	
	310	**3002**	**Utilities**						
10		FIXED	Electricity : EON / SSE	1,449	1,640	512	1,640	0	3% Inflation Increase on 2016-17 Full Year Outturn (16-17 actual contains accruals)
11		FIXED	Castle Water	67	70	31	61	-9	3% Inflation Increase on 2016-17 Full Year Outturn (16-17 actual contains accruals)
12		FIXED	Southern Water (Business Stream)	187	190	81	154	-36	3% Inflation Increase on 2016-17 Full Year Outturn (16-17 actual contains accruals)
				1,704	1,900	624	1,855	-45	
	310	**3009**	**Repairs and Maintenance**						
13		FIXED	British Maids - Office Cleaning	572	0	0	0	0	In House - since 2017-18
14		FIXED	Rowlands Castle Cleaning - Window Cleaning	120	160	80	160	0	8 Cleans per annum
15		FIXED	Southern Fire Protection - Annual Inspection of Fire Extiunguishers	137	150		150	0	
16		FIXED	Southern Fire Protection - Annual Inspection of Fire Alarms & Lights		90	49	50	-40	
17		FIXED	SSE Contracting Ltd - PAT Testing		200		200	0	
18		VARIABLE	Blendworth Property Maintenance	465		130		0	
19		VARIABLE	Sean Mason Electrical - Various Lighting Repairs	584		550		0	
20		VARIABLE	Other	131	600	2	640	40	
				2,009	1,200	812	1,200	0	
	310	**3012**	**Rent**						
21		FIXED	Robert Harriott	13,681	14,806	7,403	14,806	0	3 Yr agreement started from 01-01-17
				13,681	14,806	7,403	14,806	0	
	310	**3056**	**Security**						
22		FIXED	Christie Intruder Alarms (CIA) - Annual Security	513	510	524	530	20	
23		FIXED	Southern Fire Protection - Fire Alarm Inspection & Emergency Lights	140		130		0	budgeted on 3009
24		FIXED	Christie Intruder Alarms (CIA) - CCTV Annual Charge	64	70		70	0	
25		FIXED	SSE - PAT Testing		200		200	0	reduce as less frequent testing needed
26		VARIABLE	Other - Locks		120	81	100	-20	
				717	900	735	900	0	
	310	**3060**	**Telephones**						
27		FIXED	Peach Technologies - ISDN Line, Alarm, Calls	1,262	2,000	628	1,320	-680	£110pcm
28		FIXED	British Telecom WIFI Line (02392 570550)	268	220	172	360	140	£90 per quarter
29		FIXED	Plusnet plc - Broadband WIFI	160	180	75	150	-30	£12.50pcm
30		FIXED	Vodafone	289	400	178	72	-328	£6pcm
				1,979	2,800	1,053	1,902	-898	

Ref	CC	Nominal	Description	FULL YR ACTUAL 2016-17	FULL YR BUDGET 2017-18	YTD ACT APR-SEP 2017-18	FULL YR BUDGET 2018-19	Change	Notes
			COST CENTRE : 315						
			COST CENTRE : LUCKY LITE						
1	315	3001	Rates	2,299	2,614	2,462	2,511	-102	See Below for Detail
2	315	3002	Utilities	368	600	293	400	-200	See Below for Detail
3	315	3009	Repairs and Maintenance	209	500	0	500	0	See Below for Detail
4	315	3012	Rent	6,015	6,000	3,120	6,240	240	See Below for Detail
			TOTAL EXPENDITURE	**8,891**	**9,714**	**5,875**	**9,651**	**-62**	
	315	**3001**	**Rates**						
5		FIXED	East Hants District Council	2,299	2,614	2,462	2,511	-102	Assume 2% Inflation increase on 2017-18 actual
				2,299	2,614	2,462	2,511	-102	
	315	**3002**	**Utilities**						
6		FIXED	Lucky Lite - Electricity	368	600	293	400	-200	Bill provided by Lucky Lite with meter readings
				368	600	293	400	-200	
	315	**3009**	**Repairs and Maintenance**						
