

EAST GRINSTEAD TOWN COUNCIL
Budget Book 2021/2022 and Annual Report

These papers are to be considered at the following meetings and recommended to the Council on 25th January 2021:

Planning	06.01.21
Public Services	14.01.21
Amenities and Tourism	14.01.21
Finance and General Purposes	14.01.21
Council (Precept Meeting)	25.01.21

Foreword by the Chairman of the Council, Town Mayor Cllr John Dabell

It has been many decades since the Town Council has been presented with the challenges that 2020 has brought. When setting our budgets in 2020 how could we have known that our town events would not take place, many residents would spend the summer in our parks and outdoor spaces, craving a break from their home space. Likewise we have been concerned and saddened as loved ones were indiscriminately stricken by the virus, many across the Town, District and County losing their lives.

The Council did carry on with meetings, albeit by the challenging new world of virtual meetings, I'm going to "zoom over now" has a whole new meaning these days. The staff worked from home as much as possible (while our outside staff continued tending the Cemetery and East Court Estate) while the offices were closed.

Working with volunteers the Council staff set up and ran the East Grinstead Emergency Action Group to make sure that those who were shielding did not need to worry about getting shopping and prescriptions as well as other errands. The strangest one requested was to help fix an outside tap (which we did). This along with other neighbourhood groups in the town has shown how caring our townspeople are and I was honoured to take over the role of Town Mayor later in the year.

Normally our Mayormaking is in May, it was delayed this year in the hope it could be a face to face meeting. But this was not to be and eventually we held it by zoom at the end September. Cllr Danny Favor had completed an additional 5 months as Mayor but has not yet been able to hold his Mayoral Ball, so we hope to do something together late spring 2021 to wrap up his charity fundraising and launch my own.

The Council have been mindful as to the financial hardships and worry of the lockdown and effects of the Pandemic, we are looking forward to bringing the free town events back in the summer, supporting local business and voluntary groups with initiatives and grants and helping to establish whatever the new normal will look like.

The Council have been pleased to support our GP surgeries by hosting the venue for the annual flu vaccinations and the Primary Care Network co-ordinated Covid-19 vaccination programme.

Cllr John Dabell
East Grinstead Town Mayor 2020/21

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

The Budget process this year has required a full stripping down of cost centres to take in to account expected loss of income from the Principal Authorities of Mid and West Sussex who have been significantly hit by the pandemic. As in each year the priorities and projects are considered and money allocated accordingly to ensure that the Council can deliver the essential but also the valued services. The Town Council finances are in good shape, due to prudently holding reserves in line with good practice. These have allowed us continue with all current services without the need to increase the tax this year to cover any deficits.

Many residents (including Councillors and Council staff) have experienced worry this year over job security as redundancies, closures and hard times in the hospitality and tourism industries have bitten. As events start to come back next year, we will still have to be mindful and restrictions in the first quarter of the year are expected and things may not go back to how they were prior to the pandemic. Indeed we will see the covid -19 vaccination programme continue through the spring.

The Council are looking to continue with projects including the roll out of the Neighbourhood Plan objectives, capital projects including upgraded equipment for the playpark and furthering the green and environmental agenda to replace the fleet vehicles with electric vehicles as well as creating a fund for sustainable initiatives and enhancements in the Town. This will be driven by the new environmental working group set up during the 2020/21 year.

In order to meet the requirements in the budget I am recommending that the budget be approved as set out in the papers which will result in no increase in the Council Tax, and indeed a very small reduction. The annual Band D Council Tax charge will be £88.11. When broken down this is a cost per day of 0.24 pence. Which we believe is excellent value for the breadth of services and quality provided by the Town Council.

KEY OBJECTIVES 2021 /2022

Planning

- To continue to scrutinise the planning applications and make appropriate recommendations to Mid Sussex District Council with reference to the Neighbourhood Plan.
- Working with the Finance and General Purposes Committee: To review the policies of the Neighbourhood Plan and refresh this to comply with the District Plan, the emerging Development Plan Documents.
- To consider the Licensing applications and where appropriate send comments to the Licencing Authority
- To ensure that East Grinstead has a seat at the table for new development in the town.

