

Addendum

Notes to the Budget Monitor October 2021

| Nominal Cost | Budget figure anticipated to October 2021 | Budget figure Actual to October 2021 | Budget for year | Over Budget /or increase amount/ Movement to date (Movement under £100 is not highlighted) | Notes Full year = 100% 1 month = 8.33% October =58.31% |
|-------------------------------------|---|--------------------------------------|-----------------|---|---|
| Income | | | | | |
| 4000 Precept | £359,002 | £359,002 | £359,002 | | 100.00% Precept received |
| 4100-4115 Allotment income | £11,713 | £11,248 | £11,713 | Under by £465 | 96.03% All anticipated allotment income has been collected. Amendment to new budget calculations for 2022.23 will be adjusted |
| 4225 Library Rent | £0 | £17,437.50 | £0 | | Rent received on behalf of David Oaklands Charitable Trust (paid over when physically received in bank) |
| 4600 Portland Rd Car park | £4,752 | £6,157 | £8,579 | Over by £1,405 | 71.78% Income received |
| 4601 Sports Revenue | £8,213 | £7,773 | £8,576 | Under by £440 | 90.65% Income on target |
| 4602 Pavilion function revenue | £10,729 | £8,668 | £16,301 | Under by £2,061 | 53.18% Income received |
| 4603 Boot Fairs, circuses, funfairs | £5,880 | £4,350 | £6,180 | Under by £1,530 | 70.39% Income received. Boot fair at the Green ending in October |
| 4605 Property (ex-library) rent | £13,800 | £13,954 | £23,000 | Over by £154 | 60.67% Income on target |
| 4607 Wedding income | £1,140 | £1,140 | £1,895 | | 60.16% Wedding bookings in April, May and September |
| 4609 Town hall Lettings | £1,190 | £155 | £2,037 | Under by £1,035 | 7.61% Income received |
| 4610 Caretaker Charge | £504 | £292 | £2,000 | Under by £212 | 14.63% Income received |
| 4611 Oaklands | £152 | £72 | £152 | | 47.37% Oaklands grounds hire income in June and August |

| | | | | | |
|------------------------------------|---------|---------|---------|---------------|---|
| 4902 Interest on investments | £306 | £114 | £600 | Under by £192 | 19.14% Interest received from banks |
| 4002 Community Infrastructure Levy | | £5,616 | | | No budget set |
| 4606 General rates refund | | £41,320 | | | Refund from overcharge of Portland Rd car park rates. |
| 4903 Insurance Claims | £0 | £3,311 | £0 | | No budget set. Claim received for the unauthorised trespassers at The Green |
| 4905 Other Income (Misc) | £0 | £209 | £0 | | No budget set. Income received from Natwest compensation |
| Expenditure | | | | | |
| 5000 Grounds Maintenance | £47,804 | £48,344 | £47,804 | | 101.13% FHDC Grounds maintenance invoice has now been received |
| 5001 CCTV Costs | £0 | £230 | £0 | | No budget set. Full inspection into existing CCTV towers |
| 5003 Tree audit and works | £380 | £375 | £13,395 | | 2.80% Removal of dead Ash tree |
| 5005 Allotment maintenance | £386 | £385 | £1,000 | | 38.56% Water troughs equipment at Eaton Lands |
| 5200 Civic Allowance | £875 | £641 | £1,500 | Under by £234 | 42.74% Civic attendance to charity events |
| 5201 Civic attire | £0 | £0 | £250 | | 0.00% No set monthly figure |
| 5203 Civic entertainment | £830 | £901 | £1,200 | | 75.08% costs incurred for Mayor's Civic Sunday |
| 5220 Band Concerts | £2,857 | £3,040 | £4,900 | | 62.04% cost incurred for Bandstand event at Oaklands |
| 5225 Election Costs | £8,436 | £8,436 | £8,436 | | 100.00% Contingency budget transferred to cover Election costs |
| 5226 National Commemorations | £250 | £0 | £500 | | 0.00% No funds used due to cancellation of events |
| 5228 Grant monies donated by HTC | £3,950 | £3,931 | £19,000 | | 20.69% For Hythe in Bloom |
| 5229 Davis Oaklands Library rent | £0 | £17,437 | £0 | | Not a budget item but collected on behalf of DOCT and paid over |
| 5230 Town Council initiatives | £250 | £239 | £3,000 | | 6.67% funds used to date. Includes |

