

## Addendum

### Notes to the Budget Monitor December 2021

Nominal Cost	Budget figure anticipated to December 2021	Budget figure Actual to December 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% December = 74.97%
<b>Income</b>					
4000 Precept	£359,002	£359,002	£359,002		100.00% Precept received
4100-4115 Allotment income	£11,713	£11,422	£11,713	Under by £291	97.51% All anticipated allotment income has been collected. Amendment to new budget calculations for 2022.23 will be adjusted
4225 Library Rent	£0	£23,250	£0		Rent received on behalf of David Oaklands Charitable Trust (paid over when physically received in bank)
4600 Portland Rd Car park	£8,579	£6,181	£8,579	Under by £2,398	72.05% Income received. Income is only from April to October
4601 Sports Revenue	£8,576	£8,533	£8,576		99.51% Income on target
4602 Pavilion function revenue	£13,209	£9,534	£16,301	Under by £3,675	58.49% 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	£19,800	£19,741	£23,000		85.83% Income on target
4607 Wedding income	£1,500	£1,140	£1,895	Under by £360	60.16% Wedding bookings in April, May and September
4609 Town hall Lettings	£1,530	£180	£2,037	Under by £1,350	8.84% Income received
4610 Caretaker Charge	£1,502	£360	£2,000	Under by £1,142	18.00% Income received

4611 Oaklands	£152	£72	£152		47.37% Oaklands grounds hire income in June and August
4902 Interest on investments	£406	£128	£600	Under by £278	21.34% 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
4500 Christmas Lights Donation	£0	£8,120	£0		No budget set. Christmas Lights Donation
<b>Expenditure</b>					
5000 Grounds Maintenance	£47,804	£48,254	£47,804	Over by £450	100.94% 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	£2,130	£2,230	£13,395		16.65% Removal of dead Ash tree
5005 Allotment maintenance	£386	£385	£1,000		38.56% Water troughs equipment at Eaton Lands
5200 Civic Allowance	£1000	£701	£1,500	Under by £299	46.74% Civic attendance to charity events
5201 Civic attire	£0	£0	£250		0.00% No set monthly figure
5203 Civic entertainment	£1,200	£1,262	£1,200		105.24% costs incurred for Mayor's Civic Sunday
5220 Band Concerts	£3,266	£3,280	£4,900		66.94% 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	£18,250	£18,221	£19,000		95.90% For Hythe in Bloom and Christmas Lights income of £8120 was donations received
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	£580	£491	£3,000		16.39% funds used to date. Includes Community Engagement costs
5300 Projects	£1,150	£950	£8,200	Under by £200	11.59% Workshop at Seabrook School. To build bird boxes
5100 Playground Equipment	£5,000	£0	£5,000	Under by £5,000	0.00% No set monthly figure
5101 Skatepark repairs	£2,500	£0	£2,500	Under by £2,500	0.00% No set monthly figure
6105 Car park expenditure	£600	£292	£1,600	Under by £308	18.29% funds used for monthly management fee
6201 Advertising	£1,575	£1,165	£2,100	Under by £410	55.48% Hythe Life magazine full page advert
6900 Misc expenses	£0	£0	£100		0.00% No expenses incurred
7000 Salaries	£108,659	£108,392	£140,080	Under by £267	77.38% Funds used to date.
7005 Employers NI	£7,053	£7,109	£12,360		57.52% funds used to date
7007 Employee medical	£144	£144	£450		32.00% No set monthly figure
7010 Employers Superannuation	£20,371	£18,174	£30,817	Under by £2,197	58.98% funds used to date.
7008 Recruitment expenses	£0	£171	£0		0.00% No budget set
7102 Water rates	£1,660	£1,134	£3,600	Under by £526	31.51% funds used to date
7103 General rates	£20,663	£18,899	£43,057	Under by £1764	43.89% 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	£1,170	£795	£1,340	Under by £375	59.34% used to date at the Pavilion and Oaklands
7200 Electricity	£4,030	£3,956	£5,000		79.14% used to date

7201 Gas	£2,996	£3,021	£4,000		75.53% used to date
7304 Parking expenses	£0	£0	£50		0.00% No set monthly figure
7400 Travel	£667	£265	£1,000	Under by £402	26.54% funds used
7500 Printing and Copying costs	£1,200	£1,573	£1,200	Over by £373	131.11% used to date. High due to late posting one quarter charge
7501 Postage and carriage	£667	£577	£700		82.44% used to date. High due to transport of filing cabinets purchased
7502 Telephone costs	£2,742	£3,002	£2,742	Over by £260	109.48% funds used from office phone and broadband costs. Over due to Pavilion and Town Hall internet installed
7503 IT and Computer costs	£2,000	£2,195	£2,000	Over by £195	109.77% High due to miscalculation in budget 2021.22. amendment will be made in 2022.23 budget to correct
7504 Office stationery	£1,000	£926	£1,000		92.67% on target
7505 Books	£500	£472	£500		94.56% incurred due to latest book addition for administration
7600 Legal fees	£3,000	£2,974	£3,000		99.16% No set monthly figure. Includes transfer of play areas legal costs
7601 Audit and Accountancy fees	£1,925	£1,925	£2,200		87.51% No set monthly figure
7602 Consultancy fees	£2,500	£1,300	£2,500	Under by £1200	52.00% 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	£1,704	£1,700	Over by £1,373	100.24% Lease of photocopier. Report F&GP 22/21 refers
7702 Equipment purchases	£1,000	£928	£1,000		92.85% High due to purchases of microphone for live streaming and office printer for finance assistant

7799 Equipment maintenance/service	£500	£435	£910		47.80% No set monthly figure
7301 Lift repairs and servicing	£1,500	£1,447	£1,500		96.51% Service and repairs to lift at Town Hall
7800 Property Repairs & renewals	£8,000	£5,499	£8,000	Under by £2,501	68.74% used to date
7801 Cleaning	£5,716	£5,028	£8,000	Under by £688	62.85% Funds used to date
7802 Laundry	£0	£0	£50		0.00% No set monthly figure
7803 Premises expenses	£1,500	£1,621	£1,500	Over by £121	108.08% High due to increase in classes at the pavilion and increase of use of hand towels, gloves, hand sanitiser etc.
7804 Premises security	£1,500	£622	£1,500	Under by £878	41.47% Intruder alarm inspections annual maintenance
7900 Bank interest paid	£200	£0	£200		0.00% No set monthly figure
7901 Bank Charges	£466	£466	£500		93.37% No set monthly figure
7902 Loan Principal paid	£3,600	£3,600	£3,600		100.00% Loan repayment to DOCT paid in December
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	£8,898	£8,763	£8,000 Increased to £8,898 Min number 240/21		98.48% High due to implementation of new annual Scribe subscription cost - charged as 12 months and includes set up costs
8203 Training costs	£4,980	£4,070	£6,000	Under by £910	67.83% includes training for Level 4 Community Governance for Town Clerk
8205 Refreshments	£115	£97	£200		48.93% No set monthly figure