7		VARIABLE	Other	209	500	0	500	0	
				209	500	0	500	0	
	315	**3012**	**Rent**						
8		FIXED	Lucky Lite	6,015	6,000	3,120	6,240	240	3 Year rental started on 31-12-16
				6,015	6,000	3,120	6,240	240	

Ref	CC	Nominal	COST CENTRE : 407 COST CENTRE : COUNTRYSIDE SITES Description	FULL YR ACTUAL 2016-17	FULL YR BUDGET 2017-18	YTD ACT APR-SEP 2017-18	FULL YR BUDGET 2018-19	Change	Notes
1	407	1005	HLS Payments	-7,863	-7,863	101	-7,863	0	
2	407	1022	Grazing Income	0	0	0	0	0	
3	407	1030	Rural Payments Scheme	-3,893	-3,116	-3,441	-3,116	0	
4	407	1035	Catherington Down (Hampshire CC)	-750	-750	-750	-750	0	
5	407	1038	Councillor Grants (EHDC)	-7,043	0	0	0	0	
6	407	1050	Developer's Contributions	0	0	-10,609	0	0	
			TOTAL INCOME	**-19,549**	**-11,729**	**-14,699**	**-11,729**	**0**	
7	407	3100	Granary	84	0	0	0	0	
8	407	6010	Catherington Down	90	0	80	0	0	
9	407	6020	Catherington Lith	168	0	1,375	0	0	
10	407	6030	Catherington Pond	0	0	30	0	0	
11	407	6040	Causeway Copse	0	0	0	0	0	
12	407	6050	Dell Piece	533	0	0	0	0	
13	407	6060	Hazleton Common	62	0	70	0	0	
14	407	6090	Old School Field	0	0	0	0	0	
15	407	6110	Parsonage Field	0	0	0	0	0	
16	407	6140	Wagtail Copse	0	0	0	0	0	
17	407	6150	Yoells Copse	0	0	9,913	0	0	
18	407	6160	Other Sites	3,703	6,000	269	6,000	0	centralised budget
			TOTAL EXPENDITURE	**4,640**	**6,000**	**11,737**	**6,000**	**0**	
			TOTAL NET	**-14,909**	**-5,729**	**-2,962**	**-5,729**	**0**	
	407	**1005**	**HLS Payments**						
19	FIXED		Environmental Stewardship	-7,863	-7,863	0	-7,863	0	as per Natural England Agreement
20	NON RECURRING		Environmental Stewardship prior year accrual adjustment			101			
				-7,863	-7,863	101	-7,863	0	
	407	**1030**	**Rural Payments Scheme**						
21	VARIABLE		Basic Payment Scheme	-3,893	-3,116	-3,441	-3,116	0	variable claim
	407	**1035**	**Catherington Down**						
22	FIXED		Hampshire County Council	-750	-750	-750	-750	0	
	407	**1038**	**Councillor Contributions**						
23	NON RECURRING		Interpretation Panels	-3,731	0	0	0		
24	NON RECURRING		Oaks Coppice Fencing	-1,000	0	0	0		
25	NON RECURRING		Jays Close Hedge	-674	0	0	0		
26	NON RECURRING		Jays Close Table	-638	0	0	0		
27	NON RECURRING		Oaks Coppice Pond	-1,000	0	0	0		
				-7,043	0	0	0	0	
	407	**1050**	**Developer's Contribution**						
28	NON RECURRING		Catherington Lith Pathway			-9,234	0		
29	NON RECURRING		Yoell's Copse Pathway			-1,375	0		
				0	0	-10,609	0	0	
	407	**6160**	**Other Sites**						
30	NON RECURRING		Oaks Coppice Fencing (Grant Funded)	1,046	0	0	0		
31	NON RECURRING		Oaks Coppice Treework (Grant Funded)	1,000	0	0	0		
32	NON RECURRING		Jays Close Picnic Table (Grant Funded)	631	0	0	0		
33	NON RECURRING		Jays Close Shrubs (Grant Funded)	553	0	0	0		
34	VARIABLE		Godwin Crescent Fencing	197	0	0	0		
35	VARIABLE		Yews Knotwood Treatment	160	0	0	0		
36	VARIABLE		Gavel Board	71	0	0	0		
37	VARIABLE		Shepherds Close Fencing	22	0	0	0		
38	VARIABLE		Eskdale Close Paving	14	0	0	0		
39	VARIABLE		Ashley Close Fencing	4	0	0	0		
40	VARIABLE		Sand	4	0	0	0		
41	VARIABLE		Chervill Close Litter Bin	0	0	269	0		
