

Addendum

Notes to the Budget Monitor July 2021

Nominal Cost	Budget figure anticipated to July 2021	Budget figure – Actual to July 2021	Budget for year	Over Budget /or increase amount/ Movement to date (Movement under £100 is not highlighted)	Notes <i>Full year = 100%</i> <i>1 month = 8.33%</i> <i>July =33.32%</i>
Income					
4000 Precept	£179,501	£179,501	£359,002		50.00% Remaining 50% due Sept 2021
4100-4115 Allotment income	£11,182	£11,182	£11,713	Under by £531	95.47% All anticipated allotment income has been collected. Amendment to new budget calculations for 2022.23 will be adjusted.
4225 Library Rent	£5,812	£5,812	£0		Rent received on behalf of David Oaklands Charitable Trust (paid over when physically received in bank)
4600 Portland Rd Car park	£2,152	£2,194	£8,579	Under by £457	26.58% funds received in the beginning of the second quarter
4601 Sports Revenue	£3,680	£3,746	£8,576		43.69% Income received
4602 Pavilion function revenue	£4,550	£4,430	£16,301	Under by £120	27.18% Income received
4603 Boot Fairs, circuses, funfairs	£3,845	£3,750	£6,180		60.68% Income received
4605 Property (ex-library) rent	£9,500	£9,479	£23,000		41.22% Income on target
4607 Wedding income	£700	£760	£1,895		40.11% Wedding income in April and May
4609 Town hall Lettings	£390	£380	£2,037		18.65% Income received
4610 Caretaker Charge	£50	£45	£2,000		2.25% income received

4611 Oaklands	£50	£52	£152		34.74% Oaklands grounds hire income in June
4902 Interest on investments	£200	£82	£600	Under by £125	13.68% Interest received from banks
4602 – Community Infrastructure Levy		£5,616			No budget set
4606 - ~General rates refund		£41,320			Refund from overcharge of Portland Rd car park rates.
Expenditure					
5000 Grounds Maintenance	£4,100	£4,021	£47,804		8.41% On target for year
5001 CCTV Costs	£0	£0	£0		0.00% No CCTV costs incurred
5003 Tree audit and works	£300	£295	£13,395		2.20% From making three safe trees on Eaton Lands
5005 Allotment maintenance	£0	£0	£1,000		0.00% No allotment maintenance incurred
5200 Civic Allowance	£225	£210	£1,500		14.00% Civic attendance to charity events
5201 Civic attire	£0	£0	£250		0.00% No set monthly figure
5203 Civic entertainment	£100	£90	£1,200		7.50% cancellation fee for Locke Wind Ensemble (Armed Forces Day).
5220 Band Concerts	£250	£200	£4,900		4.08% cost incurred for Bandstand event at Oaklands
5226 National Commemorations	£0	£0	£500		0.00% No funds used due to cancellation of events
5228 Grant monies donated by HTC	£1,200	£1,190	£19,000		6.26% For Hythe in Bloom
5229 Davis Oaklands Library rent	£5,812	£5,812	£0		Not a budget item but collected on behalf of DOCT and paid over
5230 Town Council initiatives	£250	£199	£3,000		6.67% funds used to date. Includes Community Engagement costs.
5100 Playground Equipment	£0	£0	£5,000		0.00% No set monthly figure.

5101 Skatepark repairs	£0	£0	£2,500		0.00% No set monthly figure.
6105 Car park expenditure	£183	£125	£1,600		7.84% funds used for monthly management fee
6201 Advertising	£700	£665	£2,100		31.67% Reduced from last month due to reduction in cost from Hythe Life Magazine
6900 Misc expenses	£0	£0	£100		0.00% No expenses incurred
7000 Salaries	£51,600	£51,571	£140,080		36.82% funds used to date. Slightly over due to seasonal staff changes.
7005 Employers NI	£3,630	£3,601	£12,360		29.14% funds used to date.
7007 Employee medical	£47	£47	£450		0.00% No set monthly figure
7010 Employers Superannuation	£8,740	£8,655	£30,817		28.09% funds used to date.
7008 Recruitment expenses	£0	£82	£0		0.00% No budget set
7102 Water rates	£600	£589	£3,600		16.37% funds used to date
7103 General rates	£9,690	£9,674	£43,057		22.47% funds used to date
7104 Insurance – premises & public liability	£6,050	£6,049	£15,676		38.59% funds used to date. Insurance renewal due 1.9.21.
7105 Refuse Collection	£345	£330	£1,340		24.64% used to date at the Pavilion and Oaklands
7200 Electricity	£1,275	£1,253	£5,000		25.08% used to date
7201 Gas	£1,295	£1,294	£4,000		32.37% used to date
7304 Parking expenses	£0	£0	£50		0.00% No set monthly figure
7400 Travel	£90	£85	£1,000		8.55% funds used
7500 Printing and Copying costs	£875	£704	£1,200		58.66% used to date. High due to annual software charge for printer/photocopier.
7501 Postage and carriage	£220	£220	£700		31.5% used to date
7502 Telephone costs	£655	£685	£2,742		24.99% funds used from office phone and broadband costs

7503 IT and Computer costs	£2,000	£2,424	£2,000	Over budget by £424	121.23% High due to a three year anti-virus protection computer cost paid for instead of one year (offer of third year free taken) .
7504 Office stationery	£300	£315	£1,000		31.52% on target
7505 Books	£280	£276	£500		55.39% incurred due to latest book addition for administration
7600 Legal fees	£3	£3	£3,000		0.10% No set monthly figure
7601 Audit and Accountancy fees	£475	£475	£2,200		21.60% No set monthly figure
7602 Consultancy fees	£1,160	£1,150	£2,500		46.00% No set monthly figure (IT set up costs and consultancy over staff changes in April/May) .
7603 Professional fees	£0	£0	£1,000		0.00% No costs incurred
7604 Unauthorised encampment costs	£0	£3,561	£0		No budget set for the unauthorised encampments
7700 Equipment hire	£1,250	£1,238	£1,700		72.86% for lease of photocopier
7702 Equipment purchases	£590	£566	1,000		56.62% High due to purchases of microphone and office printer
7799 Equipment maintenance/service	£0	£0	£910		0.00% No set monthly figure
7301 Lift repairs and servicing	£1,060	£986	£1,500		65.79% Service and repairs to lift at Town Hall
7800 Property Repairs & renewals	£2,360	£2,357	£8,000		29.46% Oaklands for roofing works to bunker and Pavilion window repairs
7801 Cleaning	£2,330	£2,335	£8,000		29.19% used to date
7802 Laundry	£0	£0	£50		0.00% No set monthly figure
7803 Premises expenses	£1,130	£1,117	£1,500		74.50% used to date for fire detection and alarm system annual charge
7804 Premises security	£380	£371	£1,500		24.73% Intruder alarm inspections annual maintenance

7900 Bank interest paid	£0	£0	£200		0.00% No set monthly figure
7901 Bank Charges	£180	£178	£500		35.67% No set monthly figure
7902 Loan Principal paid	£0	£0	£3,600		0.00% No set monthly figure
7903 Loan interest paid	£4,000	£4,210	£4,000	Under budget by £210	105.26% Interest paid to DOCT no interest due as paid in full. Budget undercalculated.
8201 Subscriptions	£5,000	£7,390	£5,000		147.82% High due to implementation of new annual Scribe subscription cost - charged as 12 months and includes set up costs (recommendation that reserves released to cover costs).
8203 Training costs	£3,985	£3,960	£6,000		66.00% includes training for Level 4 Community Governance for Town Clerk.
8205 Refreshments	£35	£23	£200		11.83% No set monthly figure