

# SWANSCOMBE & GREENHITHE TOWN COUNCIL



## ANNUAL ESTIMATES FOR 2020-21

Prepared by Mr Martin Harding  
(Responsible Financial Officer)

Agreed by the Finance & General Purposes  
Committee (minute 410/19-20)

and approved by

Full Council – 9 January 2020 (minute 415/19-20)

**CALCULATION OF COUNCIL TAX 2020/21 AS REQUIRED BY  
SWANSCOMBE & GREENHITHE TOWN COUNCIL**

Balance at Bank 1st April 2019	582,578
Plus Precept - 2019/20	478,806
Plus Section 136 - 2019/20	5,440
Plus Government Grant 2019/20	14,435
	1,0891,457

Less probable expenditure 2019/20	500,795
Less reserve account	361,995
Less working balance	40,000
Less Earmarked from 2019/20 Balances	0
Available Balance	126,469

Estimated expenditure 2020/21	564,400
Less available balance	126,469
	437,931

Less Section 136 Contribution	0
Less Transitional Government Grant	14,435

Total Amount Required	423,496
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**COUNCIL TAX CALCULATION**

Basic rate for calculation as provided by  
Dartford Borough Council  
4481.78 properties

Band	2020/21
A	£63.00
B	£73.49
C	£83.99
D	£94.49
E	£115.49
F	£136.49
G	£157.49
H	£188.99

		2018/19 ACTUAL	2019/20 ESTIMATE	2020/21 PROBABLE ESTIMATE	
<b>Cost Centre 1</b>	<b>Public Lighting</b>				
Code	Description				
1	Supply & Maintenance	2500	2575	2570	2600
3	Christmas Lighting	2700	3600	2500	3600
4	Repairs	1000	1000	500	500
5	Long Term Financial Risks	0	1450	500	500
6	Long-term Maintenance	0	125	0	0
	Total Expenditure	6200	8750	6070	7200
7	Miscellaneous Income	1	1	1	1
	Total Income	1	1	1	1
<b>Total to Public Lighting Summary</b>		<b>6199</b>	<b>8749</b>	<b>6069</b>	<b>7199</b>
<b>Cost Centre 2</b>	<b>Grove Car Park</b>				
Code	Description				
20	Rates	4075	4234	4234	4399
21	Repairs & Maintenance	3000	1000	500	500
22	Long Term Financial Risks	0	2390	655	655
23	Long Term Maintenance	0	200	0	0
	Total Expenditure	7075	7824	5389	5554
24	Miscellaneous Income	0	0	815	800
<b>Total to Car Parks Summary</b>		<b>7075</b>	<b>7824</b>	<b>4574</b>	<b>4754</b>
<b>Cost Centre 4</b>	<b>Parks Establishment</b>				
Code	Description				
40	Wages	101600	103600	101000	105000
41	Equipment/Materials	43500	40000	37500	40000
43	Fuel	2500	2500	2500	2500
44	Fencing	5000	5000	2000	5000
45	Telephone	520	538	400	554
45	Vehicles	4750	2500	2400	2500
47	Water Rates	1560	1607	1000	1030
48	Gas / Electricity	2000	2060	2000	2060
49	Playground Equipment & Maintenance	7000	5000	5000	5000
50	Training	1500	1500	1000	1500
51	Knockhall Changing Rooms	1100	500	500	500
52	Parks Works Area	750	750	750	750
53	Vandalism	750	1000	500	1000
54	Trees	3000	3000	3000	6000
55	New Recreational Facilities	0	0	0	2800
56	Unexpected/Emergency Works	1000	1500	1000	1000
57	Long Term Financial Risks	5000	9125	10250	10250
58	New Community Facility	0	0	0	0
	Total Expenditure	181530	180180	170800	187444
66	Miscellaneous Income	1100	1000	1003	1000
	Total Income	1100	1000	1003	1000
<b>Total to Parks Summary</b>		<b>180430</b>	<b>179180</b>	<b>169797</b>	<b>186444</b>
<b>Cost Centre 5</b>	<b>Swanscombe Park</b>				
Code	Description				
71	Long Term Financial Risks	0	3030	0	0
72	Long Term Maintenance	0	500	0	0
	Total Expenditure	0	3530	0	0
75	Bowls	3200	3302	3302	3375
	Total Income	3200	3302	3302	3375
<b>Total to Parks Summary</b>		<b>-3200</b>	<b>228</b>	<b>-3302</b>	<b>-3375</b>

