

# HENFIELD PARISH COUNCIL

## BUDGET REPORT 2022/2023

### EXPENDITURE

**Month 5 - 41.7% of Year Completed**

<b>FINANCE RISK AND CHANGE GOVERNANCE</b>	<u>BUDGET</u> <u>2022/23</u>	<u>ACTUAL</u> <u>2022/23</u>	<u>%</u> <u>SPEND</u>
Community Bus	4,000	2,000	50.0%
Remembrance Day	1,000	0	0.0%
Postage	60	41	68.9%
Employment Costs	146,000	56,348	38.6%
Payroll Charges	650	150	23.1%
Subscriptions	2,500	2,063	82.5%
Computers	4,500	1,501	33.3%
Telephones	1,100	335	30.5%
F R C Miscellaneous	2,000	11,326	566.3%
Chairman's Allowance	100	50	50.0%
Training	1,500	155	10.3%
Travel & Subsistence	150	38	25.5%
Insurance	2,700	0	0.0%
Photocopier Charges	2,300	1,145	49.8%
Henfield Hall Maintenance Charges	7,000	2,400	34.3%
Henfield Hall Bookings	2,300	672	29.2%
Henfield Hall Parish Office Rent *	7,225	5,425	50.0%
Henfield Hall Museum Rent *	3,625		
Internal/External Audit Fees	1,200	153	12.7%
Members Allowance	4,000	844	21.1%
Community Partnership Grant	750	0	0.0%
Council Van	2,000	355	17.7%
Legal & Regulatory Costs	1,500	1,558	103.9%
<b>SUB TOTAL - FRC</b>	<b>£198,160</b>	<b>£86,559</b>	<b>43.7%</b>

\*Parish Office & Museum Rent Paid Together

**BUDGET REPORT 2022/2023****Month 5 - 41.7% of Year Completed**

<b>RECREATION &amp; OPEN SPACES</b>	<b><u>BUDGET</u> 2022/23</b>	<b><u>ACTUAL</u> 2022/23</b>	<b><u>%</u> <u>SPEND</u></b>
Recreational Equipment	1,000	394	39.4%
Annual Playground Inspection	450	350	77.8%
Ground Maintenance (Grass Cutting)	6,500	2,097	32.3%
Playing Field Maintenance	6,500	4,365	67.2%
Rothery	3,600	1,639	45.5%
Wantley Field	130	0	0.0%
Trees	4,000	2,059	51.5%
General Expenditure	1,250	312	25.0%
Works Officer Equipment	3,000	294	9.8%
Henfield Trails & Footpaths	2,500	0	0.0%
Litter Picking	9,000	3,737	41.5%
Wildlife Planting	1,000	0	0.0%
Storage Container Rental	2,750	1,093	39.7%
<b>Sub Total - Open Spaces</b>	<b>£41,680</b>	<b>£16,341</b>	<b>39.2%</b>

**BUDGET REPORT 2022/2023****Month 5 - 41.7% of Year Completed**

<b>VILLAGE AMENITIES</b>	<b><u>BUDGET</u> 2022/23</b>	<b><u>ACTUAL</u> 2022/23</b>	<b><u>%</u> <u>SPEND</u></b>
Street Lighting	4,000	1,293	32.3%
Leisure Centre Maintenance/Car Park	250	0	0.0%
Public Conveniences	10,000	2,893	28.9%
Hanging Baskets, Flower Beds & Verges	7,000	2,831	40.4%
Dog Bins	1,250	482	38.6%
High Street Christmas Lights	2,200	87	4.0%
Village Amenities General Expenditure	500	394	78.9%
Cemetery	10,700	4,619	43.2%
Community Speedwatch	400	121	30.3%
Link Road Lights	2,000	760	38.0%
<b>Sub Total - Village Amenities</b>	<b>£38,300</b>	<b>£13,481</b>	<b>35.2%</b>

**BUDGET REPORT 2022/2023****Month 5 - 41.7% of Year Completed**

<b>EXPENDITURE</b>	<b><u>BUDGET</u> 2022/23</b>	<b><u>ACTUAL</u> 2022/23</b>	<b><u>%</u> <u>SPEND</u></b>
<b>Museum</b>	<b>£400</b>	<b>£2,351</b>	<b>587.8%</b>
<b>EXPENDITURE SUB-TOTAL</b>	<b>£278,540</b>	<b>£118,732</b>	<b>42.6%</b>

<b>PROVISION</b>	<b><u>BUDGET</u> 2022/23</b>	<b><u>ACTUAL</u> 2022/23</b>	<b><u>%</u> <u>SPEND</u></b>
<b>Total Provisions For Reserves **</b>	<b>35,865</b>	<b>35,865</b>	<b>100.0%</b>

