

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Final Budget 2016/17

	<u>Last Year (2014/15)</u>		Agreed Budget	<u>Current Year (2015/16)</u>		Projected Actual	<u>Next Year (2016/17)</u> Next Year Budget
	Budget	Actual		Actual YTD			
Finance & General Purposes							
101 Administration							
4000	Employee Salaries	159,125	147,555	151,668	117,051	151,844	153,788
4001	Employer National Insurance	19,100	9,905	18,200	8,294	10,470	10,773
4002	Employer Pension Contributions	35,500	29,186	33,421	26,958	34,946	35,525
4030	Training	1,500	2,236	7,000	1,058	7,000	7,000
4040	Travel & Expenses	500	122	500	4	500	1,600
4070	DNU PPE/First Aid	150	0	0	0	0	0
4080	DNU Staff Membership Fees	0	376	0	0	0	0
4170	Repairs and Maintenance	0	403	0	0	0	0
4260	Equipment Purchases	250	241	1,250	110	1,250	1,250
4270	Printer/Photocopier	2,100	1,603	3,500	2,049	3,000	3,500
4330	Fuel	1,000	0	0	0	0	0
4400	Stationery	2,600	2,640	1,900	943	1,900	1,900
4425	Postage	3,300	3,247	2,600	1,827	2,600	2,800
4426	DNU Handbooks	200	12	0	0	0	0
4441	Telephone & Internet	4,000	5,214	5,000	5,327	6,600	6,600
4446	Mobile Phones	410	408	450	321	430	120
4460	Subscriptions	2,300	2,301	3,335	2,562	3,182	3,335
4461	External Audit	1,300	1,300	1,300	1,300	1,300	1,300

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Note : Final Budget 2016/17

		<u>Last Year (2014/15)</u>		<u>Current Year (2015/16)</u>			<u>Next Year (2016/17)</u>
		Budget	Actual	Agreed Budget	Actual YTD	Projected Actual	Next Year Budget
4462	Internal Audit	660	553	580	415	553	580
4464	Insurance	15,429	7,423	8,000	7,938	8,120	8,500
4465	DNU ICO Reg	35	35	0	0	0	0
4466	Catering Sundries	500	392	500	421	500	0
4467	DNU Newspapers	50	0	0	0	0	0
4468	Miscellaneous	250	842	250	71	250	250
4470	Publications	100	12	200	45	50	50
4471	Advertising & Promotion	0	0	2,000	303	2,000	2,000
4480	DNU IT Hardware Provision	0	1,613	0	0	0	0
4481	IT Maintenance & Software	7,110	4,181	7,000	4,655	6,000	6,000
4482	DNU IT Software Licences	1,000	2,064	0	0	0	0
4490	Professional Fees	0	2,227	2,000	105	2,000	2,000
4500	Election Expenses	3,500	3,500	10,000	9,452	10,000	0
4550	Bank Charges	750	364	1,000	415	700	750
4551	DNU Card Merchant Charge	300	465	0	0	0	0
4552	DNU Barclaycard Fee	35	32	0	0	0	0
	OverHead Expenditure	263,054	230,452	261,654	191,624	255,195	249,621
1800	Agency Income	1,500	1,500	1,500	1,500	1,500	0
1805	Bank Interest Received	3,750	4,047	4,000	1,660	2,180	4,000
1810	Donations & Sponsorship	500	0	0	0	0	0

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Note : Final Budget 2016/17

		<u>Last Year (2014/15)</u>		<u>Current Year (2015/16)</u>			<u>Next Year (2016/17)</u>
		Budget	Actual	Agreed Budget	Actual YTD	Projected Actual	Next Year Budget
1850	Miscellaneous Income	0	3,374	0	247	247	0
1900	Precept	508,420	508,420	522,361	522,361	522,361	537,347
1901	Transition Grant	52,166	52,166	34,160	34,160	34,160	19,364
	Total Income	566,336	569,506	562,021	559,929	560,448	560,711
101	Net Expenditure	-303,282	-339,053	-300,367	-368,304	-305,253	-311,090
Finance & General Purposes - Expenditure		263,054	230,452	261,654	191,624	255,195	249,621
	Income	566,336	569,506	562,021	559,929	560,448	560,711
	Net Expenditure	-303,282	-339,053	-300,367	-368,304	-305,253	-311,090

