

EAST GRINSTEAD TOWN COUNCIL
Budget Book 2022/2023 and Annual Report

These papers were considered at the following meetings and approved by the Council on 31st January 2022:

| | |
|------------------------------|----------|
| Planning | 05.01.22 |
| Public Services | 13.01.22 |
| Amenities and Tourism | 13.01.22 |
| Finance and General Purposes | 13.01.22 |
| Council (Precept Meeting) | 31.01.22 |

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

When I wrote the forward to this book in 2020 I had little idea that when I sat to write for the second time we would still be in the midst of the pandemic, albeit gradually recovering and finding ways of living with the new normal presented.

We have returned to our offices and Council Meetings. But still have restrictions in place for example the public are asked to attend our committee meetings virtually, although the Council meetings do accommodate physical members of the public as the room is larger. The Offices are open part time to the public (mornings now) and will remain so for the time being although the staff are available on the phone through to 4pm Monday - Friday.

Our buildings while closed to the community hirers, were able to be utilised by the Alliance for Better Care as a vaccination centre between January and July, this allowed cohorts 1-9 to have their vaccinations locally, while we had to end our use in July once weddings returned to East Court, we were pleased to see that the Vaccination centre popped up a few places and has found a home in Queens Walk for those receiving boosters. Again helping to make the vaccination accessible to all who want it.

We held our Mayormaking in May, and I was delighted to be re-elected as Town Mayor with the hope of a better year of events somewhat more as my predecessors had experienced. I have been greatly honoured to see events return and invitations to attend them. Where I have been able to I have attended. I was also able to hold a civic service and was delighted to see not just the Royal British legion but also youngsters from the uniformed youth carrying their standards in the procession.

The Council have been mindful as to the financial hardships and worry of the pandemic, we have continued to examine our finances in order to provide the best value that we can. Our hard working staff continue to put in many extra hours on road closures, parties and events, often supported by Councillors along with our wonderful community groups; Lions and Rotary. Our budget for 2022/23 follows in this booklet, showing that the Council have an ambitious programme for support of the town in events and community. We continue to look to support the services from the County and District. We are planning to provide youth events (having had our first targeted one for teenagers in October half term) and jubilee celebrations to mark the historic platinum Jubilee for Her Majesty the Queen.

My charity fundraising has been a slower progress this year, but I am grateful for the support for the events and activities that we have been able to hold. We have raised money which my charities will be very happy to receive, in what has been a difficult time for all charities.

Cllr John Dabell
East Grinstead Town Mayor 2021/22

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

The Budget process this year has been rebuilding as the County emerges from the pandemic and we see where demand for services is needed. 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.

The Council are looking to continue with projects including the roll out of the Neighbourhood Plan objectives, capital projects including furthering the green and environmental agenda as we replace fleet vehicles with electric vehicles as well as creating a fund for sustainable initiatives and enhancements in the Town. We are proposing new events and targeting activities for young people in the town. As inflation is increasing so does the cost of staff salaries, services and products bought by the Council. The national staff salary negotiations have resulted in stalemate and the Council prudently looking to ensure that the budget allows to cover the increase when it is finally agreed.

In order to meet the requirements in the budget I am recommending that the budget be approved as set out in the papers. We did not increase the council tax last year, indeed we slightly reduced the Town Council's proportion, but this is not sustainable and with the programme of work proposed we are seeking an annual increase of £4.23 which equates to 4.8% this year on the Parish Council portion of the tax. The annual Band D Council Tax charge will be £92.34. When broken down this is a cost per day of 25 pence, or £1.77 per week. We believe this is excellent value for the breadth of services and quality provided by the Town Council. Inflation in the UK is currently running at 4.6% (with November posting 5.1%) therefore the proposed increase is not out of line and will ensure the Council can deliver the projects and services next year.

KEY OBJECTIVES 2022 /2023

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 complete the review of 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 review the changing guidance and law determining what this means for East Grinstead and the role we will play going forward.

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 identify and support new initiatives (not necessarily delivered by the Council) for community support
- To respond to consultations as appropriate to influence and ensure that East Grinstead residents receive affordable, accessible services

- To work with the district Council on the developing LCWIP to make East Grinstead accessible with sustainable transport.

