

Sevenoaks Town Council

Budget 2017/18

version

09.01.17 updated with 2016/17 Taxbase (Band D)

Assumptions	2016/17	2017/18	2018/19
Inflation Rates			
General Inflation	2%	2%	2%
Payroll	2%	2%	2%
Income-Fees & Charges		3%	3%
2016/17 Actual ratio extrapolated to year end		1.71	

Notes

The rolling capital programme has been updated for known projects expected to take place in 2017/18. Any amounts included in respect of later years are intended for guidance purposes only.

Community Investment Projects have not currently been itemised separately and timescales of spend have not been determined. It is intended that this will form the basis of future capital discussions.

Funding of Projects: Council approval for projects already identified will be funded by Raleys/Cemetery Lodge proceeds. Amounts already spent from the Capital Receipts Reserve relating to receipts from historical sale of Allotment land to be refunded.

Community Infrastructure Levy will cover certain capital projects

A Contingency fund has been earmarked for cash flow needs other than those specifically listed in the revenue budget, as well as to project managing/implementation of projects within the Community Investment Plan

Capital expenditure for committee now shown and will be allocated from the F&GP Contingency fund

Open Spaces includes provision for a full time Play Park Officer (37 hours). The incremental budget from 2016/17 is the additional hours to move from 20 hours to 37 hours.

Includes the latest actuarial valuation of the Local Government Pension Scheme

Includes a council tax base (ie band D equivalents) of 9315 as provided in December by SDC

Sevenoaks Town Council
2017/18 Estimates

PLANNING COMMITTEE (including Licensing) Cost Centre 11

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Gross Pay - Administration	4010	29,200	29,496	30,086	30,688	17,901	30,687	31,301
Computer/database	6240	270	318	405	292	295	506	500
Professional Fees	6630	7,119	798	1,058	2,000	1,932	2,000	2,000
Books and Periodicals	6720	143	143	149	156	-	156	156
Sevenoaks Conservation Council	7500	125	125	150	156	150	150	156
Neighbourhood plan	1851	-	-	9,600	5,546			
Neighbourhood plan trf to prov'n	1852			(9,600)	(5,546)			
Capital Expenditure	BS							
		36,857	30,880	31,848	33,292	20,278	33,499	34,113
								2%
								2%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Notes on Planning

- 4010 **Gross Pay - Administration**
2% cost of living increase has been allowed for 2017/18
- 6240 **Computer/Database**
Increased to £500 to reflect three year Planning/Cemetery software contract with Edge online which commenced 2015/16
- 1851/2 **Neighbourhood Plan**
Included within the Community Investment Fund seperately which has a separate budget
- 6630 **Professional fees**
Represent fees associated with planning appeal fees - budget reduced to reflect the fact that whilst fees can be substantial when incurred however they are happening less frequently

Sevenoaks Town Council
2017/18 Estimates

OPEN SPACES - SPORTS PITCHES, PARKS ETC. Cost Centre 21

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Gross Pay	4010	135,006	125,598	119,084	140,166	77,316	132,542	151,712
Employers Pension Contribution	4270	3,792	4,733	6,370	10,193	4,370	7,491	8,563
Property maintenance	5011	9,294	16,577	3,478	-	-	-	-
Graffiti and gum removal	5013	-	66	1,259	1,561	425	729	1,500
Vine Band Refurbishment	5016	-	324	-	-	-	-	-
Lr St Johns WCs (rates, cleaning, water, repairs)	5025	7,818	6,547	7,655	8,000	5,466	9,370	8,160
St Nicholas' Burial Grnd-Maint	5030	-	8	-	168	-	-	150
Footpaths, bridleways, ROW	5040	-	-	-	150	-	-	2,500
Seats & Litter Bins (Exc Vine)	5050	2,106	1,804	2,610	2,448	4,208	7,214	3,400
Sev Common maint'ee & improve	5060	3,315	2,841	1,402	3,381	300	3,381	3,500
Tree Safety Survey	5065	-	3,450	2,400	3,500	-	-	3,150
Woodlands	5070	3,646	13,292	3,895	3,121	839	3,121	2,040
Raleys/ Knole Paddock and Pavilion	5110	866	1,700	2,759	2,040	281	482	2,040
Raleys/K P Pitch and ground maintenance	5120	4,836	3,913	6,561	4,749	2,275	3,900	4,750
Raleys/KP Storage Compound	5130	-	180	-	-	-	-	-
Misc. Open Spaces and play areas	5310	5,263	6,088	7,331	5,000	5,006	8,582	20,000
Skate Park maintenance	5316	1,107	4,510	2,550	4,000	4,000	6,857	2,500
Raleys car park	5317	1,092	575	830	469	503	862	469
Fertilisers	5320	1,460	1,285	674	1,448	594	1,018	1,448
G Feed	5330	1,378	1,694	1,907	1,887	77	132	1,900
Pt	5340	2,018	2,075	2,069	2,601	2,179	3,735	2,600
Repairs and general maintenance	5410	348	81	1,218	562	1,267	1,472	1,500
Equipment - Hired & New	5500	6,574	12,646	7,050	7,874	2,418	4,145	7,874
Equipment Maintenance (incl tractor)	5525	6,353	10,773	7,171	7,650	3,133	5,371	7,650
Vehicle expenses (incl vans)	5550	3,244	4,724	2,437	3,324	2,460	4,217	3,324
Fuel	5700	7,824	7,540	5,691	8,303	3,814	6,538	7,000
Rent, Rates & Water	6000	2,812	2,158	902	2,500	90	2,500	1,250
Light Heat and Cleaning	6010	1,176	1,907	1,064	2,000	(6)	2,000	2,000
Telephone	6101	142	166	211	204	93	159	200
Mobile Telephone	6104	131	60	75	153	33	57	400
Printing and stationery	6200	9	186	67	-	-	-	-
Postage & courier	6210	22	-	22	-	-	-	-
Computers and database	6240	-	-	-	-	-	-	-
Furniture/equipment	6281	65	-	66	-	-	-	-
Recruitment Costs	6315	-	-	88	-	-	-	-
Staff Training	6320	1,445	3,305	2,470	2,500	1,453	2,491	2,500
Welfare/hospitality	6330	93	116	249	200	102	200	200
Professional Fees Licensing	6635	-	170	-	-	-	-	-
Bad debts	6650	-	694	45	255	-	-	200
Subscriptions and professional fees	6730	161	284	-	-	-	-	2,000
Road Dues - Oakhill Rd/Woodside	6812	1,601	1,888	1,888	2,000	168	-	168
Bus Shelter Maintenance	6851	-	4,964	-	102	3	102	100
Sundry Expenses	6900	100	46	(1,594)	102	750	1,286	750
Health & Safety/ legal advice	6922	250	308	315	500	251	430	700
Maintenance (new cost from 14/15)	6930	-	4,006	748	612	2,241	3,842	1,100
Maintenance	6931	900	710	675	1,000	1,784	3,058	2,700
Waste collection - Dog bins	6934	1,170	2,647	1,747	2,700	3,156	5,410	3,570
Waste collection and disposal - Bins	6935	2,408	3,209	3,405	3,570	1,122	1,923	1,250
Protective clothing	6952	661	1,153	1,379	1,219	(1,650)	(20,114)	(17,735)
Letting and Hire of Facilities	1022	(19,063)	(20,347)	(25,010)	(17,219)	(234)	(401)	(1,000)
Raleys car park	1316	(1,408)	(1,783)	(1,171)	(1,785)	-	-	-
Forestry commission grants	1330	(1,000)	-	-	-	-	-	-
Income from other depts.	1470	(1,188)	(1,835)	-	-	-	-	-
insurance Claims	1550	-	(12,414)	(596)	(1,020)	(952)	(1,032)	(1,200)
Log Sales	1850	(889)	(1,198)	(969)	(337)	(1,096)	(1,578)	(700)
Sundry Income	1990	(511)	(33)	(516)	-	-	-	-
Asset/Equipment Sales	2003	-	(568)	-	-	-	-	-
Capital Expenditure	B/S	-	-	-	-	-	-	-
		196,427	222,823	181,962	221,920	115,071	211,493	244,144
								10%
								15%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Notes on Open Spaces - Estimates