Public Services

- To continue to scrutinise the services provided by the Principal Authorities (West Sussex County Council and Mid Sussex District Council), Sussex Police, Fire & Rescue and the Health Authority, holding them accountable for the services provided to the residents of the town

- To support new initiatives (not necessarily delivered by the Council) for community support
- To support the roll out of mass vaccinations for Corona Virus and Flu
- To respond to consultations as appropriate to influence and ensure that East Grinstead residents receive affordable, accessible services

Amenities & Tourism

- To continue to provide a first class tourism information service and promote the town to visitors.
- To provide the summer concerts other celebrations in 2021
- To continue to provide visual displays to make the town attractive and encourage civic pride.
- To forward the St Margaret's loop project to bring the sustainable route in to the town
- To start the process of landscaping Queens Road Cemetery to allow public access.
- To continue to provide excellent community facilities in East Court Mansion, the Old Court House and Meridian Hall.

Finance & General Purposes Committee

- To ensure that the Council's finances continue to be well stewarded and receive a clean audit
- To continue to support community groups and charities with annual and application grants, for revenue and project costs.
- To review the grants and concessions to groups to ensure that they are appropriate and introduce a new annual grant to Disability Access.
- To take the lead in organising the Remembrance Day activities
- To develop a suite of green policies (vehicles to town wide initiatives) to improve East Grinstead's environmental footprint
- Working with the Planning Committee to refresh and deliver the townwide policies within the Neighbourhood Plan.

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 2021/22 budget includes the following:

- No increase in Council Tax (indeed a small reduction of 0.04%).

- Completing the staff review by filling the approved posts, staff increments and allowance for cost of living rise to be advised by unions as appropriate
- Prudent income forecasts and a reduced revenue budget.
- Continued provision to implement the policies within the Neighbourhood Plan.
- No Increase of the Councillor allowance and Town Mayors Expenses allowance
- Continued and new support for community groups and organisations
- Green/ environmental policies

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 Council are also minded with the reduction in services and support to contracted services at Principal level.

The Town Council should, at 31st March 2021, have approximately £590,000 in revenue reserves (earmarked and general) with no debts. This would represent an increase of 9% against the 2019/20 closing balances.

The format for this year's budget papers is similar to previously. Officers do not complete a revised outturn exercise for the budget process, 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-November (as reported to the Finance and General Purposes Committee) coupled with commitments to the year-end suggests outturn within the net figure of £ 958,000.

The layout used continues to reflect 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 seven sections in addition to this introduction, details as follows: -

- * Draft Revenue Estimates 2021/22 Explanatory Notes and Schedules;
- * A medium term financial strategy through till 2023/24
- * Contribution to Capital Fund 2021/2022;
- * Grants
- * Income Generation breakdown
- * Precept Information 2021/22
- * Appendix A Draft Revenue Estimates Summary Schedule 2021/22.

2. Draft Revenue Estimates 2021/22

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.

In light of the Covid 19 pandemic this year the Council are extremely mindful of expenditure and the potential impact on income. As a result they have prepared a budget with a zero budget methodology, to keep the council tax rise levels at 2020/21. At the same time identifying areas to support with additional funds. While this may mean some significant revisions in coming years, in 2021/22 this is a year to be prudent and reduce costs wherever possible.

The net cost centre spending identified for 2021/2022 financial year is £1,009,343.

Mid Sussex District Council have advised an increase in the taxbase of 0.15% growth. The total budget requirement is £880 higher than 2020/2021. Levels of revenue reserves (general and earmarked) are anticipated to be at £590,000 on 31st March 2021 which remain healthy and in line with the Government's suggested levels.

The precept is proposed to rise by 0.09% which when offset with the taxbase rise equates to no increase to the Band D equivalent from 2020/21, which will slightly reduce to £88.11. The net budget requirement of £1,009,343 is to be met in full through precept. As the Precept increases the Council should ensure that the general reserves are kept in line with guidelines of 3-6 months expenditure. The Councils reserves at this time are within this figure.

