

EAST GRINSTEAD TOWN COUNCIL
Budget Book 2019/2020 and Annual Report

These papers were considered at the following meetings and then agreed by the council on 4th February 2019:

Public Services	17.01.19
Amenities and Tourism	17.01.19
Finance and General Purposes	17.01.19
Planning	21.01.19
Council (Precept Meeting)	04.02.19

Foreword by the Chairman of the Council, Town Mayor Cllr Rex Whittaker

As the Chairman of East Grinstead Town Council I am incredibly proud of the hard work and dedication shown throughout the year by the small council staff team, who are in turn fully supported by our loyal councillors. As the Mayor I have the pleasure to meet scores of our wonderful voluntary community groups such as Rotary and Lions, Sports clubs, local Charities, Royal British Legion, Churches, businesses & retailers, Chequer Mead Theatre , and many hundreds more of our town's people , a good number of which are our lovely school children from our fourteen super primary schools plus of course the excellent Imberhorne and Sackville College's.

What makes East Grinstead so special is its people - and the bond and respect that they have for each other, and their desire to contribute to the overall progress and Wellbeing of our town. My role is to ensure that the town council works closely with everyone together in harmony to help facilitate and ' deliver ' what is best for all the people in our community. Two simple examples of this are the three marvellous East Court Live free family music festivals held over the summer, and the incredibly popular and successful High Street ' Big Reveal ' event in November where the beautiful Christmas lights were unveiled.

The town council also work very closely with our other higher local authorities of West Sussex County Council and particularly Mid Sussex District Council to ensure that the voice of East Grinstead is heard, and that they also ' deliver ' for our people , and a good example of this is the recent planning permission from the District Council for the exciting Queens Walk redevelopment of 129 new apartments with 18,500 square feet of new retail space which should be completed in late 2019.

The budget is a key facilitation tool for the town council to spread the benefits of your money back directly to the public of East Grinstead. The Leader and Town Clerk explain below the more fuller details, but I am confident that these proposals for the 2019 / 2020 financial year will once again provide very good value for money and a wide breadth of community wellbeing benefits and so enable East Grinstead to remain a Jewel in the northern crown of West Sussex and Mid Sussex.

Cllr Rex Whittaker
East Grinstead Town Mayor 2018/19



1. Introduction to the Budget from the Leader of the Council

2018 saw the Mid Sussex District Plan finally adopted, however this Council are still awaiting a CIL policy to go through at Mid Sussex (Further changes to CIL are anticipated from the Government and therefore MSDC are awaiting a definitive position before taking this further). To then allow the parish councils such as East Grinstead to be awarded direct control over 25% of CIL raised from new build. Despite many new properties being approved for build it has been interesting to note that the council tax base has only increased by 0.92% this year therefore indicating that developers are not necessarily starting the build once the permissions are given. Having said that the plans for the Turners Hill Farm development have been displayed publically and therefore it is assumed that building of at least some of the dwellings will start in 2019.

West Sussex County Council continue to seek savings on their cost centres and have announced significant budgetary issues. 2018 saw much of the removal of the delegated highways partnership, however due to a contractual difficulty the new contracts have not been entered in to yet. The Town Council contracts were in part extended through to the end of March 2019. From April 2019 the County Council will no longer allow the sponsorship of roundabouts to be sought or kept by the Town Council, however we are able to maintain the roundabouts via contract to the County and this is currently being negotiated.

The services of the Town Council have continued to be delivered to a high standard, with officers delivering a fine schedule of free entertainment in East Court Live, and contributing to other events in time or finances such as Armed Forces Day, Remembrance Day (100th anniversary) the Big Reveal and the Christmas Fair. In this background, since 2015 the Town Council has continued its focus on maintaining and improving facilities and services offered to the public. The High Street Flower Beds and Town Centre hanging baskets; the extension and enhancement of the Christmas Lights on London Road, Railway Approach and the High Street; assuming responsibility for the Kings Street Public Toilets; renewal of play equipment at the Town's various play areas; East Court Estate buildings maintenance and refurbishment are just a few examples.

The Town Council also remains committed to supporting the many charities and community organisations that play a very important and vibrant role in making East Grinstead the great place it is to live. Accordingly, the Support of community services and organisations through our grant schemes ensures that many vital services remain present and delivering support when residents in East Grinstead need them. This coming year the budget will include a standing grant for the new Job Club to help people to get in to work. The Councils contribution will allow the club to assist with travel costs to interviews (as many jobs are available in Crawley or further afield from East Grinstead. Additionally we support community organisations with revenue costs, in a time when grants for running costs can be hard to find. We recognise that core costs need to be assisted some times, and finally our youth sports grants continue to provide new sports and keep activities available to youngsters in the parish.