4010 **Gross Pay - Administration**
 2% cost of living increase has been allowed for 2017/18
 also include one Full Time Employee equivalent as Play Officer- £17,486 (adjusted for known information). The incremental budget from 2016/17 is the additional hours to move from 20 hours to 37 hours.
 plus training costs of one apprentice
 plus long service awards due in 2017/18

4270 **Employer's pension contribution**
 Included adjustment for the reduction in Employer's contribution rate from 23.4% to 17.1%

5310 **Misc. Open Spaces & Play Areas**
 includes £15,000 to operate the Environmental Park on Buckhurst Lane on a peppercorn lease from Knole Trustees

Cost estimates to be included in Development Costs:

	2016/17	2017/18
Property Maintenance	£	£
Includes the following from the rolling capital programme		11,500
Greatness recreation ground - replace skatepark surface		4,000
Bus Shelter-one new		1,000
Lower St Johns-restrain external woodwork		10,000
Tractor		
Sev Common maint'ce & improve-per Quaiffe report in November 2016		
Less amounts hoped to be covered by grants/Community Investment/Sports Strategy/contingency		<u>26,500</u>

5060 **Sevenoaks Common maintenance & improvement**
 Contingency Provision of £10,000 to cover work arising from Quaife woodlands safety report, Knole paddock, Sevenoaks Common, White Hart woods estimate 2017/18

5316 **Skatepark maintenance**
 Revenue budget reduced but capital budget increased

5700 **Fuel**
 Reduced due to lowered energy costs

6104 **Mobile telephone**
 increased to include internet communication

6210 **Postage & Courier**
 All postage and courier to be borne by cost centre 31

6315 **Recruitment Costs**
 Now budgeted under cost centre 31

6730 **Subscriptions & Professional fees**
 Institute of Groundsmanship

6930 **Alarm maintenance**
 Budget reflects maintenance/Redcare for alarm at Raley's workshop, installed 2014/15

1022 **Letting and hire of facilities**
 reflects 5% increase on 2016/17 excluding Raley's car park permits because take up in 2016/17 was lower than expected

All Categories 2% inflation increase on 2016/17 budget following which cost was amended to reflect 2016/17 estimate and review of current operations/contracts

Sevenoaks Town Council
2017/18 Estimates

GREATNESS CEMETERY Cost Centre 22

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Gross Pay - Administration	4010	55,794	56,099	56,290	57,271	29,054	49,807	58,916
Employers Pension Contribution	4270	4,451	5,967	5,516	6,325	3,654	6,264	3,835
Cem - Chapel and Office	5210	70	197	163	166	3	5	166
Workshop/messroom maintenance	5230	180	31	163	166	-	-	166
Fertilisers	5320	55	-	-	-	-	-	-
Plants	5340	789	891	-	-	-	-	2,600
Repairs & General Maint. (rolling capital prog)	5410	5,246	1,955	2,600	-	492	843	2,102
Equipment - Hired & New	5500	3,273	3,009	1,831	1,868	1,141	1,956	2,356
Equipment Maintenance	5525	764	4,176	2,310	2,356	-	-	-
Vehicle expenses	5550	-	314	-	-	465	797	911
Fuel	5700	627	726	893	911	2,583	4,428	5,610
Rent, Rates and Water	6000	5,160	5,145	5,500	5,610	469	804	1,200
Light Heat & Cleaning	6010	985	674	1,200	1,224	370	634	718
Telephone	6101	545	695	704	718	42	72	31
Mobile Telephone	6104	20	20	30	31	-	-	200
Printing Postage and Stationery	6200	47	340	50	200	-	-	375
Computer - cemetery database	6240	334	286	367	374	734	1,258	-
Furniture/equipment	6281	-	-	500	510	-	-	-
Recruitment costs	6315	-	-	1,530	1,000	189	324	1,000
Travelling	6320	1,013	1,008	153	156	38	65	100
Workshop/hospitality	6330	88	76	153	416	-	-	-
Legal Expenses	6620	-	-	103	105	750	1,286	105
Professional fees	6630	90	-	103	90	90	154	90
Subscriptions	6730	-	90	-	90	1,495	2,563	1,275
Trees, Turf & Fertilisers	6802	453	162	1,250	1,275	25	43	541
Roads, Paths and Boundaries	6822	115	1,192	530	541	-	-	300
Lawn/ Wall of Remembrance	6832	383	286	357	364	-	-	50
Sundry expenses	6900	10	18	50	51	-	-	750
Health & Safety/ Legal Advice	6922	250	511	269	274	699	1,198	765
Alarm Maintenance	6930	590	677	750	765	2,916	4,999	5,000
Cemetery security	6932	4,447	4,887	4,437	5,000	694	1,190	1,150
Waste collection and disposal	6935	937	1,141	1,117	1,139	274	470	600
Protective Clothing	6952	839	696	664	677	-	-	-
Cem. Lodge water contribution	1011	(198)	(202)	(205)	(205)	(34,937)	(59,892)	(72,000)
Cemetery Income	1700	(67,675)	(69,709)	(72,135)	(70,000)	-	(2,550)	-
Insurance Claims	1550	-	(3,250)	-	-	-	-	-
Capital Expenditure	B/S	-	-	-	-	-	-	-
		19,682	18,108	16,987	19,379	11,240	16,719	18,912
			-8%	-6%	-50%		-2%	13%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Notes on Open Spaces - Greatness Cemetery