Democratic Representation and Management (100)

This cost centre will see reductions in the members training budget (which will be increased again for election year to accommodate training of new members). This year virtual online training has reduced costs significantly. The Mayors and Members allowance have been remained at 2020/21 levels.

Corporate Management (200)

Officers are looking to move corporate costs to a single cost centre (to give easier understanding) and the work on this has started, the only increase in this cost centre are staff salaries, associated costs and the legal expenses (this has been increased to £1,500 from £1,250) however the budgeted legal costs in cost centres 300 and 1100 have been transferred to this cost centre and reduced therefore providing an overall saving, and showing all legal costs in one place.

East Court Estate (300)

This cost centre (the largest in the budget) has been reconsidered and pared back to bare minimum. It is anticipated that bookings will return to pre covid activity in the late spring and with many deferred events will indeed be busier than ever. However until the vaccine is rolled out this cannot be confirmed. Therefore the Council are projecting that the income for the year should be targeted at the same level as 2020/21. Bookings may be slow but then pick up reaching the target. It may be a bumper year or if the vaccine is not fully rolled out timely, another poor year. It is hard to tell and therefore the no change approach is prudent.

There is a significant reduction in the water and sewerage line. Having identified and fixed the leaks in East Courts drains and water conduits and having renegotiated the tariff with the water company 2020/21 has shown a significant reduction in the costs which can be taken forward in to next year's budget. Gas has also been reduced through acquiring better tariffs. The telephone budget was not being spent and has therefore been reduced to the actual levels.

In the seeking of the bare bones budget the repairs and renewals budget has offered up a £5,500 reduction. Leaving an adequate budget for the essential ongoing and arising in year works. Protective clothing is another amalgamation of cost centres, moving the budget from cemeteries and civic pride in to this budget and finding an overall small saving of £200.

Community Support (400)

Due to the loss of the income the Christmas Lights budget has been increased to 24,000, to ensure that if there continues to be a slow income year this is covered.

The community organisation grants have been individually reconsidered depending on their accessibility to residents and the need of the town council grant. Many of the community groups did not claim their grant in 2020/21 as for much of the year operations were halted. As activities were not held the grants have been reconsidered in light of this and also the ongoing need, compared with the availability of other grants especially for post covid support. The Community grants and youth sports grants however remain at their earlier levels. New grants have been added for Disability Access (who submit a claim each year for operational support to the Community Grant fund) and Remembrance Sunday costs (as the Town Council have agreed to formally take over the responsibility of organising of this event from next year).

In the expectation that businesses may struggle at the start of the year and sponsorships may be hard to find, there is a reduced income aspiration for sponsorship in the income line.

Planning (500)

This cost centre sees a reduction to the allowances for planning consultancy and also the implementation of the neighbourhood plan policies. Money is still being put in to the delivery of the projects, however at a smaller allocation this year.

Economic Development and Tourism Services (600)

This cost centre sees the biggest increase as the team are being remodelled and expanded to take on the former community role. The salary allocation allows for the posts still to be filled or saved in 2021 if the work does not pick up. At present there is one 25 hour role in place. With the expectation of a 37 hour role to be recruited in 2021. A new budget line in this cost centre allocates funds for Town Sustainability and Enhancement which will be supported by the new working group who are looking at policies and initiatives to be more environmentally sustainable.

Cemetery Services (700)

Small changes in this cost centre to allow for actual costs to be reflected in fuel and utility and ground maintenance

Civic Pride (999)

Due to the loss of the community officer role (and mostly transferred to cost centre 600) and reductions in planting (due to the loss of two flower beds), winter maintenance budgets this cost centre is set to be reduced this year. It also shows the loss of income from the West Sussex CC works contracts for graffiti.

Charities (1000)

This cost centre is used only for the Chequer Mead grant. Chequer Mead started the year positively but once lockdown was imposed lost all theatre income. They have done well to keep their heads above water through innovative approaches during the pandemic however there is no scope to alter the grant awarded to the trust this year. There is no change to this cost centre.