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Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Final Budget 2016/17

		<u>Last Year (2014/15)</u>		<u>Current Year (2015/16)</u>			<u>Next Year (2016/17)</u>
		<u>Budget</u>	<u>Actual</u>	<u>Agreed Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
<u>Assets & Services</u>							
<u>201</u>	<u>Town Hall</u>						
4000	Employee Salaries	13,200	10,967	13,638	7,052	10,000	13,177
4001	Employer National Insurance	1,600	77	1,731	10	14	196
4030	Training	2,500	324	2,000	0	2,000	2,000
4040	Travel & Expenses	0	0	50	0	50	0
4070	DNU PPE/First Aid	100	140	0	0	0	0
4110	Rates	6,600	6,830	7,035	6,960	6,960	7,100
4115	Water and Sewerage	600	330	600	256	360	380
4120	Gas	0	2,208	3,000	1,771	3,000	3,150
4122	Electricity	2,300	1,709	2,300	1,450	2,300	2,415
4150	Cleaning	6,150	4,492	4,500	2,807	4,300	4,690
4155	Cleaning Materials	50	47	50	41	50	0
4170	Repairs and Maintenance	5,000	9,298	10,000	4,839	7,000	7,500
4175	DNU Maintenance Contracts	5,000	2,026	0	405	0	0
4180	Licences	0	712	900	600	600	600
4260	Equipment Purchases	0	0	550	346	550	550
4466	Catering Sundries	0	0	0	0	0	500
4469	DNU Flowers for Weddings	400	60	0	0	0	0
4512	Engraving/Sign Writing	55	60	0	0	0	0

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Note : Final Budget 2016/17

		<u>Last Year (2014/15)</u>		<u>Current Year (2015/16)</u>			<u>Next Year (2016/17)</u>
		Budget	Actual	Agreed Budget	Actual YTD	Projected Actual	Next Year Budget
4553	Loan Repayments	34,750	34,732	34,732	17,366	34,732	34,732
	OverHead Expenditure	78,305	74,013	81,086	43,902	71,916	76,990
1000	Hirings	3,800	1,373	1,500	893	1,000	1,200
1001	Weddings	4,300	2,850	4,400	6,255	6,255	6,600
1030	Leases, Rents & Licences	3,305	7,755	7,546	5,463	5,984	5,463
	Total Income	11,405	11,978	13,446	12,610	13,239	13,263
201	Net Expenditure	66,900	62,035	67,640	31,292	58,677	63,727
202	Walton						
4000	Employee Salaries	0	0	2,960	1,688	2,265	2,944
4001	Employer National Insurance	0	0	0	-12	-15	0
4002	Employer Pension Contributions	0	0	483	252	347	307
4110	Rates	900	895	930	912	910	930
4115	Water and Sewerage	500	279	500	220	308	350
4122	Electricity	300	2,485	1,500	1,344	2,000	2,000
4155	Cleaning Materials	0	0	50	45	50	0
4170	Repairs and Maintenance	3,500	3,384	4,500	317	4,500	4,500
4175	DNU Maintenance Contracts	1,000	907	0	0	0	0
4260	Equipment Purchases	0	0	100	0	100	100
	OverHead Expenditure	6,200	7,950	11,023	4,766	10,464	11,131

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Felixstowe Town Council
Budget Detail - By Committee
Note : Final Budget 2016/17