The Council proposes to continue to support the Chequer Mead Arts and Community Trust with a £74,000 grant. The Council will no longer provide any services to the finance side due to the restructuring of the Councils own finance team. In recognition that the trust will have additional costs as it sources its own solution it is recommended to Council that the grant be set for the following 2 years (2019/20 and 2020/21) at the current level before any further consideration to the grant be made.

The East Court Drive has been registered in the favour of the East Grinstead Town Council, which has allowed us to protect the integrity of the drive by adding double yellow lines and kerbing. In just the few months, the quality of the verges can already be seen. During 2019 the staff are anticipating adding a layby for refreshment vehicles alongside the picnic area and issuing permits to the vehicles who may trade from these.

2019 will see further investment in the Town Councils larger estate with plans coming forward for both Mount Noddy and Queens Road Cemeteries. The will to find more burial space and to reopen Queens Road to the public will be moved forward significantly in 2019, via the Amenities and Tourism Committee.

The Council are continuing to put money aside for the delivery of the policies of the Neighbourhood Plan and St Margaret's Loop is hoped to finally agree a future plan to allow work to commence to bring this back in to use as a pedestrian/ cycle path, although it may be that it is not 2019 when the first contractors arrive on site.

In order to meet the requirements in the budget an increase of 3.5% to the precept has been recommended which will equate to an increase of £2.81 this year, for a Band D dwelling, taking the annual charge to £83.17. When broken down this is cost per day of 22.8 pence, which we believe is excellent value for the breadth of services and quality provided by the Town Council.

KEY OBJECTIVES 2019 /2020

Planning

Identify and bring forward the infrastructure requirements of the town, pressing WSCC and MSDC to work with East Grinstead Town Council to deliver the priorities of the Council.

Continue to liaise and develop options with other partners to deliver the policies in the Neighbourhood Plan.

Continue to provide a top quality professional responsive efficient and publicly accountable planning committee scrutiny service to all planning applications and related matters, and promote and encourage full engagement with general public, residents associations and third party stakeholders.

Public Services

Continued close liaison, communications and representations to MSDC, WSCC, Sussex Police, Clinical Commissioning Group, QVH and GP surgeries, local schools, on service delivery issues within the town to ensure the promotion of East Grinstead's interests.

Day to day support to initiatives from community organisations, Charities, schools and sports clubs to encourage and facilitate an expanded range of civic activity offer and community liaison via the dedicated officer.

Launch and evaluate the Safe Places scheme to allow this to be spread throughout Mid Sussex.

Amenities & Tourism

Incorporate a celebration of the sescentennial (250th anniversary) of East Court, in to the summer events.

Maintain and support the investment programme to the Town Council portfolio, including East Court, Meridian Hall and the Old Court House.

Continue the initiative to re-landscape Queens Road Cemetery and Mount Noddy Cemetery

Work with the Town Traders and Shopping Promotions Committee to deliver the big reveal, Christmas tree lighting and switch on of the towns Christmas lights on 23rd November 2019 as a joint late night shopping event.

Encourage a plan to come forward from the main land owner to landscape and develop a cycle and pedestrian route in St Margaret's Loop

Finance & General Purposes Committee

Continued prudent positive financial management to the Town Council budget.

Attain a non-qualified external audit opinion

Seek to enhance the full range of services that the Town Council currently provide including working with Haywards Heath and Burgess Hill Town Council's to liaise directly with MSDC and WSCC on any redistribution of services diversification.

Continued promotion and support to Town businesses, retailers and other investors, landowners and stakeholders.

Dick Sweatman
Leader of the Council

Town Clerk's Introductory Budget Assessment

The detail as to the budget is prepared by the Town Clerk and Responsible Financial Officer, with input from Chairmen of Committees and Heads of Service.

The context for the 2019/2020 budget includes the following:

- An increase in precept 3.5%.
- An average 2% cost of living rise for employees for 19/20 (implementation of the new NJC scales from April 2019) .
- The improving performance of investments.
- amended agency agreements with principal authorities.
- Provision to implement the policies within the Neighbourhood Plan.
- Increase of the Councillor allowance and Town Mayors Expenses allowance
- Continued support for community groups and organisations
- Further investment in to the Capital project for Queens Road Cemetery

The Town Council continues to take a prudent approach to finance and examines each line of expenditure in the budget in order to draw this budget together. A budget where the highest proportion of spend is staff salaries, and a challenge to officers to provide services at the quality expected but finding savings or new income streams.