Central Administration and Support (1100)

This budget is the internal recharge which is calculated by a formula and shared between the other cost centres. There have been some transfers in and out as we have tried to make the accounts more logical and further changes are likely in the 2022/23 budget. There is no change to this cost centre as it is redistributed to the cost centres and therefore accounted for above.

Insofar as Committee and Executive accountabilities for the 2021/2022 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	Community and Tourism Manager / Assistant Clerk
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 reasonable level of reserves.

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 Council are also embarking on environmental initiative planning such as replacing the vehicles with electric, more recycling and other changes to make the town sustainable. The Parish element of the Council Tax for the 2021/2022 financial year allows for further investment in to the assets of the council and keeps its share of Council tax reasonable, mindful of the overall financial position following the pandemic.

3. In considering fees and charges Members are aware of opportunity cost balance between rising prices and retaining hirers, they 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 2021/22 have already been set by the appropriate committees and have held at 2020/21 levels for hire.

4. Whilst the Bank of England's target inflation rate remains at 2%, the current rate of inflation is 0.5%. Financial Forecasts predict that inflation rates are likely to increase slowly throughout 2021, reaching 1.5% at the end of the third quarter of 2021, although Brexit and the ongoing Coronavirus pandemic add to the uncertainties of such predictions, due largely to, the value of the pound, the success of any Covid vaccinations, and UK unemployment levels. UK interest rates have remained at under 1% since March 2009, and currently stand at an all time low of just 0.1%. The latest forecast on interest rates is that they will remain at 0.1% for the remainder of 2020 and could fall further to a possible minus 0.1% in 2021.

5. House building activity has despite the pandemic remained stable in 2020/21 the base has hardly moved with an uplift in the Council Tax Base of 0.15% for 2020/21. The CIL scheme continues to be awaited, which would see 25% of CIL diverted to the Parish. The Government having consulted on a new white paper which suggests changes to CIL means that the diversion to the Town Councils may now not happen at all. Mid Sussex who have delayed the introduction of CIL will no doubt continue to do so until the new scheme is determined. The Town Council will continue to press for these funds to be put under local control.

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.

7. With no debts or borrowings, a likely revenue reserve balance at 31st March 2021 of around £590,000, no shortfall in the capital fund, and Fixed Assets with a value of £4.5 million, the Council is in a healthy financial position. General Reserves are predominantly there to protect the Councils services against a 'rainy day'. The Council will remain alert to the effects of the Pandemic 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 may well 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 2021 is £216,667. This is currently committed, as follows :

Public Toilet Rolling Renewals	£ 24,000
Merchandising Infrastructure	£ 2,446
CCTV – Upgrading	£ 27,587
IT Upgrades including server works	£ 3,309
Salt Depot	£ 23,000
Youth Facilities	£ 9,500
St Swithun's Church Wall	£ 9,386
New Flower Beds	£ 1,188
Vehicle Replacement	£ 15,000
EC General Repairs	£ 7,703
EC Car Park	£ 10,000
EC Public Toilets	£ 1,728

Old Court House Floor & Roof	£ 21,256
MH Toilets & Chairs	£ 4,524
Cemetery Fund	£ 56,090

New Capital project costs allocated to the 2021/2022 budget Total £52,000 are as follows :

- Kings St Toilets Capital fund - £4,000 to meet the cost of repairs and replacement facilities.
- Vehicle Replacement - the Councils fleet is getting old and is in need of replacement soon. The intention to explore electric or other environmentally friendly vehicles will require a significant cost and this £15,000 is the continuation of the fund to replace a vehicle by the end of 2022.
- Cemetery Fund – a total allocation of £18,000 to allow for the project at QRC (£10,000) and also new space saving measures at Mount Noddy (8,000)
- East Grinstead Play area - £15,000 to allow the replacement of a piece of equipment. This is being added to a former capital allocation to meet the cost of £30,000

5 Grants

The Town Council Budget includes grants to various organisations:

