Horndean Parish Council

DRAFT BUDGET (version 2) 2017-18

Cost Centre Code	Cost Centre Name	FULL YR ACTUAL 2015-16	FULL YR BUDGET 2016-17	YTD ACT APR-SEP 2016-17	FULL YR BUDGET 2017-18	Change	Notes
201	Central Costs - Finance & GP	165,729	169,230	89,226	172,805	3,575	
222	Grants	5,376	8,000	0	7,000	-1,000	
	TOTAL EXPENDITURE	171,105	177,230	89,226	179,805	2,575	
201	Central Costs - Finance & GP	-13,392	-4,904	-9,593	-5,304	-400	
	TOTAL INCOME	-13,392	-4,904	-9,593	-5,304	-400	
Finance & General Purpose	**NET EXPENDITURE**	**157,713**	**172,326**	**79,634**	**174,501**	**2,175**	
301	Napier Hall	18,338	21,200	10,235	19,460	-1,740	
305	Jubilee Hall	23,500	20,363	10,191	22,209	1,846	
310	Tyfield House	26,129	27,620	14,458	26,806	-814	
315	Lucky Lite	9,085	9,290	5,407	9,714	424	
	TOTAL EXPENDITURE	77,052	78,473	40,291	78,189	-284	
301	Napier Hall	-24,001	-20,400	-11,417	-20,400	0	
305	Jubilee Hall	-21,820	-20,400	-12,187	-20,400	0	
	TOTAL INCOME	-45,821	-40,800	-23,604	-40,800	0	
Property Management	**NET EXPENDITURE**	**31,232**	**37,673**	**16,687**	**37,389**	**-284**	
407	Countryside Sites	10,342	6,000	3,340	6,000	0	
408	Amenity Sites	32,437	14,470	69,956	11,600	-2,870	
470	Other Open Spaces Costs	163,146	181,915	63,707	168,179	-13,736	
	TOTAL EXPENDITURE	205,925	202,385	137,002	185,779	-16,606	
407	Countryside Sites	-13,833	-11,479	-9,686	-11,729	-250	
408	Amenity Sites	-6,332	-2,011	-68,321	-2,011	0	
470	Other Open Spaces Costs	-6,000	0	0	0	0	
	TOTAL INCOME	-26,165	-13,490	-78,008	-13,740	-250	
Open Spaces	**NET EXPENDITURE**	**179,760**	**188,895**	**58,994**	**172,039**	**-16,856**	

GRAND TOTAL EXPENDITURE	**454,082**	**458,087**	**266,519**	**443,772**	**-14,315**	
GRAND TOTAL INCOME	**-85,378**	**-59,194**	**-111,205**	**-59,844**	**-650**	
GRAND NET EXPENDITURE	**368,705**	**398,894**	**155,314**	**383,928**	**-14,965**	
EARMARKED RESERVES				**23,438**	**23,438**	
GENERAL RESERVES		**-12,986**		**-21,459**	**-8,473**	
GRAND TOTAL		**385,908**		**385,907**	**0**	
EHDC Allowance (tax Support Grant)		**21,538**		**21,538**		to be confirmed
Precept		**364,370**		**364,369**		
Tax Base		**5,057.6**		**5,057.6**		
2015-16 / 2016-17 Band d precept		**£72.04**		**£72.04**	**0.0%**	

COST CENTRE : 201 COST CENTRE : FINANCE AND GENERAL PURPOSES			FULL YR ACTUAL	FULL YR BUDGET	YTD ACT APR-SEP	FULL YR BUDGET		
CC	Nominal	Description	2015-16	2016-17	2016-17	2017-18	Change	Notes
201	1000	Precept						
201	1001	Council Tax Support Grant						
201	1023	Sale of Land	-1,100			0	0	
201	1038	Councillor Contributions	-4,000			0	0	
201	1043	Donations	-1	0	-46	0	0	
201	1051	Developer's Contribution		0	-5,000	0	0	Lovedean Solar Farm - transferred to Earmarked Reserves
201	1060	Information Officer	-7,130	-3,404	-3,404	-3,404	0	Reduction in income due to reduction in footfall, no change for 17-18
201	1090	Interest Received	-999	-1,500	-1,143	-1,900	-400	Investment Bond (£130,000 x 1.05%) + interest on current account
201	1100	Recycling Income	-162	0	0	0	0	
		TOTAL INCOME	**-13,392**	**-4,904**	**-9,593**	**-5,304**	**-400**	
201	2000	Admin Salaries	110,515	122,840	58,648	126,117	3,278	See 'STAFF' sheet
201	2050	Staff Travel & Expenses	1,292	1,800	616	1,500	-300	Reduce to £125pcm
201	2060	Staff Training	640	2,400	690	2,400	0	See Below for Detail
201	2070	Medical / Health & Safety Exp.	6,305	600	42	600	0	See Below for Detail, includes transfer from CC312 of £500
201	2920	Recruitment	1,800	500	618	1,000	500	See Below for Detail
201	3052	Janitorial Supplies	448	240	333	240	0	
201	4011	IT Support	7,521	2,400	2,016	2,400	0	See Below for Detail
201	4022	Postage	351	420	103	420	0	No change at £35pcm
201	4024	Printing	1,609	2,440	944	1,688	-752	See Below for Detail
201	4026	Stationery	1,163	1,200	602	1,200	0	£100 pcm
201	4028	Publications & Books	82	0	77	0	0	
201	4029	Subscriptions	3,480	4,350	2,731	4,500	150	See Below for Detail
201	4030	Audit	2,675	2,800	-575	1,890	-910	See Below for Detail
201	4035	Professional Fees	5,050	3,600	6,081	3,600	0	See Below for Detail
201	4040	Insurance	9,677	11,000	11,712	11,200	200	
201	4062	Public Events	4,321	4,550	461	4,500	-50	See Below for Detail
201	4072	Members Expenses & Training	574	240	143	700	460	Includes 'Chairmans Discretionary Fund' of £200
201	4075	Superannuation fund supplement	6,000	6,500	3,300	7,000	500	See 'STAFF' sheet
201	4076	Election	599	0	0	0	0	Earmarked Reserve
201	4078	Office Equipment	1,625	1,350	685	1,850	500	See Below for Detail
		TOTAL EXPENDITURE	**165,729**	**169,230**	**89,226**	**172,805**	**3,575**	
		TOTAL NET	**152,337**	**164,326**	**79,634**	**167,501**	**3,175**	