The Town Council should, at 31st March 2019, have approximately £475,000 in revenue balances and no debts. This is similar to the previous year's balance.

The format for this year's budget papers is similar to previously. Officers have not completed a revised outturn exercise, as there is no benefit to this as by the time Council approves the figures there is less than two months left in the financial year. However our assessment based on known spending to end-December coupled with commitments to the year-end suggests outturn within the net figure £ 888,000 agreed this time last year. The layout used continues to reflect the original requirements of the CIPFA Accounting Guidance for Best Value local authorities albeit we are no longer subject to that regime and the requirements of both the Transparency Act and Accounting and Audit Regulations. Hence our budget format clearly shows our Democratic and Representational costs and Corporate Management costs, and allocates our central administration and support service costs in accordance with an agreed formula based on either a time or cost of time formula.

The report comprises five sections in addition to this introduction, details as follows: -

- * Draft Revenue Estimates 2019/2020 Explanatory Notes and Schedules;
- * A medium term financial strategy through till 2021/2022
- * Contribution to Capital Fund 2019/2020;
- * Precept Information 2019/2020
- * Appendix A Draft Revenue Estimates Summary Schedule 2019/2020.

2. Draft Revenue Estimates 2019/2020

These notes should also be read in conjunction with the detailed draft budgetary analysis schedule (Appendix A) that sets out expenditure on a detailed code and cost centre basis. The schedule produced recognises the various growth items identified by Members policy intentions and by instructions given at other times. The Capital items listed are dealt with in greater detail in section 4 of the report.

The net cost centre spending identified for 2019/2020 financial year is £950,550.

Mid Sussex District Council have advised an increase in the taxbase of 0.92% growth. The total budget requirement is £41,250 higher than 2018/19. Levels of general reserves are anticipated to be at £475,000 on 31st March 2019 which remain healthy and very much in line with Government suggested levels.

The precept is proposed as an overall rise in precept at a Band D equivalent to 3.5% The net budget requirement of £949,667 is to be met in full through precept.

Democratic Representation and Management (100)

This cost centre has a very small decrease due to reallocation of the central services allocation. The specific budget lines have increased in small ways for cost of living and the agreed rise in the councillors allowances along with additional provision of Councillors training (being the start of a new administration) and increased election costs as set and recharged from Mid Sussex DC (the elections authority).

Corporate Management (200)

The overall cost centre has reduced again due to the reallocation of the support service recharge. The only increased budget lines are the salaries and staff on-costs by small incremental amounts.

East Court Estate (300)

There is a significant change in this cost centre, the NJC payscale changes have most affected the outside services and caretaker grades with increases far above the rises for the other staff grades. In addition this cost centre has been underbudgeted for the past year resulting in a seemingly large increase in staff costs.

Community Support (400)

The movement in this cost centre is the realignment of the support service allocations but also the allowance of additional funds in the Christmas Lights budget to allow for the infrastructure investment that will be needed for the remaining infrastructure for electric feeds in to the High St and London road, following SSEs refusal to allow the continued use of lamp posts.

Planning (500)

The Neighbourhood planning budget has been increased again to allowing for provision to deliver policies in the plan, this budget code for the past few years has been used for the costs of producing the plan and the continued budget is to grow a fund to deliver the policies therein.

Economic Development and Tourism Services (600)

There is very little movement in this cost centre.

Cemetery Services (700)

There is significant reduction in this cost centre, following the realignment of resources (which primarily increased the east court estate budget). The first year of the outside team absorbing all of the cemetery duty has resulted in review of the allocation, based on the realtime use of the resources.

Civic Pride (999)

There has also been an increase in the public works budget to allow for the investigation as to trees in London Road, the layby at East Court. There have been small increases in areas such as provision of litter bins, street scene planting and street lighting based on this years expenditure. There has also been a reallocation of the central service recharge which has affected this cost centre

Charities (1000)

The grant to Chequer Mead is recommended to remain at £74,000, noting that as the Council will not undertake any work for the charity this is a real time increase of 14k to the charity, although they now need to source their own financial and payroll service. Chequer Mead building is owned by the Council and leased to the Charity on a full maintaining lease as the arts and community centre, with the rent waived. Grant funding from principal councils is not generally forthcoming for arts and the East Grinstead Town Council supports the charity with this significant unrestricted revenue grant. The report from the charity showed progress on sustainability however the need of the Councils support remains evident for 2019/20 and with the alteration in the financial arrangements, the Council are asked to consider setting the grant at this level for two years to allow a period of stability for the charity.