Amenities & Tourism

- To continue to provide a first class tourism information service and promote the town to visitors.
- To provide the summer concerts and Jubilee celebrations in 2022
- 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 continue 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.
- To advertise and let a new Festive Lights contract for Christmas 2023 onwards.

Finance & General Purposes Committee

- To ensure that the Council's finances continue to be well stewarded and receive a clean audit
- To continue to find efficiencies and benefits through the use of technology
- 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 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 2022/23 budget includes the following:

- An increase of 4.8% in Council Tax
- Allowing for an appropriate staff salary cost of living rise, yet to be agreed by unions
- Prudent income forecasts and an increasing revenue budget.
- Continued provision to implement the policies within the Neighbourhood Plan.
- A below inflation appropriate increase of the Councillor allowance and Town Mayor's 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 examined 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 2022, have approximately £570,000 in revenue reserves (earmarked and general) with no debts. This would represent a decrease of 8% against the 2020/21 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 £ 1,028,000.

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 2022/23 Explanatory Notes and Schedules;
- * A medium term financial strategy through till 2024/25
- * Contribution to Capital Fund 2022/2023;
- * Grants
- * Income Generation breakdown
- * Precept Information 2022/23
- * Appendix A Draft Revenue Estimates Summary Schedule 2022/23.

2. Draft Revenue Estimates 2022/23

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 Council were able to deliver a reduction in 2020/2021 Council Tax during the pandemic, mindful of the strain that many households faced costs were cut. However this is not a sustainable position and leads to false expectation to artificially hold increases down by raiding reserves. Especially as the Councils supplier costs are also rising.

The net cost centre spending identified for 2022/2023 financial year is £1,063,750.

Mid Sussex District Council have advised an increase in the taxbase of 0.55% growth. The

total budget requirement is £54,407 higher than 2021/2022. Levels of revenue reserves (general and earmarked) are anticipated to be at £570,000 on 31st March 2022 which remain healthy and in line with the Government's suggested levels.

The precept is proposed to rise by 5.4% which when offset with the taxbase rise equates to an increase to the Band D equivalent from 2021/22 of 4.8% at £92.34. The net budget requirement of £1,063,750 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 Council's reserves at this time are within this figure.

Democratic Representation and Management (100)

This cost centre will have a small increase due to the Mayor's and Members' allowance increase at 2%. The usual format is to tie the increase to the staff cost of living rise, however this has not as yet been agreed. The Unions are balloting for strike action and this dispute may carry over into 2022/23.

Corporate Management (200)

As the legal costs budget has not been used for several years, the proposed budget removes this line, any costs will fall on the relevant cost centre. This gives a small saving on this cost centre.

East Court Estate (300)

This cost centre (the largest in the budget) has increased due to staff costs and also the significant increase in utility and power (Gas and Electricity). Despite having negotiated good contracts last year, the national increase in gas and electricity has pushed these costs up.

Community Support (400)

Some of the community organisations have not applied for their grant this year, however not all groups have returned to full activity and it would not be right to remove the grants at this time. A further year evaluation to determine whether the community groups will recommence meetings and or activity will then allow the Council to consider any set aside ongoing support for future years. The Budget does however propose a reduction in the Community Support Grant budget, following three consecutive years of underclaiming. There is also an allocation towards the costs of the Bluebell Railway in their bid to bring a permanent structure station building to East Grinstead to replace the temporary buildings.

Planning (500)

This cost centre sees a reduction to the allowances for 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 an increase in funds for Town Sustainability and Enhancement as policies and initiatives to be more environmentally sustainable are coming forward. The Council will be looking to bring more electronic car charging points to the town and invest in starting to replace the Council's fleet with more environmentally friendly vehicles, amongst other initiatives.

Cemetery Services (700)

There are no significant changes to this cost centre, the small increase is due to staffing costs.

Civic Pride (999)

The significant change here is an increase in the public works budget for tree maintenance following the survey and maintenance work that are required annually. The maintenance budgets on the vehicles have been increased due to the age of the vehicles reflecting the actual costs, however investment in new vehicles will allow this to be revisited next year. Other small changes reflect the cost of the actual usage on budgets such as Turners Hill Road Rec and Electricity costs.

Charities (1000)

This cost centre is used only for the Chequer Mead grant. There is no change to this cost centre as Chequer Mead try to recover from the Pandemic, in encouraging audiences back.

