

## HALESWORTH COUNCIL FOUR YEAR BUDGET PLAN

**December 29th 2023**

	<-----CURRENT YEAR----->		FOUR YEAR BUDGET FORECAST ----->	
	Budget	Y/E Forecast	2024 to 2025 <b>TBI + 2.5%</b>	CURRENT AND YEAR 1 NOTES
<b>A - General Income</b>				
Precept	159,626	159,626	166,990	<b>Tax base increase 2.25%</b>
ESC Grants - General	0	0	0	
Other grants & <i>ESC payments</i> - committed	0	13,050	<i>55,202</i>	<i>Applies to ESC assets transferred to HTC</i>
Other Grants - <b>sought</b>	0	0	13,050	Market regen. grant -see A&S Assets
Interest Income	0	5,500	4,000	
LCTS Grant	0	0	0	
Miscellaneous	0	1,255		
VAT Refund	0	7,076		
<b>B - C.I.Levy Income/Expense</b>				
CIL Income	114,330	114,330	90,000	NL Estimate 450 homes over 5 years
CIL General Expenditure		0		
		0		
<b>D - Grants and donations (out)</b>				
General Grants	-30,000	-34,125	-30,000	
<b>E - Admin - Personnel</b>				<b>Minimum 4% inflation increase as required</b>
Salaries PAYE NI	-62,500	-65,089	-89,600	Additional staff member 20hpw
Pension contributions (total)	-13,500	-12,617	-14,000	
Payroll Services	-250	-156	-162	
Training - All	-1,000	-1,500	-1,500	
Travel expenses		0	0	
Locum Fees (SLCC)		-5,702	0	
<b>Staffing E/M reserve</b>		0	0	
<b>F - Admin - Office/IT</b>				
Postage	-150	-25	-100	
Office supplies	-200	-300	-300	
Office printer maintenance	-1,500	-1,500	-1,560	
Councillor IT Support		-700	-800	

	<-----CURRENT YEAR----->		FOUR YEAR BUDGET FORECAST ----->	
	Budget	Y/E Forecast	2024 to 2025	CURRENT AND YEAR 1 NOTES
<b>F - Admin - Office/IT (continued)</b>				
Phone/Broadband charges	-1,400	-1,400	-1,460	
Website Maintenance/Development	-500	-600	-600	
Office IT Support		-1,000	-1,000	Relocation of main office plus email
<b>IT Reserve</b>		0	0	
<i>Office Equipment</i>	-2,000	-1,200	-1,000	
<b>G - Admin - Aud &amp; Acc</b>				
Internal Audit Fees	-500	-454	-475	
External Audit Fees	-700	-630	-665	
Accounting software fees	0	-950	-1,000	
<b>H - Admin - Other</b>				
Insurance (inc new assets)	-4,500	-2,320	-4,500	
Annual Subscriptions	-1,500	-1,281	-1,330	
Bank charges	-250	-240	-250	
<b>Election E/M Reserve</b>	-2,000	-101	-500	
Risk Management	0	0	-1,000	Emergency planning & business continuity
Sundry items/Meeting expenses	-1,000	-1,500	-1,000	
Chair's Budget	-1,758	-900	0	
<b>I - Planning</b>				
Specialist fees	0	0	0	
High Street improvements		0	-6,000	Thoroughfare and Market consultation
<b>J - Highways</b>				
Signage		-1,389	0	
VAS installation		-191	-500	

	<-----CURRENT YEAR----->		FOUR YEAR BUDGET FORECAST ----->	
	Budget	Y/E Forecast	2024 to 2025	CURRENT AND YEAR 1 NOTES
<b>K - Leisure &amp; Environment</b>				
Wayfinding - signage grant	-4,989	-1,031	0	
Wayfinding - Locality Grant	-14,750	-14,880	0	
Wayfinding - High St improvements	-13,925	-4,000	-9,925	?
Wayfinding Hardware Project	-90,000	-73,000	0	
Play Equipment repair		0		
Skatepark			-30,000	Plus £100,000 in 25/26
MUGA/Basketball Court		0	-65,000	£50,000 CIL
Town Park / Open Spaces		-561	-39,000	Based on ESSL budget plus review
Festive Lights	-1,000	-1,000	0	
New Play Area		0	-65,000	CIL- Includes £15,000 technical review
Youth Development	-2,000	0	-10,000	
Climate Conference Income		2,111		
Climate Conference Expenditure	-1,000	-2,053	-5,000	Delivery of CC commitments
Skatepark Events	-500	-720	0	
Tree maintenance programme		0	-2,000	Ongoing planned programme
Benches/bins		0	0	
Pest control		0	0	
MW Consumables		0	0	
Safety Inspections		0	0	
<b>New Projects - grants to be sought</b>		0	0	
<b>M - L&amp;E/Community Partnerships</b>				
CP Funding				
<b>N - L&amp;E / Events &amp; Promotion</b>				
Tourism				
Digital Marketing	-8,425	-6,855	-750	Town website and branding
Town Twinning	-1,000	0	0	Reserves available
Advertising/Promotion	-1,500	-3,617	-2,000	
Civic Duties	-1,000	-100	0	Civic duties reserve available
Halesworth 800 / New Event	-19,820	-19,991	-5,000	
Town Marketing Project (ST Contract and promotions)	-25,000	-10,000	-15,000	
<b>Events Reserve (other)</b>	-5,000	-416	0	
Coronation	-3,000	-2,031	0	