Note: (-) Net Expenditure means Income is greater than Expenditure

		<u>Last Year (2014/15)</u>		<u>Current Year (2015/16)</u>			<u>Next Year (2016/17)</u>
		Budget	Actual	Agreed Budget	Actual YTD	Projected Actual	Next Year Budget
1000	Hirings	9,600	7,805	7,500	5,668	7,500	7,500
	Total Income	9,600	7,805	7,500	5,668	7,500	7,500
	202 Net Expenditure	-3,400	144	3,523	-902	2,964	3,631
203	<u>Broadway House</u>						
4000	Employee Salaries	9,425	9,676	8,700	6,128	7,789	9,437
4001	Employer National Insurance	1,150	-45	1,305	-66	-89	0
4002	Employer Pension Contributions	1,750	1,737	1,284	1,140	1,510	1,499
4030	Training	0	0	2,000	0	2,000	2,000
4040	Travel & Expenses	650	325	250	0	0	0
	OverHead Expenditure	12,975	11,692	13,539	7,202	11,210	12,936
1030	Leases, Rents & Licences	0	0	1,360	0	1,360	1,360
1031	DNU Licences	1,260	2,206	0	0	0	0
	Total Income	1,260	2,206	1,360	0	1,360	1,360
	203 Net Expenditure	11,715	9,486	12,179	7,202	9,850	11,576
204	<u>Cemetery</u>						
4000	Employee Salaries	88,700	91,807	80,211	58,871	78,983	82,575
4001	Employer National Insurance	10,700	6,660	9,625	4,399	5,916	6,707

Continued on Page 7

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Final Budget 2016/17

	<u>Last Year (2014/15)</u>		Agreed Budget	<u>Current Year (2015/16)</u>		Projected Actual	<u>Next Year (2016/17)</u> Next Year Budget
	Budget	Actual		Actual YTD			
4002 Employer Pension Contributions	10,600	11,115	9,965	7,598	10,199	19,157	
4030 Training	2,500	1,812	4,000	1,024	4,000	4,000	
4040 Travel & Expenses	0	0	100	0	0	0	
4070 DNU PPE/First Aid	2,000	1,629	0	0	0	0	
4110 Rates	2,500	2,496	2,600	2,544	2,550	2,600	
4115 Water and Sewerage	700	270	400	77	300	330	
4122 Electricity	1,300	1,154	1,050	513	1,050	1,100	
4155 Cleaning Materials	100	131	100	84	100	0	
4170 Repairs and Maintenance	2,500	2,609	4,000	2,305	4,000	4,000	
4175 DNU Maintenance Contracts	1,000	304	0	0	0	0	
4185 DNU Skip Hire	2,800	1,896	0	0	0	0	
4260 Equipment Purchases	1,500	2,435	4,600	3,754	4,600	4,600	
4261 DNU Maintenance Tools/Equip.	750	117	0	0	0	0	
4300 Vehicle Running Costs	2,000	791	2,125	1,421	2,125	2,125	
4301 DNU Unscheduled Vehicle Repair	1,000	170	0	0	0	0	
4320 Vehicles/Tool Hire	2,800	2,745	5,600	3,578	5,600	5,600	
4330 Fuel	1,800	2,391	2,800	1,654	2,000	2,200	
4400 Stationery	50	497	0	0	0	0	
4441 Telephone & Internet	150	0	0	0	0	0	
4446 Mobile Phones	1,200	690	900	642	865	480	
4466 Catering Sundries	50	17	50	4	50	50	

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Note : Final Budget 2016/17

		<u>Last Year (2014/15)</u>		<u>Current Year (2015/16)</u>			<u>Next Year (2016/17)</u>
		Budget	Actual	Agreed Budget	Actual YTD	Projected Actual	Next Year Budget
4468	Miscellaneous	0	352	0	0	0	0
	OverHead Expenditure	136,700	132,091	128,126	88,468	122,338	135,524
1032	Mobile Phone Mast	0	5,315	5,315	5,315	5,315	5,315
1100	Interment Fees	63,000	47,811	44,000	31,599	38,000	40,000
1120	Purchase of Graves	9,000	18,185	13,200	4,771	8,000	8,500
1130	Memorials	13,000	9,225	9,900	8,350	9,200	9,200
1140	Upkeep of Grave Spaces	300	832	800	421	800	800
1141	Bench Maintenance	0	250	0	3,150	3,150	0
1160	Admin Fees	250	716	350	645	700	700
	Total Income	85,550	82,334	73,565	54,251	65,165	64,515
	204 Net Expenditure	51,150	49,757	54,561	34,217	57,173	71,009
205	Allotments						
4000	Employee Salaries	0	0	14,156	10,385	13,930	15,472
4001	Employer National Insurance	0	0	1,700	776	1,044	1,184
4002	Employer Pension Contributions	0	0	1,758	1,341	1,800	3,381
4115	Water and Sewerage	1,000	1,607	2,300	1,642	2,000	2,000
4170	Repairs and Maintenance	7,000	6,476	5,000	1,954	5,000	5,000
4320	Vehicles/Tool Hire	300	0	2,300	917	2,000	2,000
4330	Fuel	200	93	0	0	0	0
	OverHead Expenditure	8,500	8,177	27,214	17,014	25,773	29,037