Central Administration and Support (1100)

This budget is the internal recharge which is calculated by a formula and shared between the other cost centres. The only significant change is an investment in IT as an upgrade on the Library IT (Community and Tourism Team) is planned.

Insofar as Committee and Executive accountabilities for the 2022/2023 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 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. The Council are spending time applying for grants to support the community events and projects such as St Margaret's loop and The Queens Road Cemetery.
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 2022/2023 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 2022/23 have already been set by the appropriate committees as part of a two year set cost, to give assurance where so many events were yet again deferred.
4. Whilst the Government's target inflation rate remains at 2%, the current rate of inflation is 4.6%. Financial Forecasts predict that inflation rates are likely to slowly decrease throughout 2022, reaching 4% at the end of the third quarter of 2022. UK interest rates have remained at under 1% since March 2009, and currently remain at an all-time low of just 0.1%. The latest forecast on interest rates is that they will gradually increase throughout 2022 to 1.0%.
5. House building activity has despite the pandemic remained stable in 2021/22 the base has moved with an uplift in the Council Tax Base of 0.5% for 2021/22. The CIL scheme continues to be awaited, which would see 25% of CIL diverted to the Parish. Mid Sussex who have delayed the introduction of CIL will no doubt continue to do so until the new scheme is determined
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 2022 of around £570,000, no shortfall in the capital fund, and Fixed Assets with a value of £4.6 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 2022 is £191,109. This is currently committed, as follows:

| | |
|------------------------------------|----------|
| Public Toilet Rolling Renewals | £ 28,000 |
| IT Upgrades including server works | £ 3,309 |
| Vehicle Replacement | £ 44,182 |
| EC General Repairs | £ 7,703 |
| EC Car Park | £ 10,000 |
| Old Court House Floor & Roof | £ 21,256 |
| MH Toilets & Chairs | £ 4,524 |
| Cemetery Fund | £ 72,135 |

New Capital project costs allocated to the 2022/2023 budget Total £52,000 are as follows:

- Kings St Toilets Capital fund - this is a rolling fund of £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 one or more vehicles by the end of 2022.
- Cemetery Fund – a total allocation of £18,000 to allow for the furtherance of the project at QRC and also enhancements at Mount Noddy.
- East Grinstead Play area - £15,000 to allow the replacement of a piece of equipment. This follows the purchase of new equipment in 2021, the project to replace another piece continues.

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 the objectives of the organisation.

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) and other community and eligible charities. The budget includes prudent projections which still may prove difficult to achieve. The Council is budgeting to generate income of £309,900 equivalent to 23% of its expenditure. It is hoped with grants this income will be increased but in light of the continuing pandemic it is difficult to know how easy it will be to access external income.

Income for 2022/2023 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 | 1,215 |
| Market Stalls | 1,750 |
| Hanging Baskets | 3,000 |
| Sponsorships (planters) | 6,000 |
| Sponsorships (Flowerbeds) | 3,000 |
| Principal Council contracts | 25,335 |
| | <u>309,900</u> |

7 Precept 2022/23

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 2022 and 50% by 1st October 2022.

The Leader of the East Grinstead Town Council has advised that Members wish to increase the Parish Council Tax to meet in full the demands of the programme of work for 2022/2023, after income. This will be a raise of 4.8%. The tax base for 2022/2023 for East Grinstead civil parish has been calculated by Mid Sussex District Council as 11,519.5 (compared with 11,456.0 in 2021/2022), which is a taxbase increase of 0.55%.

The budget can be achieved with a precept of £1,063,750. On this basis the annual band D taxpayer's element of their Parish Council Tax, will increase from £88.11 to £92.34. The total weekly charge will increase from £1.69 for a band D home to £1.77 a rise of 8 pence per

week.

