

as of 3/10/23	23-24 Budget	23-24 Actual	23-24 Budget	%	2023-24 NOTES -Election year
Council 10/10/23	No 1 Hall lettings casual	1,761.00	2,035	87	
	No 1 Hall lettings regular	8,856.25	14,385	62	
	No 2 Hall lettings regular/casual	2,412.00	2,500	96	
	Interest/Dividends CCLA	1,051.79	1,800	58	
	Playing Field/Football charges	50.00	1,400	4	Seasonal only
	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	1,825.15			VAT return Q1
	TOTAL INCOME	161,234.28	167,444	96	
cc	EXPENDITURE	23-24 Actual	23-24 Budget	%	
1	Total Staff Oncosts	37,797.07	89,400	42	Includes all oncosts, contingencies. Advised increase by NALC/LGA/National Employers.
2	Total Contractor costs	8,507.20	20,000	43	Contractor costs and contingencies
3	Chairman's Allowance		650	0	Per annum -every Jan
4	Members' Allowance	680.53	7,672	9	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	
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	308.00	1,000	31	£31.80 per month for waste, supply £24 per month. Castle water now £5 monthly for waste.
10	Utility charges	2,012.35	3,900	52	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	164.87	400	41	
12	Refuse collection	503.20	900	56	12*73+ occasional extra collections
13	Telephone/broadband	256.14	450	57	
14	Postage & Stationery	196.06	500	39	allow for new Cllr cards
15	Printing	700.27	1,600	44	Monthly lease fee £93.61*12=1,123.32+ actual printing
16	Subscriptions	3,229.05	3,200	101	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	990.00	2,500	40	Regular Buzz articles in external magazines reduced to bi-monthly.
21	Property Maintenance	1,050.31	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	2,221.10	2,000	111	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	2,067.12	2,650	78	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	2,164.95	2,300	94	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	134.97	400	34	Tractor/ grounds equipment fuel
28	Bank charges	40.00	169	24	£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		200	0	WSSC 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*	2,991.55	3,200	93	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, Coronation 100, 250+250 school donations food for families for May, (July 250+250 committed).
38	Civic Functions	109.42	400	27	Includes Banner for Council events.
39	Election costs (Reserve Account)	1,750.00	1,750	100	
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. I.T Reserves spend: laptops x3 as approved by Council.
44	H&S*	1,569.11	2,800	56	Jubilee Hall wall mounted replacement noticeboards £1,211.25.
	Total 23-24 Actual	79,907.68	167,444	48	

Note from Clerk/RFO-Expenditure	Hall hire enquiries up, field income expected to increase. Expenditure as expected. Water bills down.
Additional note from Clerk/RFO-Budget 24/25	24/25 Budget discussions held during August -early October. First draft of budget reviewed at F&GP on 26/9/23, then by Council on 10/10/23. Second draft of budget to be reviewed at F&GP on 28/9/23, then by Council on 16/01/24.