

Addendum

Notes to the Budget Monitor August 2022

Nominal Cost	Actual to July 2022	Actual cost to August 2022	Movement to date	Budget for year	Notes <i>Full year = 100% 1 month = 8.33% August = 41.65%</i>
Income					
Precept	£184,838	£184,838	£0	£369,677	50% Precept received. Second half will be received in September
Allotment income	£11,083	£11,125	£42	£11,182	99.49% Most allotment tenants have paid in March and April
Library Rent	£5,812	£11,625	£5,812	£0	Rent received on behalf of David Oaklands Charitable Trust (paid over when physically received in bank)
Portland Rd Car park	£589	£589	£0	£8,579	6.87% Income received. Income commencing in May to October
Sports Revenue	£3,922	£5,811	£2,114	£8,576	67.77% Income on target
Pavilion function revenue	£4,380	£5,431	£482	£16,301	33.3% Income on target
Boot Fairs, circuses, funfairs	£1,149	£3,049	£0	£6,180	49.34% Income received. Boot fairs at the Green ending in September 2022
Property (ex-library) rent	£10,025	£10,025	£1,175	£23,000	43.59% Income received from rental properties
Caretaker Charge	-£107	-£85	£22	£2,000	-4.25% Due to caretaker cost of opening up premises
Wedding income	£1,900	£2,180	£280	£19,760	11.03% Three Wedding bookings received in June and one in July

Town hall Lettings	£242	£326	£84	£2,037	16.00% Income received
Oaklands Room Rental	£31	£31	£0	£152	20.42% Income received
Interest on investments	£197	£229	£32	£600	38.30% Interest received from banks
Miscellaneous Income	£5	£5	£0	£0	No budget set
Expenditure					
Davis Oaklands Library rent	£5,812	£5,812	£0	£0	Not a budget item but collected on behalf of DOCT and paid over
Grounds Maintenance	£20,266	£25,137	£4,871	£53,900	46.64% FHDC Grounds maintenance 2022/23 contract commencing in May to April 2023
CCTV Costs	£0	£0	£0	£5,000	0% No set monthly figure
Tree audit and works	£2,285	£2,285	£0	£13,395	17.06% Removal of dead Ash trees and emergency tree works at Eaton Lands
Allotment maintenance	£499	£525	£26	£1,000	52.53% Supply and install new water trough at Eaton Lands
Civic Allowance	£466	£466	£266	£1,000	46.66% Civic attendance to charity events
Civic attire	£0	£0	£0	£250	0.00% No set monthly figure
Civic entertainment	£1,598	£1,848	£250	£2,500	73.94% Buffet and refreshments for Standing Joint Committee and Mayor Making
Band Concerts	£2,345	£2,590	£1,945	£4,900	52.86% cost incurred to date
National Commemorations	£4,210	£4,210	£0	£5,500	76.56% Costs incurred for Queen's Jubilee
Grant monies donated by HTC	£2,069	£7,069	£5,000	£19,500	36.25% Grants to support Hythe Visitor's Guide

					printing leaflets, Hythe in Bloom and donation to Hythe Venetian Fete
Town Council initiatives	£0	£116	£0	£4,000	2.90% Funds used to date. Face painter for Ecofayre
Playground Equipment	£946	£946	£0	£5,000	18.94% Play Equipment Timber Repairs at Horn Street
Skate park repairs	£0	£0	£0	£2,500	0% No set monthly figure
Car park expenditure	£89	£134	£45	£1,600	8.39% funds used for monthly management fee
Advertising	£0	£0	£0	£2,100	0% Funds used to date
Misc expenses	£75	£75	£0	£100	75.46% Purchase of place cards, laptop backpack
Salaries	£52,809	£67,706	£14,897	£147,084	46.03% Funds used to date, with seasonal Tennis & Bowls attendances starting in April.
Employers NI	£4,220	£5,496	£2,395	£13,015	42.23% funds used to date
Employers Superannuation	£13,169	£13,144	-£25	£32,358	40.62% funds used to date. August Pension costs was paid in September
Employee medical	£95	£95	£0	£450	21.11% No set monthly figure
Water rates	£926	£989	£63	£3,708	26.69% funds used to date
General rates	£11,512	£14,392	£3,915	£44,349	32.45% funds used to date
Insurance – premises & public liability	£10,011	£10,011	£0	£18,000	55.62% funds used to date. Prepayment calculation adjusted
Refuse Collection	£559	£644	£85	£1,380	46.69% used to date at the Pavilion and Oaklands monthly

					charge, high due to destruction of confidential waste cost
Electricity	£3,260	£4,280	£1,020	£5,150	83.12% used to date. This code is anticipated to go over budget
Gas	£1,108	£1,386	£277	£4,120	33.64% used to date
Parking expenses	£7	£7	£0	£50	15.60% No set monthly figure
Travel	£400	£420	£20	£1,000	42.04% funds used to date
Printing and Copying costs	£985	£1,042	£57	£1,450	71.91% used to date. Quarterly printing costs charged
Postage and carriage	£257	£299	£42	£700	42.85% used to date
Telephone costs	£1,589	£2,535	£946	£3,500	72.43% funds used from office phone and broadband costs on all three premises. Prepaid adjusted
IT and Computer costs	£2,170	£2,190	£20	£2,500	87.63% used to date. Annual IT support and annual web hosting services paid
Office stationery	£718	£724	£6	£1,000	72.42% budget used to date
Books	£298	£298	£0	£500	59.79% incurred due to latest Local Council book
Legal fees	£687	£729	£42	£2,000	36.46% Personal licence application fee and rent review valuation on Sanford House garage
Audit and Accountancy fees	£500	£500	£0	£2,200	22.73% No set monthly figure
Consultancy fees	£0	£0	£0	£2,500	0% No set monthly figure
Professional fees	£26	£61	£35	£1,000	6.10% No set monthly figure

Equipment hire	£967	£967	£0	£2,500	38.71% Lease of photocopier quarterly charged
Equipment purchases	£673	£673	£0	£1,000	67.37% Purchases include six panel folding display and printer for Town Clerk
Equipment maintenance/service	£0	£0	£0	£910	0% No set monthly figure
Lift repairs and servicing	£790	£790	£0	£2,000	39.51% Quarterly lift service at the Pavilion and fire evacuation chair
Property Repairs & renewals	£2,413	£4,921	£2,508	£8,000	61.51% used to date. Defibrillator moved at the Pavilion. Repair Portland Road Car Park height barrier
Cleaning	£3,572	£4,730	£2,158	£8,000	59.13% Cleaning at Council offices, Pavilion and Town Hall, annual deep cleaning at the Pavilion
Laundry	£0	£0	£0	£50	0.00% No set monthly figure
Premises expenses	£1,441	£1,516	£75	£2,000	75.82% Purchase of first aid kit bags, no camping signs, paint and office bins etc
Premises security	£471	£471	£0	£1,500	31.40% Intruder alarm inspections annual maintenance
Bank interest paid	£0	£0	£0	£200	0.00% No set monthly figure
Bank Charges	£291	£347	£56	£500	69.51% High due to Square Inc payment charge for Tennis & Bowls
Loan Principal paid	£0	£0	£0	£3,600	0% Not set monthly figure
Loan interest paid	£4,030	£4,030	£0	£4,200	95.96% Interest paid to DOCT no interest due as paid in full
Subscriptions	£8,961	£9,267	£306	£7,125	130.07% High due to annual Scribe

					subscription paid in full
Training costs	£4,705	£5,189	£484	£6,000	86.49% includes training for Level 4 Governance for Town Clerk
Refreshments	£55	£101	£46	£200	50.75% No set monthly figure