

SWANSCOMBE & GREENHITHE TOWN COUNCIL



ANNUAL ESTIMATES FOR 2019-20

Prepared by Mr Martin Harding
(Responsible Financial Officer)

Agreed by the Finance & General Purposes
Committee (minute 389/18-19)

and approved by

Full Council – 10 January 2019 (minute 396/18-19)

CALCULATION OF COUNCIL TAX 2019/20 AS REQUIRED BY SWANSCOMBE & GREENHITHE TOWN COUNCIL

Balance at Bank 1st April 2018	587,980
Plus Precept - 2018/19	476,978
Plus Section 136 - 2018/19	7,253
Plus Government Grant 2018/19	19,246
	1,0891,457

Less probable expenditure 2019/20	522,858
Less reserve account	384,146
Less working balance	40,000
Less Earmarked from 2019/20 Balances	0
Available Balance	144,453

Estimated expenditure 2019/20	591,134
Less available balance	144,453
	446,681

Less Section 136 Contribution	5,440
Less Transitional Government Grant	14,435

Total Amount Required	426,806
-----------------------	---------

COUNCIL TAX CALCULATION

Basic rate for calculation as provided by
Dartford Borough Council
4469.50 properties

Band	2019/20
A	£63.66
B	£74.27
C	£84.88
D	£95.49
E	£116.71
F	£137.93
G	£159.15
H	£190.99

		2017/18	2018/19	2019/20	
		ACTUAL	ESTIMATE	PROBABLE	ESTIMATE
			E		
Cost Centre 1	Public Lighting				
Code	Description				
1	Supply & Maintenance	2458	2598	2500	2575
3	Christmas Lighting	1166	7000	2700	3600
4	Repairs	1000	1000	1000	1000
5	Long Term Financial Risks	1450	1450	0	1450
6	Long-term Maintenance	125	125	0	125
	Total Expenditure	6199	12173	6200	8750
7	Miscellaneous Income	1	1	1	1
	Total Income	1	1	1	1
Total to Public Lighting Summary		6198	12172	6199	8749
Cost Centre 2	Grove Car Park				
Code	Description				
20	Rates	3680	3825	4075	4234
21	Repairs & Maintenance	0	3000	3000	1000
22	Long Term Financial Risks	3590	2390	0	2390
23	Long Term Maintenance	200	200	0	200
	Total Expenditure	7470	9415	7075	7824
Total to Car Parks Summary		7470	9415	7075	7824
Cost Centre 4	Parks Establishment				
Code	Description				
40	Wages	82597	103500	101600	103600
41	Equipment/Materials	32000	47300	43500	40000
43	Fuel	2360	3038	2500	2500
44	Fencing	5000	5000	5000	5000
45	Telephone	524	522	520	538
45	Vehicles	2596	4750	4750	2500
47	Water Rates	2100	1560	1560	1607
48	Gas / Electricity	3740	2080	2000	2060
49	Playground Equipment & Maintenance	10500	10500	7000	5000
50	Training	260	1500	1500	1500
51	Knockhall Changing Rooms	400	1100	1100	500
52	Parks Works Area	180	1000	750	750
53	Vandalism	420	1000	750	1000
54	Trees	715	3000	3000	3000
55	New Recreational Facilities	5000	4500	0	0
56	Unexpected/Emergency Works	400	1500	1000	1500
57	Long Term Financial Risks	7225	9125	5000	9125
58	New Community Facility	0	0	0	0
	Total Expenditure	156017	200975	181530	180179
66	Miscellaneous Income	1000	1000	1000	1000
	Total Income	1000	1000	1000	1000
Total to Parks Summary		155017	199975	180430	179179
Cost Centre 5	Swanscombe Park				
Code	Description				
71	Long Term Financial Risks	3180	3030	0	3030
72	Long Term Maintenance	500	500	0	500
	Total Expenditure	3680	3530	0	3530
75	Bowls	3250	3377	3200	3302
	Total Income	3250	3377	3200	3302
Total to Parks Summary		430	153	-3200	228