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Note : Final Budget 2016/17

		<u>Last Year (2014/15)</u>		<u>Current Year (2015/16)</u>			<u>Next Year (2016/17)</u>
		Budget	Actual	Agreed Budget	Actual YTD	Projected Actual	Next Year Budget
1080	Allotment Rents	12,600	14,023	13,500	12,752	13,500	14,000
	Total Income	12,600	14,023	13,500	12,752	13,500	14,000
205	Net Expenditure	-4,100	-5,847	13,714	4,262	12,273	15,037
Assets & Services - Expenditure		242,680	233,922	260,988	161,352	241,701	265,618
Income		120,415	118,346	109,371	85,281	100,764	100,638
Net Expenditure		122,265	115,576	151,617	76,070	140,937	164,980

Budget Detail - By Committee

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Note : Final Budget 2016/17

		<u>Last Year (2014/15)</u>		<u>Current Year (2015/16)</u>			<u>Next Year (2016/17)</u>
		<u>Budget</u>	<u>Actual</u>	<u>Agreed Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
Civic & Community							
301	Civic & Community						
4095	Honoraria	250	250	250	250	250	250
4505	Mayoral Allowance	7,000	7,000	7,000	7,000	7,000	7,000
4510	Civic Regalia	250	250	0	0	0	0
4511	Town Twinning	4,500	3,009	4,500	1,032	3,500	3,500
4512	Engraving/Sign Writing	250	68	300	106	150	200
4513	Civic Awards	875	534	600	417	500	500
4530	Civic Events	300	0	300	374	563	600
4600	CCTV	6,980	7,185	7,400	7,400	7,400	9,980
4605	Litter/Dog Bins	0	0	800	383	800	800
4612	Bus Shelter Cleaning	750	740	750	493	741	800
4625	Felixstowe Harwich Ferry	200	200	0	0	0	0
4630	Level 2	1,000	1,000	0	0	0	0
4645	Christmas Lights	7,250	6,750	7,250	6,750	6,750	6,750
4675	Youth Forum	0	0	2,000	1,000	2,000	2,000
	OverHead Expenditure	29,605	26,985	31,150	25,205	29,654	32,380
1800	Agency Income	0	0	0	0	0	3,990
	Total Income	0	0	0	0	0	3,990
301	Net Expenditure	29,605	26,985	31,150	25,205	29,654	28,390

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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Final Budget 2016/17

		<u>Last Year (2014/15)</u>		<u>Current Year (2015/16)</u>			<u>Next Year (2016/17)</u>
		Budget	Actual	Agreed Budget	Actual YTD	Projected Actual	Next Year Budget
302	Section 137 Expenditure						
4531	Remembrance Day	300	308	300	183	300	300
4620	Annual Grants	1,000	1,000	6,800	6,800	6,800	6,800
4655	Occasional Grants	0	0	15,000	15,000	15,000	15,000
	OverHead Expenditure	1,300	1,308	22,100	21,983	22,100	22,100
	Total Income	0	0	0	0	0	0
	302 Net Expenditure	1,300	1,308	22,100	21,983	22,100	22,100
303	Felixstowe in Flower						
4170	Repairs and Maintenance	0	0	3,700	3,569	3,700	3,700
4290	Flowers & Containers	0	0	4,000	3,041	4,000	4,000
4400	Stationery	200	11	200	1	1	0
4466	Catering Sundries	150	146	0	0	0	0
4512	Engraving/Sign Writing	575	350	575	468	468	500
4532	Felixstowe in Flower Events	1,200	1,048	1,350	1,087	1,200	1,350
4640	Floral Bedding	7,700	6,905	0	0	0	0
	OverHead Expenditure	9,825	8,460	9,825	8,165	9,369	9,550
1810	Donations & Sponsorship	4,000	4,502	4,000	6,133	6,133	4,000
	Total Income	4,000	4,502	4,000	6,133	6,133	4,000
	303 Net Expenditure	5,825	3,958	5,825	2,032	3,236	5,550