| | | | | | |
|--|---------|---------|----------|---------------|---|
| | | | | | Community Engagement costs |
| 5300 Projects | £268 | £500 | £8,200 | | 6.10% Workshop at Seabrook School |
| 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 | £333 | £250 | £1,600 | | 15.68% funds used for monthly management fee |
| 6201 Advertising | £1,010 | £665 | £2,100 | | 31.67% Mainly for Hythe Life magazine |
| 6900 Misc expenses | £0 | £0 | £100 | | 0.00% No expenses incurred |
| 7000 Salaries | £88,486 | £87,020 | £140,080 | | 62.12% Funds used to date. Slightly over due to seasonal staff changes |
| 7005 Employers NI | £6,023 | £5,680 | £12,360 | | 45.96% funds used to date |
| 7007 Employee medical | £144 | £144 | £450 | | 32.00% No set monthly figure |
| 7010 Employers Superannuation | £14,167 | £14,081 | £30,817 | | 45.69% funds used to date. |
| 7008 Recruitment expenses | £0 | £171 | £0 | | 0.00% No budget set |
| 7102 Water rates | £1,400 | £749 | £3,600 | | 20.83% funds used to date |
| 7103 General rates | £15,230 | £15,209 | £43,057 | | 35.32% funds used to date |
| 7104 Insurance – premises & public liability | £13,965 | £13,966 | £15,676 | | 89.10% funds used to date. Annual insurance renewed in September |
| 7105 Refuse Collection | £710 | £543 | £1,340 | Under by £167 | 40.55% used to date at the Pavilion and Oaklands |
| 7200 Electricity | £2,687 | £2,732 | £5,000 | | 54.65% used to date |
| 7201 Gas | £2,129 | £1,666 | £4,000 | | 41.66% used to date |
| 7304 Parking expenses | £0 | £0 | £50 | | 0.00% No set monthly figure |
| 7400 Travel | £200 | £189 | £1,000 | | 18.96% funds used |
| 7500 Printing and Copying costs | £935 | £873 | £1,200 | | 72.76% used to date. High due to annual software charge for printer/photocopier |

| | | | | | |
|------------------------------------|--------|--------|--------|---------------------|--|
| 7501 Postage and carriage | £589 | £518 | £700 | | 74.12% used to date. High due to transport of filing cabinets purchased. |
| 7502 Telephone costs | £1,322 | £1,298 | £2,742 | | 47.35% funds used from office phone and broadband costs |
| 7503 IT and Computer costs | £2,000 | £1,951 | £2,000 | Over budget by £464 | 97.57% High due to miscalculation in budget 2021.22. amendment will be made in 2022.23 proposals to correct. |
| 7504 Office stationery | £569 | £509 | £1,000 | | 42.59% on target |
| 7505 Books | £280 | £276 | £500 | | 55.39% incurred due to latest book addition for administration |
| 7600 Legal fees | £1,363 | £1,359 | £3,000 | | 45.30% No set monthly figure. Includes transfer of play areas legal costs. |
| 7601 Audit and Accountancy fees | £1,475 | £1,475 | £2,200 | | 67.05% No set monthly figure |
| 7602 Consultancy fees | £1,160 | £1,300 | £2,500 | | 46.00% No set monthly figure (IT set up costs and consultancy over staff changes in April/May) . |
| 7603 Professional fees | £60 | £58 | £1,000 | | 5.80% for Data Protection annual renewal |
| 7604 Unauthorised encampment costs | £0 | £3,561 | £0 | | No budget set for the unauthorised encampments |
| 7700 Equipment hire | £1,700 | £2,101 | £1,700 | Under by £401 | 123.59% Lease of photocopier |
| 7702 Equipment purchases | £815 | £790 | 1,000 | | 79.10% High due to purchases of microphone for live streaming and office printer for finance assistant |
| 7799 Equipment maintenance/service | £0 | £0 | £910 | | 0.00% No set monthly figure |
| 7301 Lift repairs and servicing | £1,355 | £1,252 | £1,500 | | 83.52% Service and repairs to lift at Town Hall |
| 7800 Property Repairs & renewals | £4,815 | £5,210 | £8,000 | Over by £395 | 65.13% Roof repair work at Town Hall |
| 7801 Cleaning | £4,113 | £3,832 | £8,000 | | 47.90% Funds used to date |
| 7802 Laundry | £0 | £0 | £50 | | 0.00% No set monthly figure |

| | | | | | |
|--------------------------|--------|--------|--------|---------------------|---|
| 7803 Premises expenses | £1,500 | £1,530 | £1,500 | Under by £153 | 102.03% High due to increase in classes at the pavilion and increase of use of hand towels , gloves, hand sanitiser etc. |
| 7804 Premises security | £500 | £491 | £1,500 | | 32.73% Intruder alarm inspections annual maintenance |
| 7900 Bank interest paid | £0 | £0 | £200 | | 0.00% No set monthly figure |
| 7901 Bank Charges | £366 | £356 | £500 | | 71.25% 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 | Over budget by £210 | 105.26% Interest paid to DOCT no interest due as paid in full. Budget undercalculated. |
| 8201 Subscriptions | £8,000 | £7,967 | £8,000 | | 99.59% High due to implementation of new annual Scribe subscription cost - charged as 12 months and includes set up costs |
| 8203 Training costs | £4,135 | £4,020 | £6,000 | Under by £115 | 67.00% includes training for Level 4 Community Governance for Town Clerk |
| 8205 Refreshments | £85 | £68 | £200 | | 34.34% No set monthly figure |