Chequer Mead	£74,000
Mid Sussex Voluntary Action	£3,100*
Age UK (East Grinstead and District)	£1,000
East Grinstead in Bloom	£1,000
Town Twinning	£1,000
CAB	£2,500
Air Training Corps	£200
EG Shopping promotions	£600
EG Museum.	£3,500
Armed Forces Day	£550
Employment Opportunities (£400 for the Hope Job Club)	£1,000
Dementia Friendly East Grinstead	£250
High St Traders Events	£250
Disability Access	£500

Several of the organisations also receive free room use at the Council Offices, as agreed by 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. The grants have been reviewed this year on the basis that the pandemic has reduced activity for many of the groups and their activities will take time to rebuild as the first part of 2021 may also be restricted, some grants have been reduced. The introduction of the Disability Access Grant is to recognise the work of that group and the fact that they make an annual application to the community grants. By moving them to a statutory

grant we are hopefully able to assist more ad hoc applicants, while still supporting the DAG.

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

6 Income Generation

The Town Council strives to find income generation opportunities to offset costs where possible. Many of our services are discretionary yet are supported by the Council as needed by the Town to make East Grinstead a desirable place to live and work. Services which can be charged such as hire of rooms; burials are so charged, other income comes from the return on investment, sponsorship for floral decoration, events, publications etc. We seek grants from Mid Sussex DC (S106 and community grants). The Pandemic has resulted in projections for income to be reduced in 2021/22. The budget includes prudent projections which still may prove difficult to achieve. The Council is budgeting to generate income of £309,815 equivalent to roughly 24% of its expenditure (the same as last year)

Income for 2021/2022 has been estimated as follows:

	£
Bank / Investments	10,500
Miscellaneous (Accounts for WHPC /Benches/ electricity recharge)	750
Hire of	
East Court (including Escots Tennis Club)	74,000
Meridian Hall	70,000
Old Court House	53,000
Events (grants sponsorship and pitch fees)	10,000
Tourism sales	750
Cemetery Fees	41,000
Mount Noddy Lodge rent	9,600
Allotment rents	1,130
Market Stalls	1,750
Hanging Baskets	3,000
Sponsorships (planters)	6,000
Sponsorships (Flowerbeds)	3,000
Principal Council contracts	25,335
	<u>309,815</u>

7 Precept 2021/22

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 2021 and 50% by 1st October 2021.

The Leader of the East Grinstead Town Council has advised that Members wish to hold the Parish Council Tax at the same level with no increase for 2021/2022. The tax base for 2021/2022 for East Grinstead civil parish has been calculated by Mid Sussex District Council as 11,456.0 (compared with 11,438.6 in 2020/2021), which is a taxbase increase of 0.15%.

The budget can be achieved with a precept of £1,009,343. On this basis the annual band D taxpayer's element of their Parish Council Tax, will reduce from £88.16 to £88.11 (which is

a 0.04% decrease therefore effectively represented as no change. The total weekly charge will remain at £1.69 for a band D home.

7 REVENUE BUDGET 2021/2022 - RECONCILIATION SCHEDULE & SUMMARY

Reconciliation

	£
General Fund Revenue Reserves 01.04.20	378,000
+ Anticipated Income 2020/2021 (incl precept)	1,243,000

	1,621,000
Less probable Payments 2020/2021	1,233,000

Anticipated Balance at 31.03.2021	388,000
	=====

Budget Summary 2021/2022

Estimated Payments 2021/2022	1,319,158
Less Estimated Income 2021/2022	309,815
Estimated Net Expenditure 2021/2022	1,009,343
Less/plus any allocation from/to Reserves	0
RECOMMENDED ACTUAL PRECEPT 2021/2022	1,009,343
Expressed as an annual Band D charge:	88.11

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. There has been some significant movement in the cost centres and budgets as we have reviewed and realigned the cost centres following some reallocation of terms of reference of committee and moving items to more sensible positions. Cost centre names have been reviewed, some lines have been merged and others split in order to make the budget more easily understood. The papers are prepared for the January budget setting meetings and the Precept set at the 25th January 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 2021 and will between them formulate the complete Annual Report for East Grinstead Town Council.