	←-----CURRENT YEAR-----		FOUR YEAR BUDGET FORECAST-----	
	Budget	Y/E Forecast	2024 to 2025	CURRENT AND YEAR 1 NOTES
<b>O - A&amp;S/ Assets</b>				
Professional Fees	-1,000	-9,000	-21,950	Includes Market Regeneration study
White Bridge			-15,000	HTC share of repairs
Flagpole maintenance		0	-500	
Station Building (income)		1,600	1,600	Share of rent, insurance and depreciation
Station Building maintenance		-5,000	-3,000	
Station Building end of lease expenditure		0	-33,000	Legal fees / repairs
Bus Shelter maintenance		-501	-1,000	
Street Furniture		-150	-2,500	
CCTV & Town Broadband	-1,000	-2,266	-3,400	Includes security works in Town Park
London Rd Refurbishment		-20,000	-6,630	Window replacement
London Rd Maintenance & Demolition	-15,000	-3,000	-17,000	ESC funds utilised
London Rd (utilities)	-2,000	-2,000	-3,250	
London Rd Business Rates	-1,000	-629	-3,820	
CIL re Community Hub	-12,577	-14,209	-30,000	Planning options / study / feasibility scheme
Memorial Garden refurbishment and maintenance			-24,000	£25,000 for obligatory resurfacing
Memorial Garden maintenance			-2,000	
<b>P - A&amp;S / Services</b>				
Market Income		500	2,500	
Market Expenditure		-1,500	-1,500	
Allotments Maintenance		-200	-5,000	
Allotments Income		1,700	1,300	
Allotments Expenditure (SWE fencing)	-500	-5,000	-5,000	
Allotments Water Rates		-600	-600	
Public Toilets			-16,000	Based on ESSL budget
Defibrillator(s)				
<b>VAT to claim</b>		<b>-12576</b>		
<b>TOTAL</b> to/from Gen or E/M Reserves	<b>-77,238</b>	<b>-46,008</b>	<b>-268,485</b>	

TOTAL		to/from Gen or E/M Reserves	-77,238	-46,008	-268,485
			31-Mar-24	31-Mar-25	
<b>RESERVES</b>		31st March 2023	FORECAST	FORECAST	
<b>General (unallocated)</b>		<b>162,770</b>	<b>37,970</b>	<b>38,985</b>	
Office (Furniture/IT System)		1,450	1,500	1,500	
Specialist fees (Legal, etc)			22,500	5,000	
Park Equipment		10,000	10,000	5,000	
Station Building		13,940	20,000	1,000	
Planning		3,000	3,000	2,000	
Memorial		4,476	3,000	1,000	
Footpath Reserve		0	2,500	1,000	
Trees & Open Spaces		0	5,000	2,000	
Allotments		1,843	2,500	1,000	
Staffing Reserve		10,000	21,000	7,000	
Street Furniture		5,440	5,500	3,000	
Festive Lights (electricity)		3,916	4,500	4,500	
Elections		8,774	10,000	10,000	
London Road refurbishment		64,849	65,000	45,000	
Market		3,000	3,000	1,000	
Bus Shelters		2,000	2,000	2,000	
Youth Development		7,000	10,000	2,000	
Civic Duties		5,000	5,000	2,000	
Play Equipment Contingency		500	10,000	6,000	
Twinning		2,000	2,000	2,000	
Skatepark		20,385	25,000	5,000	
Public Events		1,000	0	1,500	
Public Toilets		0	0	0	
Town Marketing		5,000	5,000	0	
Various projects - CIL shortfall				15,500	CIL / General Reserves balancing item
<b>Community Infrastructure Levy</b>		<b>130,421</b>	<b>157,542</b>	<b>42</b>	
<b>TOTAL</b>	<b>BANK</b>	<b>466,764</b> (re Scribe/Ann.Report)	<b>S/T</b>		
	<b>Accounts</b>	<b>466,764</b> (per creditors and debtors)	<b>420,756</b>	<b>165,027</b>	
			12,756	0	
<b>GENERAL RESERVES</b>	<b>RECOMMENDED AT 25% (HTC target 20%-30%)</b>				
	<b>ACTUAL %</b>	<b>101.97</b>	<b>23.80</b>	<b>23.42</b>	