

# HENFIELD PARISH COUNCIL

## BUDGET REPORT 2023/2024

### EXPENDITURE

Month 5 - 41.7% 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>2023/24</u></b> | <b><u>2023/24</u></b> | <b><u>SPEND</u></b> |
| Community Bus                             | 4,000                 | 2,000                 | 50.0%               |
| Remembrance Day                           | 1,000                 | 0                     | 0.0%                |
| Postage                                   | 60                    | 107                   | 178.2%              |
| Employment Costs                          | 167,000               | 62,371                | 37.3%               |
| Payroll Charges                           | 650                   | 150                   | 23.1%               |
| Subscriptions                             | 2,650                 | 2,189                 | 82.6%               |
| Computers                                 | 4,000                 | 1,568                 | 39.2%               |
| Telephones                                | 900                   | 385                   | 42.8%               |
| F R C Miscellaneous                       | 2,000                 | 1,541                 | 77.0%               |
| Chairman's Allowance                      | 100                   | 0                     | 0.0%                |
| Training                                  | 1,000                 | 377                   | 37.7%               |
| Travel & Subsistence                      | 150                   | 0                     | 0.0%                |
| Insurance                                 | 2,950                 | 0                     | 0.0%                |
| Photocopier Charges                       | 2,200                 | 806                   | 36.6%               |
| Henfield Hall Maintenance Charges         | 6,000                 | 2,800                 | 46.7%               |
| Henfield Hall Bookings                    | 1,750                 | 783                   | 44.7%               |
| Henfield Hall Parish Office Rent *        | 7,225                 | 5,425                 | 50.0%               |
| Henfield Hall Museum Rent *               | 3,625                 |                       |                     |
| Internal/External Audit Fees              | 1,300                 | 133                   | 10.2%               |
| Members Allowance                         | 4,000                 | 1,105                 | 27.6%               |
| Community Partnership Grant               | 750                   | 0                     | 0.0%                |
| Council Van                               | 2,000                 | 214                   | 10.7%               |
| Legal & Regulatory Costs                  | 1,500                 | 102                   | 6.8%                |
| <b>SUB TOTAL - FRC</b>                    | <b>£216,810</b>       | <b>£82,055</b>        | <b>37.8%</b>        |

\*Parish Office & Museum Rent Paid Together

**BUDGET REPORT 2023/2024****Month 5 - 41.7% of the Year Completed**

| <b>RECREATION &amp; OPEN SPACES</b> | <b><u>BUDGET</u><br/>2023/24</b> | <b><u>ACTUAL</u><br/>2023/24</b> | <b><u>%</u><br/>SPEND</b> |
|-------------------------------------|----------------------------------|----------------------------------|---------------------------|
| Ground Maintenance (Grass Cutting)  | 6,500                            | 1,958                            | 30.1%                     |
| Playing Field Maintenance           | 6,500                            | 637                              | 9.8%                      |
| Rothery                             | 3,600                            | 1,853                            | 51.5%                     |
| Wantley Field                       | 0                                | 0                                | 0.0%                      |
| Trees & Commons Restoration         | 5,000                            | 175                              | 3.5%                      |
| General Expenditure                 | 1,250                            | 4,317                            | 345.4%                    |
| Works Officer Equipment             | 3,000                            | 982                              | 32.7%                     |
| Henfield Trails & Footpaths         | 1,000                            | 0                                | 0.0%                      |
| Litter Picking                      | 9,000                            | 3,475                            | 38.6%                     |
| Wildlife Planting                   | 1,000                            | 0                                | 0.0%                      |
| Storage Container Rental            | 2,750                            | 1,170                            | 42.5%                     |
| <b>Sub Total - Open Spaces</b>      | <b>£39,600</b>                   | <b>£14,567</b>                   | <b>36.8%</b>              |

| <b>CHILDREN &amp; YOUNG PEOPLE</b>  | <b><u>BUDGET</u><br/>2023/24</b> | <b><u>ACTUAL</u><br/>2023/24</b> | <b><u>%</u><br/>CHANGE</b> |
|-------------------------------------|----------------------------------|----------------------------------|----------------------------|
| Recreational Equipment & Skate Park | 1,500                            | 1,380                            | 92.0%                      |
| Annual Playground Inspection        | 450                              | 379                              | 84.1%                      |
| Youth Co Ordinator                  | 20,179                           | 11                               | 0.1%                       |
| Premises Lease                      | 12,000                           | 0                                | 0.0%                       |
| Youth Activities                    | 10,000                           | 1,018                            | 10.2%                      |
| <b>Sub Total - C &amp; Y P</b>      | <b>£44,129</b>                   | <b>£2,787</b>                    | <b>6.3%</b>                |