201	**2060**	**Staff Training**						
VARIABLE		Avalon Software	195				0	
VARIABLE		Finance Training for Finance Admin			75		0	
VARIABLE		Fire Safety Training			195		0	
VARIABLE		Health & Safety Training	60				0	
VARIABLE		HALC	285				0	
VARIABLE		Hampshire FA	20				0	
VARIABLE		IOSH			420			
VARIABLE		SLCC Society of Local Council Clerks	80				0	
VARIABLE		Other		2,400		2,400	0	
			640	2,400	690	2,400	0	
201	**2070**	**Medical / Health & Safety Exp.**						
VARIABLE		Drayton Medical Services - Occupational Health	215		135		0	
VARIABLE		Other		600		600	0	
VARIABLE		Safety Signs for Less - Fire Assembly Signs			24		0	
VARIABLE		Slingsby - COSHH Cupboard for Jubilee	464		-232		0	
VARIABLE		St John Ambulance - First Aid Supplies	36		20		0	
VARIABLE		Top Notch Signs - Health & Safety Signs			95		0	
NON RECURRING		Clinton Electrics - Installation of Defibrillator	410				0	Grant Funding in 2015-16
NON RECURRING		WEL Medical Ltd - Defibrillator	5,045				0	Grant Funding in 2015-16
			6,169	600	42	600	0	
201	**2920**	**Recruitment**						
VARIABLE		Farnham Castle - Grounds Staff Adverts	486		304		0	
VARIABLE		Working Planet - Grounds Staff Advert	179		179		0	
VARIABLE		Countryside Jobs Services - Grounds Staff Advert	135		135		0	
VARIABLE		Hays - Joining Fee for Finance Admin	1,000				0	
VARIABLE		Other		500		1,000	500	Increase 16-17 Budget
			1,800	500	618	1,000	500	
201	**4011**	**IT Support**						
VARIABLE		Connected IT - Other	1,345	2,400	1,291	2,400	0	
VARIABLE		Config Computer Supplies	485				0	
VARIABLE		Refresh Computers	33				0	
NON RECURRING		Connected IT - Installation of New PC's	5,658				0	Funded from Earmarked Reserves
NON RECURRING		Vision ICT - 50% payment for New Website			725		0	
			7,521	2,400	2,016	2,400	0	
201	**4024**	**Printing**						
FIXED		Annodata - Rent (NEW Contract)	79		527	824	824	£202 per quarter + 2% Inflation
VARIABLE		Annodata - Copies (NEW Contract)			417	864	864	50,000 B&W; 20,000 Colour + 2% Inflation
VARIABLE		Ricoh UK Ltd	1,531	2,440			-2,440	
			1,609	2,440	944	1,688	-752	