**EAST GRINSTEAD TOWN COUNCIL Budget 2021/22(including
2020/21 budget and 2019/20 budgets for comparison purposes)**

	Budget 2019/20	Budget 2020/21	Budget 2021/22
Budget Requirement	949,667	1,008,463	1,009,343
Precept	949,667	1,008,463	1,009,343
Band D =	83.17	88.16	88.11
% Increase	3.50	6.00	-0.04

	Budget 2019/20	Budget 2020/21	Budget 2021/22
SUMMARY			
Democratic Representation	90,903	95,739	97,431
Corporate Management	69,727	67,157	67,988
East Court Estate	278,346	295,010	285,476
Community Support	78,710	79,592	83,940
Planning	60,951	66,411	65,700
Economic Development & Tourism	43,925	43,818	79,484
Cemetery Services	13,396	27,565	27,667
Civic Pride	202,209	200,171	175,656
Charities	74,000	74,000	74,000
Capital Fund	37,500	59,000	52,000
TOTAL	949,667	1,008,463	1,009,343
<u>Democratic Representation</u>			
Salaries and Wages	28,245	36,307	40,308
Emps. NI & Superann.	9,246	10,711	12,754
Members Training	2,000	2,000	500
Mayors Allowance	1,940	1,979	1,979
Civic and Ceremonial	1,600	1,600	1,600
Subs to Local Authority Assns.	4,120	4,120	0
Member Allowances	22,450	21,945	21,945
Election Costs	7,500	4,500	4,500
Support Service Allocation-In	13,802	12,577	13,845
Total Domestic Representations Exps	90,903	95,739	97,431
<u>Corporate Management</u>			
Salaries and Wages	39,335	41,882	46,201
Emps. NI & Superann.	12,730	12,355	14,628
Legal Expenses	1,250	1,250	1,500
HR & DP Consultancy	8,040	7,300	0
Internal Audit Fee	900	900	800
Financial Audit Fee	2,200	2,000	2,000
Treasury and Bank Charges	2,420	2,420	2,420
Support Service Allocation-In	11,972	10,300	11,189
Total Corporate Management Exps	78,847	78,407	78,738
Bank/Investment Income	9,000	11,000	10,500
Miscellaneous Income	120	250	250
Total Income	9,120	11,250	10,750
Net Expenditure	69,727	67,157	67,988
<u>East Court Estate</u>			
Salaries and Wages	183,535	200,921	202,238
Emps. NI & Superann.	48,545	59,269	58,447
Staff Training	1,600	1,600	3,000
Uniform Business Rate	20,000	20,330	20,330
Gas	11,000	10,000	9,500
Electricity	12,400	14,000	14,500
Water and Sewerage	7,400	12,500	7,400
Cleaning Materials	4,200	4,200	4,200