42	VARIABLE		Other Sites	0	6,000	0	6,000		
				3,703	6,000	269	6,000	0	

Ref	CC	Nominal	Description	FULL YR ACTUAL 2016-17	FULL YR BUDGET 2017-18	YTD ACT APR-SEP 2017-18	FULL YR BUDGET 2018-19	Change	Notes
			COST CENTRE : 408						
			COST CENTRE : AMENITY SITES						
1	408	1025	Football Pitches	-2,011	-2,011	-1,005	-2,011	0	
2	408	1038	Councillor Grants (EHDC)	-4,219	0	0	0	0	Grant for LychGate Repair
3	408	1050	Developer's Contribution	-140,617	0	0	0	0	EHDC re Playground
			TOTAL INCOME	**-146,846**	**-2,011**	**-1,005**	**-2,011**	**0**	
4	408	3001	Rates	0	0	1,142	1,165	1,165	Assume 2% Inflation increase on 2017-18 actual
5	408	3100	Granary	0	0	13	0	0	
6	408	3150	War Memorials	170	170	0	170	0	
7	408	6052	Deep Dell	116	0	0	0	0	
8	408	6054	Downs Park	0	0	0	0	0	
9	408	6070	Jubilee Field	987	0	32	0	0	
10	408	6100	Devolved Open Spaces	0	0	0	0	0	
11	408	6115	Five Heads Recreation Ground	149	0	0	0	0	
12	408	6120	St Giles Churchyard	116	0	0	0	0	
13	408	6122	All Saints Churchyard	5,899	0	0	0	0	
14	408	6130	Village Centre	197	0	1,636	2,600	2,600	
15	408	6160	Other Sites	0	2,000	0	2,000	0	centralised budget
16	408	6180	Football Pitches Maintenance	804	2,000	0	3,500	1,500	
17	408	6205	Car Parks	0	300	0	300	0	
18	408	6580	Play Equipment	155,689	6,130	1,492	4,000	-2,130	reduce as new equipment
19	408	6582	Playground Checks Salaries	1,603	1,838	740	1,871	33	See 'STAFF' sheet
			TOTAL EXPENDITURE	**165,731**	**12,438**	**5,056**	**15,606**	**3,168**	
			TOTAL NET	**18,885**	**10,427**	**4,050**	**13,595**	**3,168**	
	408	**1025**	**Football Pitches**						
20	FIXED		Horndean Hawks	-1,011	-1,011	-500	-1,011	0	
21	FIXED		Horndean FC	-1,000	-1,000	-505	-1,000	0	
				-2,011	-2,011	-1,005	-2,011	0	
	408	**1050**	**Developer's Contribution**						
22	NON RECURRING		East Hampshire District Council	-140,617	0	0	0	0	
				-140,617	0	0	0	0	
	408	**3001**	**Rates**						
23	FIXED		East Hampshire District Council - Car Park	0	0	1,142	1,165	1,165	Assume 2% Inflation increase on 2017-18 actual
				0	0	1,142	1,165	1,165	
	408	**3150**	**Repairs and Maintenance**						
24	FIXED		Gillett & Johnston - Service of Clock	170	170		170	0	
				170	170	0	170	0	
	408	**6070**	**Jubilee Field**						
25	NON RECURRING		NBB Recycled Furniture - Bench	589	0		0	0	
26	NON RECURRING		Other	398	0	32	0	0	
				987	0	32	0	0	
	408	**6122**	**All Saints Churchyard**						
27	NON RECURRING		IW Payne	5,610				0	
28	NON RECURRING		Brutton & Co	289				0	
				5,899	0	0	0	0	
	408	**6130**	**Village Centre**						
29	NON RECURRING		East Hampshire District Council - Welcome to Horndean Sign		0	688	0	0	
30	VARIABLE		Water Irrigatiion - Watering Lances		0	58	0	0	
31	VARIABLE		Summer/Winter Displays - Plantscape - 10 x Planters		0	890	2,600	2,600	includes Tower Planter in 2018-19
				0	0	1,636	2,600	2,600	
	408	**6180**	**Football Pitches Maintenance**						
32	VARIABLE		Southern Ground Care - Pitch Maintenance	550				0	
33	VARIABLE		Southern Ground Care - Seed & Fertilise Pitch	254				0	