COST CENTRE : 201 COST CENTRE : FINANCE AND GENERAL PURPOSES			FULL YR ACTUAL 2015-16	FULL YR BUDGET 2016-17	YTD ACT APR-SEP 2016-17	FULL YR BUDGET 2017-18	Change	Notes
CC	Nominal	Description						
201	**4029**	**Subscriptions**						
FIXED		Avalon Software - Hall Bookings	60	180		0	-180	Contract Terminated - see Rialtas Business Solutions
FIXED		Blendworth Parish Magazine	33			35	35	
FIXED		Campaign to Protect Rural England	36	40		40	0	
FIXED		HALC - Affiliation Fees/NALC Levy	1,194	1,200	1,592	1,600	400	
FIXED		HALC - HR Service Subs	100	150	180	180	30	
FIXED		Hampshire Playing Fields Association - Annual Subs		60	60	60	0	
FIXED		Horndean News - Newspapers	114	60		54	-6	Horndean Post ONLY = £1.03pcw
FIXED		Improvement & Development Agency - LGA Workforce Subs	399	400		400	0	
FIXED		Info Commissioner's Office - Data Protection	35	35	35	35	0	
FIXED		IOSH Membership	245	150		250	100	
FIXED		My Future Servers (OSHS Ltd) - Domain Mapping	380	190		0	-190	Contract Terminated - new Contract with Hart (charged by Connected IT)
FIXED		NALC - LCR Subscription	17	18	17	17	-1	
FIXED		Parish Council.Net - Website Hosting + Supporting		300		0	-300	Contract Terminated - see VisionICT
FIXED		Rialtas Business Solutions - Facilities Booking Software		170		270	100	NEW Contract
FIXED		Rialtas Business Solutions - Omega Support	420	350	350	420	70	
FIXED		Rialtas Business Solutions - Purchase & Sales Ledger		260		260	0	
FIXED		SLCC Society of Local Council Clerks	250	250	300	300	50	
FIXED		South East Employees - Associate Membership	197	200	197	200	0	
FIXED		VisionICT - Website Hosting + Supporting				215	215	NEW CONTRACT
VARIABLE		Other		137		164	27	
			3,480	4,150	2,731	4,500	350	
201	**4030**	**Audit**						
FIXED		Do the Numbers (Internal)	1,675	1,000	-75	0	-1,000	Contract Terminated
FIXED		Auditing Solutions Limited (Internal)				840	840	Interim & Final Report £840 in Year 2 (2017-18)
FIXED		BDO (External)	1,000	1,500	-500	1,050	-450	Annual Audit, overaccrued in 2015-16 hence negative £500
			2,675	2,500	-575	1,890	-610	
201	**4035**	**Professional Fees**						
FIXED		Mackarness & Lunt - Deeds Storage	70	70		70	0	
FIXED		Watling & Hirst - Payroll Services	660	700	340	700	0	
VARIABLE		Connected IT	70		268		0	
VARIABLE		Experian re Business Check			18			
VARIABLE		Glanvilles Legal Services	506		999		0	
VARIABLE		Land Registry Searches	30		29		0	
VARIABLE		McAndrew Martin re Boundary Disputes	300		1,562		0	
VARIABLE		Property Issues		2,400		2,400	0	Legal Issues, Surveyors Costs
VARIABLE		Watling & Hirst - Additional HMRC Support	335	430		430	0	
NON RECURRING		Groundwork South Trust (Earmarked Reserves)	3,079		2,865		0	Funded from Earmarked Reserves
			5,050	3,600	6,081	3,600	0	
201	**4040**	**Insurance**						
FIXED		Came & Co. - Parish Council (Rural) - Agricultural Vehicles	875	2,000	1,657	1,600	-400	increased to cover <25 year old drivers
NON RECURRING		Glanvilles - Restrictive Covenant Indemnity			493			
FIXED		Zurich	8,802	9,000	9,562	9,600	600	Insurance Tax increased to 10%
			9,677	11,000	11,712	11,200	200	
201	**4062**	**Public Events**						
VARIABLE		Catering (Milk, Coffee, Volunteers Party etc)	410	300	209	425	125	to be updated
		Armed Services Day (June)					0	
FIXED		PA System (Profile Productions)		250	35	50	-200	
		Remembrance Day (November)					0	
FIXED		PA System (Profile Productions)	250	250		450	200	
FIXED		Wreaths	105	100		120	20	
FIXED		Printing Costs	191	140		190	50	
FIXED		Traffic Management (AA Media, Sun Traffic)	1,819	1,820		2,060	240	
		Carol Service (December)					0	
FIXED		PA System (Profile Productions)	250	250		450	200	estimate, waiting confirmation
VARIABLE		Sweets for Children	39			30	30	
FIXED		Lights for Christmas Tree	795	800	183	550	-250	
FIXED		Christmas Tree (Maybe donated)	350	500		0	-500	
FIXED		Printing Costs	112	140		175	35	
NON RECURRING		Playground Opening (24/10/16)			34	0	0	
			4,321	4,550	461	4,500	-50	
201	**4078**	**Office Equipment**						
FIXED		Aquaid	183	350	0	350	0	
VARIABLE		Portable Air Con Unit				500	500	
VARIABLE		Ergonomic Chair for Clerk				500	500	
VARIABLE		Various (incl Tables and Cupboards)	1,442	1,000	685	500	-500	
			1,625	1,350	685	1,850	500	

COST CENTRE : 222 COST CENTRE : GRANTS			FULL YR ACTUAL 2015-16	FULL YR BUDGET 2016-17	YTD ACT APR-SEP 2016-17	FULL YR BUDGET 2017-18	Change	Notes
CC	Nominal	Description						
222	5010	Sundry Grants	5,376	8,000	0	7,000	-1,000	Reduce as per 1st Budget Meeting on 12-09-16
		TOTAL EXPENDITURE	**5,376**	**8,000**	**0**	**7,000**	**-1,000**	
222	**5010**	**Sundry Grants**						
VARIABLE		Age Concern Cowplain	700				0	
VARIABLE		All Saints Church Catherington	600				0	
VARIABLE		Blendworths Mothers Union	500				0	
VARIABLE		CAB	2,000				0	
VARIABLE		Homestart Butser	1,650				0	
VARIABLE		Horndean Community Association (partially unused)	-275				0	
VARIABLE		Horndean Parish Twinning Association	200	8,000		7,000	-1,000	
			5,376	8,000	0	7,000	-1,000	