7 REVENUE BUDGET 2022/2023 - RECONCILIATION SCHEDULE & SUMMARY

Reconciliation

| | £ |
|--|-----------|
| General Fund Revenue Reserves 01.04.21 | 415,000 |
| + Anticipated Income 2021/2022 (incl. precept) | 1,307,000 |
| | ----- |
| | 1,722,000 |
| Less anticipated Payments 2021/2022 | 1,332,000 |
| | ----- |
| Anticipated Balance at 31.03.2022 | 390,000 |
| | ===== |

Budget Summary 2022/2023

| | |
|---|-----------|
| Estimated Payments 2022/2023 | 1,373,650 |
| Less Estimated Income 2022/2023 | 309,900 |
| Estimated Net Expenditure 2022/2023 | 1,063,750 |
| Less/plus any allocation from/to Reserves | 0 |
| RECOMMENDED ACTUAL PRECEPT 2022/2023 | 1,063,750 |
| Expressed as an annual Band D charge: | 92.34 |

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 appropriate 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 31st 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 2022 and will between them formulate the complete Annual Report for East Grinstead Town Council.

EAST GRINSTEAD TOWN COUNCIL Budget 2022/23(including 2021/22 budget and 2020/21 budgets for comparison purposes)

| | Budget 2020/21 | Budget 2021/22 | Budget 2022/23 |
|--------------------|---------------------------|---------------------------|---------------------------|
| Budget Requirement | 1,008,463 | 1,009,343 | 1,063,750 |
| Precept | 1,008,463 | 1,009,343 | 1,063,750 |
| Band D = | 88.16 | 88.11 | 92.34 |
| % Increase | 6.0 | 0.0 | 4.8 |

| | Budget 2020/21 | Budget 2021/22 | Budget 2022/23 |
|--------------------------------|---------------------------|---------------------------|---------------------------|
| SUMMARY | | | |
| Democratic Representation | 95,739 | 97,431 | 99,335 |
| Corporate Management | 67,157 | 67,988 | 67,347 |
| East Court Estate | 295,010 | 285,476 | 314,948 |
| Community Support | 79,592 | 83,940 | 89,771 |
| Planning | 66,411 | 65,700 | 60,267 |
| Economic Development & Tourism | 43,818 | 79,484 | 91,602 |
| Cemetery Services | 27,565 | 27,667 | 28,383 |
| Civic Pride | 200,171 | 175,656 | 186,097 |
| Charities | 74,000 | 74,000 | 74,000 |
| Capital Fund | 59,000 | 52,000 | 52,000 |
| TOTAL | 1,008,463 | 1,009,343 | 1,063,750 |

Democratic Representation

| | | | |
|--|---------------|---------------|---------------|
| Salaries and Wages | 36,307 | 40,308 | 41,419 |
| Emps. NI & Superann. | 10,711 | 12,754 | 13,054 |
| Members Training | 2,000 | 500 | 500 |
| Mayors Allowance | 1,979 | 1,979 | 2,019 |
| Civic and Ceremonial | 1,600 | 1,600 | 1,600 |
| Subs to Local Authority Assns. | 4,120 | 0 | 0 |
| Member Allowances | 21,945 | 21,945 | 22,393 |
| Election Costs | 4,500 | 4,500 | 4,500 |
| Support Service Allocation-In | 12,577 | 13,845 | 13,850 |
| Total Domestic Representations Exps | 95,739 | 97,431 | 99,335 |

Corporate Management

| | | | |
|--|---------------|---------------|---------------|
| Salaries and Wages | 41,882 | 46,201 | 47,482 |
| Emps. NI & Superann. | 12,355 | 14,628 | 14,926 |
| Legal Expenses | 1,250 | 1,500 | 0 |
| HR & DP Consultancy | 7,300 | 0 | 0 |
| Internal Audit Fee | 900 | 800 | 600 |
| Financial Audit Fee | 2,000 | 2,000 | 2,000 |
| Treasury and Bank Charges | 2,420 | 2,420 | 2,200 |
| Support Service Allocation-In | 10,300 | 11,189 | 10,889 |
| Total Corporate Management Exps | 78,407 | 78,738 | 78,097 |

| | | | |
|------------------------|--------|--------|--------|
| Bank/Investment Income | 11,000 | 10,500 | 10,500 |
| Miscellaneous Income | 250 | 250 | 250 |

| | | | |
|------------------------|---------------|---------------|---------------|
| Total Income | 11,250 | 10,750 | 10,750 |
| Net Expenditure | 67,157 | 67,988 | 67,347 |