- 4010 **Gross Pay - Administration**
2% cost of living increase has been allowed for 2017/18 plus long service awards due in 2017/18
- 4270 **Employers Pension Contribution**
Includes adjustment for the current LGPS reduced contribution rate (from 23.4% to 17.1%)
- 6802 **Trees, turf and fertilisers**
Includes fertilisers and plants previously included within account 5320 and 5340

Capital Expenditure & Repairs & General Maintenance
(Items from the rolling capital programme)

		2016/17 £	2017/18 £
5410	Chapel roof		600
5410	Garage Roof-repair or replace		2,000
	Less amounts hoped to be covered by grants/Community Investment/Sports Strategy/contingency		
			2,600

- 6315 **Recruitment Costs**
all in cost centre 31 from 2017/18
- 6922 **Health & Safety/Legal Advice**
To reflect increased level of service which includes carrying out risk assessments
- 1700 **Cemetery Income**

Estimate based on 2016/17 budget (plus £2,000 to reflect increased winter activity) due to lower than budgeted activity levels for 2015/16.

Sevenoaks Town Council
2017/18 Estimates

ALLOTMENTS Cost Centre 23

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Gross Pay - Administration	4010	-	-	-	-	-	-	2,500
Employers Pension Contribution	4270	-	-	-	-	-	-	285
Plants	5340	-	-	-	-	-	-	-
General Maintenance	5410	338	665	422	430	117	201	1,559
Rent Rates & Water	6000	173	410	250	420	84	145	1,728
Computer/Data Base/WP's	6240	-	-	-	-	-	-	-
Rental Income	1010	(435)	(606)	(672)	(700)	(642)	(700)	(4,037)
Capital Expenditure	B/S	-	-	-	-	-	-	-
		76	469	0	150	(441)	(354)	2,035
								1257%
								-675%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Notes on Open Spaces - Allotments

1010 *Allotments income*

Bradbourne:
April to September Based on £2.50 per rod and November to March based on £3 per rod
No of Rods: 280
Occupancy level: 99% represents an increase from 90% the previous year

Quakers Hall
£3,205 based on
No of Rods: 1000
Occupancy level: 99%
* Cost/rod set annually in September for one year in advance. Invoice year commences 1st of October 2017
£3.25 per rod for the year commencing 1st October 2018

4010 administrative hours at 4 hours per week @12/hour
4270 11.4% on gross salary to cover pension costs
5410 additional £1,120 for Quakers Hall allotment
6000 additional £1,300 for Quakers Hall allotment

Sevenoaks Town Council
2017/18 Estimates

STREET LIGHTING AND GENERAL Cost Centre 26

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Public Clock Maintenance	6861	485	463	370	552	216	371	563
Street Lighting	6862	8,971	10,228	12,153	9,595	4,045	6,934	12,396
Hanging Baskets	6865	7,650	9,610	8,805	9,998	10,205	10,205	10,000
Hanging Baskets - contributions	1990	(775)	(1,515)	(995)	(1,200)	(550)	(1,200)	(1,224)
Street Lighting - recharges	1263	(3,129)	(3,869)	(3,429)	(7,056)	-	(4,500)	(7,056)
Capex	B/S	-	-	-	-	-	-	-
		13,202	14,887	16,904	11,889	13,916	11,809	14,679
								23%
								24%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Notes on Open Spaces - Street Lighting and General

6862/1263 *Street lighting*
Based on average actual 2014/15 and 2015/16 assuming half of the 47 posts located in roads currently not funding their maintenance are removed (decreasing costs) and half become funded by the residents of the private roads (increasing income).

It is assumed that costs of removing lights will be covered by provisions/contingency in 2016/17.

Note - no provision made for conversion of streetlights to LED - to be confirmed

Sevenoaks Town Council
2017/18 Estimates

OPEN SPACES & LEISURE -VINE CAFÉ Cost Centre 28

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Gross pay - general	4010			24,573	40,065	33,801	57,945	50,675
Employers Pension Contribution - general	4270			408	1,862	883	1,514	1,899
Property maintenance (from rolling capital programme)	5011				-	-	-	-
Maintenance-Vine Café	5012	5	115			395	677	700
Repairs & General Maintenance	5410			23	500	1,625	1,785	1,785
Equipment Hired & New	5500			3,056		682	1,169	1,200
Rent, rates & water	6000			256	671	944	1,619	1,600
Light & heat	6010			1,592	1,600	125	214	250
Telephone/broadband	6101				350	90	154	154
Postage & Courier	6210					19	33	33
Computer/Database/WPs	6240			639		136	234	250
Staff Training	6320			693		-	-	250
Publicity	6460				250	-	-	250
Goods for Resale	6500			9,554	29,925	16,780	28,766	30,524
Copyright Fees/Royalties	6533					173	296	296
Professional fees Licensing	6635			256	100	131	224	100
Sundry Expenses	6900					172	294	180
H & Safety/ Legal Advice	6922			254	-	-	-	-
Maintenance	6930			52		442	757	500
Vine Café Waste collection and disposal	6935			429	2,000	897	1,538	2,000
Vine Café Credit card charges	6976			195	538	245	420	538
Sale of Goods	1211			(22,045)	(89,775)	(46,762)	(80,163)	(92,939)
Capital Expenditure	B/S							
		5	115	19,935	(11,914)	10,777	17,475	(5)
								-100%
								-100%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Notes on Open Spaces - Vine Café

4010 **Gross Pay**
Employee costs at 2016/17 actuals less £7,270. Employee costs continues to be monitored to reduce net loss to the Café

Overheads There is currently very little scope to reduce other overheads

1211 **Sale of Goods**
Amount represents a target supported by a strategy to increase income streams through events and activities directly run by the Café on the Vine
This includes looking at the option of charging a notional fee to other events that benefit from the Café being opened such event days