Waste Collection	4,500	4,600	4,300
Telephone	2,160	2,200	600
Equipment Purchases	7,500	8,500	7,000
Equipment Repairs & Maint.	700	1000	0
Building Service Contracts	10,650	11,000	11,000
Buildings Repairs & Maint.	55,556	55,556	50,000
Protective Clothing	600	600	1,300
Grounds Maintenance	11,000	11,000	11,000
East Court Play Area	16,400	7,500	4,000
Legal Expenses	1,000	1,000	0
Licences & Advertisements	2,500	3,300	3,300
Miscellaneous	2,000	1,800	1,800
Support Service Allocation-In	72,130	65,164	68,561
Total East Court Estate Exps	475,376	496,040	482,476
East Court Income	70,000	74,000	74,000
Meridian Hall Income	73,200	73,200	70,000
Old Court House Income	53,830	53,830	53,000
Total Income	197,030	201,030	197,000
Net Expenditure	278,346	295,010	285,476
<u>Community Support</u>			
Salaries and Wages	8,070	8,880	11,529
Emps. NI & Superann.	2,640	2,620	3,612
Christmas Lights	20,000	22,000	24,000
EG Twinning Grant	1,400	1,400	1,000
High Street Traders Events	250	250	250
CAB Grant	3,500	3,500	2,500
Age UK	350	2350	1,000
EG Christmas Promotions	600	600	600
MiSVA	3,100	3,100	3,100
Community Grants-Other	4,000	4,000	4,000
Defibrillators Batteries Fund	500	500	500
EG in Bloom	0	0	1,000
Youth Sports Grants	3,000	3,000	3,000
EG Youth Council	0	0	0
Youth Support	3,250	3,000	2,000
Youth Services Advisor	0	0	0
Town Events	1,800	8,500	2,000
Employment Support Initiatives	400	400	1,000
Speedwatch Equipment	900	500	0
Dementia Friendly East Grinstead	250	250	250
Campaign Initiatives	1000	1000	1,000
Summer programme	7,500	12,500	12,500
ATC Grant	200	200	200
EG Museum Grant	3,500	3,500	3,500
Armed Forces Day	550	550	550
Remembrance Day	0	0	1,000
Disability Access	0	0	500
Support Service Allocation-In	11,950	12,492	13,349
Total Community Support Exps	78,710	95,092	93,940
Community support income(grants pitch and sponsorship)		15,500	10,000
net expenditure		79,592	83,940
<u>Planning</u>			
Salaries and Wages	14,486	13,426	16,247
Emps. NI & Superann.	4,707	3,961	5,117
Planning Consultancy	6,000	6,000	5,000
Planning Members Mileage Allowance	0	0	0
Neighbourhood Plan	26,542	34,300	30,000

Support Service Allocation-In	9,216	8,724	9,336
Total Planning Exps	60,951	66,411	65,700
<u>Economic Development & Tourism</u>			
Salaries and Wages	33,564	34,376	47,349
Emps. NI & Superann.	9,500	10,141	14,046
Telephone / Subscriptions	800	240	240
Economic Development Init.	1,800	1,800	1,800
Tourism Initiatives	3,000	3,000	3,000
Business Support Grant	600	600	600
Business Support Initiatives	400	400	400
Mid Sussex Marathon - Healthy Living	0	0	500
Sustainability & Enhancement	0	0	12,595
Support Service Allocation-In	8,891	7,646	13,339
Total Economic Dev & Tourism Exps	58,555	58,203	93,869
Tourism Sales	1,000	750	750
MSDC Initiative Grants - Tourism	13,630	13,635	13,635
Total Income	14,630	14,385	14,385
Net Expenditure	43,925	43,818	79,484
<u>Cemetery Services</u>			
Salaries and Wages	22,645	31,967	32,053
Emps. NI & Superann.	6,284	9,430	9,562
Electricity	480	480	600
Water and Sewerage	200	200	360
Cleaning Materials	100	100	0
Waste Collection	2,450	2,450	2,450
Telephone	180	0	0
Equipment Purchases	1,800	1,600	3,000
Equipment Repairs & Maint.	1,800	1,800	0
General Repairs & Maint.	6,930	6,330	8,000
Protective Clothing	100	100	0
Grounds Maintenance	4,000	5,000	3,500
Planting-Roundabouts/Baskets	600	1200	500
Vehicle Tax/Insurance/Maint.	120	120	0
Fuel-Mowers/Tractors/Digger	1,320	1,320	1,320
Miscellaneous	1,200	5,800	5,800
Support Service Allocation-In	8,987	10,268	11,122
Total Cemetery Services Exps	59,196	78,165	78,267
Mount Noddy Lodge Rent	4,800	9,600	9,600
Cemetery Fees & Charges	41,000	41,000	41,000
Sale of Plaques	0	0	0
Total Income	45,800	50,600	50,600
Net Expenditure	13,396	27,565	27,667
<u>Civic Pride</u>			
Salaries and Wages	72,427	72,846	60,204
Emps. NI & Superann.	18,574	21,490	17,342
Staff Training	2,600	2,000	0
Telephone	900	500	480
Equipment Purchases	1,350	1,200	2,100
Equipment Repairs & Maint.	1,000	1,000	0
Protective Clothing	1000	800	0
Planting-Roundabouts/Baskets	8,500	8,800	8,400
Vehicle Tax/Insurance/Maint.	9,500	9,800	10,200
EG in Bloom	1,500	1,500	0
Town Clocks	1,000	1,000	1,000
War Memorials	250	250	1,000
Public Seats	900	900	900
Litter & Dog Bins	2,500	2,500	2,000