COST CENTRE : 301 COST CENTRE : NAPIER HALL			FULL YR ACTUAL	FULL YR BUDGET	YTD ACT APR-SEP	FULL YR BUDGET		
CC	Nominal	Description	2015-16	2016-17	2016-17	2017-18	Change	Notes
301	1075	Halls Income	-24,001	-20,400	-11,417	-20,400	0	no change to income target from 2016-17, reviewed in March 2016
		TOTAL INCOME	**-24,001**	**-20,400**	**-11,417**	**-20,400**	**0**	
301	3001	Rates	3,072	3,130	3,098	2,807	-323	See Below for Detail
301	3002	Utilities	3,068	2,610	1,065	2,900	290	See Below for Detail
301	3008	Licensing	145	1,140	241	410	-730	See Below for Detail
301	3009	Repairs and Maintenance	2,968	3,000	1,824	4,000	1,000	See Below for Detail
301	3052	Janitorial Supplies	56	50	0	50	0	
301	3055	Caretaker Salaries	8,645	10,870	3,811	8,893	-1,977	See 'STAFF' sheet
301	3060	Telephones	384	400	196	400	0	See Below for Detail
		TOTAL EXPENDITURE	**18,338**	**21,200**	**10,235**	**19,460**	**-1,740**	
		TOTAL NET	**-5,662**	**800**	**-1,182**	**-940**	**-1,740**	
301	**3001**	**Rates**						
	FIXED	East Hants District Council	3,072	3,100	3,098	2,807	-293	2017-18 Actual Bills Received
			3,072	3,100	3,098	2,807	-293	
301	**3002**	**Utilities**						
	FIXED	Gas SSE	1,852	1,660	292	1,660	0	2% Inflation Increase on 2015-16 Full Year Outturn Less Adj for over accrual
	FIXED	Electricity SSE	853	660	561	870	210	2% Inflation Increase on 2015-16 Full Year Outturn
	FIXED	Portsmouth Water	363	290	213	370	80	2% Inflation Increase on 2015-16 Full Year Outturn
			3,068	2,610	1,065	2,900	290	
301	**3008**	**Licensing**						
	FIXED	PPL : License to authorise the use of sound recordings	129	130	241	130	0	2% Inflation Increase on 2015-16 Actual
	FIXED	PRS for Music : current year	278	1,010		280	-730	2% Inflation Increase on 2015-16 Full Year Outturn
	FIXED	PRS for Music : adjustment to previous yr	-262					
			145	1,140	241	410	-730	
301	**3009**	**Repairs and Maintenance**						
	FIXED	Griffin Fire & Training - Fire Alarms/Emergency Lights Inspection	79	80	220	80	0	
	FIXED	Griffin Fire & Training - Service Fire Extinguishers		100		100	0	
	FIXED	PHS Group - Low Risk Waste, Sanitary Disposal, Hand Driers	934	960	502	960	0	
	FIXED	Rowlands Castle Cleaning - Window Cleaning	310	150	90	300	150	8 Cleans per annum
	VARIABLE	British Maids - Carpet Clean	95			100	100	
	VARIABLE	Sean Mason Electrical, Blendworth Property Maintenance etc.	1,550	1,710	696	1,460	-250	
	VARIABLE	Currys - Ceramic Cooker			317		0	
	NON RECURRING	Fencing				1,000	1,000	Agreed as per 1st Budget Meeting on 12-09-16
			2,968	3,000	1,824	4,000	1,000	
301	**3060**	**Telephones**						
	FIXED	Peach Technologies	384	360	134	250	-110	2% Inflation Increase on 2015-16 Actual
	FIXED	Vodafone			62	150	150	
			384	360	196	400	40	

0

COST CENTRE : 305 COST CENTRE : JUBILEE HALL			FULL YR ACTUAL	FULL YR BUDGET	YTD ACT APR-SEP	FULL YR BUDGET		
CC	Nominal	Description	2015-16	2016-17	2016-17	2017-18	Change	Notes
305	1075	Halls Income	-21,820	-20,400	-12,187	-20,400	0	no change to income target from 2016-17, reviewed in March 2016
		TOTAL INCOME	**-21,820**	**-20,400**	**-12,187**	**-20,400**	**0**	
305	3001	Rates	1,824	1,860	1,839	1,694	-166	See Below for Detail
305	3002	Utilities	2,349	1,860	1,041	2,270	410	See Below for Detail
305	3008	Licensing	112	130	172	310	180	See Below for Detail
305	3009	Repairs and Maintenance	7,630	4,000	1,246	4,000	0	See Below for Detail
305	3052	Janitorial Supplies	15	100	0	100	0	
305	3055	Caretaker Salaries	10,430	11,163	5,232	12,625	1,462	See 'STAFF' sheet
305	3056	Security	357	550	366	510	-40	See Below for Detail
305	3060	Telephones	784	700	296	700	0	See Below for Detail
		TOTAL EXPENDITURE	**23,500**	**20,363**	**10,191**	**22,209**	**1,846**	
		TOTAL NET	**1,680**	**-37**	**-1,996**	**1,809**	**1,846**	
305	**3001**	**Rates**						
	FIXED	East Hants District Council	1,824	1,830	1,839	1,694	-136	2017-18 Actual Bills Received
			1,824	1,830	1,839	1,694	-136	
305	**3002**	**Utilities**						
	FIXED	Electricity : EON / SSE	2,088	1,640	884	2,000	360	2% Inflation Increase on 2015-16 Actual less adjustment for over accrual
	FIXED	Portsmouth Water	72	60	42	76	16	2% Inflation Increase on 2015-16 Actual
	FIXED	Southern Water	188	160	115	194	34	2% Inflation Increase on 2015-16 Actual
			2,349	1,860	1,041	2,270	410	
305	**3008**	**Licensing**						
	FIXED	PPL : License to authorise the use of sound recordings				130	130	
	FIXED	PRS for Music (Annual)	112	130	172	180	50	
			112	130	172	310	180	
305	**3009**	**Repairs and Maintenance**						
	FIXED	PHS Group - Low Risk Waste, Sanitary Disposal, Hand Driers	841	900	477	900	0	2% Inflation Increase on 2015-16 Actual
	FIXED	PHS Group - Annual Duty of Care	55	60		60	0	
	FIXED	Rowlands Castle Cleaning - Window Cleaning	295	120	75	300	180	8 Cleans per annum
	FIXED	Southern Fire Protection	30	50	51	50	0	
	VARIABLE	Blendworth Property Maintenance	3,820		205		0	
	VARIABLE	British Maids (Floor Clean, seal & polish)	545				0	
	VARIABLE	Sean Mason Electrical	690		165		0	
	VARIABLE	Other	1,353	2,870	273	2,690	-180	
			7,630	4,000	1,246	4,000	0	
305	**3056**	**Security**						
	FIXED	Christie Intruder Alarms (CIA) - Annual Alarm System Check	253	250	260	250	0	
	FIXED	British Telecom - Security Alarm	104	300	106	260	-40	
			357	550	366	510	-40	
305	**3060**	**Telephones**						
	FIXED	Peach Technologies	483	350	59	120	-230	
	FIXED	Vodafone			105	320	320	
	FIXED	British Telecom - Broadband	301	350	132	260	-90	
			784	700	296	700	0	