OPEN SPACES & LEISURE -VINE GROUNDS Cost Centre 29

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
				8,393	8,572	4,320	7,406	8,743
Gross pay - general	4010			438	257	263	450	459
Employers Pension Contribution - general	4270				3,264	1,111	1,904	3,329
Vine Area -Gen. Maintenance (was CC 21)	5010	1,532	1,094	2,562				
Property maintenance (from rolling capital programme)	5011							
Maintenance - Tea Kiosk (was CC39)	5014	2,000		540				
Maintenance - Vine Club (was CC39)	5015	125		6,117	12,000	5,973	10,239	12,240
Vine Public Conveniences (was CC21)	5020	4,348	3,991	2,165				
Equipment Hired & New	5500			128				684
Rent, rates & water	6000			53				55
Light & heat	6010			280				
Printing & Stationery	6200			525				
Recruitment costs	6315			72				
Staff Training	6320			484				
Food Fair	6324			17				
Welfare / Hospitality	6330			400				
Goods for resale	6500				250	240	250	255
Publicity	6460			70	100	70	100	102
Professional Fees Licensing	6635			3,730	4,500	7,742	6,794	4,500
Summer concerts (was CC26)	6868	3,405	5,304	766				
Special Events	6869			556	600	556	600	612
CCTV Maintenance	6931			422				
Protective Clothing	6952			25				
Vine Café Credit card charges	6976			106				
Insurance	1020			(50)	(100)	(938)	(1,642)	(102)
Arts & Crafts stalls income (was CC26)	1022		(745)	(1,544)	(3,000)	(2,627)	(4,503)	(3,060)
Other events net income	1208			(316)				
Sale of Goods/Income other events	1211			(2,316)	(3,090)	(773)	(1,324)	(3,090)
Rental income - Pavilion & Kiosk (was CC39)	1805	(3,023)	(3,090)					
Rental income - Band Practice Rm (was CC39)	1806	(897)	(78)					
Vine Club Insurance Contrib. (was CC21)	1870	(1,415)	(1,243)	(1,219)	(1,293)			(1,319)
Capital Expenditure	B/S							
		6,075	5,233	22,404	22,060	15,917	20,273	23,410
								6%
								15%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Notes on Open Spaces - Vine

4010/4270	Gross pay Reflects salary/pension of gardener				Budget 2016/17 £			Forecast 2017/18 £
Capex	Property Maintenance Includes the following from the rolling capital programme				70,000			
	Renovation of Vine Pavilion (excludes £30,000 roof costs allocated to capital reserves a/c 316/340)				(70,000)			
	Less amounts hoped to be covered by grants/Community Investment/Sports Strategy/contingency							
5020	Vine toilets Estimate based on budgeted costs for 2016/17 which reflect 3 toilets (up from 2 in 2015/16) cleaned twice a day (up from once daily in 2015/16 budget)							
1022	To be renamed: Events on the Vine income Income from events on the Vine and sponsorships other than Food Fair							
1208	Other events net income Renamed Food Fair Income							

Sevenoaks Town Council
2017/18 Estimates

CENTRAL SERVICES Cost Centre 31

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Gross Pay - Administration	4010	211,875	210,185	224,995	260,398	138,511	237,447	265,606
Employers Pension Contribution	4270	10,422	11,577	18,199	26,870	19,336	33,147	30,810
Pension Contribution - Deficiency	4271	10,000	55,000	57,000	60,000	35,000	60,000	68,000
Repairs	5410		49	14				
Equipment Hired and New	5500	300	215	749	339	1,874	3,213	2,500
Vehicle Expenses	5550					228	250	
Light heat and cleaning	6010		414			36	61	
Insurance Cost	6020	22,527	23,222	17,877	25,400	11,745	25,000	25,500
Telephone	6101	1,390	1,490	1,140	1,550	1,391	2,384	1,581
Facsimile Costs	6103	133	110		114			114
Printing & Stationery	6200	8,158	8,701	9,559	9,053	8,199	14,055	14,336
Postage and Courier	6210	3,197	3,217	2,239	3,347	3,636	6,233	4,000
Computer/Database/WP's	6240	12,356	7,908	9,529	13,059	5,380	9,222	13,320
Website costs	6241	729	481	23	859		859	859
IT infrastructure development	6242	5,000	5,750	5,001	5,000		5,000	5,100
Office Furniture/ Machinery	6281	1,335	3,590	102	1,358		1,358	1,385
Computers Accountancy	6300	2,015	2,216	2,972	2,829	2,162	3,705	3,780
Recruitment costs	6315		836	2,958		340	583	3,958
Staff Training	6320	1,958	3,035	2,809	3,000	8,498	14,567	13,372
Liabilities in People	6321	500		775			775	775
Welfare / Hospitality	6330	1,693	1,867	2,084	1,942	873	1,497	1,927
Mayoral Allowances	6408	4,774	4,822	2,186	5,017	3,276	5,017	5,117
Mayoral Car/Travel Allowances	6409	2,122	2,060	5,418	2,230		2,230	2,300
Civic Expenses/Annual Reception/Xmas Council	6410	968	1,528	1,110	1,590	793	1,359	1,622
Gifts/Hospitality	6415	171	373	351	388	231	396	390
Annual Parish Meeting	6420	21			100		100	100
Honours Board, Badges, Insignia	6421	555	90	2,030	100	211	363	250
Mayoral Car/Travel Allowances - prior year	6431		(703)					
Members' Expenses and Allowances	6435	2,838	3,002	2,765	3,780		3,780	3,856
Press Notices	6440	1,317	982	1,164	1,022	763	1,308	1,300
Bye Laws	6450				100		100	100
Publicity/Democratic notices	6460	234	2,202	2,995	2,291	1,309	2,243	2,400
Audit Fees - Internal and external	6610	2,950	3,100	2,580	3,225	2,763	4,736	5,100
Irrecoverable VAT	6619		7,191	5,609	7,482		7,400	7,400
Legal Expenses	6620	9,053	5,491	4,648	5,713	1,454	2,493	5,027
Professional Fees	6630	4,538						
Professional Fees Licensing	6635	90		570	260	1,134	1,944	1,950
Conference Fees & Expenses	6710	1,457	2,220	770	2,310	1,040	1,783	2,310
Books and Periodicals	6720	240		211	372	55	94	380
Subscriptions	6730	2,805	3,075	3,672	3,199	3,473	3,500	3,500
Special Events	6868							
Sundry Expenses	6900	158	464	401	483	143	245	483
Health & Safety/risk assessments	6922	2,082	2,050	2,712	2,250	2,516	2,600	2,800
Healthcare services	6939		7					
Charges	6975	1,071	1,232	1,381	1,318	910	1,559	1,318
Credit card charges	6976			339	400	283	485	485
Election Expenses	7010	3,000	3,000	1,900	3,000		3,000	3,000
Development Costs	7611	36,376	43,773		112,500	45,138	112,500	120,200
Stag Reserve	7614	1,000	1,000	1,000	1,000		1,000	1,000
Grant income	1350		(850)	(2,000)		(1,000)	(2,000)	(2,000)
Sundry Income (including net banner income)	1990	(718)	(1,965)	(2,866)	(2,044)	(4,645)	(7,963)	(4,738)
Capital Expenditure	B/S							
		370,690	424,007	396,195	573,977	297,052	569,629	622,573

