

Arundel Town Council

Budget for 2023/24 - final - 1654 Tax Base

Grouping	NC Code	Description	Budget 2022/23	Budget 2023/24	Notes
		Tax Base	1,638	1,654	Tax confirmed increase of 16 by Arun DC
		Band D	£ 110.25	113.56	3% increase on 2022/23 (+ £3.31)
		Increase	2.00%	3.00%	
Grouping	NC Code	Description	Budget 2022/23	Budget 2023/24	
Council Income	4000	Precept	(180,588)	(187,828)	+3% on 2022/23 (additional 16 tax base = 1816.96)
Council Income	4152	Grants Received			No grants yet secured
Other Income	4001	Undercroft Lease	(6,500)	(6,500)	
Other Income	4002	Functions - Weddings & Other	(90,000)	(90,000)	Same as the budget for 2022/23. We will exceed this figure by £40,000 in 2022/23 but we may have 'caught-up' with weddings postponed through Covid. Some opportunities for price adjustments.
Other Income	4003	Functions - Other		-	
Other Income	4006	Farmers Market	(15,000)	(25,000)	£15,000 earned in first half of 2022/23. Assumes fewer markets in Q3 & Q4 off-set by 5% increases to traders (tbc).
Other Income	4100	Cinema Income	-	(3,000)	assume no income and no costs-i.e. cinema breaks even
Other Income	4150	Bank Deposit Interest Earned	(50)	(50)	Same as this year. Higher interest rate, less money in bank
		Total Income	(292,138)	(312,378)	
Grouping	NC Code	Description	Budget 2022/23	Budget 2023/24	
Event costs	5002	Cinema costs	-	3,000	assume no income and no costs-i.e. cinema breaks even
Event costs	5005	Farmers Market	7,500	17,619	Costs £7,914 in Q1&2 2022/23. Costs for 2023/4 extrapolated and increased by 5% .
Event costs	6201	Advertising	2,081	2,185	+5% on 2023/24 budget. Need to increase marketing of Town Hall
Event costs		COVID	1,000	-	£1,000 budgeted in 2023/24. Not used in Q1&2
Event costs	7216	Licences	520	520	Same budget provision as 2022/23. Tbc.
Event costs Total			11,101	23,324	
Salaries	7000	Salaries - Functions	50,000	47,102	Includes Town Hall Manager, Deputy Town Hall Manager, 2 Senior Town Hall Assistants, and 60 hours of 'bank staff'(minimum wage).
Salaries	7000	Salaries - Town Hall Maintenance	11,854	12,852	Includes Town Hall Keeper, employed cleaner and bank staff cleaner.
Salaries	7001	Council Admin Salaries	45,170	63,836	Includes Town Clerk and Administrator
Salaries		Events Manager	18,868	24,325	Assumes a 3.5% increase in 2023/24
Salaries	7006	Employers NIC	7,187	11,061	checked by RFO. Assumes NIC increases with salaries.
Salaries	7007	Employers Pensions	3,583	4,313	checked by RFO. Assumes NIC increases with salaries.
Salaries		Bookkeeper		12,000	Estimated-to be confirmed by Chair of Finance Working Group
Salaries	7011	SMP Reclaimed	-		
Salaries	7013	HR	3,000	3,000	Same provision as this year.