COST CENTRE : 310 COST CENTRE : TYFIELD HOUSE			FULL YR ACTUAL 2015-16	FULL YR BUDGET 2016-17	YTD ACT APR-SEP 2016-17	FULL YR BUDGET 2017-18	Change	Notes
CC	Nominal	Description						
310	3001	Rates	4,272	4,360	4,308	4,308	-52	See Below for Detail
310	3002	Utilities	1,872	1,460	931	1,900	440	See Below for Detail
310	3009	Repairs and Maintenance	1,989	2,500	1,034	1,200	-1,300	See Below for Detail
310	3012	Rent	13,306	13,600	6,653	14,806	1,206	See Below for Detail
310	3020	Staff Cleaning	0	0	0	692	692	See 'STAFF' sheet
310	3052	Janitorial Supplies	95	400	0	200	-200	
310	3056	Security	2,147	2,500	583	900	-1,600	See Below for Detail
310	3060	Telephones	2,448	2,800	949	2,800	0	See Below for Detail
		TOTAL EXPENDITURE	**26,129**	**27,620**	**14,458**	**26,806**	**-814**	
310	**3001**	**Rates**						
FIXED		East Hants District Council	4,272	4,276	4,308	4,308	32	2017-18 Actual Bills Received
			4,272	4,276	4,308	4,308	32	
310	**3002**	**Utilities**						
FIXED		Electricity : EON / SSE	1,612	1,110	821	1,640	530	2% Inflation Increase on 2015-16 Actual
FIXED		Portsmouth Water	69	90	30	70	-20	2% Inflation Increase on 2015-16 Actual
FIXED		Southern Water	191	260	80	190	-70	2% Inflation Increase on 2015-16 Actual
			1,872	1,460	931	1,900	440	
310	**3009**	**Repairs and Maintenance**						
FIXED		British Maids - Office Cleaning	1,326	1,352	572	0	-1,352	In House - see STAFF
FIXED		Rowlands Castle Cleaning - Window Cleaning	175	180	60	160	-20	8 Cleans per annum
FIXED		Southern Fire Protection - Annual Inspection of Fire Extiunguishers	83	150	137	150	0	
FIXED		Southern Fire Protection - Annual Inspection of Fire Alarms & Lights	80	85		90	5	
FIXED		SSE Contracting Ltd - PAT Testing		175		200	25	
VARIABLE		Blendworth Property Maintenance	130		225		0	
VARIABLE		Sean Mason Electrical - Various Lighting Repairs	166				0	
VARIABLE		Other	28	558	40	600	42	
			1,989	2,500	1,034	1,200	-1,300	
310	**3012**	**Rent**						
FIXED		Robert Harriott	13,306	13,600	6,653	14,806	1,206	3 Yr agreement starts from 01-01-17, incr of £1.5k pa
			13,306	13,600	6,653	14,806	1,206	
310	**3056**	**Security**						
FIXED		Christie Intruder Alarms (CIA) - Annual Security	505	510	513	510	0	
FIXED		Southern Fire Protection - Fire Alarm Inspection		100	70		-100	budgeted on 3009
FIXED		Christie Intruder Alarms (CIA) - CCTV Annual Charge	64			70	70	
FIXED		SSE - PAT Testing	346			200	200	reduce as less frequent testing needed
VARIABLE		Other - Locks	110	390		120	-270	
NON RECURRING		Christie Intruder Alarms (CIA) - Installation of CCTV	804	1,500			-1,500	
NON RECURRING		Christie Intruder Alarms (CIA) - Installation of Safe	318				0	
			2,147	2,500	583	900	-1,600	
310	**3060**	**Telephones**						
FIXED		Peach Technologies	2,160	2,400	641	2,000	-400	
FIXED		British Telecom	258	220	105	220	0	
FIXED		Plusnet plc - Broadband	180	180	90	180	0	
FIXED		Vodafone			113	400	400	
FIXED		Parishcouncil.Net	-150				0	
			2,448	2,800	949	2,800	0	

COST CENTRE : 315 COST CENTRE : LUCKY LITE			FULL YR ACTUAL	FULL YR BUDGET	YTD ACT APR-SEP	FULL YR BUDGET		
CC	Nominal	Description	2015-16	2016-17	2016-17	2017-18	Change	Notes
315	3001	Rates	2,280	2,330	2,299	2,614	284	See Below for Detail
315	3002	Utilities	600	400	121	600	200	See Below for Detail
315	3009	Repairs and Maintenance	265	500	17	500	0	See Below for Detail
315	3012	Rent	5,940	6,060	2,970	6,000	-60	See Below for Detail
		TOTAL EXPENDITURE	**9,085**	**9,290**	**5,407**	**9,714**	**424**	
315	**3001**	**Rates**						
FIXED		East Hants District Council	2,280	2,330	2,299	2,614	284	2017-18 Actual Bills Received
			2,280	2,330	2,299	2,614	284	
315	**3002**	**Utilities**						
FIXED		Lucky Lite - Electricity	600	400	121	600	200	Bill provided by Lucky Lite with meter readings
			600	400	121	600	200	
315	**3009**	**Repairs and Maintenance**						
VARIABLE		Other	265	500	17	500	0	
			265	500	17	500	0	
315	**3012**	**Rent**						
FIXED		Lucky Lite	5,940	6,060	2,970	6,000	-60	3 Year rental agreement ends on 31-12-16
			5,940	6,060	2,970	6,000	-60	

