

# HENFIELD PARISH COUNCIL

## BUDGET REPORT 2024/2025

### EXPENDITURE

Month 11 - 91.7% of the Year Completed

| <b>FINANCE RISK AND CHANGE GOVERNANCE</b> | <b><u>BUDGET</u></b>  | <b><u>ACTUAL</u></b>  | <b><u>%</u></b>     |
|---|-----------------------|-----------------------|---------------------|
|   | <b><u>2024/25</u></b> | <b><u>2024/25</u></b> | <b><u>SPEND</u></b> |
| Community Bus                             | 4,000                 | 3,000                 | 75.0%               |
| Remembrance Day                           | 1,100                 | 1,003                 | 91.2%               |
| Postage                                   | 60                    | 16                    | 26.0%               |
| Employment Costs                          | 190,000               | 171,558               | 90.3%               |
| Payroll Charges                           | 650                   | 450                   | 69.2%               |
| Subscriptions                             | 2,800                 | 2,655                 | 94.8%               |
| Computers                                 | 4,000                 | 3,972                 | 99.3%               |
| Telephones                                | 900                   | 956                   | 106.3%              |
| F R C Miscellaneous                       | 2,750                 | 43,200                | 1570.9%             |
| Chairman's Allowance                      | 100                   | 0                     | 0.0%                |
| Training                                  | 1,000                 | 373                   | 37.3%               |
| Travel & Subsistence                      | 75                    | 27                    | 35.4%               |
| Insurance                                 | 4,000                 | 2,975                 | 74.4%               |
| Photocopier Charges                       | 2,200                 | 2,144                 | 97.5%               |
| Henfield Hall Maintenance Charges         | 6,500                 | 5,600                 | 86.2%               |
| Henfield Hall Bookings                    | 2,500                 | 1,468                 | 58.7%               |
| Henfield Hall Parish Office Rent *        | 9,050                 | 12,478                | 115.0%              |
| Henfield Hall Museum Rent *               | 4,550                 |                       |                     |
| Internal/External Audit Fees              | 1,300                 | 1,100                 | 84.6%               |
| Members Allowance                         | 4,000                 | 2,652                 | 66.3%               |
| Community Partnership Grant               | 750                   | 750                   | 100.0%              |
| Council Van                               | 2,200                 | 4,355                 | 198.0%              |
| Legal & Regulatory Costs                  | 3,000                 | 993                   | 33.1%               |
| <b>SUB TOTAL - FRC</b>                    | <b>£247,485</b>       | <b>£261,724</b>       | <b>105.8%</b>       |

\*Parish Office & Museum Rent Paid Together

**BUDGET REPORT 2024/2025**

Month 11 - 91.7% of the Year Completed

| <b>RECREATION &amp; OPEN SPACES</b> | <b><u>BUDGET</u></b><br><b><u>2024/25</u></b> | <b><u>ACTUAL</u></b><br><b><u>2024/25</u></b> | <b><u>%</u></b><br><b><u>SPEND</u></b> |
|-------------------------------------|---|---|--|
| Ground Maintenance (Grass Cutting)  | 6,500   | 4,756   | 73.2%                                  |
| Playing Field Maintenance           | 6,500   | 0   | 0.0%                                   |
| Rothery                             | 3,850   | 3,342   | 86.8%                                  |
| Wantley Field                       | 0   | 120   | 0.0%                                   |
| Trees Management                    | 2,000   | 1,158   | 57.9%                                  |
| General Expenditure                 | 1,500   | 914   | 61.0%                                  |
| Works Officer Equipment             | 3,000   | 2,989   | 99.6%                                  |
| Henfield Trails & Footpaths         | 1,000   | 300   | 30.0%                                  |
| Nature Recovery & Support           | 2,000   | 813   | 40.7%                                  |
| Storage Container Rental            | 3,000   | 3,361   | 112.0%                                 |
| <b>Sub Total - Open Spaces</b>      | <b>£29,350</b>                                | <b>£17,754</b>                                | <b>60.5%</b>                           |

| <b>CHILDREN &amp; YOUNG PEOPLE</b>  | <b><u>BUDGET</u></b><br><b><u>2024/25</u></b> | <b><u>ACTUAL</u></b><br><b><u>2024/25</u></b> | <b><u>%</u></b><br><b><u>CHANGE</u></b> |
|-------------------------------------|---|---|---|
| Recreational Equipment & Skate Park | 6,000   | 4,917   | 82.0%                                   |
| Annual Playground Inspection        | 450   | 394   | 87.6%                                   |
| Premises Lease                      | 12,000  | 0   | 0.0%                                    |
| Youth Projects                      | 10,000  | 5,328   | 53.3%                                   |
| Youth Activities                    | 1,000   | 940   | 94.0%                                   |
| <b>Sub Total - C &amp; Y P</b>      | <b>£29,450</b>                                | <b>£11,579</b>                                | <b>39.3%</b>                            |