8%
9%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Notes on Central Services

- 4010 **Gross Pay - Administration**
2% cost of living increase has been allowed for 2017/18
- 4270 **Employer's pension contribution**
Pensions costs include costs arising from the revaluation of the LGPS scheme and the reduction in Future service contribution rates from 23.4% to 17.1% staff member joining LGPS
- 4271 **Pension Contribution - Deficiency**
Increased in accordance with latest actuarial valuation. Increase to £68,000 from £60,000.
- 6020 **Insurance**
Health and safety £0.4k and vehicle insurance £3k are included here in addition to main policy with Zurich £23k
The main insurance has been increased by £2k to reflect the additional cost of walls insurance, £1k to reflect the insurance of the Vine Café (£0.7k) and other net asset purchases and £0.7k to reflect the increase in tax from 6% to 9.5% from Nov 2015.
- 6240 **Computer/database/WPs**
This cost code includes IT support and licenses; internet charges and Information Pods iPad charges
2014/15 actual costs were low due to charging £4.2k Windows 365 license fees against IT infrastructure costs
- 6315 **Recruitments Costs**
All recruitment costs now budgeted under Central. Recruitment costs (6315) previously shown in committee now accounted for through central services (F&GP)
- 6320 **Training**
2% increase
also includes AAT training costs for two members of the Finance team-£8946
- 6435 **Members allowances**
Members allowances based on 15/16 allowances increased by 2% assuming 14 councillors claim
- 6460 **Publicity**
Reflects costs of printing Town Crier; promotional signs and banners
- 6619 **Irrecoverable VAT**
A provision of £8,000 is based on 14/15 and assumes that irrecoverable VAT associated with capital projects is charged against CRR
- 6922 **Health & Safety/Risk Assessments**
Increase to mirror 2016/17 which reflects increased use of service
- 6976 **Credit card charges**
Based on annual charges for rental of portable/virtual terminal £330 plus transaction charges £70
- 7010 **Election expenses**
£3k annual provision charged to cover next election charges
- 7611 **Development Costs**
includes an allowance to cover cash flow needs related to project managing/implementation of projects within the Community Investment Plan
- 1990 **Banner income**

Sevenoaks Town Council
2017/18 Estimates

FINANCE COSTS Cost Centre 31

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Interest - on deposits	1115	(4,056)	(4,603)	(3,333)	(7,500)	(1,145)	(3,500)	(8,750)
		(4,056)	(4,603)	(3,333)	(7,500)	(1,145)	(3,500)	(8,750)
								17%

1115 Based on 2016/17 estimated balance at year end which reflects adverse changes in interest rates
Also include interest expected to be earned if £1.5m of expected Raleys Capital Receipts is deposited in a 35 Day Notice over the course of 2017/18

Sevenoaks Town Council
2017/18 Estimates

F&GP - GENERAL Cost Centre 32

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Repairs & maintenance	5410		140					
Equipment new and hired	5500		2,224	168				
Telephone & Broadband	6101			4				
Christmas Lights Switch On	6490	25,691	20,342	22,447	22,000	11,557	19,812	15,000
Remembrance Day/Civic Services	6491	2,459	2,472	2,059	2,572	296	507	2,623
No 8 bus costs	6495			17,733	13,750	24,879	42,650	36,056
Subscriptions	6730			105				
Events	6869	4,497	10,952	6,111	5,100	5,558	9,529	6,344
Protective clothing	6952		22			710	1,217	
Grant income	1350		(9,350)			(15,890)	(17,000)	(17,000)
Contributions to Christmas Lights Switch On	1490			(17,733)	(13,750)	(21,633)	(42,650)	(36,056)
No 8 bus income	1495							
Fundraising	1500		(2,000)					
Sundry Income	1990	(7,043)	(3,696)	(3,420)	(4,000)	(380)	(651)	(4,080)
Capital Expenditure	B/S							
		25,604	21,106	27,474	25,672	5,097	13,414	2,887
								-89%
								-78%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

on General

6495/1495 **No 8 Bus**
Costs and income are illustrative only KCC have paid to STC 3 years estimated No8 bus expenses totalling £99,000.
Funds drawn down from an earmarked reserve until it is exhausted, whereupon the service will cease if alternative funding cannot be sourced. The service will therefore operate at nil cost to STC.

Sevenoaks Town Council
2017/18 Estimates

COUNCIL OFFICES Cost Centre 33

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Gross pay	4010	4,070	4,898	5,533	6,832	3,672	6,295	6,969
Employers Pension Contribution	4270	306	388	400	395	258	442	451
Repairs & Gen. Maintenance	5410	2,194	2,103	2,508	2,040	420	720	2,081
Rent and rates	6000	21,544	22,685	22,552	23,280	15,129	25,936	23,746
Light Heat & Cleaning	6010	5,539	6,464	4,561	5,712	3,240	5,554	5,826
Telephone & Broadband	6101	-	-	192	-	-	112	114
Catering Expenses	6510	-	-	-	112	-	-	-
Job Club	6705	188	-	-	59	(13)	(23)	60
Sundry Expenses	6900	-	-	-	274	-	274	279
Health & Safety/Legal advice	6922	250	965	-	1,319	30	51	1,345
Alarm Maintenance	6930	783	542	989	-	-	-	-
Waste Bin Disposal	6935	100	-	317	-	-	-	-
Healthcare services	6939	-	12	-	-	-	-	-
Letting and Hire of Facilities	1022	(8,504)	(13,102)	(12,903)	(13,631)	(10,213)	(13,000)	(13,904)
Civil Ceremonics Income	1281	(211)	-	-	-	-	-	-
Capital Expenditure	B/S	-	-	-	-	-	-	-
		26,259	24,955	24,148	26,392	12,524	26,363	26,968
			-5%	-3%			8%	2%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Notes on Council Offices

4010 **Gross Pay - Administration**
This heading includes caretaker staff whose hours vary in accordance with actual lettings.
2% cost of living increase has been assumed for 2017/18.