COST CENTRE : 407 COST CENTRE : COUNTRYSIDE SITES			FULL YR ACTUAL	FULL YR BUDGET	YTD ACT APR-SEP	FULL YR BUDGET		
CC	Nominal	Description	2015-16	2016-17	2016-17	2017-18	Change	Notes
407	1005	HLS Payments	-7,863	-7,863	0	-7,863	0	
407	1022	Grazing Income	-540	0	0	0	0	
407	1030	Rural Payments Scheme	-2,680	-3,116	-2,893	-3,116	0	
407	1035	Catherington Down (Hampshire CC)	-500	-500	-750	-750	-250	
407	1038	Councillor Contributions	0	0	-6,043	0	0	
407	1043	Donations	-250		0	0	0	Private Donation
407	1055	Grants	-2,000		0	0	0	
		TOTAL INCOME	**-13,833**	**-11,479**	**-9,686**	**-11,729**	**-250**	
407	6010	Catherington Down	857	0	60	0	0	
407	6020	Catherington Lith	1,683	0	163	0	0	
407	6030	Catherington Pond	135	0	0	0	0	
407	6040	Causeway Copse	0	0	0	0	0	
407	6050	Dell Piece	1,820	0	477	0	0	
407	6060	Hazleton Common	2,004	0	62	0	0	
407	6090	Old School Field	295	0	0	0	0	
407	6110	Parsonage Field	53	0	0	0	0	
407	6140	Wagtail Copse	2,095	0	0	0	0	
407	6150	Yoells Copse	662	0	0	0	0	
407	6160	Other Sites	738	6,000	2,579	6,000	0	centralised budget
		TOTAL EXPENDITURE	**10,342**	**6,000**	**3,340**	**6,000**	**0**	
		TOTAL NET	**-3,490**	**-5,479**	**-6,347**	**-5,729**	**-250**	
407	**1005**	**HLS Payments**						
FIXED		Environmental Stewardship	-7,863	-7,863	0	-7,863	0	as per Natural England Agreement
407	**1030**	**Rural Payments Scheme**						
VARIABLE		Basic Payment Scheme	-2,680	-3,116	-2,893	-3,116	0	variable claim
407	**1035**	**Catherington Down**						
FIXED		Hampshire County Council	-500	-500	-750	-750	-250	

COST CENTRE : 408 COST CENTRE : AMENITY SITES			FULL YR ACTUAL	FULL YR BUDGET	YTD ACT APR-SEP	FULL YR BUDGET		
CC	Nominal	Description	2015-16	2016-17	2016-17	2017-18	Change	Notes
408	1025	Football Pitches	-2,011	-2,011	-1,005	-2,011	0	to be reviewed
408	1038	Councillor Contributions	-3,601		-500	0	0	Grant for LychGate Repair
408	1050	Developer's Contribution	0		-66,816	0	0	EHDC re Playground
408	1105	Roundabout Sponsorship	-721	0	0	0	0	Assume £0 in 2017-18
		TOTAL INCOME	**-6,332**	**-2,011**	**-68,321**	**-2,011**	**0**	
408	3099	Lith Av/Lith Lane/Cath Rd Pond	9,142	0	0	0	0	
408	3100	Granary	10,090	0	0	0	0	
408	3150	War Memorials	183	1,170	0	170	-1,000	
408	6052	Deep Dell	455	0	0	0	0	
408	6054	Downs Park	1,230	0	0	0	0	
408	6070	Jubilee Field	769	0	81	0	0	
408	6100	Devolved Open Spaces	539	0	0	0	0	
408	6115	Five Heads Recreation Ground	839	0	149	0	0	
408	6120	St Giles Churchyard	0	0	0	0	0	
408	6130	Village Centre	633	0	74	0	0	
408	6160	Other Sites	277	2,000	0	2,000	0	centralised budget
408	6180	Football Pitches Maintenance	891	3,000	246	3,000	0	
408	6205	Car Parks	0	300	0	300	0	
408	6520	Council Land Signage	1,215		0	0	0	
408	6580	Play Equipment	6,174	8,000	68,657	6,130	-1,870	
408	6582	Playground Checks Salaries	0	0	750	1,838	1,838	See 'STAFF' sheet
		TOTAL EXPENDITURE	**32,437**	**14,470**	**69,956**	**13,438**	**-1,032**	
		TOTAL NET	**26,105**	**12,460**	**1,634**	**11,427**	**-1,032**	
408	**1025**	**Football Pitches**						
FIXED		Horndean Hawks	-1,011	-1,011	-505	-1,011	0	
FIXED		Horndean FC	-1,000	-1,000	-500	-1,000	0	
			-2,011	-2,011	-1,005	-2,011	0	
408	**3099**	**Lith Lane/Lith Ave**						
NON RECURRING		L.A. Kattenhorn & Partners Ltd - Surfacing of Lith Ave	9,080				0	Funded from Earmarked Reserves
NON RECURRING		CIA - Padlock for Gate	62					
			9,142	0	0	0	0	
408	**3100**	**Granary**						
NON RECURRING		I.W Payne & Co Ltd	10,090				0	
			10,090	0	0	0	0	
408	**3150**	**Repairs and Maintenance**						
FIXED		Gillett & Johnston - Service of Clock	165	170		170	0	
VARIABLE		B&Q - Paint for benches Memorial Sq	18				0	
NON RECURRING		Lych Gate Repairs		1,000				
			183	1,170	0	170	0	
408	**6580**	**Play Equipment Maintenance**						
FIXED		Staff - Playground Checks	1,549	1,600		0	-1,600	SEE 'STAFF' to be moved to 6582
FIXED		Playsafe Limited - Annual Inspection	527	530	539	530	0	
VARIABLE		Other	4,099	5,870	1,301	5,600	-270	
NON RECURRING		EHDC Funded PlayGround at Jubilee Field			66,817		0	1st & 2nd stage payments
			6,174	8,000	68,657	6,130	-1,870	