34	VARIABLE		Other		2,000		3,500	1,500	see MM Quote - various options, minimal spend in 2017-18
				804	2,000	0	3,500	1,500	
	408	**6580**	**Play Equipment Maintenance**						
35	FIXED		Playsafe Playgrounds Limited - Annual Inspection	539	530	539	530	0	
36	VARIABLE		Playsafe Playgrounds Limited - Repair Play Surface	548				0	
37	VARIABLE		Various - General Repairs and Equipment replacement	1,204	5,600	245	3,470	-2,130	
38	NON RECURRING		Scandor - New Playground Equipment (Partly EHDC Funded)	153,399	0	708		0	
				155,689	6,130	1,492	4,000	-2,130	

Ref	CC	Nominal	Description	FULL YR ACTUAL 2016-17	FULL YR BUDGET 2017-18	YTD ACT APR-SEP 2017-18	FULL YR BUDGET 2018-19	Change	Notes
			COST CENTRE : 470						
			COST CENTRE : OTHER OPEN SPACES COSTS						
1	470	1034	Sale of Vehicle	0	0	0	0	0	
			TOTAL INCOME	**0**	**0**	**0**	**0**	**0**	
2	470	3060	Telephones	0	0	0	288	288	Countryside Team Mobiles - £6pcm x 4 mobiles
3	470	4062	Events	415	1,000	163	1,000	0	BioBlitz
4	470	6500	Countryside Team Salaries	111,750	119,326	59,428	131,620	12,294	See 'STAFF' sheet, increase mainly due to transfer from EMRs
5	470	6501	Countryside Agency Staff	1,391	0	0	0	0	
6	470	6510	Litter Picking	2,962	1,900	1,279	1,900	0	See Below for Detail
7	470	6530	Dog Waste Bins	5,622	4,800	2,386	4,900	100	See Below for Detail
8	470	6590	Materials & Equipment Maintenance	499	1,200	1,015	1,700	500	See Below for Detail
9	470	6591	Rangers Equipment	690	500	312	500	0	
10	470	6592	Rangers Equipment Hire	76	1,500	0	1,000	-500	See Below for Detail
11	470	6620	Vehicle Running Costs	3,699	6,000	2,081	4,000	-2,000	See Below for Detail
12	470	6624	Waste Removal	2,499	3,000	1,111	3,990	990	See Below for Detail
13	470	6636	Grass Cutting	16,000	16,300	0	16,300	0	See Below for Detail
14	470	6638	Fencing	1,807	2,000	116	2,000	0	See Below for Detail
15	470	6640	Training for Countryside Team	2,223	2,500	1,115	2,500	0	
16	470	6648	Tree Work & Maintenance	4,970	4,000	2,250	4,000	0	See Below for Detail
17	470	6650	Uniform for Countryside Team	634	625	164	625	0	
18	470	6651	Personal Protection Equipment	522	625	216	1,250	625	turnover of staff ; potential 3 members of staff
19	470	6661	Open Spaces, Projects	1,943	2,000	0	2,000	0	See Below for Detail
			TOTAL EXPENDITURE	**157,702**	**167,276**	**71,636**	**179,573**	**12,297**	
			TOTAL NET	**157,702**	**167,276**	**71,636**	**179,573**	**12,297**	
	470	**6510**	**Litter Picking**						
20	FIXED		The New Blendworth Centre - Litter Picking	1,589	1,700	884	1,700	0	£32 per week + 2% Inflation
21	FIXED		Abbey Polythene	390	200	395	200	0	
22	FIXED		Blendworth Tree Surgeons - Tipping Green Waste	875	0	0	0	0	Budget moved to Waste Collection
23	NON RECURRING		Spaldings - Scissor Pickers	108	0	0	0		
				2,962	1,900	1,279	1,900	0	
	470	**6530**	**Dog Waste Bins**						
24	FIXED		Idverde	4,680	4,800	2,386	4,900	100	12m notice period needed before taking in house
25	NON RECURRING		Idverde (2015-16)	927	0	0	0	0	
26	VARIABLE		Wyborne - Keys for Bins	15	0	0	0	0	
				5,622	4,800	2,386	4,900	100	
	470	**6590**	**Materials & Equipment Maintenance**						
