

UPDATED 18/03/24	23-24 Budget	23-24 Actual	23-24 Budget	%	Variant	2023-24 NOTES -Election year
	No 1 Hall lettings casual	2,838.50	2,035	139	804	
	No 1 Hall lettings regular	15,028.00	14,385	104	643	
	No 2 Hall lettings regular/casual	5,409.00	2,500	216	2,909	
	Interest/Dividends CCLA	2,365.70	1,800	131	566	
	Playing Field/Football charges	860.00	1,400	61	-540	Seasonal only & weather permitting. No football played in Dec
	PV Feed FIT income	1,361.75	2,000	68	-638	
	Gifts & donations	1,000.00	0		1,000	Bognor Hotham Rotary Club-playscheme donation.
	Precept Income	143,324.00	143,324	100	0	
	VAT refunds	3,549.58			3,550	VAT returns: Q1, Q2 and Q3.
	TOTAL INCOME	175,736.53	167,444	105	8,293	
cc	EXPENDITURE	23-24 Actual	23-24 Budget	%	Variant	
	1 Total Staff Oncosts	88,119.16	89,400	99	1,281	Includes all oncosts, contingencies. Advised increase by NALC/LGA/National Employers.
	2 Total Contractor costs	18,716.10	20,000	94	1,284	Contractor costs and contingencies
	3 Chairman's Allowance	650.00	650	100	0	Per annum -every Jan
	4 Members' Allowance	1,483.04	7,672	19	6,189	March 2023, invoice received/paid in April 2023,+ May 2023 elected*3 Cllrs.
	5 Training Costs	795.58	1,000	80	204	Election year=New Councillor courses & Clerk training. Clerk*3 social media training and website training. GDPR training approved for ALL 22/6/23 and new Cllr training. Training x 3 at Angmering on 24.1.24
	6 Travel & subsistence	76.50	100	77	24	Deputy Clerk & Chair mileage.
	7 Clerk's Allowance	255.03	250	102	-5	23-24 Additional £150 approved by Council for 2*60th celebrations for Deputy & Community Clerks.
	8 Arun DC Bins	0.00	900	0	900	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	333.00	1,000	33	667	£31.80 per month for waste, supply £24 per month. Castle water now £5 monthly for waste.
	10 Utility charges	5,196.02	3,900	133	-1,296	Bills are based on actual usage, contract for fixed tariff secured for next 4 years. smart meter now installed.
	11 Janitorial	455.81	400	114	-56	
	12 Refuse collection	1,014.20	900	113	-114	12*73=876.
	13 Telephone/broadband	512.28	450	114	-62	
	14 Postage & Stationery	353.70	500	71	146	allow for new Cllr cards. stationary bought in Jan 24
	15 Printing	1,202.56	1,600	75	397	Monthly lease fee £93.61*12=1,123.32+ actual printing
	16 Subscriptions	3,487.05	3,200	109	-287	TOTAL WSALC/NALC/SLCC/ALCC/CPRE/AiRS/ICO
	17 Insurance	1,808.16	1,767	102	-41	Annual payment, secured contract fixed for 3 years, with option to fix for further 2 years.
	19 Website/Sharepoint	2,044.80	2,436	84	391	24/25: I.T service agreement & Cllr sharepoint/emails Microsoft licence cllrs 705.60,(12*58.60) Domain 60=TOTAL 765.60.
	20 Parish Consultations/grant adverts	1,740.00	2,500	70	760	Regular Buzz articles in external magazines reduced to bi-monthly.
	21 Property Maintenance	1,128.13	1,000	113	-128	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	2,324.91	2,000	116	-325	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	2,757.12	2,650	104	-107	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	2,418.95	2,300	105	-119	24/25: Microsoft licence office staff 370.18 (3*123.60) annual I.T support/service charge 1,320 & + QB subs=12*24, Hallmaster 145.=expected costs for 24/25=2,123.80.
	25 Office costs	500.00	500	100	0	Committed-Deputy/Community Clerk office refurb/dictaphone/desk.
	26 Vehicle Maintenance	141.22	1,000	14	859	Various tractor maintenance
	27 Vehicle Fuel	191.67	400	48	208	Tractor/ grounds equipment fuel
	28 Bank charges	107.00	169	63	62	£2 p.wk plus transaction costs HSBC
	29 Audit Fees	820.00	800	103	-20	(internal) R.Hall 400-April (external) Moore Stephens 420-September.
	30 Other professional fees	155.82	200	78	44	WSSC payroll fees -CC1 (INCREASE IN COSTS)
	33 Grants	3,000.00	3,000	100	0	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*	3,200.00	3,200	100	0	Freedom Leisure, Family Support Team (FSW) and Entertainers. Plus fresh fruit/snacks and drinks for children.
	36 Community Action	2,800.00	2,800	100	0	1,000 donation received from Rotary Club of Bognor Hotham. Commitments actual £754.17: Coronation 100, Donations fresh food for families: Summer -for Bersted Green School and Southway School. Christmas donations: Bersted Green & Southway and Bartons, Tea & Coffee Club refreshments/entertainment and School Christmas card competition . Feb and Easter donations for half term Barton, Bersted Green & Southway.
	38 Civic Functions	331.80	400	83	68	Includes Banner for Council events.
	39 Election costs (Reserve Account)	1,750.00	1,750	100	0	
	43 Projects/reserves*+ BPP Objective	3,754.00	4,000	94	246	*Commitment up to 4k in Reserves-Parish business plan objective-speed Indicator device-F&GP November item/Council December item.
	44 H&S*	3,009.76	2,800	107	-210	0 1,767 =I.T Reserves spend: laptops x3 as approved by Council. Jubilee Hall wall mounted replacement noticeboards £1,211.25. Water pump and hose purchased for carpark at £61.98, EPC certificate costs £249, Tree surgeon -Spinney £800.
	Total 23-24 Actual	156,633.37	167,594	93	10,961	

Note from Clerk/RFO-Income & Expenditure

- The recent H&S meeting regarding The Spinney and Jubilee Hall, actions are still to be concluded.
- A replacement camera is required at a cost of £210 (23/24 Budget CC44 H&S) due to a broken camera by the container.
- QB have agreed a 50% discount for 12 months for 24/25.
- For the Shripney Operation Watershed site visit meeting 6/3/24, a fixed cost of £400 plus VAT including travel time and costs will be chargeable. Further work would be chargeable at £70 plus VAT on a cost reimbursable basis or a fixed scope and fee could be agreed. Reserves commitment may need to be increased.
- Business Talktalk,
- Iboost solar service £120 (CC44) due 14/3.