COST CENTRE : 470 COST CENTRE : OTHER OPEN SPACES COSTS			FULL YR ACTUAL	FULL YR BUDGET	YTD ACT APR-SEP	FULL YR BUDGET		
CC	Nominal	Description	2015-16	2016-17	2016-17	2017-18	Change	Notes
470	1034	Sale of Vehicle	-6,000	0	0	0	0	Sale of Vehicle
		TOTAL INCOME	**-6,000**	**0**	**0**	**0**	**0**	
470	6170	Capital Items	26,815	0	0	0	0	Purchase of Vehicle
470	4062	Events	0	1,000	19	1,000	0	BioBlitz
470	6500	Countryside Team Salaries	99,416	125,865	52,549	120,229	-5,636	See 'STAFF' sheet
470	6501	Countryside Agency Staff	0	0	1,391	0	0	
470	6510	Litter Picking	2,446	2,300	888	1,900	-400	See Below for Detail
470	6530	Dog Waste Bins	3,706	3,800	2,112	4,800	1,000	See Below for Detail
470	6590	Materials & Equipment Maintenance	1,067	1,200	312	1,200	0	See Below for Detail
470	6591	Rangers Equipment	1,811	500	381	500	0	See Below for Detail
470	6592	Rangers Equipment Hire	83	1,500	0	1,500	0	See Below for Detail
470	6620	Vehicle Running Costs	5,686	7,000	1,591	6,000	-1,000	See Below for Detail
470	6624	Waste removal	2,248	2,450	1,475	3,000	550	See Below for Detail
470	6636	Grass Cutting	16,000	15,800	0	16,300	500	See Below for Detail
470	6638	Fencing	0	7,000	0	2,000	-5,000	See Below for Detail
470	6640	Training for Countryside Team	1,336	2,500	1,618	2,500	0	See Below for Detail
470	6648	Tree Work & Maintenance	1,616	8,000	700	4,000	-4,000	See Below for Detail
470	6650	Uniform for Countryside Team	524	500	481	625	125	See Below for Detail
470	6651	Personal Protection Equipment	392	500	191	625	125	See Below for Detail
470	6661	Open Spaces, Projects	0	2,000	0	2,000	0	See Below for Detail
		TOTAL EXPENDITURE	**163,146**	**181,915**	**63,707**	**168,179**	**-13,736**	
		TOTAL NET	**157,146**	**181,915**	**63,707**	**168,179**	**-13,736**	
470	**6510**	**Litter Picking**						
FIXED		The New Blendworth Centre - Litter Picking	1,527	1,700	693	1,700	0	£32 per week + 2% inflation
FIXED		Abbey Polythene - Black Sacks	219		195	200	200	
FIXED		Blendworth Tree Surgeons - Tipping Green Waste	700	600		0	-600	Budget moved to Waste Collection
			2,446	2,300	888	1,900	-400	
470	**6530**	**Dog Waste Bins**						
FIXED		Landscapes Maintenance - Empty Bins	3,706	3,800	2,097	4,800	1,000	increased to £1,170 per quarter + 2% inflation
VARIABLE		Wyborne - Keys for Bins			15			
							0	
			3,706	3,800	2,112	4,800	1,000	
470	**6590**	**Materials & Equipment Maintenance**						
FIXED		John Langford	645	1,000	268	1,000	0	Annual Inspection of Rangers Equipment
VARIABLE		General Repairs & Equipment	421	200	44	200	0	
			1,067	1,200	312	1,200	0	
470	**6591**	**Rangers Equipment**						NOTE: Every 5 years + £1,000 for one year
VARIABLE		Honey Brothers Ltd - Climbing Eqt, Rake, Tree Work Tools	1,153				0	
VARIABLE		Carters of Swanwick - Hedge Cutter, Power Unit	563				0	
VARIABLE		Other	96	500	381	500	0	
			1,811	500	381	500	0	
470	**6592**	**Rangers Equipment Hire**						
VARIABLE		Beaver Tool Hire - Chipper Hire	83	1,500		1,500	0	Increase in work load
			83	1,500	0	1,500	0	
470	**6620**	**Vehicle Running Costs**						
FIXED		DVLA - Driving Record Requests	55			60	60	
FIXED		Road Tax	15	1,000	230	500	-500	
VARIABLE		Fuel Card Services	1,888	2,000	944	2,000	0	
VARIABLE		MOT, Repairs, Services	2,450	4,000	417	3,440	-560	
NON RECURRING		Graphics	1,278				0	
			5,686	7,000	1,591	6,000	-1,000	
470	**6624**	**Waste removal**						
FIXED		Veolia	2,128	2,100	1,055	2,100	0	52 weeks x £36.10 + 12 months x £12.50 + 2% inflation
VARIABLE		Southern Asbestos Solutions - Asbestos Fly Tip Collection	0	350		300	-50	
VARIABLE		Blendworth Tree Surgeons - Tipping Green Waste			420	600	600	Budget moved from Litter Picking
NON RECURRING		JH Watson - Animal Waste	120			0	0	
			2,248	2,450	1,475	3,000	550	
470	**6636**	**Grass Cutting**						
FIXED		Havant Borough Council (Norse) - Annual Contract	16,000	15,500	0	16,300	800	Add 2% Inflation
			16,000	15,500	0	16,300	800	