27	FIXED		Denmead Mower Services/Carters - Maintenance of Machinery	268	1,000	753	1,500	500	Annual Inspection of Rangers Equipment
28	VARIABLE		General Repairs & Equipment	231	200	263	200	0	
				499	1,200	1,015	1,700	500	
	470	**6592**	**Rangers Equipment Hire**						
29	VARIABLE		Beaver Tool Hire - Turf Cutter	76		0		0	
30	VARIABLE		Beaver Tool Hire - Hire of Chipper		1,500		1,000	-500	
				76	1,500	0	1,000	-500	
	470	**6620**	**Vehicle Running Costs**						
31	FIXED		DVLA - Driving Record Requests		60	0	60	0	
32	FIXED		Road Tax	460	500	240	500	0	
33	VARIABLE		Fuel	1,855	2,000	915	2,000	0	
34	VARIABLE		MOT, Repairs, Services	1,384	3,440	927	1,440	-2,000	to be increased as vehicles age
				3,699	6,000	2,081	4,000	-2,000	
	470	**6624**	**Waste Removal**						
35	FIXED		Veolia - 1 pick up per week at Tyfield & LuckyLite	1,929	1,950	1,111	2,040	90	52 weeks x £38.38 per week + 2% inflation
36	FIXED		Veolia - Duty of Care	150	150	0	150	0	£12.50pcm
37	VARIABLE		Southern Asbestos Solutions - Asbestos Fly Tip Collection	0	300	0	300	0	
38	VARIABLE		Blendworth Tree Surgeons - Tipping Green Waste	420	600	0	1,500	900	Budget moved from Litter Picking, see exp. on 6510
				2,499	3,000	1,111	3,990	990	
	470	**6636**	**Grass Cutting**						
39	FIXED		NORSE - Annual Contract	16,000	16,300	0	16,300	0	Add 2% Inflation
				16,000	16,300	0	16,300	0	
	470	**6638**	**Fencing**						
40	VARIABLE		Fencing around the Parish	1,807	2,000	116	2,000	0	
				1,807	2,000	116	2,000	0	
	470	**6640**	**Training for Countryside Team**						
41	VARIABLE		Amazon - Wild Flower Key Book	23				0	
42	VARIABLE		Arboricultural Association - Tree Forks Training	115				0	
43	VARIABLE		Dale Valley Training - Tree Inspection/Survey Course	155				0	
44	VARIABLE		Dale Valley Training - Brushcutter Course	166				0	
45	VARIABLE		Dale Valley Training - Ladder Safety Course	219				0	
46	VARIABLE		Dale Valley Training - Health & Saftey Course	0		120		0	
47	VARIABLE		Drivelink Training - Felling Trees	545				0	
48	VARIABLE		Hampshire Proficiency Test Centre - Pesticide Course	90				0	
49	VARIABLE		HCS Safety Limited - Abrasive Wheel Training			225		0	
50	VARIABLE		Project Skills - Roads & Street Working	507				0	
51	VARIABLE		Sparshalt College - Pesticide Course	298				0	
52	VARIABLE		St Johns Ambulance - IOSHH Managing Safety Course			525		0	
53	VARIABLE		St Johns Ambulance - Requalification Course			210		0	
54	VARIABLE		Wildlife Surrey - Leading Volunteer Tasks	105				0	
55	VARIABLE		Wildlife Surrey - Ecology & Survey Training	0		35		0	
56	VARIABLE		Other	0	2,500	0	2,500	0	
				2,223	2,500	1,115	2,500	0	
	470	**6648**	**Tree Work & Maintenance**						
57	FIXED		ACD Landscape Architects Ltd - Annual Tree Safety Survey	1,050	1,250	0	1,250	0	
58	VARIABLE		Other	3,920	2,750	2,250	2,750	0	Additional £4,000 in Earmarked Reserve, Ash Dieback
				4,970	4,000	2,250	4,000	0	
	470	**6661**	**Open Spaces, Projects**						
59	VARIABLE		Boardwalks	1,943	2,000	0	2,000		Year 3 of 3 (3 years from 2016-17)
				1,943	2,000	0	2,000	0	