East Court Estate

| | | | |
|----------------------|---------|---------|---------|
| Salaries and Wages | 200,921 | 202,238 | 217,937 |
| Emps. NI & Superann. | 59,269 | 58,447 | 64,700 |

| | | | |
|-------------------------------------|----------------|----------------|----------------|
| Staff Training | 1,600 | 3,000 | 3,000 |
| Uniform Business Rate | 20,330 | 20,330 | 20,330 |
| Gas | 10,000 | 9,500 | 9,500 |
| Electricity | 14,000 | 14,500 | 20,500 |
| Water and Sewerage | 12,500 | 7,400 | 7,400 |
| Cleaning Materials | 4,200 | 4,200 | 3,200 |
| Waste Collection | 4,600 | 4,300 | 4,300 |
| Telephone | 2,200 | 600 | 600 |
| Equipment Purchases | 8,500 | 7,000 | 7,000 |
| Equipment Repairs & Maint. | 1000 | 0 | 0 |
| Building Service Contracts | 11,000 | 11,000 | 11,000 |
| Buildings Repairs & Maint. | 55,556 | 50,000 | 50,000 |
| Protective Clothing | 600 | 1,300 | 1,000 |
| Grounds Maintenance | 11,000 | 11,000 | 11,000 |
| East Court Play Area | 7,500 | 4,000 | 4,000 |
| Legal Expenses | 1,000 | 0 | 0 |
| Licences & Advertisments | 3,300 | 3,300 | 3,300 |
| Miscellaneous | 1,800 | 1,800 | 1,800 |
| Support Service Allocation-In | 65,164 | 68,561 | 71,381 |
| Total East Court Estate Exps | 496,040 | 482,476 | 511,948 |
| East Court Income | 74,000 | 74,000 | 74,000 |
| Meridian Hall Income | 73,200 | 70,000 | 70,000 |
| Old Court House Income | 53,830 | 53,000 | 53,000 |
| Total Income | 201,030 | 197,000 | 197,000 |
| Net Expenditure | 295,010 | 285,476 | 314,948 |
| <u>Community Support</u> | | | |
| Salaries and Wages | 8,880 | 11,529 | 11,750 |
| Emps. NI & Superann. | 2,620 | 3,612 | 3,660 |
| Christmas Lights | 22,000 | 24,000 | 24,000 |
| EG Twinning Grant | 1,400 | 1,000 | 1,000 |
| High Street Traders Events | 250 | 250 | 250 |
| CAB Grant | 3,500 | 2,500 | 2,500 |
| Age UK | 2350 | 1,000 | 1,000 |
| EG Christmas Promotions | 600 | 600 | 600 |
| MiSVA | 3,100 | 3,100 | 3,100 |
| Community Grants-Other | 4,000 | 4,000 | 3,000 |
| Defibrillators Batteries Fund | 500 | 500 | 500 |
| EG in Bloom | 0 | 1,000 | 1,000 |
| Youth Sports Grants | 3,000 | 3,000 | 3,000 |
| Youth Support | 3,000 | 2,000 | 1,000 |
| Town Events | 8,500 | 2,000 | 2,000 |
| Employment Support Initiatives | 400 | 1,000 | 1,000 |
| Speedwatch Equipment | 500 | 0 | 0 |
| Dementia Friendly East Grinstead | 250 | 250 | 250 |
| Campaign Initiatives | 1000 | 1,000 | 1,000 |
| Summer programme | 12,500 | 12,500 | 18,500 |
| ATC Grant | 200 | 200 | 200 |
| EG Museum Grant | 3,500 | 3,500 | 3,500 |
| Armed Forces Day | 550 | 550 | 550 |
| Remembrance Day | 0 | 1,000 | 1,000 |
| Disability Access | 0 | 500 | 500 |
| Bluebell Heritage Project | 0 | 0 | 1,000 |
| Support Service Allocation-In | 12,492 | 13,349 | 13,911 |