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Felixstowe Town Council
Budget Detail - By Committee
Note : Final Budget 2016/17

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year (2014/15)</u>		Agreed Budget	<u>Current Year (2015/16)</u>		Projected Actual	<u>Next Year (2016/17)</u>
	Budget	Actual		Actual YTD	Next Year Budget		
304	Communication						
4420	Newsletter Print	2,250	2,064	2,370	1,580	2,370	2,370
4421	Newsletter Distribution	1,750	1,413	1,865	1,243	1,865	1,865
4483	Website	1,140	665	1,140	798	798	1,350
	OverHead Expenditure	5,140	4,142	5,375	3,621	5,033	5,585
	304 Net Expenditure	5,140	4,142	5,375	3,621	5,033	5,585
305	Community Fund Projects						
4625	Felixstowe Harwich Ferry	1,000	1,000	1,000	1,000	1,000	1,000
4630	Level 2	2,000	0	10,000	10,000	10,000	10,000
4640	Floral Bedding	11,000	10,779	10,866	7,186	10,866	10,866
4670	Felixstowe Forward	20,000	20,000	20,000	20,000	20,000	20,000
4680	New Community Projects	35,050	35,050	0	0	0	0
	OverHead Expenditure	69,050	66,829	41,866	38,186	41,866	41,866
1810	Donations & Sponsorship	0	0	0	5,500	5,500	0
	Total Income	0	0	0	5,500	5,500	0
	305 Net Expenditure	69,050	66,829	41,866	32,686	36,366	41,866
	Civic & Community - Expenditure	114,920	107,724	110,316	97,159	108,022	111,481
	Income	4,000	4,502	4,000	11,633	11,633	7,990
	Net Expenditure	110,920	103,222	106,316	85,526	96,389	103,491

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Note : Final Budget 2016/17

	<u>Last Year (2014/15)</u>		Agreed Budget	<u>Current Year (2015/16)</u>		Projected Actual	<u>Next Year (2016/17)</u>
	Budget	Actual		Actual YTD	Next Year Budget		
Total Budget Expenditure	620,654	572,099	632,958	450,135	604,918	626,720	
Income	690,751	692,355	675,392	656,843	672,845	669,339	
Net Expenditure	-70,097	-120,256	-42,434	-206,708	-67,927	-42,619	

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Earmarked Reserves Budget 2016/17

		<u>Last Year (2014/15)</u>		<u>Current Year (2015/16)</u>				<u>Next Year (2016/17)</u>	
		Budget	Actual	Agreed Budget	Fwd/Rev Budget	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget
<u>Earmarked Reserves</u>									
900	<u>Earmarked Reserves</u>								
9010	Election Expenses	7,500	-3,500	-6,500	11,000	4,500	0	5,000	9,500
9015	Enhancement & Promotional	19,444	11,580	0	7,865	7,865	4,187	0	3,678
9020	Felixstowe in Flower	8,428	0	0	8,428	8,428	0	0	8,428
9025	Asset Repairs & Replacement	11,250	718	3,000	10,532	13,532	0	3,000	16,532
9030	IT Replacement Fund	3,117	0	0	3,117	3,117	0	0	3,117
9035	Recycling Credits	5,534	428	-800	5,106	4,306	1,872	0	2,434
9040	Cemetery Projects	110,000	0	20,000	110,000	130,000	1,671	20,000	148,329
9045	Web Site Redesign	973	973	0	0	0	0	0	0
9050	Broadway House	55,000	0	2,500	55,000	57,500	0	2,500	60,000
9055	Walton Community Hall	55,000	0	2,500	55,000	57,500	0	2,500	60,000
9060	Town Hall Capital Refurb	7,821	0	0	7,821	7,821	0	0	7,821
9065	Town Hall Maintenance	90,000	1,406	5,000	88,594	93,594	34,476	54,774	115,627
9070	Play Equipment	27,000	0	0	27,000	27,000	0	0	27,000
9075	Community Fund	120,670	-30,966	17,184	151,636	168,820	6,285	17,184	179,719
9080	Council Tax Localisation Rsrve	74,904	0	0	74,904	74,904	0	-62,339	12,565
9085	CCTV	42,000	0	0	42,000	42,000	0	0	42,000
9090	Staffing Reserve	25,500	0	0	25,500	25,500	0	0	25,500
	OverHead Expenditure	664,140	-19,361	42,884	683,503	726,387	48,490	42,619	722,250
	900 Net Expenditure	664,140	-19,361	42,884	683,503	726,387	48,490	42,619	722,250