Grouping	NC Code	Description	Budget 2022/23	Budget 2023/24	Notes
Salaries Total			139,662	178,489	
Town Hall Bldg Overhead	7102	Water Rates	1,887	1,981	+5% on the this year's budget
Town Hall Bldg Overhead	7103	General Rates	11,220	11,557	+3% on this year's budget
Town Hall Bldg Overhead	7104	Insurance	6,500	6,825	+5% on this year's budget
Town Hall Bldg Overhead	7200	Electricity	4,125	5,363	+30% on this year's budget
Town Hall Bldg Overhead	7201	Gas	1,595	2,074	+30% on this year's budget
Town Hall Bldg Overhead	7211	Maintenance Town Hall inc THK	3,060	8,033	+5% on this year's budget
Town Hall Bldg Overhead	7211	Town Hall Maintenance Contracts	4,590		
Town Hall Bldg Overhead Total			32,977	35,833	
Town Hall Admin Overhead	7206	Refreshments	416	416	Same provision as 2022/23
Town Hall Admin Overhead	7400	Travel Costs	125	60	Provision reduced from £125 this year. No expenditure in 2021/22, £14 spent in 2022/23 Q1&2 against this budget
Town Hall Admin Overhead	7501	Postage and Carriage	306	450	Provision in line with 2021/22 (£437) and this year Q1&2 (£228)
Town Hall Admin Overhead	7500	Printer & Paper	1,500	1,900	Provision extrapolated from this year Q1&2
Town Hall Admin Overhead	7502	Office Stationery	1,500	2,300	Provision extrapolated from this year Q1&2
Town Hall Admin Overhead	7550	Telephone	2,040	1,540	Provision extrapolated from this year Q1&2
Town Hall Admin Overhead	7553	IT	5,500	7,500	Increase to allow for Cloud upgrades
Town Hall Admin Overhead	7600	Legal Fees	1,000	1,000	Provision in line with 2022/23 budget. Nil spent this year in Q1&2
Town Hall Admin Overhead	7601	Audit Fees	2,000	2,000	Provision in line with 2022/23 budget and actual in Q1&2
Town Hall Admin Overhead	7602	Accountancy/Book keeping Fees	10,000		
Town Hall Admin Overhead	7604	Other professional Fees	500	500	Provision in line with 2022/23 budget. Nil spent this year in Q1&2
Town Hall Admin Overhead	7901	Bank Charges	50	288	Provision extrapolated from this year Q1&2. Needs investigation.
Town Hall Admin Overhead	8203	Training Costs Staff	2,000	1,000	Same provision as 2022/23. Training programme to be developed.
Town Hall Admin Overhead	7570	Contingencies (ELECTIONS)	135	136	Same provision as 2022/23
Town Hall Admin Overhead Total			27,072	19,090	
Grants and Event Support	7302	Grant - Cultural	5,000	5,000	Same provision for Festival as this year
Grants and Event Support	7303	Grants Section 137	25,000	12,500	Reduced from £25,000 this year
Grants and Event Support	7304	Grants other			
Grants and Event Support	7305	New Events	8,500	5,000	Coronation (we spent twice this amount on the Jubilee)
Grants and Event Support	7310	Youth Projects	2,000		Nil expenditure in 2021/22 or this year Q&2
Grants and Event Support Total			40,500	22,500	
Council Expenditure	7504	Subscriptions	1,200	1,200	Same provision as this year. In Q1&2 expenditure shown as £1,360, to be investigated.
Council Expenditure	7506	Council Newsletter & Councillor Surgery	1,875	2,250	+20%. Bell and Arundel Update to replace letterbox drops as most cost-efficient communication channels.
Council Expenditure	7560	Mayors allowance	1,500	1,500	Same provision as this year
Council Expenditure	7561	Civic	13,000	10,000	Reduced from this year's £13,000. Lower cost events.
Council Expenditure	7562	Councillor Allowance	800	2,400	Assumes that all Councillors are elected and entitled to allowances
Council Expenditure	7700	Delivering Council Objectives	10,000	10,000	Same provision as this year
		Climate Change Projects		3,000	

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Council Expenditure		External maintenance		200	No budget provision this year, but £198 spent in Q1&2
Council Expenditure	7705	Tree Projects	2,000	2,000	Se provision as this year
Council Expenditure	7706	A27 Roundabout Maintenance	1,500	2,500	Estimated (no charges invoiced in Q1&2 this year.
Council Expenditure	7710	Street Light Maintenance & Energy	8,250	10,725	30% increase on this year's budget
Council Expenditure	8204	Training Costs Councillors	700	700	Same provision as this year-new Councillors needing training.
Council Expenditure		Flood fund annual contribution			
Council Expenditure		NP Plan review/ Housing needs	-	5,000	Nett cost of NP
Council Expenditure Total			40,825	51,475	
Financial Costs		Public Works Loan Board		6,250	Interest as at 6 th November 2022
Financial Costs Total			-	6,250	
Grand Total			292,137	336,961	

Grouping	NC Code	Description	Budget 2022/23	Budget 2023/24	Notes
		Variance - Income and Expenditure	(1)	24,583	Deficit
Reserves					
General Reserve		General	106,259	160,000	
General reserve as % of precept			59%		
Earmarked		EMR - Elections	5,000	5,000	
		EMR - Town Hall Restoration & Major R	69,000	69,000	
		EMR - Flood Defence	32,000	32,000	
		EMR - Traffic Projects	12,500	12,500	
		EMR - Canada Road Playground & Skate	-	-	
		EMR - Extending Conservation Area	10,000	10,000	
		EMR - Youth Council	2,500	2,500	
		EMR - Tree Fund	730	730	
Total reserves			237,989	291,730	