

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1800	Agency Income	101	Administration	Agency Income for handling enquiries withdrawn by SCDC in 2016/17.
1805	Bank Interest Received	101	Administration	1.2% on £400,000 investment plus interest on Savings Account
1830	Community Infrastructure Levy	101	Administration	CIL received in-year is unknown and will be transferred in to an Earmarked Reserve each year end.
1900	Precept	101	Administration	2017/18 taxbase confirmed as 8,162.47. Precept shown based on 0% tax increase @£67.35 per band D eq.
1901	Transition Grant	101	Administration	No longer applied from 2017/18
4000	Employee Salaries	101	Administration	Estimated cost based on present staffing structure
4001	Employer National Insurance	101	Administration	Estimated cost based on present staffing structure
4002	Employer Pension Contributions	101	Administration	Estimated cost based on present staffing structure
4030	Training	101	Administration	Retain a reduced provision for staff and member training
4040	Travel & Expenses	101	Administration	Approx £100 per Member for reimbursement of expenses
4260	Equipment Purchases	101	Administration	Allowance for purchase of office equipment
4270	Printer/Photocopier	101	Administration	Slight reduction to reflect previous actual and current projected costs.
4400	Stationery	101	Administration	Slight reduction to reflect previous actual and current projected costs.
4425	Postage	101	Administration	Based on estimated cost of postage - decreased due to emailing correspondence wherever possible.
4441	Telephone & Internet	101	Administration	Costs for provision of telephone system and broadband internet lines.
4446	Mobile Phones	101	Administration	Contract expires 3 March 2017. Similar sim only 1 year contract @£12 p/m
4460	Subscriptions	101	Administration	Cost of current subscriptions for Council and staff
4461	External Audit	101	Administration	Cost expected to remain the same in 2017/18
4462	Internal Audit	101	Administration	Reduce costs pending Council approval of recommendation to reduce no. of audits per year.
4464	Insurance	101	Administration	Increase expected due to recent revaluation of premises
4468	Miscellaneous	101	Administration	Small provision for any miscellaneous expenditure not otherwise covered.
4470	Publications	101	Administration	Retain same figure for 2017/18
4471	Advertising & Promotion	101	Administration	Allowance for Wedding advertising and promotional items.
4481	IT Maintenance & Software	101	Administration	Reduced allowance expected to cover cost of software licences and cyclical repair/replacement of IT.
4490	Professional Fees	101	Administration	Provision for professional or legal advice as may be required.
4550	Bank Charges	101	Administration	Estimated cost of banking arrangements for 2017-18 since the introduction of bank charges

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1000	Hirings	201	Town Hall	Increased in line with trend/projected outturn for current year.
1001	Weddings	201	Town Hall	Increase based on wedding deposits already taken for year 2017/18
1030	Leases, Rents & Licences	201	Town Hall	Figure based on existing agreements continuing. Current year projection includes backdated receipt.
4000	Employee Salaries	201	Town Hall	Estimated cost based on present staffing structure
4001	Employer National Insurance	201	Town Hall	Estimated cost based on present staffing structure
4030	Training	201	Town Hall	Retain for training of staff
4110	Rates	201	Town Hall	Government estimate new rateable value £6,771 (+5% SCDC say likely to be same or no more than)
4115	Water and Sewerage	201	Town Hall	Based on average annual usage
4120	Gas	201	Town Hall	Projected saving against last year actual cost but rates not guaranteed for 2017/18.
4122	Electricity	201	Town Hall	Projected current usage plus 5% increase on charges
4150	Cleaning	201	Town Hall	Projected current usage +increase on cleaning to reflect expected + 5.5% national minimum wage
4170	Repairs and Maintenance	201	Town Hall	No change in provision based on expected outturn in current year
4180	Licences	201	Town Hall	£1,800 wedding licence over three years
4260	Equipment Purchases	201	Town Hall	Retain same figure for 2017/18
4466	Catering Sundries	201	Town Hall	Retain same figure for 2017/18 to cover cost of catering supplies for hired and other meetings.
4553	Loan Repayments	201	Town Hall	Set repayment figure to PWLB
1000	Hirings	202	Walton	Retain same figure for 2017/18
4000	Employee Salaries	202	Walton	Estimated cost based on present staffing structure
4001	Employer National Insurance	202	Walton	Estimated cost based on present staffing structure
4002	Employer Pension Contributions	202	Walton	Estimated cost based on present staffing structure
4110	Rates	202	Walton	Government estimate new rateable value £982 (+5% SCDC say likely to be same or no more than)
4115	Water and Sewerage	202	Walton	Retain same figure for 2017/18
4122	Electricity	202	Walton	Projected saving against last year actual cost but rates not guaranteed for 2017/18.
4170	Repairs and Maintenance	202	Walton	Retain provision for ongoing maintenance and in year repairs
4260	Equipment Purchases	202	Walton	Retain small amount for replacement of stock items