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Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Earmarked Reserves Budget 2016/17

	<u>Last Year (2014/15)</u>		<u>Current Year (2015/16)</u>				<u>Next Year (2016/17)</u>	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget
Earmarked Reserves - Expenditure	664,140	-19,361	42,884	683,503	726,387	48,490	42,619	722,250
Income	0	0	0	0	0	0	0	0
Net Expenditure	664,140	-19,361	42,884	683,503	726,387	48,490	42,619	722,250
Total Budget Expenditure	664,140	-19,361	42,884	683,503	726,387	48,490	42,619	722,250
Income	0	0	0	0	0	0	0	0
Net Expenditure	664,140	-19,361	42,884	683,503	726,387	48,490	42,619	722,250

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 being withdrawn by SCDC from 2016/17.
1805	Bank Interest Received	101	Administration	Projected to be lower than budget in current year as interest on 1 yr bond not due until 9/4/16.
1850	Miscellaneous Income	101	Administration	Unbudgeted income.
1900	Precept	101	Administration	Taxbase for 2016/17 confirmed as 7,978.43. Precept based on 0% tax increase to £67.35.
1901	Transition Grant	101	Administration	Figure confirmed by SCDC. 2016/17 will be final year that this grant is received.
4000	Employee Salaries	101	Administration	As recommended by Personnel Committee 14/10/15
4001	Employer National Insurance	101	Administration	As recommended by Personnel Committee 14/10/15
4002	Employer Pension Contributions	101	Administration	As recommended by Personnel Committee 14/10/15
4030	Training	101	Administration	Retain provision for staff and member training
4040	Travel & Expenses	101	Administration	Budget estimate of £100 per Member for reimbursement of expenses as per new policy for 2016/17.
4260	Equipment Purchases	101	Administration	Allowance for purchase of office equipment
4270	Printer/Photocopier	101	Administration	Retain for in house printing.
4425	Postage	101	Administration	2015/16 includes 50% discount to quarterly rental of franking machine in first yr of 5 yr contract.
4441	Telephone & Internet	101	Administration	To meet increases to contract costs for provision of telephone system and broadband internet lines.
4446	Mobile Phones	101	Administration	Contract expires 3 March 2016. Move to single phone, sim only.
4460	Subscriptions	101	Administration	Same provision for 2016/17
4461	External Audit	101	Administration	Confirmed cost of BDO Audit in 2016/17
4462	Internal Audit	101	Administration	Same provision for 2016/17
4466	Catering Sundries	101	Administration	Catering budget moved under Town Hall for 2016/17
4468	Miscellaneous	101	Administration	Small provision for any miscellaneous expenditure not otherwise covered.
4470	Publications	101	Administration	Decrease based on projected cost for 2015/16.
4471	Advertising & Promotion	101	Administration	Allowance for Wedding advertising and promotional items.
4481	IT Maintenance & Software	101	Administration	Decrease based on projected cost for 2015/16.
4490	Professional Fees	101	Administration	Provision for professional or legal advice as may be required.
4500	Election Expenses	101	Administration	No elections expected in 2016/17. £5k annual contribution made to Earmarked Reserves to cover next.