		2018/19 ACTUAL	2019/20 ESTIMATE	2020/21 PROBABLE ESTIMATE	
<b>Cost Centre 6 Knockhall Playing Field</b>					
Code	Description				
80	Rates	141	146	146	152
81	Long Term Financial Risks	0	1200	500	500
	Total Expenditure	141	1346	646	652
85	Football	5026	5152	5700	5843
	Total Income	5026	5152	5700	5843
<b>Total to Parks Summary</b>		<b>-4885</b>	<b>-3806</b>	<b>-5054</b>	<b>-5191</b>
<b>Cost Centre 7 Broomfield Sports Ground</b>					
Code	Description				
90	Long Term Financial Risks	0	1400	0	0
91	Long Term Maintenance	0	500	0	0
	Total Expenditure	0	1900	0	0
95	Football	6000	5762	7500	5906
96	Cricket	1943	1992	1700	1743
	Total Income	7943	7754	9200	7649
<b>Total to Parks Summary</b>		<b>-7943</b>	<b>-5854</b>	<b>-9200</b>	<b>-7649</b>
<b>Cost Centre 8 Churchyard - SP &amp; SP</b>					
Code	Description				
110	Maintenance	2000	5000	3000	3000
	Total Expenditure	2000	5000	3000	3000
<b>Total to Parks Summary</b>		<b>2000</b>	<b>5000</b>	<b>3000</b>	<b>3000</b>
<b>Cost Centre 9 Other Projects</b>					
Code	Description				
121	General Projects (inc Sum Etment)	13500	11500	10000	10800
	Total Expenditure	13500	11500	10000	10800
<b>Total to Parks Summary</b>		<b>13500</b>	<b>11500</b>	<b>10000</b>	<b>10800</b>
<b>Cost Centre 10 Bus Shelters</b>					
Code	Description				
130	Maintenance	750	1500	750	750
	Total Expenditure	750	1500	750	750
<b>Total to Parks Summary</b>		<b>750</b>	<b>1500</b>	<b>750</b>	<b>750</b>
<b>Cost Centre 19 Heritage Park</b>					
Code	Description				
100	Maintenance / Rent	2000	500	500	4500
104	Long Term Financial Risks	0	0	0	0
	Total Expenditure	2000	500	500	4500
<b>Total to Parks Summary</b>		<b>2000</b>	<b>500</b>	<b>500</b>	<b>4500</b>
<b>Cost Centre 11 Leisure Centre</b>					
Code	Description				
146	Rates & Ins Rent - DBC	27500	28573	28573	32187
155	GCLL Management Fee	57000	57000	57000	57000
	Total Expenditure	84500	85573	85573	89187
<b>Total To Leisure Centre Summary</b>		<b>84150</b>	<b>85573</b>	<b>85573</b>	<b>89187</b>

		2018/19	2019/20	2020/21	
		ACTUAL	ESTIMATE	PROBABLE	ESTIMATE
<b>Cost Centre</b>	<b>Squash Courts</b>				
<b>13</b>					
	Code Description				
	200 Maintenance	0	500	250	500
	201 Long Term Financial Risks	0	0	0	0
	Total Expenditure	0	500	250	500
	<b>Total to Squash Courts Summary</b>	<b>0</b>	<b>500</b>	<b>250</b>	<b>500</b>
<b>Cost Centre</b>	<b>Allotments</b>				
<b>14</b>					
	Code Description				
	210 Rents / Licences	245	245	150	245
	211 Repairs / Maintenance	250	250	250	250
	213 Long Term Financial Risks	0	2135	1000	1000
	Total Expenditure	495	2630	1400	1495
	218 Rent	1900	2335	2345	2685
	Total Income	1900	2335	2345	2685
	<b>Total To Allotment Summary</b>	<b>-1405</b>	<b>295</b>	<b>-945</b>	<b>-1190</b>
<b>Cost Centre</b>	<b>Administration</b>				
<b>15</b>					
	Code Description				
	230 Wages	134000	140000	137000	142000
	231 Furniture (F&F) & Equipment	750	1500	500	1000
	232 Photocopier	1000	1000	1000	1000
	233 Stationery, Advertising, Postage	2100	2300	2300	2300
	234 Telephone / Internet	3400	3788	3600	3700
	235 Mileage Allowance	500	515	400	412
	236 Insurance	14106	15000	12770	13000
	237 Subscriptions / Publications	4862	5008	5008	5158
	238 Town Mayor's Allowance	1500	1500	1500	1500
	239 Civic Reception	1500	1500	1500	1500
	240 Chains of Office	250	250	250	250
	241 Legal Fees	5000	6000	5000	5000
	242 External Audit Fees	1300	1300	1300	1300
	243 Internal Audit Fees	250	250	250	250
	244 Local Funding	7000	7000	7000	2000
	245 Miscellaneous	3000	6250	6000	8250
	246 Election Expenses	2000	10000	8000	2000
	247 Training	1500	1500	1000	1500
	248 Member Training	1500	1500	1500	1500
	249 IT Services	4500	6000	6000	4000
	250 Handyman (including seasonal Park staff)	500	1500	1000	1500
	251 Council Offices Building Maintenance	15000	20000	15000	20000
	252 Water Rates	1332	1372	1000	1413
	253 Gas	2403	2475	2475	2549
	254 Electricity	11000	5216	5216	5372
	255 Rates (NNDR)	21304	22135	22135	22998
	256 Long Term Financial Risks	0	2500	2000	2000
	257 Long Term Maintenance	0	2875	0	0
	Total Expenditure	241557	270234	250704	253453
	271 Miscellaneous	0	0	4000	0
	274 Bank Interest	1000	2400	2400	2400
	<b>Total to Administration Summary</b>	<b>240557</b>	<b>267834</b>	<b>244304</b>	<b>251053</b>