Central Administration and Support (1100)

This budget code allocates the central charges that are allocated by formula to the other cost codes. The formula has been altered which has resulted in some significant changes to the costs codes as set out above. It is this cost code that is perhaps the best indicator of the changes in the running costs. The increase of 13k shows the increased cost of running the town councils services this year. Allocated out over the 21 staff employed this is an increase of just over £600 per person.

Insofar as Committee and Executive accountabilities for the 2019/2020 financial year are concerned they will break down as follows. Charities Committee budgets are of course determined under the overall remit of F&GP.

Service Heading	Committee Responsibility	Executive Accountability
Democratic Representation & Mgt (100)	F&GP	Town Clerk
Corporate Management (200)	F&GP	Town Clerk
East Court Estate (300)	Amenities & Tourism	Estates Manager
Community Support (400)	F&GP	Town Clerk
Planning (500)	Planning	Town Clerk
Economic Dev and Tourism Services (600)	Amenities & Tourism	Town Promotions Manager
Cemetery Services (700)	Amenities & Tourism	Head of Finance & Support Services
Civic Pride (999)	Amenities & Tourism	Estates Manager
Charities (1000)	Charities	Town Clerk
Central Administration & Support	F&GP	Head of Finance & Support Services

3. Medium Term Financial Strategy

In the interests of good financial housekeeping it is appropriate to look ahead a minimum of two financial years beyond the new financial year to establish a medium term financial strategy. There are a number of points that need to be made here.

1. One of the key ongoing objectives is to seek commercial income generating opportunities, particularly on the East Court Estate (300) and Civic Pride (999), whilst driving down costs through effective procurement strategies and potentially new investment in public buildings. The Council has a healthy level of reserves, however property purchase will probably necessitate public works loan board exploration. All cases will be subject to business case scrutiny for any acquisition to result in income generation to the Council whilst supporting community facilities.

2. Council Tax will continue to be a sensitive issue and the Council will need to be especially mindful of this and its impact on individual council taxpayers in its decision making, however the Council must also recognise that good stewardship of its assets also requires ensuring the necessary resources to provide longer-term value for money. The Town Council has indicated that it would wish to continue with the modernising of town facilities to keep buildings attractive to hirers and users of the estate. The Parish element of the Council Tax for the 2019/2020 financial year allows for further investment in to the assets of the council and keeps its share of Council tax at a real term pace ensuring that important services are maintained or supplemented where removed by other tiers.

3. In considering charges Members need to be aware of their price sensitivity and recognise

that in the current climate, there is little room for further increases for existing services without adversely prejudicing usage levels overall. The hire charges for 2019/20 have already been set by the appropriate committee and have determined only minor changes.

4. Bank of England current financial forecast predicts inflation rates are likely to peak at around 2.5% in the first half of 2019 but will drop in the latter part of 2019 to the targeted figure of 2.0% and are then expected to remain at this level over the next three years. Brexit however continues to impact on any such predictions due to the unpredictability regarding the value of the Pound against both the Euro and US Dollar. Our cost structure allows us to minimally absorb any upward pressure and therefore future precept increases are virtually guaranteed. Despite inflation currently sitting above the targeted levels, UK interest rates have remained low in 2018, and currently stand at 0.75%. The forecast is to increase interest rates in 2019 to 1.00% with further increases following in 2020 taking the rate to 1.25%. This forecasted rate increase will have minimal impact due to having zero borrowings and healthy reserves. Furthermore, banks may start to improve saving rates which may help to offset forecasted cost increases.

5. House building activity despite the continuance of successful planning applications has remained low in 2018/19 with a resultant small increase in the council tax base of 0.92% for 2019/20. While the District Plan is now adopted, the CIL scheme is awaited, which would see 25% of CIL diverted to the Parish. These funds would help the Town Council to realise their own aspirations in the Neighbourhood Plan and allow the town to spend where needed to counter balance new homes.

6. The Council needs to continue vigilance to recognise the sustainability or otherwise of any income achievable through service level agreements and the implications on the Town Council's own budgets should such grant income be withdrawn. The partnership agreement with the County Council concerning roundabouts post 2019 is currently under negotiation with expectation that the sponsorship income will be lost, but the ability to maintain them for the County may well be achieved. The extended Highways contracts end in March. The Council have reconsidered the workforce and there is now no ability to undertake the range of services that were being provided to the County.