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1030	Leases, Rents & Licences	203	Broadway House	Est. licence figure for 2017/18 based on present arrangements.
4000	Employee Salaries	203	Broadway House	Estimated cost based on present staffing structure
4001	Employer National Insurance	203	Broadway House	Estimated cost based on present staffing structure
4002	Employer Pension Contributions	203	Broadway House	Estimated cost based on present staffing structure
1032	Mobile Phone Mast	204	Cemetery	O2 Mast retain same figure for 2017/18
1100	Interment Fees	204	Cemetery	2017/18 budget based on current year projection
1120	Purchase of Graves	204	Cemetery	2017/18 budget based on current year projection
1140	Upkeep of Grave Spaces	204	Cemetery	2017/18 budget based on current year projection
1160	Admin Fees	204	Cemetery	2016/17 budget based on current year projection
4000	Employee Salaries	204	Cemetery	Estimated cost based on present staffing structure
4001	Employer National Insurance	204	Cemetery	Estimated cost based on present staffing structure
4002	Employer Pension Contributions	204	Cemetery	Estimated cost based on present staffing structure
4030	Training	204	Cemetery	Retain reduce provision for 17/18 for staff training.
4110	Rates	204	Cemetery	Government estimated from new rateable value £2,741 (+5% SCDC say likely to be same or no more than)
4115	Water and Sewerage	204	Cemetery	Retained based on current and historical consumption.
4122	Electricity	204	Cemetery	Projected current usage plus 5% increase on charges
4170	Repairs and Maintenance	204	Cemetery	Retain provision for ongoing maintenance and in year repairs
4260	Equipment Purchases	204	Cemetery	Retain provision for purchase of tools, PPE and other equipment
4300	Vehicle Running Costs	204	Cemetery	To cover tax, MOT, service and running repairs to the Council's truck and tractor
4320	Vehicles/Tool Hire	204	Cemetery	Retain same figure for digger/skip hire 2017/18
4330	Fuel	204	Cemetery	Retain provision for fuel
4446	Mobile Phones	204	Cemetery	Contract expires 3 March 2017. Similar sim only 1 year contract @£12 p/m
4466	Catering Sundries	204	Cemetery	Retain small provision for catering supplies
1080	Allotment Rents	205	Allotments	To reflect increase on rental fee.
4000	Employee Salaries	205	Allotments	Estimated cost based on present staffing structure
4001	Employer National Insurance	205	Allotments	Estimated cost based on present staffing structure
4002	Employer Pension Contributions	205	Allotments	Estimated cost based on present staffing structure

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4115	Water and Sewerage	205	Allotments	Based on historic and current year projection
4170	Repairs and Maintenance	205	Allotments	Retain same figure for 2017/18
4320	Vehicles/Tool Hire	205	Allotments	Retain same figure for 2017/18
1800	Agency Income	301	Civic & Community	2017/18 as per 2016/17: charged to SCDC for portion of CCTV maintenance agreement
1810	Donations & Sponsorship	301	Civic & Community	Sponsorship towards seasonal events
4095	Honoraria	301	Civic & Community	Honoraria arrangement concludes at end of 2016/17 financial year.
4505	Mayoral Allowance	301	Civic & Community	F&GP to consider 2017/18 Mayoral allowance in November 2016
4511	Town Twinning	301	Civic & Community	Reduction whilst Salzwedel are not reciprocating Civic engagements
4512	Engraving/Sign Writing	301	Civic & Community	No change proposed - includes items such as Mayoral Board, Shields& Trophies
4513	Civic Awards	301	Civic & Community	Small increase to provision for civic awards related expenditure
4530	Civic Events	301	Civic & Community	Small increase to provision for civic events related expenditure
4600	CCTV	301	Civic & Community	Full contract cost shown. Costs offset by income from SCDC portion shown at 301/1800
4605	Litter/Dog Bins	301	Civic & Community	Sum for provision of litter and dog bins amalgamated under new Street Furniture code.
4612	Bus Shelter Cleaning	301	Civic & Community	Formal arrangement to conclude this year, resources reprovided under new Street Furniture code
4615	Street Furniture	301	Civic & Community	New code created for street furniture maintenance and provision
4645	Christmas Lights	301	Civic & Community	Annual contribution towards provision of Christmas Lights
4650	Seasonal Events	301	Civic & Community	Provision for events such as Christmas Ice Rink
4675	Youth Forum	301	Civic & Community	Allowance for Youth Forum activities.
4531	Remembrance	302	Section 137 Expenditure	Based on historic and current year projection
4620	Annual Grants	302	Section 137 Expenditure	As per Civic & Community Cttee 21 September 2016
4655	Occasional Grants	302	Section 137 Expenditure	Proposed to retained at same level for 2017/18
1810	Donations & Sponsorship	303	Felixstowe in Flower	Propose to retain target sponsorship level at 2016/17
4170	Repairs and Maintenance	303	Felixstowe in Flower	Watering to be carried out in-house for 2017/18
4290	Flowers & Containers	303	Felixstowe in Flower	Additional costs for new 'holestar' baskets and plant displays in 2017/18

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4512	Engraving/Sign Writing	303	Felixstowe in Flower	Retain at same level for 2017/18
4532	Felixstowe in Flower Events	303	Felixstowe in Flower	Allowance towards provision of awards event.
4420	Newsletter Print	304	Communication	Projected cost +5% of printing 4 FTC newsletters.
4421	Newsletter Distribution	304	Communication	Projected cost +5% of delivering 4 FTC newsletters.
4483	Website	304	Communication	Hosting cost plus a sum for potential in-year developments.
4625	Felixstowe Harwich Ferry	305	Community Fund Projects	FTC contribution towards the foot ferry partnership.
4630	Level 2	305	Community Fund Projects	Contribution to be retained for 2017/18 as per Civic & Community Cttee.
4640	Floral Bedding	305	Community Fund Projects	Confirmed costs for 2017/18 the same as 2015/16 and 2016/17
4670	Felixstowe Forward	305	Community Fund Projects	Year three of three year partnership agreement in 2017/18.