	Actual 2015/16 £	2016/17 £	2017/18 £
5410 Repairs & General Maintenance Includes the following from the rolling capital programme			

COMMUNITY CENTRE Cost Centre 36

	Ref	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Gross Pay	4010	24,198	25,076	31,038	30,871	17,533	30,056	31,488
Employers Pension Contribution	4270	313	299	403	463	543	931	950
Buildings Repairs & Maint.	5410	6,465	2,562	1,863	2,770	896	1,536	2,825
Equipment Hired and New	5500	(67)					-	-
Rates and water	6000	5,563	5,861	5,559	6,120	3,719	6,375	6,500
Electricity	6011	1,982	2,142	1,961	2,244	1,907	3,270	2,289
Gas	6012	2,210	1,822	1,779	1,858			1,895
Cleaning (Incl. Materials)	6013	724	607	599	816	25	43	832
Telephone	6101	183	199	492	255	200	343	260
Mobile Phone	6104	40	55	42	62	40	68	63
Printing and Stationery	6200	17	-	3	67	-	-	68
Postage & Courier	6210							577
Office Furniture/ Machinery	6230	500	-		566			
Computers	6240		216		303	74	127	309
Furnishings, Furniture & Equipment	6281	1,053	300	36	306	120	205	312
Training	6320	143	-		170		190	173
Publicity	6460	-	-		520		520	530
Refreshments For Resale	6520	858	762	707	750	265	454	765
Copyright Fees/Royalties	6533	355	304	563	468	674	1,155	477
Professional fees - licensing	6635	180	180	180	208	180	309	212
Bad debts	6650		224		-	-	-	-
Grounds Maintenance	6842	445	-		500	-	500	500
Sundry Expenses	6900	1	36		50	-	50	50
Health & Safety/ Legal advice	6922	250	965	307	283		283	300
Alarm Maintenance	6930	937	1,847	1,998	2,040	310	531	2,040
CCTV Maintenance	6931	270	332	279	339	286	490	340
Waste Disposal	6935	1,246	1,758	1,282	1,829	910	1,559	1,829
Healthcare Services	6939	1,201	995	1,036	1,561	56	97	1,561
Letting and Hire of Facilities	1022	(53,879)	(54,509)	(62,128)	(56,711)	(40,052)	(56,000)	(58,412)
Sale of Refreshments	1250	(738)	(662)	(1,885)	(689)	-	-	-
Grant income	1350		(732)		-			
Outdoor Activities	1445	(840)	(81)	(115)	(83)	(13)	(21)	(85)
Indoor Activities	1457	(2,338)	(2,775)	(1,076)	(2,831)	(1,624)	(1,800)	(2,831)
Capital Expenditure	B/S							
		(8,728)	(12,117)	(15,074)	(4,894)	(13,951)	(8,728)	(4,181)
								-15%
								-52%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Notes on Sevenoaks Community Centre

- 4010 **Gross Pay - Administration**
This heading includes all part-time caretaker staff whose hours vary in accordance with actual lettings.
2% cost of living increase has been assumed for 2017/18
- 4270 **Employer's pension contribution**
Pensions costs based on current levels of take-up for the auto-enrolment scheme.
- 1022 **Letting and hire of facilities**
3% increase on 2016/17 estimate
- 6240 **Computers**
Charges reflect Broadband

Sevenoaks Town Council
2017/18 Estimates

COMMUNITY GRANTS Cost Centre 38

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Grant subsidies for SCC	6937	501	609	583	1,000	215	369	1,000
Grant subsidies for Council Chamber	6938	995	1,895	1,631	1,000	738	1,000	1,000
Local Organisations and Youth Grants	7500	11,915	9,408	16,183	16,275	10,882	16,275	16,500
Sevenoaks Summer Festival	7502	5,000	5,000	5,000	5,000	-	-	5,000
Twinning Support	7520	1,000	625	500	1,000	-	-	1,000
Youth Outreach	7550/7552	15,110	17,423	15,000	15,000	515	883	5,000
Youth Council	7555	1,000	500	554	500	625	500	500
Stag Community Arts Centre	7556	27,000	27,000	27,000	27,000	27,000	27,000	27,000
Capital Expenditure	B/S							
		62,521	62,460	66,452	66,775	39,976	46,027	57,000
								-15%
								24%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Notes on Grants

- 7500 **Youth Grants**
This heading includes £2,000 for Summer Play days
- 7555 **Youth Council**
Reduction by £10,000 which is allocated to the House in The Basement per F&GP approval

Sevenoaks Town Council
2017/18 Estimates

LETTING OF NON-OPERATIONAL PROPERTY Cost Centre 39

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Vine Band Practice Room	5012			120				
Bungalow & Garage	5103	443	205					
Maintenance - Raleys Centre	5105	35,447	1,500					
Cem. Lodge Maintenance	5211	463	8,518	618				
Repairs and General Maintenance	5410			91				
Health & Safety/Legal advice	6922							
Rental income - Lodge	1012	(14,228)	(14,824)	(9,332)				
Rental income - Bungalow	1013	(12,360)	(10,940)					
Rental income - Red Cross	1014	(200)	(200)	(200)	(200)	(100)	(171)	(200)
Rental income - Raleys Centre	1016	(13,211)	(13,372)					
SCC ground rents, wayleaves	1046	(1,500)	(2,742)	(2,742)	(2,797)	(2,367)	(4,058)	(2,797)
Open Spaces rents and wayleaves	1469	(5,320)	(4,823)	(3,905)	(4,919)	(2,815)	(4,826)	(4,919)
Capital Expenditure	B/S							
		(10,466)	(36,678)	(15,350)	(7,916)	(5,282)	(9,056)	(7,916)
								0%
								-13%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Note on Non-operational Property Lettings

No income will be received in 2017/18 in respect of Raleys properties disposed of in 2015/16