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4550	Bank Charges	101	Administration	Budget decreased for 2016/17 based on current year projection
4551	DNU Card Merchant Charge	101	Administration	Decrease based on projected cost for 2015/16.
1000	Hirings	201	Town Hall	Rebalanced to reflect reduction in hall bookings in favour of wedding hire
1001	Weddings	201	Town Hall	Increase based on increased provision in 2016/17 above current year projected outturn.
1030	Leases, Rents & Licences	201	Town Hall	Figure based on existing agreements. Reduction in 2016/17 as Resort Team office licence expires.
4000	Employee Salaries	201	Town Hall	As recommended by Personnel Committee 14/10/15
4001	Employer National Insurance	201	Town Hall	As recommended by Personnel Committee 14/10/15
4040	Travel & Expenses	201	Town Hall	Provisions for Members made under 101/4040
4110	Rates	201	Town Hall	Current year plus 2% (2% was the increase over the previous year)
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	Projected current usage plus increase on cleaning to reflect 11% increase to national minimum wage
4155	Cleaning Materials	201	Town Hall	Subsumed within Repairs and Maintenance Budget
4170	Repairs and Maintenance	201	Town Hall	Reduce 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 2016/17
4466	Catering Sundries	201	Town Hall	To cover cost of catering supplies for hired and other meetings.
4553	Loan Repayments	201	Town Hall	Set repayment figure to PWLB
4000	Employee Salaries	202	Walton	As recommended by Personnel Committee 14/10/15
4001	Employer National Insurance	202	Walton	As recommended by Personnel Committee 14/10/15
4002	Employer Pension Contributions	202	Walton	As recommended by Personnel Committee 14/10/15
4110	Rates	202	Walton	Current year projected outturn plus 2% (2% was increase between 2014/15 and 2015/16)
4115	Water and Sewerage	202	Walton	Reduce to reflect historic consumption costs
4122	Electricity	202	Walton	Based on projected outturn for current year. Investigations ongoing.
4155	Cleaning Materials	202	Walton	Subsumed within Repairs and Maintenance Budget from 2016/17.

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
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
4000	Employee Salaries	203	Broadway House	As recommended by Personnel Committee 14/10/15
4001	Employer National Insurance	203	Broadway House	As recommended by Personnel Committee 14/10/15
4002	Employer Pension Contributions	203	Broadway House	As recommended by Personnel Committee 14/10/15
1130	Memorials	204	Cemetery	2016/17 budget based on current year projection
1160	Admin Fees	204	Cemetery	2016/17 budget based on current year projection
4000	Employee Salaries	204	Cemetery	As recommended by Personnel Committee 14/10/15
4001	Employer National Insurance	204	Cemetery	As recommended by Personnel Committee 14/10/15
4002	Employer Pension Contributions	204	Cemetery	As recommended by Personnel Committee 14/10/15
4110	Rates	204	Cemetery	Current year projected outturn plus 2% (2% was increase between 2014/15 and 2015/16)
4115	Water and Sewerage	204	Cemetery	Revised based on current and historical consumption.
4155	Cleaning Materials	204	Cemetery	Subsumed within Repairs and Maintenance Budget from 2016/17.
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
4330	Fuel	204	Cemetery	Reduced as cost of diesel lower in current year.
4446	Mobile Phones	204	Cemetery	Contract expires 3 March 2016. Move to sim only plans.
1080	Allotment Rents	205	Allotments	To reflect increase on rental fee.
4000	Employee Salaries	205	Allotments	Personnel Committee to consider staff salaries
4001	Employer National Insurance	205	Allotments	Personnel Committee to consider staff salaries
4002	Employer Pension Contributions	205	Allotments	Personnel Committee to consider staff salaries
4115	Water and Sewerage	205	Allotments	Based on historic and current year projection
1800	Agency Income	301	Civic & Community	2016/17 showing projected recharged to SCDC for portion of CCTV maintenance agreement
4095	Honoraria	301	Civic & Community	Transport liason and advice.

