

Hythe Town Council

www.hythetc.kentparishes.gov.uk

Report number F&GP 19/19

To Hythe Town Council
Date 10 January 2020
Status **Non Exempt**
Responsible officer Responsible Financial Officer

Subject **BUDGET MONITORING REPORT F&GP/19/19**

SUMMARY: This report gives Novembers's budget monitoring information, includes the bank reconciliation for November and recommends the Chairman of the Committee to sign the bank statements in accordance with good practice.

REASON FOR RECOMMENDATION:

The Committee is asked to agree the recommendations set out below because:-

- a) The Council is committed to control and manage its financial affairs in accordance with The National Association of Local Councils (NALC) guidelines.

RECOMMENDATIONS:

- 1. To receive and note the report F&GP/19/19**
- 2. To authorise the Chairman of the Committee to sign the bank reconciliation detailed in the report**

INTRODUCTION

The income from assets remains high at 87.9% with four months to go, mainly due to the popularity of the tennis and bowls in the summer months and the increase in the Pavilion bookings. The football season has now commenced and bookings will become dependant on pitch conditions should we receive adverse weather.

Known expenditure increases throughout the year have been highlighted and these have been adjusted in the new budget calculations;

Other General rates costs rise in 2019/20

CCTV costs where the supplier noticed an undercharge

Tree and Audit works costs increased 2019/20

Insurance costs rise in 2019/20

Refuse collection (omission of extra collections required were not accounted for)

Gas costs under budgeted at £920 when previous year 2018/19 cost were £4,210

Cleaning costs (annual deep clean of Pavilion had not been included)

Employer's ni under calculated for 2019/20

RISK MANAGEMENT

A summary of the perceived risk follows;

Perceived Risk	Seriousness	Likelihood	Preventative Action
The Council does not set a robust budget.	High	Low	Town Clerk and Responsible Financial Officer to draw up and monitor performance against the budget

CONTACT OFFICER

If you have any queries about this report please contact The Responsible Financial Officer of the Council

Tel: 01303 266152 or email RFO@hythe-tc.gov.uk prior to the meeting.