

Hunstanton Town Council

**ACTUAL FIGURES FOR YEARS
2016/17 AND 2017/18
ESTIMATED FIGURES FOR 2018/19**

Guide to Report

Tables 1 to 7 give the expenditures for financial years 2016/17, 2017/18 and the estimated figures for 2018/19 for the following cost centres:

Table 1	Town Council
Table 2	Tourist Information Centre
Table 3	Community Centre
Table 4	Main Hall
Table 5	Town Hall Basement
Table 6	Allotments
Table 7	Ingleby Bowls

Table 8 summarises Tables 1 to 7 to obtain the net expenditure and thus the required precept for 2018/19

Table 1 - Town Council					
	Estimated figure for 2016/17	Total figure Year 2016/17	Estimated figure for 2017/18	Total figure 2017/18	2018/2019 Estimate figure
Income					
Annex	5,280	5,280	5,280	5,280	5,280
Bank Interest	80	210	150	284	150
Orchard	0	631	0	905	0
Commissions Received	0	48	0	0	0
Grant – Neighbourhood Plan	0	1,520	0	0	0
Hunstanton Regeneration Programme	0	2,343	0	0	0
Mayor Fundraising	0	600	0	415	0
Damage to Canopy	0	0	0	5,220	0
Zurich	0	0	0	50,132	0
Total Income	5,360	10,632	5,430	62,236	5,430
Expenditure					
Community Orchard	0	303	0	245	500
Telephone	750	948	900	1,314	1,000
Lift	1,500	913	1,500	3,751	1,500
Dial-a-Bus	200	249	220	556	220
Civic Fund (Costs assoc. 2016/17)	2,700	1,502	2,500	2208	3,000
Neighbourhood Plan	2,000	1,561	2,000	431	1,000
Anglia in Bloom (Flower Bed)	2,000	0	2,000	117	2,000
Publicity / Advertising	1,500	450	1,500	526	1,500
Refuse	650	0	1,000	0	1,000
Donations & Sponsorship	900	1,798	1,000	878	2,500
Carpet Cleaning	100	0	500	0	500
Caretaker	0	2,116	1,104	1,196	1,325
Rates	2,270	2,178	5,200	4,439	5,400
Water Rates	650	546	700	354	700
Electricity, Gas	7,400	4,556	5,000	3,174	5,000
Councillor/Staff Expenses	250	125	250	44	500
Office Stationery	5,000	2,901	2,500	1,919	2,500
Computer/Internet/Back-Up	0	3,288	1,000	140	4,000
Cleaning Materials	2,590	116	1,000	0	500
Documents Delivery	0	313	300	200	300
Audit/Consultancy/Salary Provision	2,900	4,641	3,500	3,755	3,500
Licencing (Music) /Subscriptions / Software Subscription (Sage)	1,890	1,172	1,000	1,910	1,500

Photocopier Leasing/Charges	0	4,703	4,000	1,856	4,000
Repairs/Renewals	5,000	271	3,000	0	3,000
Office Equipment (3 x computers)	2,000	1,968	2,000	5,926	1,000
Bank Charges	0	750	1,200	1,265	1,200
Repairs Annexe	0	125	0	0	0
Misc. Costs (CRB Checks/Refreshments	200	0	200	114	200
Election Costs	3,000	0	3,000	0	3,000
Civic Regalia Maintenance/Update	100	0	500	0	1,000
Notice Board	500	0	5,000	1,238	0
Cenotaph	0	0	0	1,220	0
Town Twinning/Freedom of Town	1,000	0	0	0	0
Queens 90 th Birthday / Ascension to Throne	1,000	0	1,000	0	0
Royal British Legion Wreath	120	120	120	100	150
Community Defibrillator	200	0	200	0	1,500
Dog Waste Bins	200	0	200	0	200
Water Refill	0	0	0	375	0
Website Design	500	1,984	1,000	1073	0
Training	2,000	1,395	2,000	610	3,000
Insurance Claim Expenses	0	4,770	0	0	0
Insurance costs	0	4,582	6,000	2,656	5,000
Costs associated with repairs to Town Hall	0	0	0	87,023	0
Boiler	0	0	0	23,000	0
Contingency	3,000	0	2,000	0	3,000
Community Projects / Tea Dance	0	0	0	50	2,600
Bus Shelter	0	0	0	3,084	0
Community Engagement				427	3,000
Total Expenditure	54,070	50,344	66,094	157,174	71,795

Table 2 - Tourist Information Centre	Estimated figure for 2016/17	Total figure Year 2016/17	Estimated figure for 2017/18	Total figure 2017/18	Estimated figure 2018/19
Income					
SLA	43,680	43,680	43,680	43,680	43,680
Sales	39,880	55,493	58,300	54,604	50,500
Total Income	83,560	99,173	101,980	98,284	94,180
Stock Figure (purchase price excl. vat)	6,000	11,900	6,000	6,200	6,000
Expenditure					
Retail Purchases	25,000	50,179	46,812	43,448	44,000
Refuse	700	569	1,000	702	1,200