| <b>VILLAGE AMENITIES</b>              | <b><u>BUDGET</u></b><br><b><u>2024/25</u></b> | <b><u>ACTUAL</u></b><br><b><u>2024/25</u></b> | <b><u>%</u></b><br><b><u>SPEND</u></b> |
|---------------------------------------|---|---|--|
| Street Lighting                       | 5,750   | 2,372   | 41.3%                                  |
| Leisure Centre Maintenance/Car Park   | 250   | 0   | 0.0%                                   |
| Public Conveniences                   | 16,000  | 14,115  | 88.2%                                  |
| Hanging Baskets, Flower Beds & Verges | 7,000   | 5,755   | 82.2%                                  |
| Dog Bins                              | 1,250   | 1,147   | 91.7%                                  |
| Litter Picking                        | 9,000   | 6,499   | 72.2%                                  |
| High Street Christmas Lights          | 3,000   | 11,348  | 378.3%                                 |
| Village Amenities General Expenditure | 1,500   | 1,600   | 106.7%                                 |
| Community Payback                     | 2,000   | 16  | 0.8%                                   |
| Cemetery                              | 12,750  | 15,360  | 120.5%                                 |
| Community Speedwatch                  | 400   | 0   | 0.0%                                   |
| Link Road Lights                      | 4,500   | 5,380   | 119.5%                                 |
| <b>Sub Total - Village Amenities</b>  | <b>£63,400</b>                                | <b>£63,591</b>                                | <b>100.3%</b>                          |

**BUDGET REPORT 2024/2025****Month 11 - 91.7% of the Year Completed****EXPENDITURE**

|                              | <u>BUDGET</u><br>2024/25 | <u>ACTUAL</u><br>2024/25 | <u>%</u><br><u>SPEND</u> |
|------------------------------|--------------------------|--------------------------|--------------------------|
| Museum                       | £400                     | £322                     | 80.5%                    |
|                              |                          |                          |                          |
| <b>EXPENDITURE SUB-TOTAL</b> | <b>£370,085</b>          | <b>£354,969</b>          | <b>95.9%</b>             |

**PROVISION**

|                                  | <u>BUDGET</u><br>2024/25 | <u>ACTUAL</u><br>2024/25 | <u>%</u><br><u>SPEND</u> |
|----------------------------------|--------------------------|--------------------------|--------------------------|
| Total Provisions For Reserves ** | £36,000                  | £36,000                  | 100.0%                   |

|                                |                 |                 |              |
|--------------------------------|-----------------|-----------------|--------------|
| <b>TOTAL GROSS EXPENDITURE</b> | <b>£406,085</b> | <b>£390,969</b> | <b>96.3%</b> |
|--------------------------------|-----------------|-----------------|--------------|

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

**Month 11 - 91.7% of the Year Completed**

| <u>BUDGET REPORT 2024/2025</u>     | <u>BUDGET</u><br>2024/25 | <u>ACTUAL</u><br>2024/25 | <u>%</u><br><u>ACTUAL</u> |
|------------------------------------|--------------------------|--------------------------|---------------------------|
| <b><u>INCOME</u></b>               |                          |                          |                           |
| Museum                             | 400                      | 276                      | 69.0%                     |
| Cemetery                           | 18,000                   | 20,020                   | 111.2%                    |
| Environmental Cleaning Grant H D C | 17,750                   | 17,782                   | 100.2%                    |
| Football Club                      | 4,000                    | 3,030                    | 75.8%                     |
| Cricket Club                       | 350                      | 450                      | 128.6%                    |
| Kings Field Trust                  | 1,900                    | 1,900                    | 100.0%                    |
| Interest                           | 3,500                    | 9,713                    | 277.5%                    |
| Other Income                       | 500                      | 5,694                    | 1138.9%                   |
| WSCC SLA Grant                     | 1,000                    | 1,000                    | 0.0%                      |
| Precept                            | 348,685                  | 348,685                  | 100.0%                    |
| Community Infrastructure Levy      | 7,500                    | 7,946                    | 105.9%                    |
| Car Charging Point                 | 2,500                    | 4,516                    | 180.6%                    |
| Children & Young People            | 0                        | 400                      | 0.0%                      |
| <b>TOTAL GROSS INCOME</b>          | <b>£406,085</b>          | <b>£421,412</b>          | <b>103.8%</b>             |

|                                   | 2023/24        | 2024/25       |
|-----------------------------------|----------------|---------------|
| <b>Sec. 137 Expenditure (Net)</b> | <b>£10,212</b> | <b>£7,830</b> |

£10.81 per elector - £51,477 (2024/25)

Based on 4,762 Electors

£9.93 per elector - £46,979 (2023/24)

