

UPDATED 15/11/23	23-24 Budget	23-24 Actual	23-24 Budget	%	2023-24 NOTES -Election year
Finance 28/11/23	No 1 Hall lettings casual	1,985.00	2,035	98	
	No 1 Hall lettings regular	10,231.00	14,385	71	
	No 2 Hall lettings regular/casual	3,198.00	2,500	128	
	Interest/Dividends CCLA	1,639.04	1,800	91	
	Playing Field/Football charges	600.00	1,400	43	Seasonal only & weather permitting.
	PV Feed FIT income	954.09	2,000	48	
	Gifts & donations	1,000.00	0		Bognor Hotham Rotary Club-playscheme donation.
	Precept Income	143,324.00	143,324	100	
	VAT refunds	2,779.82			VAT returns: Q1 and Q2.
	TOTAL INCOME	165,710.95	167,444	99	
cc	EXPENDITURE	23-24 Actual	23-24 Budget	%	
	1 Total Staff Oncosts	53,386.56	89,400	60	Includes all oncosts, contingencies. Advised increase by NALC/LGA/National Employers.
	2 Total Contractor costs	11,910.08	20,000	60	Contractor costs and contingencies
	3 Chairman's Allowance		650	0	Per annum -every Jan
	4 Members' Allowance	950.06	7,672	12	March 2023, invoice received/paid in April 2023,+ May 2023 elected*3 Cllrs.
	5 Training Costs	540.00	1,000	54	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	57.60	100	58	Deputy Clerk & Chair mileage.
	7 Clerk's Allowance	57.18	100	57	23-24 Additional £150 recommended by Personnel Committee for approval.
	8 Arun DC Bins		900	0	Awaiting ADC invoices -Current bins: Shripney, North Bersted Street, Chalcraft Lane and Jubilee Field. Chalcraft lane bin installation approved from CIL monies. Each new bin costs 600 initially, £300 ongoing. (£300 installation/£300 annually to empty per bin).
	9 Water	313.00	1,000	31	£31.80 per month for waste, supply £24 per month. Castle water now £5 monthly for waste.
	10 Utility charges	2,654.57	3,900	68	Bills are based on actual usage, contract for fixed tariff secured for next 4 years. (smart meter for gas booked for 5/10/23 - refund of £270.69 received).
	11 Janitorial	276.22	400	69	
	12 Refuse collection	649.20	900	72	12*73+ occasional extra collections
	13 Telephone/broadband	341.52	450	76	
	14 Postage & Stationery	206.75	500	41	allow for new Cllr cards
	15 Printing	796.34	1,600	50	Monthly lease fee £93.61*12=1,123.32+ actual printing
	16 Subscriptions	3,265.05	3,200	102	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	1,280.00	2,500	51	Regular Buzz articles in external magazines reduced to bi-monthly.
	21 Property Maintenance	1,054.80	1,000	105	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	2,298.03	2,000	115	Commitments: ROSPA playground inspection £209.40, Tree works & ditches £950 -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	2,507.12	2,650	95	Various service agreement: Scan Station CCTV maintenance £440, fire safety 80, street lighting bill up by 427.25, now 1,661.63.
	24 Comp Maint & Software	2,212.95	2,300	96	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, Hallmaster 145.
	25 Office costs	500.00	500	100	Committed-Deputy/Community Clerk office refurb/dictaphone/desk.
	26 Vehicle Maintenance	141.22	1,000	14	Various tractor maintenance
	27 Vehicle Fuel	191.67	400	48	Tractor/ grounds equipment fuel
	28 Bank charges	58.00	169	34	£2 p.wk plus transaction costs HSBC
	29 Audit Fees	820.00	800	103	(internal) R.Hall 400-April (external) Moore Stephens 420-September.
	30 Other professional fees	155.82	200	78	WSCC payroll fees -CC1
	33 Grants	2,300.00	3,000	77	4sight £300, A&CCA(CAB) £500, Family Support (FSW) £500, Victim Support £100, Arun A Cappella £300, Bognor Foodbank £300, BRAFD Bognor Armed Forces Day 2023 £300.
	34 Summer Playscheme*	2,991.55	3,200	93	Freedom Leisure, Family Support Team (FSW) and Entertainers. Plus fresh fruit/snacks and drinks for children.
	36 Community Action	1,649.45	2,800	59	Coronation 100, Donations fresh food for families: 250*3 for Bersted Green School+250*3 Southway School, (Future donations tbc for Xmas and Spring 2024)., Tea & Coffee Club refreshments 49.45.
	38 Civic Functions	133.41	400	33	Includes Banner for Council events.
	39 Election costs (Reserve Account)	1,750.00	1,750	100	
	43 Projects/reserves*+ BPP Objective	0.00	4,000	0	*Commitment of 3k in Reserves-Parish business plan objective-speed Indicator device-F&GP November item.
					I.T Reserves spend: laptops x3 as approved by Council.
	44 H&S*	1,620.76	2,800	58	Jubilee Hall wall mounted replacement noticeboards £1,211.25. Water pump and hose purchased for carpark at £61.98.
	Total 23-24 Actual	99,297.87	167,444	59	

Note from Clerk/RFO-Income & Expenditure	CC30/CC1-WSCC payroll charges have increased.
Additional note from Clerk/RFO-Budget 24/25	24/25 Budget -Second draft of budget to be reviewed at F&GP on 28/11/23, then approved by Council on 16/01/24.