

## Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1805	Bank Interest Received	101	Administration	0.75% on £404,966 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	2018/19 Precept of £68.09 (+1.1% on 2017/18) per Band D equivalent on confirmed taxbase of 8,238.61
1901	Transition Grant	101	Administration	No longer applied from 2017/18
4000	Employee Salaries	101	Administration	As recommended by Personnel Committee 15 November 2017
4001	Employer National Insurance	101	Administration	As recommended by Personnel Committee 15 November 2017
4002	Employer Pension Contributions	101	Administration	As recommended by Personnel Committee 15 November 2017
4030	Training	101	Administration	As recommended by Personnel Committee 15 November 2017
4040	Travel & Expenses	101	Administration	For reimbursement of Member expenses
4260	Equipment Purchases	101	Administration	Allowance for purchase of office equipment
4270	Printer/Photocopier	101	Administration	Slight increase to reflect previous actual and current projected costs.
4400	Stationery	101	Administration	Reduced in line with previous actual and current projected costs.
4425	Postage	101	Administration	Based on estimated cost of postage
4441	Telephone & Internet	101	Administration	Costs for provision of telephone system and broadband internet lines.
4446	Mobile Phones	101	Administration	Contract expires 23 March 2018. Similar sim only 1 year contract
4460	Subscriptions	101	Administration	Cost of subscriptions for Council and staff in 2018/19
4461	External Audit	101	Administration	Projected increase of 5% on charges
4462	Internal Audit	101	Administration	Projected increase of 5% on charges
4464	Insurance	101	Administration	Projected increase of 5% on premium
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 charges for 2018/19
1000	Hirings	201	Town Hall	Increased in line with trend/projected outturn for current year.
1001	Weddings	201	Town Hall	Estimate based on previous years and wedding deposits already taken for year 2018/19

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1030	Leases, Rents & Licences	201	Town Hall	Figure based on existing agreements continuing.
4000	Employee Salaries	201	Town Hall	As recommended by Personnel Committe 15 November 2017
4001	Employer National Insurance	201	Town Hall	As recommended by Personnel Committe 15 November 2017
4002	Employer Pension Contributions	201	Town Hall	As recommended by Personnel Committe 15 November 2017
4030	Training	201	Town Hall	As recommended by Personnel Committe 15 November 2017
4110	Rates	201	Town Hall	Rates +5% SCDC cannot say what increase is until March 2018
4115	Water and Sewerage	201	Town Hall	Based on average annual usage
4120	Gas	201	Town Hall	Projected current usage plus 5% increase on charges
4122	Electricity	201	Town Hall	Projected current usage plus 5% increase on charges
4150	Cleaning	201	Town Hall	No longer required
4155	Cleaning Materials	201	Town Hall	Reduced provision based on expected outturn in current year
4170	Repairs and Maintenance	201	Town Hall	Reduced 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 2018/19
4466	Catering Sundries	201	Town Hall	Retain same figure for 2018/19 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 2018/19
4000	Employee Salaries	202	Walton	As recommended by Personnel Committe 15 November 2017
4001	Employer National Insurance	202	Walton	As recommended by Personnel Committe 15 November 2017
4002	Employer Pension Contributions	202	Walton	As recommended by Personnel Committe 15 November 2017
4110	Rates	202	Walton	Rates +5% SCDC cannot say what increase is until March 2018
4115	Water and Sewerage	202	Walton	Projected current usage plus 5% increase on charges
4122	Electricity	202	Walton	Projected current usage plus 5% increase on charges
4170	Repairs and Maintenance	202	Walton	Reduced provision for ongoing maintenance and in year repairs
4260	Equipment Purchases	202	Walton	Retain same figure for 2018/19 for replacement of stock items
1030	Leases, Rents & Licences	203	Broadway House	Est. licence figure for 2018/19 based on draft new arrangements.
4000	Employee Salaries	203	Broadway House	As recommended by Personnel Committe 15 November 2017
4001	Employer National Insurance	203	Broadway House	As recommended by Personnel Committe 15 November 2017