7. With no debts or borrowings, a likely revenue balance at 31st March 2019 of about £475,000 (a figure falling midway within the Council's general revenue reserves policy), no shortfall in the capital fund, and fixed assets with a value of £4.22 million, the Council is in a healthy financial position. However the Council should not be complacent as economic recovery and changes to central government policies could still potentially impact adversely on income levels, more so than currently predicted and put greater pressures on the voluntary sector, many of which this Council directly supports. The Council expects to review the position on borrowing as the position of the public buildings outside of the Councils ownership on East Court and East Grinstead as a whole are considered.

4 Contribution to Capital Fund & Capital Reserves

The current forecasted Capital Reserves at 31st March 2019 is £191,293. This is committed, as follows :

Public Toilet Rolling Renewals	£ 12,000
Merchandising Infrastructure	£ 2,671
CCTV – Upgrading	£ 27,587
IT Upgrades including server works	£ 3,684
Public WC	£ 4,000

Salt Depot	£ 23,000
Youth Facilities	£ 9,500
St Swithun's Church Wall	£ 9,386
New Flower Beds	£ 2,305
ECM Public Toilets	£ 5,000
ECM Terrace Wall	£ 12,000
EC General Repairs	£ 19,904
EC Car Park	£ 10,000
EC Public Toilets	£ 4,000
Old Court House Floor & Roof	£ 21,256
Council Chamber	£ 5,000
Cemetery Fund	£ 20,000

New Capital project costs allocated to the 2019/2020 budget are as follows :

Cemetery	£ 30,000
Kings St Toilets	£ 4,000
East Court Capital investment	£ 3,500

NB: Capital Allocations are considered at the end of the financial year where the project is completed. If a budget is underspent and no longer needed, Council will be asked to transfer those funds to the general reserve.

Expansion of Cemetery

The cemetery fund continues to grow to allow the council to make a decision how to provide more burial space. It is anticipated that 2019/20 will bring the decision to the Council. A re-landscaping of Queens Road to allow it to be opened to the public and part of our East Grinstead History Trail, is being pursued and other grant opportunities sought. As we were not successful with a lottery bid, a higher allocation has been made to the cemetery project to meet the costs of the work to be done on Queens Road Cemetery during 2019/20. Section 106 payments have been secured and this project costing in the region of £100,000 will be undertaken.

Kings St Public Toilets

The budget seeks to put away a small amount each year to provide a capital fund for when the time comes that the building (built in 2011) requires works. A modest amount is allocated to build the fund to replace the interior fixtures or external structures when the time arises.

East Court Capital Investment

The Gold Chairs used by hirers will need replacing in 2019, The estimated cost of this will be £ 3,500. Whilst they have been repaired and replaced as needed, exact matching on colours is difficult resulting in a mix and match look which now needs replacing.

5 Grants

The Town Council Budget includes grants to various organisations:

Chequer Mead	£74,000
Mid Sussex Voluntary Action	£3,100*
Age UK	£350
East Grinstead in Bloom	£1,500
Town Twinning	£1,400
CAB	£3,500
Air Training Corps	£200
EG Shopping promotions	£600
EG Museum.	£3,500
Armed Forces Day	£550
Employment Opportunities	£400
EG Dementia Alliance	£250

Several of the organisations also receive free room use at the Council Offices, as agreed by the Finance and General Purposes Committee annually on recommendation from the Amenities and Tourism Committee.

*The MSVA grant is committed to offset room hire.

These grants are awarded annually to the organisation and are subject to review. The organisations are required to submit their accounts to allow the Grant to be released, Chequer Mead are required to report annually to the Finance and General Purposes Committee. While not otherwise restricted the Grants are intended for revenue costs to meet to objectives of the organisation. Two new ones have been added to the list this year, Dementia Friendly East Grinstead at £250 and Employment Support Initiative (EG Job Club) at £400. These are to recognise the growing dementia friendly movement in East Grinstead (chaired by the Town Council), and to meet sundry costs. The new Job Club is suggested for support, while East Grinstead is a low unemployment area, many employers have left the town and jobseekers need to attend Crawley or other places more regularly to seek advice or support (and to attend the JobCentre Plus). The new East Grinstead Initiative launching in January 2019 will need some ongoing support with sundry costs.

In addition the Council awards Community Grants and Youth Sport Grants based on criteria and via application.

6 Precept 2019/2020

Responsibility for determining precept rests with full Council. Once Council has agreed the precept the Town Clerk will issue a precept demand on the Treasurer of Mid Sussex District Council who, in accordance with precept law, will pay the precept in two instalments, 50% by 1st May 2019 and 50% by 1st October 2019.