**\*\* See Breakdown of the Provisions the Bottom of This Report**

**Month 5 - 41.7% of Year Completed**

<b><u>BUDGET REPORT 2022/2023</u></b>	<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>	<b><u>%</u></b>
<b><u>INCOME</u></b>	<b><u>2022/23</u></b>	<b><u>2022/23</u></b>	<b><u>ACTUAL</u></b>
Museum	400	1,000	250.0%
Cemetery	12,000	5,530	46.1%
Environmental Cleaning Grant H D C	15,500	7,735	49.9%
Commons Committee	0	0	0.0%
Football Club	4,000	2,900	72.5%
Cricket Club	350	350	100.0%
Kings Field Trust	2,300	0	0.0%
Interest	50	57	114.2%
Other Income	500	5,110	1021.9%
WSCC SLA Grant	750	750	0.0%
Precept	277,355	138,678	50.0%
Community Infrastructure Levy	0	3,760	0.0%
Car Charging Point	1,200	1,568	0.0%
<b>TOTAL GROSS INCOME</b>	<b>£314,405</b>	<b>£167,436</b>	<b>53.3%</b>

	<b>2021/22</b>	<b>2022/23</b>
<b>Sec. 137 Expenditure (Net)</b>	<b>£9,388</b>	<b>£5,233</b>

*£8.82 per elector - £42,257 (2022/23)*

*Based on 4,791 Electors*

*£8.41 per elector - £40,679 (2021/22)*

*Based on 4,837 Electors*

*Section 137 Local Government Act 1972 Allows Council To Spend Up To £8.82*

*Per Elector On Projects Not Authorised By Other Powers*

<b>Tax base (Band D equivalent)</b>	<b>2,741</b>	
<b>PRECEPT PER PROPERTY</b>	<b>101.19</b>	<i>(Band D equivalent)</i>

<b>RESERVES - AT 31st AUGUST 2022</b>		<b>CAP</b>
Cemetery	3,000	15,000
Recreational Equipment & Skate Park	9,254	10,000
Elections	6,000	6,000
Leisure Centre Car Park & Link Road	8,466	40,000
Street Lights & Christmas Lights	6,354	10,000
Museum Improvements	2,695	5,000
Playing Fields	27,550	40,000
Council Van & Trailer	9,385	10,000
Retirement Payments	4,000	5,000
Youth Services	11,000	10,000
Community Infrastructure Levy	9,004	-
Bus Shelter & Public Toilets	558	5,000
Traffic Control & Speed Indicators	1,000	5,000
Planning & Legal Costs	7,800	15,000
Tree Management	5,500	5,000
Safe Routes, Footpaths & Bridleways	3,000	15,000
Henfield Trails	5,382	5,000
Office Refurbishments	3,513	5,000
Community Buildings & Infrastructure	52,900	-
Neighbourhood Plan Review	500	500
Community Events	3,952	2,000
<b>Total Allocated Reserves</b>	<b>£180,813</b>	
<b>Total General Reserves</b>	<b>£142,068</b>	
<b>TOTAL RESERVES</b>	<b>£322,881</b>	

\*\*There is an outstanding loan of £40,000 owed by the Henfield Youth Club. This was taken out in July 2004.

<b>BANK BALANCES - AT 31ST AUGUST 2022</b>	
BARCLAYS CURRENT	£17,820
BARCLAYS DEPOSIT	£0
HSBC	£185,009
BARCLAYS MEMORIAL FIELD	£0
BARCLAYS LINK ROAD	£0
PETTY CASH	£38
BARCLAYS BASE RATE	£54,467
NAT WEST BUSINESS RESERVE	£75,327
<b>TOTAL</b>	<b>£332,661</b>

