

as of 31/7/23	23-24 Budget	23-24 Actual	23-24 Budget	%	2023-24 NOTES -Election year
	No 1 Hall lettings casual	1,161.00	2,035	57	
	No 1 Hall lettings regular	5,447.00	14,385	38	
	No 2 Hall lettings regular/casual	1,119.00	2,500	45	
	Interest/Dividends CCLA	923.67	1,800	51	
	Playing Field/Football charges	100.00	1,400	7	
	PV Feed FIT income	351.95	2,000	18	
	Gifts & donations	1,000.00	0		Bognor Hotham Rotary Club-playscheme donation.
	Precept Income	71,662.00	143,324	50	
	VAT refunds	1,825.15			VAT return Q1
	TOTAL INCOME	83,589.77	167,444	50	
cc	EXPENDITURE	23-24 Actual	23-24 Budget	%	
	1 Total Staff Oncosts	23,124.45	89,400	26	Includes all oncosts, contingencies. Advised increase by NALC/LGA/National Employers.
	2 Total Contractor costs	5,104.32	20,000	26	Contractor costs and contingencies
	3 Chairman's Allowance		650	0	Per annum -every Jan
	4 Members' Allowance	274.00	7,672	4	March 2023, invoice received/paid in April 2023,+ May 2023.
	5 Training Costs	450.00	1,000	45	Election year=New Councillor courses & Clerk training. Clerk*3 social media training approved for a total of £295 on 12/6. GDPR training approved for ALL 22/6/23 and new Cllr training.
	6 Travel & subsistence	21.60	100	22	Deputy Clerk-Police presentation.
	7 Clerk's Allowance	52.20	100	52	
	8 Arun DC Bins		900	0	£600 per new bin (£300 installation/£300 annually to empty per bin), Currently Shripney and North Bersted Street. Chalcraft bin from CIL monies.
	9 Water	191.40	1,000	19	£31.80 per month for waste, supply £24 per month. Bills are based on actual usage, contract for fixed tariff secured for next 4 years. Increase advised by broker of 1,500 on electric and 2,200 on gas.
	10 Utility charges	1,737.58	3,900	45	
	11 Janitorial	102.22	400	26	
	12 Refuse collection	284.20	900	32	12*73+ occasional extra collections
	13 Telephone/broadband	170.76	450	38	
	14 Postage & Stationery	182.20	500	36	allow for new Cllr cards
	15 Printing	311.84	1,600	19	Monthly lease fee £93.61*12=1,123.32+ actual printing
	16 Subscriptions	3,094.05	3,200	97	TOTAL WSALC/NALC/SLCC/ALCC/CPRE/AiRS/ICO
	17 Insurance	1,808.16	1,767	102	Annual payment, secured contract fixed for 3 years, with option to fix for further 2 years.
	19 Website/Sharepoint	420.80	2,436	17	Microsoft licence office staff 373.13 (3*124.38) +50 Domain fee. (new website quoted at 1,644).
	20 Parish Consultations/grant adverts	700.00	2,500	28	Regular Buzz articles in external magazines
	21 Property Maintenance	866.81	1,000	87	Hoover 130, blind 8, draft exc 10.23, exterior signage 71, replacement socket 30, wood backplate 54.08, interior signage metal 492.50.
	22 Grounds Maintenance	927.82	2,000	46	Commitments: ROSPA playground inspection, Tree works & ditches -Jubilee fields & Spinney Arun DC & pest control. Annual Pest control contract 415, rear fencing jubilee field 344.95, stroud green plants 22.88.
	23 Maintenance Contracts	1,661.63	2,650	63	Various service agreement: Scan Station CCTV maintenance, fire safety 80, street lighting bill up by 427.25, now 1,661.63.
	24 Comp Maint & Software	2,103.96	2,300	91	I.T service agreement & Cllr sharepoint/emails Microsoft licence cllrs 756,(14*54) annual I.T support/service charge 1,200 & + QB subs=12*24, zoom=12*12.99, Hallmaster 145.
	25 Office costs	30.50	500	6	Committed-Deputy/Trainee Clerk office refurb/dictaphone.
	26 Vehicle Maintenance	141.22	1,000	14	Various tractor maintenance
	27 Vehicle Fuel	100.19	400	25	Tractor/ grounds equipment fuel
	28 Bank charges	24.00	169	14	£2 p.wk plus transaction costs HSBC
	29 Audit Fees	400.00	800	50	(internal) R.Hall 400-April (external) Moore Stephens 400-September.
	30 Other professional fees		200	0	WSCC payroll fees -CC1
	33 Grants	2,000.00	3,000	67	F&GP June Meeting: 4sight £300, A&CCA(CAB) £500, Family Support (FSW) £500, Victim Support £100, Arun A Cappella £300, Bognor Foodbank £300.
	34 Summer Playscheme*	236.45	3,200	7	Commitments:Freedom Leisure and additional as required. Plus fresh fruit and drinks for children. Bookers/Aldi=bags, refreshments, crisps.
	36 Community Action	1,119.45	2,800	40	T&C club 19.45, Coronation 100, 250+250 school donations food for families for May, (July 250+250 committed).
	38 Civic Functions	37.22	400	9	
	39 Election costs (Reserve Account)	1,750.00	1,750	100	In Reserves.
	43 Projects/reserves*+ BPP Objective	3,000.00	4,000	75	*Commitment of 3k in Reserves-Parish business plan objective-speed Indicator device-F&GP September item.
	44 H&S*	1,211.25	2,800	43	Jubilee Hall wall mounted replacement noticeboards £1,211.25.
	Total 23-24 Actual	53,640.28	167,444	32	

Note from Clerk/RFO-Expenditure

Invoices due out: Tree works, playpark inspection, Spinney H&S, playscheme.

Additional note from Clerk/RFO-Budget 24/25

24/25 Budget prep scheduled for August. First draft of budget will be reviewed at F&GP on 26/9/23, then by Council on 10/10/23.