Sevenoaks Town Council
2017/18 Estimates

SEVENOAKS TOWN PARTNERSHIP Cost Centre 40

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Gross Pay (conductors)	4010	1,087	-	-	-	-	-	-
Printing & Stationery	6200	118	-	38	-	90	154	160
Computer/Database and other costs	6240	1,184	-	6,661	8,500	7,147	7,147	7,500
Business Awards	6322	1,974	6,107	3,277	1,700	2,390	2,390	2,438
Business Show	6323	-	-	181	-	2,198	2,198	2,242
Wellbeing Show	7616	-	-	-	-	-	-	-
Welfare/Hospitality	6330	10	-	-	-	-	-	-
Publicity	6460	942	-	-	-	-	-	-
Bad debts	6650	-	24	-	700	505	700	700
Conference Fees & Exps	6710	773	-	-	-	-	-	-
Special Events	6869	-	-	2,714	2,000	1,737	2,737	2,000
Sundry expenses	6900	-	2,748	1,689	1,500	-	1,500	1,500
Christmas gift guide expenses	7607	-	643	-	1,018	-	1,018	1,018
Friends of Bat & Ball	7608	-	6,562	-	900	-	900	900
Park & Panto	7615	-	(6,536)	(6,102)	(8,000)	(6,949)	(6,949)	(7,000)
Business Awards	1206	(894)	-	(5,871)	(3,500)	(4,022)	(4,022)	(2,000)
Business Show	1207	(3,175)	-	1,568	(4,000)	(3,442)	(3,442)	(3,500)
W...ing Show Income	1209	-	-	-	-	-	-	-
C...income	1350	-	(1,000)	(940)	(2,000)	-	(2,000)	(2,000)
Christmas gift guide income	1436	-	(1,332)	-	-	-	-	-
Pak & Panto income	1437	-	(1,262)	-	-	-	-	-
Sundry income	1990	-	(20)	-	-	-	-	-
Income and Donations receivable	7610	(15,412)	-	-	-	-	-	-
Capital Expenditure	B/S	-	-	-	-	-	-	-
		(12,393)	7,623	2,577	(1,182)	(344)	2,333	3,958
Vintage Bus Expenses	7609	15,754	11,095	11,250	12,055	17,585	17,585	12,000
Vintage Bus income	1435	(5,042)	(9,841)	(11,166)	(12,000)	(11,963)	(11,963)	(12,000)
Movement in STC reinvestment funds	7610/40	-	-	-	-	(279)	(279)	-
Increase in general reinvestment fund	7000/31 or 76	2,380	1,067	2,340	-	-	(1,637)	1,042
Vintage bus reinvestment fund (to Park&Panto income 2015)		4,301	(4,301)	-	-	-	-	-
Friends of Bat & Ball reinvestment fund	7608/40	-	2,357	-	3,399	-	(1,039)	-
		5,000	8,000	5,000	2,272	5,000	5,000	5,000
								120%
								0%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Notes on Sevenoaks Town Partnership

STC's contribution to STP budgeted via an allowed loss of no more than £5,000 as in previous years.

- 7608 **Friends of Bat & Ball Reinvestment Fund**
In 2014/15 F&GP Committee approved a £3,000 contribution to Friends of Bat & Ball which was funded from contingency. No further contribution budgeted for 2015/16. Provision was £2,357 at 31/3/15. The budget excludes usage of this provision. This was used in 2016/17 to cover loss on operation of Vintage bus.
- 7000 **STP Reinvestment Fund**
STP Reinvestment Fund reflects predicted surplus which if unused in any particular year will be carried forward within other creditors for future use as required. Reinvestment provision stood at £3,447 at 31/3/15. The budget excludes usage of this provision. Some of this was used to cover loss on operation of the Vintage bus
- 7609 **Vintage bus:** Operation of the service to be reduced to match 2016/17 income

Sevenoaks Town Council
2017/18 Estimates

YOUTH CAFÉ Cost Centre 50

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Gross Pay	4010	46,428	40,271	41,675	42,514	24,841	42,585	43,437
Employers Pension Contribution	4270	1,327	-	227	337	190	325	332
Repairs and General Maintenance	5410	3,495	1,397	461	1,000	862	1,477	1,000
Cleaning	6010	204	223	614	232	260	445	500
Telephone	6101	588	523	319	489	169	290	300
Printing & Stationery	6200	755	564	104	468	50	86	500
Postage & courier	6210	2	-	-	-	-	-	-
Computer/Database/WPS	6240	59	686	197	714	67	114	714
Furnishings, furniture/Eqpt	6281	363	754	154	500	347	595	500
Recruitment Costs	6315	935	380	472	400	-	-	-
Staff Training	6320	414	-	279	364	225	386	370
Welfare/Hospitality	6330	774	97	35	100	-	-	-
Staff Uniforms	6340	100	209	-	-	-	-	-
Publicity	6460	1,545	329	492	780	-	-	-
Goods for resale	6500	2,417	1,831	2,375	2,000	1,498	2,567	2,600
Catering Expenses	6510	328	-	-	-	-	-	-
Soundwaves Expenditure	6550	1,378	1,317	200	-	-	-	-
Course Material	6568	1,695	-	-	-	-	-	-
Music Equipment	6571	959	15	-	-	-	-	-
IT Equipment	6572	84	-	-	-	-	-	100
Youth Magazine Expenditure	6573	1,382	675	-	-	-	-	-
New Blood DJ workshops	6574	-	150	-	-	-	-	100
Professional fees licensing	6635	89	388	98	404	-	-	-
Subscriptions	6730	-	60	113	62	-	-	-
Special Events	6869	-	50	-	-	-	-	-
Sundry Expenses	6900	145	137	107	143	110	189	140
Health & Safety/Legal Advice	6922	250	300	-	312	166	284	312
Protective clothing	6952	-	-	-	-	-	-	-
Bank charges	6975	-	75	-	-	-	-	-
Letting and Hire of Facilities	1022	(3,920)	(2,942)	(3,882)	(3,800)	(2,415)	(4,140)	(3,900)
Soundwaves Income	1242	(1,758)	(342)	(39)	-	-	-	-
Sale of Goods	1211	(2,351)	(1,616)	(2,679)	(2,000)	(1,852)	(3,176)	(3,250)
Grant Income	1350	(51,239)	(43,920)	(38,333)	(36,972)	(18,486)	(31,690)	(17,700)
Educational kits income	1351	-	(305)	-	-	-	-	-
Fundraising	1500	(284)	(905)	(295)	(1,000)	(79)	(135)	(27,300)
Sundry Income	1990	(100)	(401)	-	-	(38)	(66)	-
Capital Expenditure	B/S	-	-	-	-	-	-	-
		6,064	0	2,694	7,047	5,913	10,136	(1,246)
							73%	-112%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Notes on Youth Café

- 4010 **Gross Pay**
2% cost of living increase has been allowed for 2017/18.
- 4270 **Employer's pension contribution**
Pensions costs based on current levels of take-up for the auto-enrolment scheme.
- 1350 **Grant income**
STC Contribution of £17,700