		2017/18 ACTUAL	2018/19 ESTIMATE	2019/20 PROBABLE ESTIMATE	
Cost Centre 6 Knockhall Playing Field					
Code	Description				
80	Rates	140	143	141	146
81	Long Term Financial Risks	1200	1200	0	1200
	Total Expenditure	1340	1343	141	1346
85	Football	4370	4479	5026	5152
	Total Income	4370	4479	5026	5152
Total to Parks Summary		-3030	-3136	-4885	-3805
Cost Centre 7 Broomfield Sports Ground					
Code	Description				
90	Long Term Financial Risks	1400	1400	0	1400
91	Long Term Maintenance	500	500	0	500
	Total Expenditure	1900	1900	0	1900
95	Football	6556	5621	6000	5762
96	Cricket	1890	1937	1943	1992
	Total Income	8701	7558	7943	7753
Total to Parks Summary		-6801	-5658	-7943	-5853
Cost Centre 8 Churchyard - SP & SP					
Code	Description				
110	Maintenance	2755	5000	2000	5000
	Total Expenditure	2755	5000	2000	5000
Total to Parks Summary		2755	5000	2000	5000
Cost Centre 9 Other Projects					
Code	Description				
121	General Projects (inc Sum Etment)	7800	15600	13500	11500
	Total Expenditure	7800	15600	13500	11500
Total to Parks Summary		7800	15600	13500	11500
Cost Centre 10 Bus Shelters					
Code	Description				
130	Maintenance	750	1500	750	1500
	Total Expenditure	750	1500	750	1500
Total to Parks Summary		750	1500	750	1500
Cost Centre 19 Heritage Park					
Code	Description				
100	Maintenance / Rent	50	2000	2000	500
104	Long Term Financial Risks	0	0	0	0
	Total Expenditure	50	2000	2000	500
Total to Parks Summary		50	2000	2000	500
Cost Centre 11 Leisure Centre					
Code	Description				
146	Rates & Ins Rent - DBC	27150	28368	27500	28573
155	GCLL Management Fee	57000	57000	57000	57000
	Total Expenditure	84150	85368	84500	85573
Total To Leisure Centre Summary		84150	85368	84500	85573

		2017/18	2018/19	2019/20	
		ACTUAL	ESTIMATE PROBABLE	ESTIMATE	
Cost Centre	Squash Courts				
13					
Code	Description				
200	Maintenance	0	1000	500	500
201	Long Term Financial Risks	0	0	0	0
	Total Expenditure	0	1000	500	500
Total to Squash Courts Summary		0	1000	500	500
Cost Centre	Allotments				
14					
Code	Description				
210	Rents / Licences	241	245	245	245
211	Repairs / Maintenance	260	250	250	250
213	Long Term Financial Risks	2135	2135	0	2135
	Total Expenditure	2636	2630	495	2630
218	Rent	1675	2030	1900	2335
	Total Income	1675	2030	1900	2335
Total To Allotment Summary		961	600	-1405	296
Cost Centre	Administration				
15					
Code	Description				
230	Wages	130200	136500	134000	140000
231	Furniture (F&F) & Equipment	880	1500	750	1500
232	Photocopier	1260	1500	1000	1000
233	Stationery, Advertising, Postage	2255	2300	2100	2300
234	Telephone / Internet	3565	3678	3400	3788
235	Mileage Allowance	695	728	500	515
236	Insurance	13150	14150	14106	15000
237	Subscriptions / Publications	4322	4862	4862	5008
238	Town Mayor's Allowance	1500	1500	1500	1500
239	Civic Reception	1500	1500	1500	1500
240	Chains of Office	230	250	250	250
241	Legal Fees	1590	8500	5000	6000
242	External Audit Fees	1300	1300	1300	1300
243	Internal Audit Fees	250	250	250	250
244	Local Funding	6574	7000	7000	7000
245	Miscellaneous	1470	7750	3000	6250
246	Election Expenses	0	2000	2000	10000
247	Training	835	1500	1500	1500
248	Member Training	360	1500	1500	1500
249	IT Services	4770	6000	4500	6000
250	Handyman (including seasonal Park staff)	810	1500	500	1500
251	Council Offices Building Maintenance	15000	22000	15000	20000
252	Water Rates	1380	1332	1332	1372
253	Gas	1144	2403	2403	2475
254	Electricity	651	5064	11000	5216
255	Rates (NNDR)	20504	21304	21304	22135
256	Long Term Financial Risks	5000	5000	0	2500
257	Long Term Maintenance	2875	2625	0	2875
	Total Expenditure	224070	265496	241557	270234
274	Bank Interest	0	0	1000	2400
Total to Administration Summary		224070	265496	240557	267834

		2017/18 ACTUAL	2018/19 ESTIMATE	2019/20 PROBABLE ESTIMATE	
Cost Centre	Church Road Hall				
16					
Code	Description				
280	Wages	4825	5359	5100	5400
281	Repairs & Maintenance	2250	3500	1500	3500
282	Gas & Electricity	800	1146	1000	1180
283	Cleaning Materials	25	100	100	100
284	Furniture & Fittings	17	100	100	100
285	Rates (NNDR)	1190	1235	1235	1283
287	Misc Expenditure	125	125	125	125
288	Long Term Financial Risks	0	885	0	0
289	Long Term Maintenance	0	1945	0	0
290	Telephone / Broadband	575	600	500	600
	Total Expenditure	9807	14995	9660	12289
295	Hire Income	4092	3388	4500	3473
	Total Income	4092	3388	4500	3473
	Total To Community Halls Summary	5715	11607	5160	8816
Cost Centre	Grove				
17	Hall				
Code	Description				
301	Repairs & Maintenance	135	700	700	700
302	Gas & Electricity	53	100	100	100
	Total Expenditure	198	810	810	810
	Total To Community Halls Summary	198	810	810	810
Cost Centre	Heritage Community Hall				
18					
Code	Description				
320	Wages	5975	6314	6200	6472
321	Repairs & Maintenance	1190	1800	1800	1800
322	Gas & Electricity	1256	1653	1653	1703
323	Cleaning Materials	210	195	195	195
324	Furniture & Fittings	13	1000	500	1000
325	Rates (NNDR)	2260	2349	2349	2441
326	Water Rates	440	667	667	687
327	Misc Expenditure	0	260	260	260
328	Long Term Financial Risks	0	0	0	0
329	Long Term Maintenance Requirements	0	0	0	0
	Total Expenditure	11344	14238	13624	14557
335	Hire Income	15124	15000	11000	12000
	Total Income	15124	15000	11000	12000
	Total To Community Halls Summary	-3780	-762	2624	2557
Cost Centre	Sports Pavilion				
20					
Code	Description				
340	Gas & Electricity	560	640	640	659
341	Water Rates	663	480	480	494
342	Maintenance & Cleaning Contribution	1913	1750	1750	1750
344	Building Insurance	1461	2025	1570	2025
345	Misc Expenditure	0	0	0	0
346	Long Term Financial Risks	27000	27000	17000	17000
	Total Expenditure	31597	31895	21440	21929
350	Rent	17301	17869	17869	18441
	Total Income	17301	17869	17869	18441
	Total To Community Halls Summary	14296	14026	3571	3488