| | | | |
|---|---------------|---------------|----------------|
| Total Community Support Exps | 95,092 | 93,940 | 99,771 |
| Community support income(grants pitch and sponsorship) | 15,500 | 10,000 | 10,000 |
| net expenditure | 79,592 | 83,940 | 89,771 |
| <u>Planning</u> | | | |
| Salaries and Wages | 13,426 | 16,247 | 16,620 |
| Emps. NI & Superann. | 3,961 | 5,117 | 5,244 |
| Planning Consultancy | 6,000 | 5,000 | 5,000 |
| Neighbourhood Plan | 34,300 | 30,000 | 25,000 |
| Support Service Allocation-In | 8,724 | 9,336 | 8,403 |
| Total Planning Exps | 66,411 | 65,700 | 60,267 |
| <u>Economic Development & Tourism</u> | | | |
| Salaries and Wages | 34,376 | 47,349 | 51,744 |
| Emps. NI & Superann. | 10,141 | 14,046 | 15,440 |
| Telephone / Subscriptions | 240 | 240 | 240 |
| Economic Development Init. | 1,800 | 1,800 | 1,800 |
| Tourism Initiatives | 3,000 | 3,000 | 3,000 |
| Business Support Grant | 600 | 600 | 0 |
| Business Support Initiatives | 400 | 400 | 400 |
| Mid Sussex Marathon | 0 | 500 | 500 |
| Sustainability & Enhancement | 0 | 12,595 | 18,085 |
| Support Service Allocation-In | 7,646 | 13,339 | 14,778 |
| Total Economic Dev & Tourism Exps | 58,203 | 93,869 | 105,987 |
| Tourism Sales | 750 | 750 | 750 |
| MSDC Initiative Grants - Tourism | 13,635 | 13,635 | 13,635 |
| Total Income | 14,385 | 14,385 | 14,385 |
| Net Expenditure | 43,818 | 79,484 | 91,602 |
| <u>Cemetery Services</u> | | | |
| Salaries and Wages | 31,967 | 32,053 | 33,082 |
| Emps. NI & Superann. | 9,430 | 9,562 | 9,358 |
| Electricity | 480 | 600 | 600 |
| Water and Sewerage | 200 | 360 | 360 |
| Cleaning Materials | 100 | 0 | 0 |
| Waste Collection | 2,450 | 2,450 | 2,450 |
| Equipment Purchases | 1,600 | 3,000 | 3,000 |
| Equipment Repairs & Maint. | 1,800 | 0 | 0 |
| General Repairs & Maint. | 6,330 | 8,000 | 8,000 |
| Protective Clothing | 100 | 0 | 0 |
| Grounds Maintenance | 5,000 | 3,500 | 3,500 |
| Planting-Roundabouts/Baskets | 1200 | 500 | 500 |
| Vehicle Tax/Insurance/Maint. | 120 | 0 | 0 |
| Fuel-Mowers/Tractors/Digger | 1,320 | 1,320 | 1,320 |
| Miscellaneous | 5,800 | 5,800 | 5,800 |
| Support Service Allocation-In | 10,268 | 11,122 | 11,013 |
| Total Cemetery Services Exps | 78,165 | 78,267 | 78,983 |
| Mount Noddy Lodge Rent | 9,600 | 9,600 | 9,600 |
| Cemetery Fees & Charges | 41,000 | 41,000 | 41,000 |
| Sale of Plaques | 0 | 0 | 0 |
| Total Income | 50,600 | 50,600 | 50,600 |
| Net Expenditure | 27,565 | 27,667 | 28,383 |
| <u>Civic Pride</u> | | | |
| Salaries and Wages | 72,846 | 60,204 | 61,424 |
| Emps. NI & Superann. | 21,490 | 17,342 | 14,863 |