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4002	Employer Pension Contributions	203	Broadway House	As recommended by Personnel Committee 15 November 2017
4170	Repairs and Maintenance	203	Broadway House	Retain provision for ongoing maintenance and in year repairs
1032	Mobile Phone Mast	204	Cemetery	O2 Mast retain same figure for 2018/19
1100	Interment Fees	204	Cemetery	2018/19 budget based on current year projection
1120	Purchase of Graves	204	Cemetery	Increase based on trend
1130	Memorials	204	Cemetery	2018/19 budget based on current year projection
1140	Upkeep of Grave Spaces	204	Cemetery	2018/19 budget based on current year projection
1160	Admin Fees	204	Cemetery	2018/19 budget based on current year projection
4000	Employee Salaries	204	Cemetery	As recommended by Personnel Committee 15 November 2017
4001	Employer National Insurance	204	Cemetery	As recommended by Personnel Committee 15 November 2017
4002	Employer Pension Contributions	204	Cemetery	As recommended by Personnel Committee 15 November 2017
4030	Training	204	Cemetery	As recommended by Personnel Committee 15 November 2017
4110	Rates	204	Cemetery	Rates +5% SCDC cannot say what increase is until March 2018
4115	Water and Sewerage	204	Cemetery	Projected current usage plus 5% increase on charges
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	Reduced provision for purchase of tools, PPE and other equipment based on previous outturns
4300	Vehicle Running Costs	204	Cemetery	To cover tax, MOT, service and running repairs to the Council's truck and tractor with 5% increase
4320	Vehicles/Tool Hire	204	Cemetery	Retain same figure for digger/skip hire 2018/19
4330	Fuel	204	Cemetery	Retain provision for fuel with small increase 5%
4446	Mobile Phones	204	Cemetery	Contract expires 23 March 2018. Similar sim only 1 year contract
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	As recommended by Personnel Committee 15 November 2017
4001	Employer National Insurance	205	Allotments	As recommended by Personnel Committee 15 November 2017
4002	Employer Pension Contributions	205	Allotments	As recommended by Personnel Committee 15 November 2017
4115	Water and Sewerage	205	Allotments	Small increase based on historic and current year projection

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4170	Repairs and Maintenance	205	Allotments	Reduced amount based on current outturn projection
4320	Vehicles/Tool Hire	205	Allotments	Retain same figure for 2018/19
1800	Agency Income	301	Civic & Community	2018/19 as per 2017/18: charged to SCDC for portion of CCTV maintenance agreement
1810	Donations & Sponsorship	301	Civic & Community	Sponsorship towards seasonal events
4505	Mayoral Allowance	301	Civic & Community	No change proposed for 2018/19
4511	Town Twinning	301	Civic & Community	No change proposed for 2018/19
4512	Engraving/Sign Writing	301	Civic & Community	No change proposed - includes items such as Mayoral Board, Shields & Trophies
4513	Civic Awards	301	Civic & Community	Increase proposed to meet cost of Civic Awards at Annual Town Meeting
4530	Civic Events	301	Civic & Community	Retain provision for Civic Events
4600	CCTV	301	Civic & Community	Full contract cost shown. Costs offset by income from SCDC portion shown at 301/1800
4615	Street Furniture	301	Civic & Community	Retain provision for street furniture maintenance
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	Small increase proposed to cover any additional need in relation to Centenary WW1 events
4620	Annual Grants	302	Section 137 Expenditure	As per Civic & Community Cttee 20 September 2017
4655	Occasional Grants	302	Section 137 Expenditure	Retain provision for Occasional Grants
1810	Donations & Sponsorship	303	Felixstowe in Flower	Increase budget target for sponsorship in 2018/19
4290	Flowers & Containers	303	Felixstowe in Flower	Projected cost of baskets and plant displays for FiF 2018
4512	Engraving/Sign Writing	303	Felixstowe in Flower	Retain at same level for 2018/19
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 6 FTC newsletters.
4421	Newsletter Distribution	304	Communication	Projected cost +5% of delivering 6 FTC newsletters.
4483	Website	304	Communication	Hosting cost plus a sum for potential in-year developments.

**Budget Notes**

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<b>4625</b>	Harwich Harbour Ferry Services	<b>305</b>	Community Projects & Prtnrshps	FTC contribution towards the foot ferry partnership.
<b>4630</b>	Level 2	<b>305</b>	Community Projects & Prtnrshps	Contribution to be retained for 2018/19 as per Civic & Community Cttee.
<b>4640</b>	Floral Bedding	<b>305</b>	Community Projects & Prtnrshps	Confirmed costs for 2018/19 (13% increase from last year excl rebate)
<b>4670</b>	Felixstowe Forward	<b>305</b>	Community Projects & Prtnrshps	Proposed contribution for new partnership agreement 2018/19.
<b>4685</b>	Landguard Partnership	<b>305</b>	Community Projects & Prtnrshps	Partnership fee for 2018/19 now separated from Annual Grants