The Leader of the Council has advised that Members will be seeking a 3.5% Parish Council Tax increase for 2019/2020. The tax base for 2019/2020 for East Grinstead civil parish has been calculated by Mid Sussex District Council as 11,418.5 (compared with 11,314.9 in 2018/2019), which is a taxbase increase of 0.92%.

The budget can be achieved with a precept of £949,667. On this basis the annual band D taxpayer's element of their Parish Council Tax, would be £83.17; a 3.5% increase totalling £2.81 extra to the annual amount paid in 2018/2019. The increase would equate to 5.4 pence, per week, for a band D home. The total weekly charge will rise from £1.54 to £1.60 for a band D home.

7 REVENUE BUDGET 2018/2019 - SUMMARY/RECONCILIATION SCHEDULE

	£
Actual Balance in Hand 1.4.18	454,000
+ Probable Income 2018/2019 (incl precept)	1,192,000

	1,646,000
Less probable Payments 2018/2019	1,171,000

Probable Balance at 31.3.2019	475,000
	=====
Estimated Payments 2019/2020	1,243,827
Less Estimated Income 2019/2020	294,160
Estimated Net Expenditure 2019/2020	949,667
Less/plus any allocation from/to Reserves	0
RECOMMENDED ACTUAL PRECEPT 2019/2020	949,667
Expressed as an annual Band D charge:	83.17

8 CONCLUDING COMMENTS

It is hoped these papers are helpful in taking the reader through the financial steps of the budget setting, councils spending aspiration, reserves and allocations. The papers are prepared for the January budget setting meetings and the Precept set at the 4th February special council meeting when any decisions on financials set out in the report can be made. These papers will be combined with the financial outturn in June 2019 and will between them formulate the complete Annual Report for East Grinstead Town Council.

EAST GRINSTEAD TOWN COUNCIL Budget 2019/20 (including 2018/19 budget and 2017/18 budgets for comparison purposes)

	Budget 2017/18	Budget 2018/19	Budget 2019/20
Budget Requirement	856,580	909,300	949,667
Precept	856,580	909,300	949,667
Band D =	76.68	80.36	83.17
% Increase	4.8	4.8	3.5

	Budget 2017/18	Budget 2018/19	Budget 2019/20
SUMMARY			
Democratic Representation	89,171	91,235	90,903
Corporate Management	64,048	73,587	69,727
East Court Estate	205,447	226,071	278,346
Community Support	67,740	67,913	78,710
Planning	57,406	50,085	60,951
Economic Development & Tourism	40,482	43,312	43,925
Cemetery Services	28,393	39,965	13,396
Civic Pride	169,893	178,132	202,209
Charities	60,000	60,000	74,000
Capital Fund	74,000	79,000	37,500
TOTAL	856,580	909,300	949,667

Democratic Representation

Salaries and Wages	26,532	27,400	28,245
Emps. NI & Superann.	8,796	8,900	9,246
Members Training	1,000	1,000	2,000
Mayors Allowance	1,845	1,890	1,940
Civic and Ceremonial	1,500	1,600	1,600
Subs to Local Authority Assns.	3,600	4,000	4,120
Member Expenses	21,300	21,900	22,450
Election Costs	6,500	6,500	7,500
Support Service Allocation-In	18,098	18,045	13,802
Total Domestic Representations Exps	89,171	91,235	90,903

Corporate Management

Salaries and Wages	36,552	37,240	39,335
Emps. NI & Superann.	11,892	12,160	12,730
Legal Expenses	600	1,000	1,250
HR & DP Consultancy	3,120	8,040	8,040
Internal Audit Fee	900	900	900
Financial Audit Fee	2,200	2,200	2,200
Treasury and Bank Charges	2,200	2,520	2,420
Support Service Allocation-In	18,704	18,647	11,972
Total Corporate Management Exps	76,168	82,707	78,847

Bank/Investment Income	12,120	9,000	9,000
Miscellaneous Income	0	120	120
Total Income	12,120	9,120	9,120

Net Expenditure	64,048	73,587	69,727
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East Court Estate

Salaries and Wages	149,196	154,830	183,535
Emps. NI & Superann.	45,072	46,320	48,545
Staff Training	1,200	1,600	1,600
Uniform Business Rate	26,000	20,000	20,000
Gas	7,600	7,900	11,000
Electricity	10,000	10,400	12,400
Water and Sewerage	5,400	5,400	7,400
Cleaning Materials	3,600	3,600	4,200