| | | | |
|--|----------------|----------------|----------------|
| Staff Training | 2,000 | 0 | 0 |
| Telephone | 500 | 480 | 480 |
| Equipment Purchases | 1,200 | 2,100 | 2,100 |
| Equipment Repairs & Maint. | 1,000 | 0 | 0 |
| Protective Clothing | 800 | 0 | 0 |
| Planting-Roundabouts/Baskets | 8,800 | 8,400 | 8,400 |
| Vehicle Tax/Insurance/Maint. | 9,800 | 10,200 | 11,200 |
| EG in Bloom | 1,500 | 0 | 0 |
| Town Clocks | 1,000 | 1,000 | 1,000 |
| War Memorials | 250 | 1,000 | 1,000 |
| Public Seats | 900 | 900 | 900 |
| Litter & Dog Bins | 2,500 | 2,000 | 2,000 |
| Salt/Grit Bins | 500 | 0 | 0 |
| Bus Shelters | 200 | 200 | 200 |
| Notice Boards | 250 | 250 | 250 |
| Turners Hill Rec Ground | 400 | 600 | 1000 |
| Street Lighting | 12,600 | 13,800 | 14,800 |
| CCTV Maintenance | 4,000 | 4,500 | 4,500 |
| Graffiti Removal | 750 | 700 | 1,700 |
| Winter Maintenance | 9,000 | 5,000 | 5,000 |
| Public Works | 20,000 | 20,000 | 30,000 |
| Street Scene Planting | 15,000 | 11,000 | 11,000 |
| Public Toilets | 12,000 | 14,000 | 11,460 |
| Miscellaneous | 300 | 250 | 250 |
| Support Service Allocation-In | 30,185 | 28,810 | 29,735 |
| Total Civic Pride Exps | 229,771 | 202,736 | 213,262 |
| Allotment Rents | 1,100 | 1,130 | 1,215 |
| Market income | 1,500 | 1,750 | 1,750 |
| Traders Hanging Baskets | 3,000 | 3,000 | 3,000 |
| Sponsorship (planters gateways etc) | 6,000 | 6,000 | 6,000 |
| Flowerbed sponsorship | 3,000 | 3,000 | 3,000 |
| MSDC Initiative Grants / Civic Pride (street signs / graffiti and landscaping) | 11,500 | 10,000 | 10,000 |
| WSCC Grant - Roundabouts | 3,000 | 1,700 | 1,700 |
| Miscellaneous Income | 500 | 500 | 500 |
| Total Income | 29,600 | 27,080 | 27,165 |
| Net Expenditure | 200,171 | 175,656 | 186,097 |
| <u>Charities</u> | | | |
| Chequer Mead Grant | 74,000 | 74,000 | 74,000 |
| Total Chequer Mead Exps | 74,000 | 74,000 | 74,000 |
| <u>Central Admin & Support</u> | | | |
| Salaries and Wages | 71,179 | 74,954 | 78,106 |
| Emps. NI & Superann. | 20,998 | 23,117 | 23,724 |
| Staff Training | 5,000 | 5,000 | 5,000 |
| Travelling | 2,200 | 2,000 | 1,600 |
| Telephone | 3,000 | 4,950 | 5,450 |
| Insurance | 12,800 | 12,800 | 12,800 |
| Printing and Stationery | 6,300 | 5,900 | 5,500 |
| Books and Journals | 180 | 180 | 180 |
| Postage | 800 | 750 | 400 |
| Subs to Local Authority Assns. | 0 | 5,000 | 5,000 |
| Subscriptions | 1600 | 1,500 | 1,500 |
| Equipment Purchases | 1,700 | 2,600 | 2,600 |
| Equipment Repairs & Maint. | 1,000 | 0 | 0 |

| | | | |
|---|------------------|------------------|------------------|
| HR & DP Consultancy | 0 | 7,300 | 7,000 |
| Civic News | 5,500 | 4,800 | 4,800 |
| Promotions & Advertisements | 1,000 | 800 | 800 |
| Press & Public Relations | 1,600 | 1,400 | 0 |
| Webmmaster / Site Costs | 5,500 | 1,800 | 1,800 |
| IT Hardware/Software | 14,000 | 12,000 | 15,000 |
| Miscellaneous | 3,000 | 2,700 | 2,700 |
| Support Service Allocation-In | -157,357 | -169,551 | -173,960 |
| Total Central Admin & Support Exps | 0 | 0 | 0 |
| <u>Capital Fund</u> | | | |
| Capital Project One - Cemetery Fund | 15,000 | 18,000 | 18,000 |
| Capital Project Three - IT | 5,000 | 0 | 0 |
| Capital Project Four - Public WC Fund | 4,000 | 4,000 | 4,000 |
| EC Play Area | | 15,000 | 15,000 |
| Vehicle replacment | 15,000 | 15,000 | 15,000 |
| MH Toilets and Chairs | 20000 | 0 | 0 |
| Total Capital Projects Exps | 59,000 | 52,000 | 52,000 |
| TOTAL EXPENDITURE | 1,330,828 | 1,319,158 | 1,373,650 |
| TOTAL INCOME | 322,365 | 309,815 | 309,900 |
| NET EXPENDITURE | 1,008,463 | 1,009,343 | 1,063,750 |
| PROPOSED PRECEPT TO BALANCE | 1,008,463 | 1,009,343 | 1,063,750 |
| BALANCE OF FUNDING | 0 | 0 | 0 |