| <b>VILLAGE AMENITIES</b>              | <b><u>BUDGET</u><br/>2023/24</b> | <b><u>ACTUAL</u><br/>2023/24</b> | <b><u>%</u><br/>SPEND</b> |
|---------------------------------------|----------------------------------|----------------------------------|---------------------------|
| Street Lighting                       | 6,000                            | 2,702                            | 45.0%                     |
| Leisure Centre Maintenance/Car Park   | 250                              | 0                                | 0.0%                      |
| Public Conveniences                   | 13,900                           | 5,072                            | 36.5%                     |
| Hanging Baskets, Flower Beds & Verges | 7,000                            | 2,948                            | 42.1%                     |
| Dog Bins                              | 1,250                            | 544                              | 43.5%                     |
| High Street Christmas Lights          | 2,700                            | 145                              | 5.4%                      |
| Village Amenities General Expenditure | 1,000                            | 744                              | 74.4%                     |
| Cemetery                              | 12,500                           | 5,433                            | 43.5%                     |
| Community Speedwatch                  | 400                              | 0                                | 0.0%                      |
| Link Road Lights                      | 5,000                            | 647                              | 12.9%                     |
| <b>Sub Total - Village Amenities</b>  | <b>£50,000</b>                   | <b>£18,236</b>                   | <b>36.5%</b>              |

**BUDGET REPORT 2023/2024**

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

**EXPENDITURE**

|                              | <b><u>BUDGET</u></b><br><b><u>2023/24</u></b> | <b><u>ACTUAL</u></b><br><b><u>2023/24</u></b> | <b><u>%</u></b><br><b><u>SPEND</u></b> |
|------------------------------|---|---|--|
| <b>Museum</b>                | £400  | £113  | 28.2%                                  |
| <b>EXPENDITURE SUB-TOTAL</b> | <b>£350,939</b>                               | <b>£117,757</b>                               | <b>33.6%</b>                           |

**PROVISION**

|   | <b><u>BUDGET</u></b><br><b><u>2023/24</u></b> | <b><u>ACTUAL</u></b><br><b><u>2023/24</u></b> | <b><u>%</u></b><br><b><u>SPEND</u></b> |
|---|---|---|--|
| <b>Total Provisions For Reserves **</b> | <b>£4,000</b>                                 | <b>£4,000</b>                                 | <b>100.0%</b>                          |

|                                |                 |                 |              |
|--------------------------------|-----------------|-----------------|--------------|
| <b>TOTAL GROSS EXPENDITURE</b> | <b>£354,939</b> | <b>£121,757</b> | <b>34.3%</b> |
|--------------------------------|-----------------|-----------------|--------------|

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

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

**BUDGET REPORT 2023/24**

**INCOME**

|   | <b><u>BUDGET</u></b><br><b><u>2023/24</u></b> | <b><u>ACTUAL</u></b><br><b><u>2023/24</u></b> | <b><u>%</u></b><br><b><u>ACTUAL</u></b> |
|---|---|---|---|
| <b>Museum</b>                             | 400   | 169   | 42.1%                                   |
| <b>Cemetery</b>                           | 16,000  | 11,190  | 69.9%                                   |
| <b>Environmental Cleaning Grant H D C</b> | 16,000  | 8,508   | 53.2%                                   |
| <b>Football Club</b>                      | 4,000   | 157   | 3.9%                                    |
| <b>Cricket Club</b>                       | 350   | 350   | 100.0%                                  |
| <b>Kings Field Trust</b>                  | 1,900   | 0   | 0.0%                                    |
| <b>Interest</b>                           | 250   | 1,598   | 639.2%                                  |
| <b>Other Income</b>                       | 500   | 1,061   | 212.1%                                  |
| <b>WSCC SLA Grant</b>                     | 750   | 250   | 0.0%                                    |
| <b>Precept</b>                            | 304,789                                       | 152,395                                       | 50.0%                                   |
| <b>Community Infrastructure Levy</b>      | 7,500   | 11,890  | 158.5%                                  |
| <b>Car Charging Point</b>                 | 2,500   | 320   | 12.8%                                   |
| <b>Children &amp; Young People</b>        | 0   | 1,200   | 0.0%                                    |
| <b>TOTAL GROSS INCOME</b>                 | <b>£354,939</b>                               | <b>£189,087</b>                               | <b>53.3%</b>                            |

|                                   | <b>2022/23</b> | <b>2023/24</b> |
|-----------------------------------|----------------|----------------|
| <b>Sec. 137 Expenditure (Net)</b> | <b>£10,212</b> | <b>£3,061</b>  |

£9.93 per elector - £46,979 (2023/24)

Based on 4,731 Electors

£8.82 per elector - £42,257 (2022/23)