Waste Collection	4,200	4,500	4,500
Telephone	2,160	2,160	2,160
Equipment Purchases	4,800	5,000	7,500
Equipment Repairs & Maint.	200	700	700
Building Service Contracts	9,000	9,600	10,650
Buildings Repairs & Maint.	50,000	55,556	55,556
Protective Clothing	500	600	600
Grounds Maintenance	9,600	10,000	11,000
East Court Play Area	2,000	16,400	16,400
Legal Expenses	1,050	1,000	1,000
Promotions & Advertisements	2,500	2,500	2,500
Miscellaneous	1,200	1,200	2,000
Support Service Allocation-In	54,269	54,105	72,130
Total East Court Estate Exps	389,547	413,371	475,376
East Court Income	65,800	67,000	70,000
Meridian Hall Income	72,000	73,200	73,200
Old Court House Income	46,300	47,100	53,830
Total Income	184,100	187,300	197,030
Net Expenditure	205,447	226,071	278,346
<u>Community Support</u>			
Salaries and Wages	7,584	7,740	8,070
Emps. NI & Superann.	2,508	2,550	2,640
Christmas Lights	15,500	15,500	20,000
EG Twinning Grant	1,400	1,400	1,400
High Street Traders Events	250	250	250
CAB Grant	3,500	3,500	3,500
Age UK	350	350	350
EG Christmas Promotions	600	600	600
MiSVA	3,200	3,200	3,100
Community Grants-Other	4,000	4,000	4,000
Defibrillators Batteries Fund	500	500	500
Youth Sports Grants	3,000	3,000	3,000
EG Youth Council	1,250	1,250	0
Youth Support	0	0	3,250
Youth Services Advisor	2,000	2,000	0
Town Events	1,800	1,800	1,800
Employment Support Initiatives	0	0	400
Speedwatch Equipment	0	0	900
Dementia Friendly East Grinstead	0	0	250
Campaign Initiatives	820	820	1000
Summer programme	7,000	7,000	7,500
ATC Grant	200	200	200
EG Museum Grant	3,500	3,500	3,500
Armed Forces Day	550	550	550
Support Service Allocation-In	8,228	8,203	11,950
Total Community Support Exps	67,740	67,913	78,710
<u>Planning</u>			
Salaries and Wages	13,476	13,710	14,486
Emps. NI & Superann.	4,416	4,530	4,707
Planning Consultancy	6,000	6,000	6,000
Planning Members Mileage Allowance	0	0	0
Neighbourhood Plan	27,651	20,000	26,542
Support Service Allocation-In	5,863	5,845	9,216
Total Planning Exps	57,406	50,085	60,951
<u>Economic Development & Tourism</u>			
Salaries and Wages	28,872	31,488	33,564
Emps. NI & Superann.	8,124	9,012	9,500

Telephone / Subscriptions	400	800	800
Economic Development Init.	1,800	1,800	1,800
Tourism Initiatives	3,000	3,000	3,000
Business Support Grant	800	600	600
Business Support Initiatives	600	400	400
Support Service Allocation-In	10,846	10,812	8,891
Total Economic Dev & Tourism Exps	54,442	57,912	58,555
Tourism Sales	960	1,000	1,000
MSDC Initiative Grants - Tourism	13,000	13,600	13,630
Total Income	13,960	14,600	14,630
Net Expenditure	40,482	43,312	43,925
<u>Cemetery Services</u>			
Salaries and Wages	33,252	37,560	22,645
Emps. NI & Superann.	9,936	11,470	6,284
Electricity	480	480	480
Water and Sewerage	120	180	200
Cleaning Materials	100	100	100
Waste Collection	1,600	1,200	2,450
Telephone	180	180	180
Equipment Purchases	1,800	1,800	1,800
Equipment Repairs & Maint.	1,800	1,800	1,800
Buildings Repairs & Maint.	1,930	6,930	6,930
Protective Clothing	100	100	100
Grounds Maintenance	1,800	4,000	4,000
Planting-Roundabouts/Baskets	600	600	600
Vehicle Tax/Insurance/Maint.	120	120	120
Fuel-Mowers/Tractors/Digger	1,200	1,320	1,320
Miscellaneous	1,200	1,200	1,200
Support Service Allocation-In	16,775	16,725	8,987
Total Cemetery Services Exps	72,993	85,765	59,196
Mount Noddy Lodge Rent	3,600	4,800	4,800
Cemetery Fees & Charges	41,000	41,000	41,000
Sale of Plaques	0	0	0
Total Income	44,600	45,800	45,800
Net Expenditure	28,393	39,965	13,396
<u>Civic Pride</u>			
Salaries and Wages	72,408	69,060	72,427
Emps. NI & Superann.	21,564	20,420	18,574
Staff Training	2,600	2,600	2,600
Telephone	900	900	900
Equipment Purchases	1,000	1,000	1,350
Equipment Repairs & Maint.	1,000	1,000	1,000
Protective Clothing	600	600	1000
Planting-Roundabouts/Baskets	3,000	8,500	8,500
Vehicle Tax/Insurance/Maint.	7,000	7,600	9,500
EG in Bloom	1,500	1,500	1,500
Town Clocks	1,000	1,000	1,000
War Memorials	250	250	250
Public Seats	900	900	900
Litter & Dog Bins	1,500	1,500	2,500
Salt/Grit Bins	500	500	500
Bus Shelters	200	200	200
Notice Boards	500	500	500
Turners Hill Rec Ground	400	400	400
Street Lighting	10,800	10,800	12,000
CCTV Maintenance	9,240	5,000	4,000
Graffiti Removal	1,000	1,000	1,000

