

Addendum

Notes to the Budget Monitor February 2022

Nominal Cost	Budget figure anticipated to February 2022	Budget figure Actual to February 2022	Budget for year	Over Budget /or increase amount/ Movement to date (Movement under £100 is not highlighted)	Notes <i>Full year = 100% 1 month = 8.33% February = 91.63%</i>
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 £2,397	72.05% Income received. Income is only from April to October
4601 Sports Revenue	£8,576	£9,144	£8,576	Over by £568	106.62% Income received
4602 Pavilion function revenue	£15,801	£12,134	£16,301	Under by £3,667	74.44% Income received
4603 Boot Fairs, circuses, funfairs	£6,180	£4,350	£6,180	Under by £1,830	70.39% Income received. Boot fair at the Green ending in October 2021
4605 Property (ex-library) rent	£23,000	£20,541	£23,000	Under by £2,459	89.31% Income received from rental properties
4607 Wedding income	£1,895	£1,140	£1,895	Under by £755	60.16% Wedding bookings in April, May and September
4609 Town hall Lettings	£2,037	£180	£2,037	Under by £1,857	8.84% Income received
4610 Caretaker Charge	£2,000	£382	£2,000	Under by £1,618	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	£600	£171	£600	Under by £429	28.51% 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	£13,395	£7,437	£13,395	Under by £5,957	38.56% Removal of dead Ash trees. Including 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	£1,500	£1,082	£1,500	Under by £418	72.14% 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	£1,307	£500	Over by £807	261.52% 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	£542	£3,000	Under by £1,589	18.09% funds used to date. Includes Community Engagement costs
5300 Projects	£8,200	£950	£8,200	Under by £7,250	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	£1,600	£292	£1,600	Under by £1,308	18.29% funds used for monthly management fee
6201 Advertising	£2,100	£1,165	£2,100	Under by £935	55.48% Hythe Life magazine full page advert
6900 Misc expenses	£0	£0	£100		0.00% No expenses incurred
7000 Salaries	£130,206	£128,193	£140,080	Under by £2,013	91.51% Funds used to date
7005 Employers NI	£10,940	£8,417	£12,360	Under by £2,523	68.10% funds used to date
7007 Employee medical	£450	£144	£450	Under by £306	32.00% No set monthly figure
7010 Employers Superannuation	£25,507	£22,473	£30,817	Under by £3,034	72.93% funds used to date.
7008 Recruitment expenses	£0	£171	£0		0.00% No budget set
7102 Water rates	£2,780	£1,512	£3,600	Under by £1,268	42.03% funds used to date
7103 General rates	£43,057	£20,744	£43,057	Under by £22,313	48.18% funds used to date. Underbudgeted due to the Portland Road Car Park charge overcharged reclaimed
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	£1,340	£1,173	£1,340	Under by £167	87.55% used to date at the Pavilion and Oaklands
7200 Electricity	£5,000	£5,418	£5,000	Overy by £418	108.37% used to date. Due to increased energy rates

7201 Gas	£4,000	£5,779	£4,000	Over by £1,779	144.49% used to date. Due to increased energy rates
7304 Parking expenses	£0	£0	£50		0.00% No set monthly figure
7400 Travel	£833	£356	£1,000	Under by £477	35.66% funds used
7500 Printing and Copying costs	£1,200	£1,665	£1,200	Over by £465	138.82% used to date. High due to late posting one quarter charge
7501 Postage and carriage	£700	£641	£700		91.70% used to date.
7502 Telephone costs	£2,742	£3,582	£2,742	Over by £840	130.65% funds used from office phone and broadband costs. Over due to Pavilion and Town Hall internet installed
7503 IT and Computer costs	£2,000	£2,235	£2,000	Over by £235	111.77% High due to miscalculation in budget 2021.22. amendment will be made in 2022.23 budget to correct
7504 Office stationery	£1,000	£990	£1,000		99.04% 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	Under by £275	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	£108	£1,000	Under by £942	10.80% for Data Protection annual renewal
7604 Unauthorised encampment costs	£0	£3,561	£0		No budget set for the unauthorised encampments. Income of insurance claim refunded £3,311
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	£8,629	£8,000	Over by £600	107.87% used to date. Renewal of four existing flood lights at the Green
7801 Cleaning	£8,000	£6,796	£8,000	Under by £1,204	77.40% Funds used to date
7802 Laundry	£0	£0	£50		0.00% No set monthly figure
7803 Premises expenses	£1,500	£2,208	£1,500	Over by £708	147.21% High due to increase in classes at the pavilion and increase of use of hand towels, gloves, hand sanitiser etc. Covid grant funding to be received to cover the extra costs
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	£535	£500		107.17% 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	£9,592	£8,000 Increased to £8,898 Min number 240/21	Over by £694	107.80% 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	£4,297	£6,000	Under by £1,703	71.63% includes training for Level 4 Community Governance for Town Clerk
8205 Refreshments	£200	£127	£200		63.97% No set monthly figure

