

Addendum

Notes to the Budget Monitor October 2022

Nominal Cost	Actual cost to September 2022	Actual cost to October 2022	Movement to date	Budget for year	Notes <i>Full year = 100% 1 month = 8.33% October = 58.31%</i>
Income					
Precept	£369,677	£369,677	£0	£369,677	100% Precept received.
Allotment income	£11,275	£11,643	£368	£11,182	104.12% Most allotment tenants have paid in March and April
Library Rent	£11,625	£11,625	£0	£0	Rent received on behalf of David Oaklands Charitable Trust (paid over when physically received in bank)
Portland Rd Car park	£4,242	£4,328	£86	£8,579	50.46% Income received. Income commencing in May to October
Sports Revenue	£6,430	£7,149	£719	£8,576	83.37% Income on target
Pavilion function revenue	£7,488	£9,388	£1,900	£16,301	57.60% Income on target
Boot Fairs, circuses, funfairs	£3,049	£3,049	£0	£6,180	49.34% Income received. Boot fairs at the Green ending in September 2022
Property (ex-library) rent	£12,325	£17,000	£4,675	£23,000	73.92% Income received from rental properties
Caretaker Charge	-£205	-£269	-£64	£2,000	-13.46% Due to caretaker cost of opening up premises
Wedding income	£2,560	£2,940	£380	£19,760	14.88% Currently being promoted
Town hall Lettings	£326	£416	£90	£2,037	20.42% Income received
Oaklands Room Rental	£31	£31	£0	£152	20.42% Income received

Interest on investments	£269	£406	£137	£600	67.75% Interest received from banks
Miscellaneous Income	£5	£5	£0	£0	No budget set
Expenditure					
Davis Oaklands Library rent	£11,625	£11,625	£0	£0	Not a budget item but collected on behalf of DOCT and paid over
Grounds Maintenance	£30,708	£36,550	£5,842	£53,900	67.81% 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	£2,365	£80	£13,395	17.66% Removal of dead Ash trees and emergency tree works
Allotment maintenance	£525	£944	£419	£1,000	94.40% Supply and install new water trough at Eaton Lands. Plus allotment plot clearance
Civic Allowance	£509	£604	£95	£1,000	60.41% Civic attendance to charity events
Civic attire	£85	£85	£0	£250	34.32% Civic attire purchased for Speakership Day
Civic entertainment	£1,323	£2,839	£1,516	£2,500	113.57% Buffet and refreshments for Standing Joint Committee, Mayor Making, Armed Forces Day
Band Concerts	£4,870	£4,870	£0	£4,900	99.39% cost incurred to date. No further costs as band concerts has finished in September
National Commemorations	£4,610	£4,691	£81	£5,500	85.30% Costs incurred for Queen's Jubilee

Grant monies donated by HTC	£9,713	£9,713	£0	£19,500	49.82% Grant to support Hythe Visitor's Guide printing leaflets, Hythe in Bloom and donation to Hythe Venetian Fete
Town Council initiatives	£566	£1,041	£475	£4,000	26.05% Community Engagement costs and KCC Counselling service
Playground Equipment Maintenance	£946	£978	£32	£5,000	19.57% Play Equipment Timber Repairs at Horn Street
Skate park repairs	£0	£0	£0	£2,500	0% No set monthly figure
Car park expenditure	£223	£268	£45	£1,600	16.77% Funds used for monthly management fee
Advertising	£0	£0	£0	£2,100	0% Funds used to date
Misc expenses	£75	£78	£3	£100	78.20% Purchase of place cards, laptop backpack
Salaries	£81,822	£96,508	£14,686	£147,084	65.61% Funds used to date, with seasonal Tennis & Bowls attendances starting in April and ending in September. October includes holiday pay accrued for seasonal staff
Employers NI	£5,165	£7,806	£2,641	£13,015	59.98% funds used to date
Employers Superannuation	£20,144	£23,463	£3,319	£32,358	72.51% funds used to date
Water rates	£1,315	£1,554	£239	£3,708	41.92% funds used to date
General rates	£17,272	£20,152	£2,880	£44,349	45.44% funds used to date
Insurance – premises & public liability	£11,512	£10,793	-£719	£18,000	59.96% funds used to date. Prepayment

					calculation adjusted
Refuse Collection	£745	£850	£105	£1,380	61.65% used to date at the Pavilion and Oaklands monthly charge, high due to destruction of confidential waste cost
Electricity	£5,264	£6,363	£1,099	£5,150	123.56% used to date, this cost code is expected to go overbudget
Gas	£1,786	£2,214	£428	£4,120	53.76% used to date, this cost code is expected to go overbudget
Parking expenses	£7	£7	£0	£50	15.60% No set monthly figure
Travel	£585	£610	£25	£1,000	61.07% funds used to date
Employee medical	£95	£95	£0	£450	21.11% No set monthly figure. Eye test etc.
Printing and Copying costs	£1,042	£1,271	£229	£1,450	87.68% used to date. Quarterly printing costs charged
Postage and carriage	£299	£333	£34	£700	47.70% used to date
Telephone costs	£2,681	£2,853	£172	£3,500	81.52% funds used from office phone and broadband installation at Town Hall and Pavilion
IT and Computer costs	£2,210	£2,265	£55	£2,500	90.63% used to date. Annual IT support and annual web hosting services paid early in year
Office stationery	£815	£888	£73	£1,000	88.87% budget used to date
Books	£157	£157	£0	£500	31.43% used to date

Legal fees	£2,087	£1,514	-£573	£2,000	75.70% Personal licence application fee and leases relating to three new play areas
Audit and Accountancy fees	£1,500	£1,500	£0	£2,200	68.18% No set monthly figure
Consultancy fees	£1,274	£1,924	£650	£2,500	76.96% No set monthly figure
Professional fees	£388	£578	£190	£1,000	57.80% No set monthly figure
Equipment hire	£1,267	£1,678	£411	£2,500	67.14% Lease of photocopier quarterly charged
Equipment purchases	£723	£723	£0	£1,000	72.37% Purchases include six panel folding display and printer for Town Clerk
Equipment maintenance/service	£414	£414	£0	£910	45.57% No set monthly figure
Lift repairs and servicing	£790	£1,066	£276	£2,000	53.34% Quarterly lift service at the Pavilion and fire evacuation chair
Property Repairs & renewals	£6,151	£15,318	£9,167	£8,000	191.48% used to date. Defibrillator moved at the Pavilion, repair of car park barrier, property refurbishment on Sports Pavilion, Station road roundabout works. Buildings reserves recommended to be vired
Cleaning	£5,510	£6,290	£780	£8,000	78.63% 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	£2,046	£2,046	£0	£2,000	102.33% Purchase of first aid kit bags, no camping signs, paint and office bins etc

Premises security	£543	£663	£120	£1,500	44.23% Intruder alarm inspections annual maintenance
Bank interest paid	£0	£0	£0	£200	0.00% No set monthly figure
Bank Charges	£477	£522	£45	£500	104.57% 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	£9,419	£9,561	£142	£7,125	134.19% High due to front loaded cost and annual Scribe subscription cost split for the year
Training costs	£4,928	£5,108	£180	£6,000	85.15% includes training for Level 4 Community Governance for Town Clerk and Finance Officer studying ILCA course
Refreshments	£101	£132	£31	£200	66.16% No set monthly figure