Salt/Grit Bins	500	500	0
Bus Shelters	200	200	200
Notice Boards	500	250	250
Turners Hill Rec Ground	400	400	600
Street Lighting	12,000	12,600	13,800
CCTV Maintenance	4,000	4,000	4,500
Graffiti Removal	1,000	750	700
Winter Maintenance		9,000	5,000
Public Works	25,000	20,000	20,000
Street Scene Planting	15,000	15,000	11,000
Public Toilets	14,000	12,000	14,000
Miscellaneous	300	300	250
Support Service Allocation-In	34,888	30,185	28,810
Total Civic Pride Exps	229,789	229,771	202,736
Allotment Rents	1,080	1,100	1,130
Market income	1,000	1,500	1,750
Traders Hanging Baskets	3,000	3,000	3,000
Sponsorship (planters gateways etc)	4,500	6,000	6,000
Flowerbed sponsorship	3,000	3,000	3,000
MSDC Initiative Grants / Civic Pride (street signs / graffiti and landscaping)	11,500	11,500	10,000
WSCC Grant - Roundabouts	3,500	3,000	1,700
Miscellaneous Income	0	500	500
Total Income	27,580	29,600	27,080
Net Expenditure	202,209	200,171	175,656
<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	0	0	0
Total Income	0	0	0
Net Expenditure	74,000	74,000	74,000
<u>Central Admin & Support</u>			
Salaries and Wages	79,516	71,179	74,954
Emps. NI & Superann.	24,000	20,998	23,117
Staff Training	5,500	5,000	5,000
Travelling	2,400	2,200	2,000
Telephone	4,000	3,000	4,950
Insurance	13,500	12,800	12,800
Printing and Stationery	6,300	6,300	5,900
Books and Journals	200	180	180
Postage	900	800	750
Subs to Local Authority Assns.	0	0	5,000
Subscriptions	720	1600	1,500
Equipment Purchases	1,600	1,700	2,600
Equipment Repairs & Maint.	1,100	1,000	0
Legal Expenses	1,000	0	0
HR & DP Consultancy	0	0	7,300
Civic News	8,700	5,500	4,800
Promotions & Advertisements	1,200	1,000	800
Press & Public Relations	1,800	1,600	1,400
Webmaster / Site Costs	2,000	5,500	1,800
IT Hardware/Software	14,000	14,000	12,000
Miscellaneous	3,400	3,000	2,700
Support Service Allocation-In	-171,836	-157,357	-169,551
Total Central Admin & Support Exps	0	0	0
<u>Capital Fund</u>			
Capital Project One - Cemetery Fund	30,000	15,000	18,000
Capital Project Two - ECM CCTV	0	0	0

Capital Project Three - IT	0	5,000	0
Capital Project Four - Public WC Fund	4,000	4,000	4,000
Capital Project Five - MSDC CCTV	0	0	0
ECM Terrace Wall	0	0	0
EC Play Area			15,000
ECM & Public Toilets	0	0	0
New Flower Beds	0	0	0
MH Gates x 2	0	0	0
Council Chamber	0	0	0
East Court Capital Budget	3,500	0	0
Vehicle replacment		15,000	15,000
MH Toilets and Chairs	0	20000	0
Total Capital Projects Exps	37,500	59,000	52,000
TOTAL EXPENDITURE	1,243,827	1,330,828	1,319,158
TOTAL INCOME	294,160	322,365	309,815
NET EXPENDITURE	949,667	1,008,463	1,009,343
PROPOSED PRECEPT TO BALANCE	949,667	1,008,463	1,009,343
BALANCE OF FUNDING	0	0	0