Rates / Water Rates	3,200	3,313	3,195	2975	3,500
Telephone	500	0	500	0	0
Electricity	0	0	0	2000	0
Stationery	1,300	668	1,000	299	1,000
Photocopying	0	0	0	900	0
PDQ Machine	720	478	720	453	750
Equipment Maintenance	500	164	500	0	500
Repairs / Renewals	500	297	500	498	500
Staff Uniform	500	480	500	0	200
Advertising	500	723	400	18	100
Cleaning Materials	0	0	0	36	100
Insurance	0	0	0	759	1,500
Contingency	2,000	0	1,000	0	1,000
Total Expenditure	35,420	56,871	56,127	52,088	54,350
Table 3 - Community Centre					
	Estimated figure for 2016/17	Total figure 2016/17	Estimated figure For 2017/18	Total figure for 2017/18	2018/2019 Estimate figure
Income					
Hall Hire	21,000	19,596	24,000	20,564	18,000
Tea Dances	2,500	1,798	2,260	1,328	1,800
Disco	260	854	450	995	1,000
Court Receipt for Damage to CC	0	212	0	0	0
Total Income	23,760	22,460	26,710	22,887	20,800
Expenditure					
Tea Dance	500	2,471	2,860	2,498	500
Disco	0	192	300	214	500
Refuse	800	906	1,600	860	1,620
Caretaker	0	10,828	9,936	10,764	9,936
Rates	3,900	3,775	3,900	4,325	4,000
Water Rates	720	281	700	445	700
Utilities	3,500	2,533	3,500	3,402	3,500
Alarm/Fire Alarm	0	639	1,000	1,206	1,500
CCTV	2,000	2,136	2,000	2,006	2,000
Cleaning	350	782	600	235	500
Repairs/Tools	200	1,945	300	597	300
Maintenance / Grounds Maintenance	2,000	298	2,000	0	500
Telephone	600	0	0	0	1,000
Advertising	100	0	300	0	1,000
Entertainment Fees	2,500	0	1,000	0	1,000

Insurance	250	1,528	1,600	380	1,800
Misc.	100	0	100	0	100
License Fee	200	1,254	800	0	1,500
Contingency/ Car Park	4,000	0	5,000	0	5,000
Total Expenditure	21,720	29,568	37,496	26,932	36,956

Table 4 – Main Hall					
	Estimated figure for 2016/17	Total figure for 2016/17	Estimated figure for 2017/18	Actual figure for 2017/18	2018/2019 Estimate figure
Income					
Hall Hire	13,000	16,518	19,000	13,391	16,000
Total Income	13,000	16,518	19,000	13,391	16,000
Expenditure					
Caretaker	0	10,839	9,936	10,764	9,936
Cleaning Materials	0	1,983	1,400	2,065	1,400
Repairs/Renewals/Maintenance	0	13,400	6,000	3,145	5,000
Health & Safety	500	0	500	0	500
Refuse	0	553	500	710	1,000
Contingency	1,000	0	1,500	0	1,500
Total Expenditure	1,500	26,775	19,836	16,684	19,336

Table 5 - Basement Costs					
	Estimated figure for 2016/17	Total figure for 2016/17	Estimated figure for 2017/18	Total figure for 2017/18	2018/2019 Estimate figure
Income					
Basement Hire	0	2,110	3,000	1,994	1,500
Total Income	0	2,110	3,000	1,994	1,500
Expenditure					
Caretaker 5%	0	1,196	1,104	1,221	1,104
Dishwasher	0	200	0	25	0
Utilities (heating / gas)	0	0	0	1,000	0
Contingency	900	0	500	0	500
Total Expenditure	900	1,396	1,604	2,246	1,604

Table 6 - Allotments					
	Estimated figure for 2016/17	Total figure for 2016/17	Estimated figure for 2017/18	Total figure for 2017/18	2018/2019 Estimate figure

Income					
Rent & Misc	2,400	1,800	2,250	2,202	2,500
Total Income	2,400	1,800	2250	2,202	2,500
Expenditure					
Rent & Misc.	2,400	1,840	2,750	1,367	2,500
Total Expenditure	2,400	1,840	2,750	1,367	2,500

Table 7 – Ingleby Bowls					
	Estimated figure for 2016/17	Total figure For 2016/17	Estimated figure for 2017/18	Total figure For 2017/18	2018/2019 Estimate figure
Income					
Entrance Fees	240	168	240	366	216
Total Income	240	168	240	366	216
Expenditure					
Trophies / Refreshments / Groundsman Gift	340	372	210	280	300
Total Expenditure	340	372	210	280	300

Table 8 - Summary for 2017/18					
	Actual Income In 2016/17	Actual Income in 2017/18	Actual Expenditure in 2016/17	Actual Expenditure in 2017/18	Estimated Income in 2018/19
Town Council	10,632	62,236	50,344	15,7174	5,430
Tourist Information Centre	99,173	98,284	56,871	52,088	94,180
Community Centre	22,460	22,887	29,568	26,932	20,800
Main Hall	16,518	13,391	26,775	16,684	16,000
Basement	2,110	1,994	1,396	2,246	1,500
Allotments	1,800	2,202	1,840	1,367	2,500
Ingleby Bowls	168	366	372	280	216
Salaries			129,938	134,494	
	152,861	201,360	297,104	391,265	140,626
Precept £135,000 + £5,200 received		140,200			
Total	152,861	341,567	297,104	391,265	140,626

Required Funds	285,046
Less Income	140,626
From balances	9,420
	135,000

Required precept estimated November 2017 for 2018/19 = £135,000

Table 9 - Past Precepts

Financial Year	Precept (£K)
1997/98	61.00
1998/99	56.00
1999/00	57.00
2000/01	57.00
2001/02	57.00
2002/03	56.00
2003/04	55.00
2004/05	55.50
2005/06	61.00
2006/07	65.00
2007/08	68.00
2008/09	108.00
2009/10	108.00
2010/11	108.00
2011/12	106.50
2012/13	107.00
2013/14	125.55
2014/15	148.00
2015/16	148.00
2016/17	135.00
2017/18	135.00

Reserved Funds from Balances

These are reserved funds at present but must be agreed at Full Council prior to expenditure.

Item	Amount
Youth Projects	£10,000
	10,000