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4505	Mayoral Allowance	301	Civic & Community	Propose no increase.
4511	Town Twinning	301	Civic & Community	Based on historic and current year projection
4512	Engraving/Sign Writing	301	Civic & Community	Decreased due to historic and current year projection - inc Mayoral Board, Shields& Trophies
4513	Civic Awards	301	Civic & Community	Decreased due to historic and current year projection
4530	Civic Events	301	Civic & Community	Increase based on current year projection and cost of Civic Events.
4600	CCTV	301	Civic & Community	Full contract cost shown but net cost saving in 2016/17. Income from SCDC portion shown at 301/1800
4605	Litter/Dog Bins	301	Civic & Community	Small provision for in-year consideration of new litter and dog bins.
4612	Bus Shelter Cleaning	301	Civic & Community	Projected current usage plus confirmed 5% increase on charges
4645	Christmas Lights	301	Civic & Community	Contribution towards provision of Christmas Lights
4675	Youth Forum	301	Civic & Community	Allowance for Youth Forum activities.
4531	Remembrance Day	302	Section 137 Expenditure	Based on historic and current year projection
4620	Annual Grants	302	Section 137 Expenditure	Civic & Community Cttee confirmed same amount for 2016/17.
4655	Occasional Grants	302	Section 137 Expenditure	2013/14 budget was £1600, no budget set 2014/15 increased to £15,000 2015/16
1810	Donations & Sponsorship	303	Felixstowe in Flower	Actual YTD 2015/16 includes a one-off donation of £2k which cannot be presumed for 2016/17.
4170	Repairs and Maintenance	303	Felixstowe in Flower	Cost for watering and maintenance of floral baskets.
4290	Flowers & Containers	303	Felixstowe in Flower	Cost of baskets and plants for Felixstowe in Flower.
4400	Stationery	303	Felixstowe in Flower	Stationery costs reduced and now included in event cost. Nil budget required for 2016/17
4512	Engraving/Sign Writing	303	Felixstowe in Flower	Decreased due to historic and current year projection
4532	Felixstowe in Flower Events	303	Felixstowe in Flower	Allowance towards provision of awards event.
4420	Newsletter Print	304	Communication	Projected cost of printing 4 FTC newsletters.
4421	Newsletter Distribution	304	Communication	Projected cost of delivering 4 FTC newsletters.
4483	Website	304	Communication	Hosting cost plus a sum for minor in-year development.
1810	Donations & Sponsorship	305	Community Fund Projects	Unbudgeted donations received towards Ice Rink event in 2015/16.

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4625	Felixstowe Harwich Ferry	305	Community Fund Projects	FTC contribution towards the foot ferry.
4630	Level 2	305	Community Fund Projects	Contribution to be retained for 2016/17 as per Civic & Community Cttee.
4640	Floral Bedding	305	Community Fund Projects	Current contractor confirms no increase for 2016/17. Contract retendered and approved by C&C Cttee,
4670	Felixstowe Forward	305	Community Fund Projects	Year two of three year partnership agreement in 2016/17.

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
9010	Election Expenses	900	Earmarked Reserves	£5,000 per annum uplift to cover full election and possible by-election (min. one every 4 years).
9015	Enhancement & Promotional	900	Earmarked Reserves	Legacy fund - used as required but no annual uplift expected.
9020	Felixstowe in Flower	900	Earmarked Reserves	Contingency fund for Felixstowe in Flower. No increase required.
9025	Asset Repairs & Replacement	900	Earmarked Reserves	£3k annual uplift towards replacement of assets (e.g truck).
9030	IT Replacement Fund	900	Earmarked Reserves	Contingency fund for server/major IT equipment. No increase required.
9035	Recycling Credits	900	Earmarked Reserves	Legacy fund used towards provision of litter and dog waste bins.
9040	Cemetery Projects	900	Earmarked Reserves	Uplift provision towards Cemetery extension project.
9050	Broadway House	900	Earmarked Reserves	£2.5k uplift for maintenance and repairs fund
9055	Walton Community Hall	900	Earmarked Reserves	£2.5k uplift for maintenance and repairs fund.
9060	Town Hall Capital Refurb	900	Earmarked Reserves	Legacy reserve balance from capital refurbishment of Town Hall. No increase proposed.
9065	Town Hall Maintenance	900	Earmarked Reserves	£50k uplift for maintenance and repairs fund. Works expected to be required within next two years.
9070	Play Equipment	900	Earmarked Reserves	Reserve balance for Play Equipment repair/purchase/replacement. No increase proposed.
9075	Community Fund	900	Earmarked Reserves	Remainder of £69,050 less £10k increased Occasional Grants and £41,866 in Community Fund Projects
9080	Council Tax Localisation Rsrve	900	Earmarked Reserves	Rebalance £62,339 across reserves to meet expected requirements.
9085	CCTV	900	Earmarked Reserves	Reserve balance for hardware replacement. No increase proposed.
9090	Staffing Reserve	900	Earmarked Reserves	Reserve balance for staffing contingencies. No increase proposed.