

Addendum

Notes to the Budget Monitor January 2022

Nominal Cost	Budget figure anticipated to January 2022	Budget figure Actual to January 2022	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 = 83.30%
Income					
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	£8,803	£8,576	Over by £227	102.65% Income received
4602 Pavilion function revenue	£15,089	£10,329	£16,301	Under by £4,760	63.36% 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	£1,699	£180	£2,037	Under by £1,519	8.84% Income received
4610 Caretaker Charge	£1,668	£382	£2,000	Under by £1,286	19.13% Income received
4611 Oaklands Room Rental	£152	£72	£152		47.37% Oaklands grounds hire income in June and August

4902 Interest on investments	£500	£159	£600	Under by £341	26.63% 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	£8,930	£0		No budget set. Christmas Lights Donation
Expenditure					
5000 Grounds Maintenance	£47,804	£48,274	£47,804	Over by £470	100.98% FHDC Grounds maintenance invoice has now been received
5001 CCTV Costs	£0	£290	£0		No budget set. Full inspection into existing CCTV towers
5003 Tree audit and works	£9,563	£2,327	£13,395	Under by £7,236	17.37% Removal of dead Ash tree. Undertake Health & Safety tree inspection
5005 Allotment maintenance	£1,000	£385	£1,000	Under by £615	38.56% Water troughs equipment at Eaton Lands
5200 Civic Allowance	£1,250	£921	£1,500	Under by £329	61.40% 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	£4,900	£4,480	£4,900	Under by £420	91.43% 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	£500	£617	£500	Over by £117	123.52% Funds used for Queen's Platinum Jubilee event
5228 Grant monies donated by HTC	£19,000	£18,221	£19,000	Under by £779	95.90% For Hythe in Bloom and Christmas Lights income of £8120 was donations received

5229 Davis Oaklands Library rent	£0	£23,250	£0		Not a budget item but collected on behalf of DOCT and paid over
5230 Town Council initiatives	£2,080	£491	£3,000	Under by £1,589	16.39% funds used to date. Includes Community Engagement costs
5300 Projects	£2,350	£950	£8,200	Under by £1,400	11.59% Workshop at Seabrook School. To build bird boxes
5100 Playground Equipment	£5,000	£420	£5,000	Under by £4,580	8.40% 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	£733	£292	£1,600	Under by £441	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	£118,533	£118,293	£140,080	Under by £240	84.45% Funds used to date
7005 Employers NI	£9,910	£7,762	£12,360	Under by £2,148	62.80% funds used to date
7007 Employee medical	£450	£144	£450	Under by £306	32.00% No set monthly figure
7010 Employers Superannuation	£22,939	£20,175	£30,817	Under by £2,764	65.47% funds used to date.
7008 Recruitment expenses	£0	£171	£0		0.00% No budget set
7102 Water rates	£2,240	£1,526	£3,600	Under by £714	42.39% funds used to date
7103 General rates	£20,663	£20,744	£43,057		48.18% funds used to date
7104 Insurance – premises & public liability	£15,676	£13,966	£15,676	Under by £1,710	89.10% funds used to date. Annual insurance renewed in September
7105 Refuse Collection	£1,250	£877	£1,340	Under by £373	65.46% used to date at the Pavilion and Oaklands
7200 Electricity	£4,646	£4,675	£5,000		93.51% used to date
7201 Gas	£4,000	£4,319	£4,000	Over by £319	107.98% used to date. Energy tariff increased nationally
7304 Parking expenses	£0	£0	£50		0.00% No set monthly figure

7400 Travel	£667	£335	£1,000	Under by £332	33.55% 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	£700	£623	£700		89.03% used to date.
7502 Telephone costs	£2,742	£3,128	£2,742	Over by £386	114.10% funds used from office phone and broadband costs. Over due to Pavilion and Town Hall internet installed
7503 IT and Computer costs	£2,000	£2,215	£2,000	Over by £215	110.77% High due to miscalculation in budget 2021.22. amendment will be made in 2022.23 budget to correct
7504 Office stationery	£1,000	£976	£1,000		92.67% budget used to date
7505 Books	£500	£488	£500		97.76% 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	£2,200	£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	£1,000	£58	£1,000	Under by £942	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		100.24% Lease of photocopier. Report F&GP 22/21 refers
7702 Equipment purchases	£1,000	£1,061	£1,000		106.18% High due to purchases of microphone for live streaming and office printer for finance assistant
7799 Equipment maintenance/service	£910	£734	£910	Under by £176	80.71% No set monthly figure

7301 Lift repairs and servicing	£1,500	£1,724	£1,500	Over by £224	114.95% Service and repairs to lift at Town Hall
7800 Property Repairs & renewals	£8,000	£8,134	£8,000	Over by £134	101.68% used to date. Renewal of four existing flood lights at the Green
7801 Cleaning	£6,000	£6,192	£8,000	Over by £192	77.40% Funds used to date
7802 Laundry	£0	£0	£50		0.00% No set monthly figure
7803 Premises expenses	£1,500	£1,869	£1,500	Over by £369	124.66% 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	£500	£499	£500		99.98% 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	£9,271	£8,000 Increased to £8,898 Min number 240/21	Over by £373	104.20% High due to implementation of new annual Scribe subscription cost - charged as 12 months and includes set up costs (Sage will be cancelled after 31 March 2022).
8203 Training costs	£6,000	£4,112	£6,000	Under by £1,888	68.53% includes training for Level 4 Community Governance for Town Clerk
8205 Refreshments	£200	£97	£200	Under by £103	48.93% No set monthly figure