COST CENTRE : 470 COST CENTRE : OTHER OPEN SPACES COSTS			FULL YR ACTUAL 2015-16	FULL YR BUDGET 2016-17	YTD ACT APR-SEP 2016-17	FULL YR BUDGET 2017-18	Change	Notes
CC	Nominal	Description						
470	**6638**	**Fencing**						
VARIABLE		2 or 3 x Fences per annum	0	5,000	0	0	-5,000	£5,000 balance moved to Earmarked Reserve
VARIABLE		Fencing for Coppicing		2,000		2,000	0	
			0	7,000	0	2,000	-5,000	
470	**6640**	**Training for Countryside Team**						
VARIABLE		Manual Handling Course	245				0	
VARIABLE		Pesticide Courses	289		388		0	
VARIABLE		Play Site Refresher Courses	265				0	
VARIABLE		Protecting parks/green spaces	50				0	
VARIABLE		New Roads and Street Works Act Training			507		0	
VARIABLE		ROSPA Playground Insp Course	262				0	
VARIABLE		Train/Bus Tickets for Training	71				0	
VARIABLE		Tree Survey/Inspection course	155		155		0	
VARIABLE		Felling Trees Training			545		0	
VARIABLE		Other		2,500	23	2,500	0	
			1,336	2,500	1,618	2,500	0	
470	**6648**	**Tree Work & Maintenance**						
FIXED		ACD Landscape Architects Ltd - Annual Tree Safety Survey	1,250	1,250		1,250	0	
VARIABLE		Blendworth Tree Surgeons			700			
VARIABLE		Other	366	6,750		2,750	-4,000	Move £4,000 to Earmarked Reserve
			1,616	8,000	700	4,000	-4,000	
470	**6650**	**Uniform for Countryside Team**						
VARIABLE		Other - Boots, Trousers, Gloves	524	500	481	625	125	Increase in Staff to 5
			524	500	481	625	125	
470	**6651**	**Personal Protection Equipment**						
VARIABLE		Clothing, Boots, Safety Glasses, Gloves etc	392	500	191	625	125	Increase in Staff to 5
			392	500	191	625	125	
470	**6661**	**Open Spaces, Projects**						
VARIABLE		Boardwalks at Dell Piece		2,000		2,000		Year 2 of 3 (3 years from 2016-17)
			0	2,000	0	2,000	0	

Horndean Parish Council

APPENDIX 1

RESERVES		Actual Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Transfers from I&E	Adj's	Forecast Apr-16	Notes
Code													
310	**GENERAL FUNDS**	**207,196**	**207,196**	**207,196**	**207,196**	**207,196**	**207,196**	**207,196**	**207,196**			**207,196**	
	CURRENT YEAR FUNDS												
	Forecast Underspend in 2016-17								42,000			42,000	forecast made as at the end of September 2016
	Funds needed to balance budget											-21,459	If there is no increase in precept OR tax base
		207,196	**207,196**	**207,196**	**207,196**	**207,196**	**207,196**	**207,196**	**249,196**			**227,737**	
	% of Precept											**59.0%**	
	No. of Months Running Costs											**7.1**	
325	IT Equipment	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500		1,500	3,000	to be increased each year by £1,500 to reach £6,000 in preparation for replacement in 2019/20
326	Vehicle Replacement	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000		5,000	10,000	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	27,350			27,350	
330	Staff Contingency									6,438		6,438	13/12/2016 to 31/03/2017 salary of 5th member of Countryside Team (transfer from I&E)
334	The Granary	6,000	6,000	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	7,000			7,000	
340	Jubilee Hall Extension fund	41,125	41,125	41,125	41,125	41,125	41,125	41,125	41,125			41,125	
341	New Playground Fund	43,208	43,208	43,208	43,208	43,208	43,208	43,208	43,208			43,208	
342	Equipment replacement fund	10,000	10,000	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	10,000			10,000	
344	Election	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000		1,000	5,000	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							0	
346	Fencing									5,000		5,000	to be increased year on year for major fencing projects (transfer from I&E)
347	Tree Maintenance									4,000		4,000	to be increased year on year to prepare for a bad winter (transfer from I&E)
348	LychGate Repairs										500	500	to be increased each year by £500 to reach £5,000 in preparation for repair works in 2027-28
	TOTAL OF EARMARKED FUNDS	**160,183**	**160,183**	**160,183**	**160,183**	**155,183**	**155,183**	**155,183**	**155,183**	**15,438**	**8,000**	**178,621**	
	GRAND TOTAL	**367,379**	**367,379**	**367,379**	**367,379**	**362,379**	**362,379**	**362,379**	**404,379**	**15,438**	**8,000**	**406,358**	

Description of Funds

325	IT Equipment
326	Vehicle Replacement
329	Napier Hall Improvements
330	Staff Contingency
334	The Granary
340	Jubilee Hall Extension fund
341	New Playground Fund
343	Legal Costs
344	Election
345	Lovedean Solar Farm
346	Fencing
347	Tree Maintenance
348	LychGate Repairs