Based on 4,791 Electors

Section 137 Local Government Act 1972 Allows Council To Spend Up To £9.93

Per Elector On Projects Not Authorised By Other Powers

|                                     |               |                            |
|-------------------------------------|---------------|----------------------------|
| <b>Tax base (Band D equivalent)</b> | <b>2,736</b>  |                            |
| <b>PRECEPT PER PROPERTY</b>         | <b>111.42</b> | <b>(Band D equivalent)</b> |

| RESERVES - AT 31st AUGUST 2023              |                 | CAP            |
|---|-----------------|----------------|
| <b>VILLAGE AMENITIES</b>                    |                 |                |
| Bus Shelter/Public Toilets                  | 1,058           | 5,000          |
| Cemetery                                    | 8,000           | 20,000         |
| Leisure Centre Car Park                     | 10,466          | 40,000         |
| Street/Christmas Lights                     | 7,354           | 10,000         |
| Traffic Control/Speed Indicators            | 1,100           | 2,500          |
| <b>TOTAL</b>                                | <b>27,978</b>   | <b>77,500</b>  |
| <b>RECREATION &amp; OPEN SPACES - TOTAL</b> |                 |                |
| Playing Fields                              | 25,850          | 40,000         |
| Safe Routes, Footpaths & Bridleways         | 3,000           | 15,000         |
| Trees & Commons Restoration                 | 5,448           | 7,500          |
| Trails                                      | 5,122           | 5,000          |
| <b>TOTAL</b>                                | <b>39,420</b>   | <b>67,500</b>  |
| <b>PARISH COUNCIL OPS - TOTAL</b>           |                 |                |
| Office Refurbishments                       | 4,013           | 5,000          |
| Planning & Legal Costs                      | 8,800           | 15,000         |
| Council Van/Trailer                         | 9,385           | 10,000         |
| <b>TOTAL</b>                                | <b>22,198</b>   | <b>30,000</b>  |
| <b>COMMUNITY FACILITIES/EVENTS - TTL</b>    |                 |                |
| Community Events (inc Summer Fayre)         | 4,427           | 5,000          |
| Museum Improvements                         | 3,225           | 5,000          |
| Community Buildings & Infrastructure        | 68,315          | 180,000        |
| Elections                                   | 6,000           | 6,000          |
| Community Infrastructure Levy               | 22,869          | -              |
| <b>TOTAL</b>                                | <b>104,836</b>  | <b>196,000</b> |
| <b>CHILDREN &amp; YOUNG PEOPLE - TOTAL</b>  |                 |                |
| Recreation Equipment & Skate Park           | 5,106           | 15,000         |
| Youth Services                              | 11,000          | 15,000         |
| <b>TOTAL</b>                                | <b>16,106</b>   | <b>30,000</b>  |
| Total Allocated Reserves                    | £210,538        |                |
| Total General Reserves                      | £104,390        |                |
| <b>TOTAL RESERVES</b>                       | <b>£314,928</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 6th April 2023.

| BANK BALANCES - AT 31st AUGUST 2023 |          |
|-------------------------------------|----------|
| BARCLAYS CURRENT                    | £8,370   |
| HSBC                                | £95,336  |
| PETTY CASH                          | £38      |
| BARCLAYS BUSINESS PREMIUM ACCOUNT   | £54,660  |
| NAT WEST LIQUIDITY MANAGER 95 DAY   | £76,259  |
| THE CHARITY BANK                    | £75,000  |
| UNITY TRUST BANK                    | £75,000  |
| TOTAL                               | £384,663 |

| PROVISIONS (BREAKDOWN)                   | BUDGET<br>2023/24 | ACTUAL<br>2023/24 |
|--|-------------------|-------------------|
| <b>VILLAGE AMENITIES</b>                 |                   |                   |
| Bus Shelter/Public Toilets               | 500               | 500               |
| Cemetery                                 | 5,000             | 5,000             |
| Leisure Centre Car Park                  | 2,000             | 2,000             |
| Street/Christmas Lights                  | 1,000             | 1,000             |
| Traffic Control/Speed Indicators         | 100               | 100               |
| TOTAL                                    | 8,600             | 8,600             |
| <b>RECREATION &amp; OPEN SPACES</b>      |                   |                   |
| Playing Fields                           | 1,500             | 1,500             |
| Safe Routes, Footpaths & Bridleways      | 0                 | 0                 |
| Tree Management                          | 0                 | 0                 |
| Trails                                   | 0                 | 0                 |
| TOTAL                                    | 1,500             | 1,500             |
| <b>PARISH COUNCIL OPERATIONS</b>         |                   |                   |
| Office Refurbishments                    | 500               | 500               |
| Retirement Payments *                    | 0                 | 0                 |
| Planning & Legal Costs                   | 1,000             | 1,000             |
| Council Van/Trailer                      | 0                 | 0                 |
| TOTAL                                    | 1,500             | 1,500             |
| <b>COMMUNITY FACILITIES &amp; EVENTS</b> |                   |                   |
| Community Events (inc Summer Fayre)      | 0                 | 0                 |
| Museum Improvements                      | 500               | 500               |
| Community Buildings & Infrastructure     | 17,200            | 17,200            |
| TOTAL                                    | 17,700            | 17,700            |