Based on 4,731 Electors

Section 137 Local Government Act 1972 Allows Council To Spend Up To £10.81

Per Elector On Projects Not Authorised By Other Powers

|                              |               |                     |
|------------------------------|---------------|---------------------|
| Tax base (Band D equivalent) | 2,726         |                     |
| <b>PRECEPT PER PROPERTY</b>  | <b>127.92</b> | (Band D equivalent) |

| RESERVES - AT 28th FEBRUARY 2025            |                 | CAP            |
|---|-----------------|----------------|
| <b>VILLAGE AMENITIES</b>                    |                 |                |
| Bus Shelter/Public Toilets                  | 1,558           | 5,000          |
| Cemetery                                    | 8,282           | 20,000         |
| Leisure Centre Car Park                     | 13,666          | 40,000         |
| Street/Christmas Lights                     | 1,956           | 10,000         |
| Traffic Control/Speed Indicators            | 1,200           | 2,500          |
| <b>TOTAL</b>                                | <b>26,662</b>   | <b>77,500</b>  |
| <b>RECREATION &amp; OPEN SPACES - TOTAL</b> |                 |                |
| Playing Fields                              | 27,350          | 40,000         |
| Safe Routes, Footpaths & Bridleways         | 3,500           | 15,000         |
| Trees Management                            | 8,448           | 7,500          |
| Trails                                      | 5,122           | 5,000          |
| <b>TOTAL</b>                                | <b>44,420</b>   | <b>67,500</b>  |
| <b>PARISH COUNCIL OPS - TOTAL</b>           |                 |                |
| Office Refurbishments                       | 4,513           | 5,000          |
| Planning & Legal Costs                      | 9,300           | 15,000         |
| Council Van/Trailer                         | 12,385          | 10,000         |
| <b>TOTAL</b>                                | <b>26,198</b>   | <b>30,000</b>  |
| <b>COMMUNITY FACILITIES/EVENTS - TTL</b>    |                 |                |
| Community Events                            | 6,427           | 5,000          |
| Museum Improvements                         | 3,725           | 5,000          |
| Community Buildings & Infrastructure        | 49,315          | 180,000        |
| Elections                                   | 6,000           | 6,000          |
| Community Infrastructure Levy               | 23,720          | -              |
| <b>TOTAL</b>                                | <b>89,187</b>   | <b>196,000</b> |
| <b>CHILDREN &amp; YOUNG PEOPLE - TOTAL</b>  |                 |                |
| Recreation Equipment & Skate Park           | 5,106           | 15,000         |
| Youth Services                              | 11,500          | 15,000         |
| <b>TOTAL</b>                                | <b>16,606</b>   | <b>30,000</b>  |
| Total Allocated Reserves                    | £203,073        |                |
| Total General Reserves                      | £163,541        |                |
| <b>TOTAL RESERVES</b>                       | <b>£366,613</b> |                |

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

\*\*\*The Provisions were transferred from the General Reserve to the Allocated Reserves on 18th April 2024.

| BANK BALANCES - AT 28th FEBRUARY 2025 |          |
|---------------------------------------|----------|
| BARCLAYS CURRENT                      | £9,130   |
| HSBC                                  | £129,896 |
| PETTY CASH                            | £38      |
| BARCLAYS BUSINESS PREMIUM ACCOUNT     | £55,824  |
| NAT WEST LIQUIDITY MANAGER 95 DAY     | £80,973  |
| THE CHARITY BANK                      | £77,639  |
| UNITY TRUST BANK                      | £77,993  |
| TOTAL                                 | £431,494 |

| PROVISIONS (BREAKDOWN)                   | BUDGET<br>2024/25 | ACTUAL<br>2024/25 |
|--|-------------------|-------------------|
| <b>VILLAGE AMENITIES</b>                 |                   |                   |
| Bus Shelter/Public Toilets               | 500               | 500               |
| Cemetery                                 | 5,000             | 5,000             |
| Leisure Centre Car Park                  | 3,200             | 3,200             |
| Street/Christmas Lights                  | 2,200             | 2,200             |
| Traffic Control/Speed Indicators         | 100               | 100               |
| TOTAL                                    | 11,000            | 11,000            |
| <b>RECREATION &amp; OPEN SPACES</b>      |                   |                   |
| Playing Fields                           | 1,500             | 1,500             |
| Safe Routes, Footpaths & Bridleways      | 500               | 500               |
| Tree Management                          | 3,000             | 3,000             |
| Trails                                   | 0                 | 0                 |
| TOTAL                                    | 5,000             | 5,000             |
| <b>PARISH COUNCIL OPERATIONS</b>         |                   |                   |
| Office Refurbishments                    | 500               | 500               |
| Planning & Legal Costs                   | 500               | 500               |
| Council Van/Trailer                      | 3,000             | 3,000             |
| TOTAL                                    | 4,000             | 4,000             |
| <b>COMMUNITY FACILITIES &amp; EVENTS</b> |                   |                   |
| Community Events                         | 2,000             | 2,000             |
| Museum Improvements                      | 500               | 500               |
| Community Buildings & Infrastructure     | 10,000            | 10,000            |
| TOTAL                                    | 12,500            | 12,500            |

|                                    |                |                |
|------------------------------------|----------------|----------------|
| <b>CHILDREN &amp; YOUNG PEOPLE</b> |                |                |
| Youth Services                     | 500            | 500            |
| Recreation Equipment & Skate Park  | 3,000          | 3,000          |
| <b>TOTAL</b>                       | <b>3,500</b>   | <b>3,500</b>   |
| <b>Sub Total - Reserves</b>        | <b>£36,000</b> | <b>£36,000</b> |