The Above Bank Balances Include Any Unpresented Cheques

<b>PROVISIONS (BREAKDOWN)</b>	<b><u>BUDGET</u></b> <b><u>2022/23</u></b>	<b><u>ACTUAL</u></b> <b><u>2022/23</u></b>
Bus Shelter/Public Toilets	500	500
Cemetery	2,500	2,500
Leisure Centre Car Parks & Link Road	3,200	3,200
Street/Christmas Lights	1,200	1,200
Traffic Control/Speed Indicators	500	500
<b>VILLAGE AMENITIES</b>	<b>7,900</b>	<b>7,900</b>
Playing Fields	1,500	1,500
Recreation Equipment & Skate Park	1,750	1,750
Safe Routes, Footpaths & Bridleways	1,500	1,500
Tree Management	0	0
Trails	0	0
<b>RECREATION &amp; OPEN SPACES</b>	<b>4,750</b>	<b>4,750</b>
Office Refurbishments	2,000	2,000
Retirement Payments	500	500
Planning & Legal Costs	1,000	1,000
Council Van/Trailer	2,000	2,000
<b>PARISH COUNCIL OPERATIONS</b>	<b>5,500</b>	<b>5,500</b>
Community Events (inc Summer Fayre)	0	0
Museum Improvements	0	0
Youth Services	515	515
Community Buildings & Infrastructure	17,200	17,200
<b>COMMUNITY FACILITIES &amp; EVENTS</b>	<b>17,715</b>	<b>17,715</b>
<b>Sub Total - Reserves</b>	<b>£35,865</b>	<b>£35,865</b>

### **BUDGET VARIANCES WITH CLARIFICATION**

<b>FINANCE RISK &amp; CHANGE GOVERNANCE</b>	<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>	<b><u>%</u></b>
Subscriptions	2,500	2,043	81.7%
<i>Annual subscription of 2,043 paid to WSALC/NALC</i>			
F R C Miscellaneous	2,000	11,204	560.2%
<i>Henfield Hall Solar Panels - 4,800. Funded by 500 from Community Building Reserve and 4,300 from CIL Reserve.</i>			
<i>HART Defibrillator box - 1,000 from General Reserve.</i>			

<i>Beach Boys Concert - 1,700 - offset by ticket sales under Other Income.</i>			
<i>Donations to Henfield Haven &amp; Henfield Youth Club - 1,331. Offset by ticket sales in Other Income.</i>			
<i>Cost of making the Jubilee Beacon - 699 - funded by General Reserves.</i>			
<i>Plus a large number of other more minor items for the Queen's Jubilee.</i>			
<b>Photocopier Charges</b>	<b>2,300</b>	<b>1,071</b>	<b>46.6%</b>
<i>Photocopier Rental - 679. Paid upfront for 6 months.</i>			
<b>Legal &amp; Regulatory Costs</b>	<b>1,500</b>	<b>1,539</b>	<b>102.6%</b>
<i>DMH Stallard - Cricket Club lease - 1,440. These legal fees were paid by the cricket club in the previous financial year.</i>			
<b>RECREATION &amp; OPEN SPACES</b>	<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>	<b><u>%</u></b>
<b>Annual Playground Inspection</b>	<b>450</b>	<b>350</b>	<b>77.8%</b>
<i>The annual inspection has already taken place at the same rate as the last few years. No increase.</i>			
<b>Playing Field Maintenance</b>	<b>6,500</b>	<b>4,365</b>	<b>67.2%</b>
<i>Rothery Field renovation - 5,640. Accrued 2,375 from previous year's budget.</i>			
<i>Henfield FC paid 2,820 towards the cost. This shows against the Henfield FC income budget.</i>			
<b>Rothery</b>	<b>3,600</b>	<b>1,443</b>	<b>40.1%</b>
<i>Rates &amp; Rubbish Collection- 474. Paid upfront for 6 months.</i>			
<b>VILLAGE AMENITIES</b>	<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>	<b><u>%</u></b>
<b>Village Amenities General Expenditure</b>	<b>500</b>	<b>394</b>	<b>78.8%</b>
<i>Kestrel Alarms - 391. The CCTV opposite the bus shelter has had its annual maintenance check.</i>			
<b>Museum</b>	<b>£400</b>	<b>£2,351</b>	<b>587.8%</b>
<i>Max Communications digitisation of photos - 2,631. This is offset by 300 accrued forward from the previous financial year. Plus a donation of 1,000 from the Friends of Henfield Museum.</i>			
<i>The remaining 1,361 has been taken from the Museum Reserve.</i>			
<b><u>INCOME 2022/23</u></b>	<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>	<b><u>%</u></b>
<b>Other Income</b>	<b>500</b>	<b>4,958</b>	<b>991.6%</b>
<i>The Beach Boys Concert - 3,225 received in ticket sales.</i>			
<i>Henfield Community Partnership - 1,000 contribution towards the electricity point in Coopers Way.</i>			
<i>EDF electricity refund - 138. For the public conveniences.</i>			
<i>A number of other smaller contributions relating to the Queen's Jubilee weekend.</i>			
<i>Other notes:</i>			
<i>Museum income explained above.</i>			
<i>The Environmental Cleansing Grant and Precept are paid to us at the end of April and September.</i>			
<i>The Henfield FC budget is explained above under Playing Field Maintenance.</i>			
<i>The Cricket Club paid its annual contribution towards mole control in May.</i>			