Sevenoaks Town Council
2017/18 Estimates

MARKETS Cost Centre 60

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Gross Pay	4010	2,516	3,985	2,734	2,753	1,422	2,438	2,808
Employers Pension Contribution	4270	8	-	-	-	-	-	-
Repairs & general maintenance	5410	-	436	347	-	-	-	-
SDC Management Charge - Sat from 2015/16	5420	32,000	32,484	13,248	13,513	7,689	13,182	13,182
SDC Management Charge - Wed from 2015/16	5421	-	-	19,363	19,750	11,238	19,265	19,651
Vine Farmers Market	5422	-	-	-	-	2,146	3,679	-
Equipment new and hired	5500	-	936	654	-	-	-	-
Blighs market rent	6001	-	16,540	12,676	15,810	10,801	18,517	17,887
Light, Heat & Cleaning	6010	-	-	2,154	-	-	-	-
Equipment Maintenance	5525	26	-	-	-	-	-	-
Furnishings, furniture/Eqpt	6281	13	51	-	-	-	920	3,500
Publicity	6460	5,003	5,892	1,162	3,500	537	-	-
Subscriptions	6730	-	52	-	-	-	-	-
Sundry Expenses	6900	42	5	254	-	-	-	-
Rental Income Sat Market	1017	(24,101)	(21,713)	(22,915)	(23,650)	(14,129)	(24,221)	(23,650)
Rental Income Weds Market	1018	(21,102)	(20,155)	(18,946)	(21,410)	(12,097)	(20,738)	(21,152)
Rental Income Blighs Market	1019	-	(18,263)	(15,374)	(15,720)	(10,158)	(17,414)	(17,762)
Vir tners Market Income	1021	-	-	-	(2,500)	(2,475)	(4,243)	-
Ca, ppenditure	B/S	(5,595)	250	(4,644)	(7,954)	(5,025)	(8,615)	(5,536)
Movement in general reinvestment fund	7000	5,595	(250)	-	2,954	-	8,615	5,536
		0	0	(4,644)	(5,000)	(5,025)	0	(0)
								-100%
								-161%

% Mvmt on previous budget
% Mvmt on 2016/17 estimate

Notes on Markets

- 4010 **Gross Pay - Administration**
This heading includes two part-time staff whose hours attributable to market work are recharged from different cost centres according to 2.5hrs/week allocated to market work.
- 5420/5421 **SDC management charge**
The rent charge for the Wednesday and Saturday markets has been based on current charges assuming a 2% increase
- 5422 **Blighs market rent**
Blighs charges are based on the current charging structure for handyman charges plus SDC storage licence and Ignis rent
Less £1,000 storage costs once new arrangements regarding the licence come into effect.
- 1017-1019 **Market rental income**
Market rental income is based on actual results to August 2015
- ,000 **Market reinvestment fund**
Reflects movement in the reinvestment provision. At 31 March 2015 this stood at £5,345

Sevenoaks Town Council
2017/18 Estimates

FINANCIAL & GENERAL PURPOSES COMMITTEE SUMMARY

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Central Services	31	370,690	424,007	396,195	573,977	297,052	569,629	622,573
General	32	25,604	21,106	27,474	25,672	5,097	13,414	2,887
Council Offices	33	26,259	24,955	24,148	26,392	12,524	26,363	26,968
Finance Costs	31	(4,056)	(4,603)	(3,333)	(7,500)	(1,145)	(3,500)	(8,750)
Community Grants	38	62,521	62,460	66,452	66,775	39,976	46,027	57,000
Community Centre	36	(8,728)	(12,117)	(15,074)	(4,894)	(13,951)	(8,728)	(4,181)
Letting of Non-operational Property	39	(10,466)	(36,678)	(15,350)	(7,916)	(5,282)	(9,056)	(7,916)
Sevenoaks Town Partnership	40	5,000	8,000	5,000	2,272	5,000	5,000	5,000
Youth Café	50	6,064	-	2,694	7,047	5,913	10,136	(1,246)
Markets	60	-	-	(4,644)	(5,000)	(5,025)	0	(0)
		472,888	487,130	483,563	676,825	340,158	649,285	692,336

Sevenoaks Town Council
2017/18 Estimates

OPEN SPACES & LEISURE COMMITTEE SUMMARY

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
General	21	196,427	222,823	181,962	221,920	115,071	211,493	244,144
Greatness Cemetery	22	19,682	18,108	16,987	19,379	11,240	16,719	18,912
Allotments	23	76	469	-	150	(441)	(354)	2,035
Street Lighting and General	26	13,202	14,887	16,904	11,889	13,916	11,809	14,679
Vine Café	28	5	115	19,935	(11,914)	10,777	17,475	(5)
Vine Grounds	29	6,075	5,233	22,404	22,060	15,917	20,273	23,410
Gymnasium	24	9,288	11,944					
		244,755	273,580	258,192	263,483	166,480	277,415	303,175

Sevenoaks Town Council
2017/18 Estimates

REVENUE FUND SUMMARY

	Ref.	Actual 2013/14 £	Actual 2014/15 £	Actual 2015/16 £	Budget 2016/17 £	YTD 2016/17 £	Estimate 2016/17 £	Forecast 2017/18 £
Planning Committee	1	36,857	30,880	31,848	33,292	20,278	33,499	34,113
Open Spaces & Leisure Committee	2	244,755	273,580	258,192	263,483	166,480	277,415	303,175
Finance/General Purposes Committee	3	472,888	487,130	483,563	676,825	340,158	649,285	692,336
		754,500	791,590	773,603	973,600	526,916	960,200	1,029,625
Less: Government Revenue Support Grant		(36,801)	-	-	-	-	-	-
Add: Appropriation to/(from) Balances		-	-	-	-	-	-	-
		717,699	791,590	773,603	973,600	526,916	960,200	1,029,625
Precept % increase					17.943%			5.754%
Council Tax Base ie. Band D Equivalents		8,891	8,927	9,055	9,226			9,315
		£80.73	£88.67	£85.43	£105.53			£110.53
Council Tax % increase					15.8%			4.5%
Per resident cost								£55.15
Per resident cost per week								£1.06
Council Tax per week					£2.03			£2.13

Note:
Number of Band D households (1916) provided by Roy Parsons from SDC

NB	Year	£
	1999/2000	£47
	2000/01	£48
	2001/02	£50
	2002/03	£49
	2003/04	£50
	2004/05	£54
	2005/06	£59
	2006/07	£62
	2007/08	£63
	2008/09	£74
	2009/10	£76
	2010/11	£77
	2011/12	£77
	2012/13	£77
	2013/14	£81
	2014/15	£89
	2015/16	£91
	2016/17	£106
	2017/18	£111