Public Works	15,000	15,000	25,000
Street Scene Planting	17,000	13,000	15,000
Public Toilets	14,000	14,000	14,000
Miscellaneous	360	360	300
Support Service Allocation-In	26,621	26,542	34,888
Total Civic Pride Exps	210,843	204,132	229,789
Allotment Rents	800	800	1,080
Market income	1,200	1,200	1,000
Traders Hanging Baskets	2,900	3,000	3,000
Sponsorship (planters gateways etc)	3,900	4,000	4,500
Flowerbed sponsorship	1,200	1,200	3,000
MSDC Initiative Grants / Civic Pride (street signs / graffiti and landscaping)	11,190	11,800	11,500
WSCC Grant - Graffiti/ Roundabouts and other	19,760	4,000	3,500
Total Income	40,950	26,000	27,580
Net Expenditure	169,893	178,132	202,209
<u>Charities</u>			
Chequer Mead Grant	74,000	74,000	74,000
Total Chequer Mead Exps	74,000	74,000	74,000
Accountancy Services provided	14,000	14,000	0
Total Income	14,000	14,000	0
Net Expenditure	60,000	60,000	74,000
<u>Central Admin & Support</u>			
Salaries and Wages	75,240	74,124	79,516
Emps. NI & Superann.	22,644	22,080	24,000
Staff Training	6,000	6,000	5,500
Travelling	2,400	2,400	2,400
Telephone	3,600	3,600	4,000
Insurance	13,200	13,200	13,500
Printing and Stationery	6,000	6,000	6,300
Books and Journals	200	200	200
Postage	900	900	900
Subscriptions	720	720	720
Equipment Purchases	1,600	1,600	1,600
Equipment Repairs & Maint.	1,200	1,200	1,100
MSDC Concessionary Fares	0	0	0
Legal Expenses	1,000	1,000	1,000
Civic News	7,500	7,500	8,700
Promotions & Advertisements	1,200	1,200	1,200
Press & Public Relations	1,800	1,800	1,800
Webmaster / Site Costs	1,800	1,800	2,000
IT Hardware/Software	10,000	11,200	14,000
Miscellaneous	2,400	2,400	3,400
Support Service Allocation-In	-159,404	-158,924	-171,836
Total Central Admin & Support Exps	0	0	0
<u>Capital Fund</u>			
Capital Project One - Cemetery Fund	10,000	10,000	30,000
Capital Project Two - ECM CCTV	0	15,000	0
Capital Project Three - Server / Workstn	0	10,000	0
Capital Project Four - Public WC Fund	4,000	4,000	4,000
Capital Project Five - MSDC CCTV	0	5,000	0
ECM Terrace Wall	0	12,000	0
ECM & Public Toilets	0	5,000	0
New Flower Beds	0	4,000	0
MH Gates x 2	0	9,000	0
Council Chamber	0	5,000	0
East Court Capital Budget	30,000	0	3,500
MH Glass Roof Replacement	30,000	0	0

Total Capital Projects Exps	74,000	79,000	37,500
TOTAL EXPENDITURE	1,166,310	1,206,120	1,243,827
TOTAL INCOME	309,730	296,820	294,160
NET EXPENDITURE	856,580	909,300	949,667
PROPOSED PRECEPT TO BALANCE	856,580	909,300	949,667
BALANCE OF FUNDING	0	0	0