		2017/18	2018/19	2019/20	
		ACTUAL	ESTIMATE	PROBABLE	ESTIMATE
Cost Centre 21 Town Council Offices Community Hall					
Code	Description				
360	Wages (Caretaker)	8430	9225	7500	7688
361	Repairs & Maintenance	420	420	420	420
362	Furniture, Fixtures and Fittings	200	100	100	100
363	Cleaning Materials	350	260	260	260
364	Miscellaneous	0	75	75	75
365	Long Term Financial Risks	6300	4300	0	4300
	Total Expenditure	15700	14380	8355	12843
370	Rent	31237	31263	31263	32018
	Total Income	31237	31263	31263	32018
Total To Community Halls Summary		-15537	-16883	-22908	-19175
Cost Centre 22 Old Fire Station Café					
Code	Description				
380	Wages	17702	19240	18500	19240
381	Food/Supplies	3892	4000	4000	4000
382	F, F & Equipment (including leased equipment)	1396	750	750	750
383	Advertising	0	100	100	100
384	Rates (NNDR)	1581	1644	1644	1708
385	Electricity & Water	1008	1039	1039	1070
386	Cleaning Materials	90	130	130	130
387	DBC Maintenance Service Charge	1615	1750	1500	1750
388	Telephone / Internet	745	1263	750	1000
389	Maintenance	1447	1000	1000	1000
390	Miscellaneous (and DBC Insurance)	410	1325	1325	1325
391	Long Term Financial Risks	0	0	0	0
392	Rent DBC	0	3000	3000	5600
393	Long Term Maintenance	0	0	0	0
	Total Expenditure	29886	35241	33738	37673
395	Café Income	8122	8000	11000	8000
	Total Income	8122	8000	11000	8000
Total To Community Café Summary		21764	27241	22738	29673
Cost Centre 23 Ingress Park Community Centre					
Code	Description				
400	Wages	0	6300	1000	6300
401	Repairs & Maintenance	0	1850	500	1850
402	Gas & Electricity	0	1600	400	1600
403	Cleaning Materials	0	1000	250	1000
404	Furniture & Fittings	0	5500	1375	4000
405	Rates (NNDR)	0	2442	650	2442
406	Water Rates	0	650	200	650
407	Key Holder Security	0	800	200	800
408	Misc Expenditure	0	500	210	500
409	Long Term Financial Risks	0	1950	0	1950
410	Long Term Maintenance	0	2350	0	2350
	Total Expenditure	0	24942	4785	23442
415	Hire Income	0	4000	500	4000
416	Commuted Sum	0	13500	13500	6000
417	Contingency Fund	0	7500	0	7500
	Total Income	0	25000	14000	17500
Total to Community Halls Summary		0	-58	-9215	5942

SUMMARY

Street Lighting	6198	12172	6199	8749
Car Parks	7470	9415	7075	7824
Parks	156971	215434	182652	188249
Leisure Centre	84150	85368	84500	85573
Squash Courts	0	1000	500	500
Allotments	961	600	-1405	296
Administration	224070	265496	240557	267834
Community Halls	892	8740	-19958	2437
Community Café	21764	27241	22738	29673
Total Expenditure	502476	625466	522858	591134

Reserve Account - Earmarked Funds

General Reserves		FRA Reserves	
£5,000	Sports Pavilion Bond	£40,964	11/12 FRA
£1,000	Bowls Pavilion Bond	£54,065	12/13 FRA
£3,750	Sports Pavilion Bond	£94,943	13/14 FRA
£1,250	Sports Pavilion Bond	£14,020	13/14 LTM
		£74,823	14/15 FRA
		£6,423	14/15 LTM
		£79,063	15/16 FRA
		£13,283	15/16 LTM
		-£4,868	16/17 FRA
		£1,820	16/17 LTM
		£575	17/18 FRA
		-£1,965	17/18 LTM
£11,000		£373,146	
Total in Reserve Account		£384,146	