		2018/19	2019/20	2020/21	
		ACTUAL	ESTIMATE	PROBABLE	ESTIMATE
<b>Cost Centre 21 Town Council Offices Community Hall</b>					
Code	Description				
360	Wages (Caretaker)	7500	7688	7688	7880
361	Repairs & Maintenance	420	420	420	420
362	Furniture, Fixtures and Fittings	100	100	100	100
363	Cleaning Materials	260	260	260	260
364	Miscellaneous	75	75	75	75
365	Long Term Financial Risks	0	4300	5000	5000
	Total Expenditure	8355	12843	13543	13735
370	Rent	31263	32045	36000	32045
	Total Income	31263	32045	36000	32045
<b>Total To Community Halls Summary</b>		<b>-22908</b>	<b>-19202</b>	<b>-22457</b>	<b>-18309</b>
<b>Cost Centre 22 Old Fire Station Café</b>					
Code	Description				
380	Wages	18500	19240	18000	18720
381	Food/Supplies	4000	4000	4000	4000
382	F, F & Equipment (including leased equipment)	750	750	750	750
383	Advertising	100	100	100	100
384	Rates (NNDR)	1644	1708	1708	1775
385	Electricity & Water	1039	1070	1070	1102
386	Cleaning Materials	130	130	130	130
387	DBC Maintenance Service Charge	1500	1750	1750	1750
388	Telephone / Internet	750	1000	1000	1000
389	Maintenance	1000	1000	1000	1000
390	Miscellaneous (and DBC Insurance)	1325	1325	1000	1325
391	Long Term Financial Risks	0	0	0	0
392	Rent DBC	3000	5600	5600	5600
393	Long Term Maintenance	0	0	0	0
	Total Expenditure	33738	37673	36108	37252
395	Café Income	11000	8000	12450	10000
	Total Income	11000	8000	12450	10000
<b>Total To Community Café Summary</b>		<b>22738</b>	<b>29673</b>	<b>23658</b>	<b>27252</b>
<b>Cost Centre 23 Ingress Park Community Centre</b>					
Code	Description				
400	Wages	1000	6300	1000	6300
401	Repairs & Maintenance	500	1850	500	1850
402	Gas & Electricity	400	1600	400	1600
403	Cleaning Materials	250	1000	250	1000
404	Furniture & Fittings	1375	4000	1000	6700
405	Rates (NNDR)	650	2442	500	2442
406	Water Rates	200	650	150	650
407	Key Holder Security	200	800	200	800
408	Misc Expenditure	210	500	200	500
409	Long Term Financial Risks	0	1950	0	0
410	Long Term Maintenance	0	2350	0	0
	Total Expenditure	4785	23442	4200	21842
415	Hire Income	500	4000	2500	7000
416	Commuted Sum	13500	6000	13500	6000
417	Contingency Fund	0	7500	5000	5000
	Total Income	14000	17500	21000	18000
<b>Total to Community Halls Summary</b>		<b>-9215</b>	<b>5942</b>	<b>-16800</b>	<b>3842</b>

**SUMMARY**

Street Lighting	6199	8749	6069	7199
Car Parks	7075	7824	4574	4754
Parks	182652	188248	166491	189280
Leisure Centre	84500	85573	85573	89187
Squash Courts	0	500	250	500
Allotments	-1405	295	-945	-1190
Administration	240557	267834	244304	251053
Community Halls	-19958	2390	-29079	-3635
Community Café	22738	29673	23658	27252
<b>Total Expenditure</b>	<b>522358</b>	<b>591086</b>	<b>500895</b>	<b>564400</b>

**Reserve Account - Earmarked Funds****General Reserves**

£5,000	Sports Pavilion Bond
£1,000	Bowls Pavilion Bond
£3,750	Sports Pavilion Bond
£1,250	Sports Pavilion Bond

**FRA Reserves**

£40,964	11/12 FRA
£54,065	12/13 FRA
£94,943	13/14 FRA
£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
-£17,576	18/19 FRA
-£4,576	18/19 LTM

**£11,000****Total in Reserve Account****£350,994****£361,994**