



# SANDHURST TOWN COUNCIL

COUNCIL OFFICES  
SANDHURST MEMORIAL PARK  
YORKTOWN ROAD  
SANDHURST, BERKSHIRE  
GU47 9BJ

Tel: 01252 879060 (24hr answer phone)  
Fax: 01252 860070

Email: [stc@sandhurst.gov.uk](mailto:stc@sandhurst.gov.uk)

All Town Council Meetings are open to the Public and Press.

Dear Councillors A. Blatchford (Mayor), N. Allen, D. Armstrong, Mrs J. Bettison, P. Bettison, D. Birch, Mrs E. Birch, M. Brossard, Mrs S. Davenport, Mrs H. Hill, P. Hodge, Ms G. Kennedy (Deputy Mayor), Mrs P. McKenzie, R. McKenzie, K. Miah, G. Oberholzer, P. Panesar, J. Pope, J. Porter, D. Perera, M. Sanderson, A. Shellhorn, P Wallington, Mrs S. Warren.

You are hereby summoned to attend a meeting of the **Sandhurst Town Council** to be held in the **Kitty Dancy Room, Sandhurst Community Hall Complex, Sandhurst**, on **Thursday 7th February 2019 at 7.30pm** for the purpose of considering and resolving upon the subjects and matters set out in the agenda below.

Angela Carey (Executive Officer)

---

## 1. Book of Remembrance

To stand in silence for the turning of a page in the Book of Remembrance.

## 2. Questions from Members of the Public

*Prior to the start of the meeting an opportunity is provided for the people of Sandhurst to ask questions of, and make comments to, the Town Council. Members of the Public are requested to restrict their questions and comments to three minutes. Questions which are not answered at this meeting will be answered in writing to the person asking the question.*

## 3. Apologies for absence

To receive and accept apologies for absence.

## 4. Members' interests

To receive any declaration of interests from Members on the business to be transacted.

## 5. Budget 2019 / 20

a) To receive the budget recommendation from Strategy and Policy (Annexe 1).

b) To receive the motion:

*"that the budget proposals for the financial year 2019 / 2020 be approved thereby setting the level of Precept at £577,745 for the same year."*

## Annexe 1: Budget 2019/20

Meeting: Town Council

Date: 1st February 2018

Agenda item: 5

Author: Angela Carey

### 1. Purpose of report

To present the budget proposals for 2019/20.

### 2. Tax Base

The tax base for 2019/20 for Sandhurst has been calculated as 7,883 'Band D' equivalent properties.

	Tax Base 2017/18	Tax Base 2018/19	Tax Base 2019/20	Variance to previous year
Sandhurst	7,788	7,854	7,883	29

### 3. Band D rate

Four options for the 'Band D' rate have been considered with the implications for the calculation of precept as below:

Change	Rate	Tax Base	Precept	Variance from Pr. Yr
0%	£73.29	7,883	£577,745.07	£2,125.41
1%	£74.02	7,883	£583,499.66	£7,880.00
2%	£74.76	7,883	£589,333.08	£13,713.42
3%	£75.49	7,883	£595,087.67	£19,468.01
4%	£76.22	7,883	£600,842.26	£25,222.60

### 4. Precept figure

The budget as presented recommends a zero percent change to the Band D rate, and a resulting Precept figure of £577,745.07 for 2019/20.

(This is calculated by maintaining the 2018/19 rate of £73.29 and multiplying by 7,883 'Band D' equivalent properties in Sandhurst.)

### 5. Revenue

The precept is £2125.41 higher than the previous year as a result of 29 additional Band D equivalent properties.

The budget proposed allows for utilisation of £11,039 of general reserves in the delivery of services. The reserve will not be utilised in the event that in-year savings and additional income generation cover the shortfall.

### 5. Reserves

The level of earmarked reserves increases to £615,037 going into the 2019/20 budget. This reflects the creation of new reserves against specific projects for future years.

The general reserve fund is projected to be £178,227 at the end of the 2019/20 financial year.

### 6. Outcomes

The budget as presented continues and enhances the delivery of facilities and services to residents, as established in previous years. Of particular note:

- A Firework event in 2019.
- Continued Youth service provision.
- Improvements to the leisure facilities on the Memorial Park.

- An increase in the total grants budgets available for partnership working and individual applications.
- Rising insurance costs accommodated.
- Local government proposed pay awards allowed for.
- Maintenance of ditches and drains on Memorial Park, allowed for.
- Repair of pathways.

**Sandhurst Town Council**  
**Year ended 31st March 2019**  
**Summary**

	(at end Sept) Actual Year To Date	Rest of Year	Total I&E w/o res Est. Total Year	Added to Reserves	Reserve Expenditure	Total (incl reserves exp)	Current Annual Bud (excl reserves)	Variance Annual Total (incl reserves)	Budget 2019-20	Budget % change
<b>Strategy &amp; Policy</b>										
Expenditure - revenue	116,073	110,482	226,555			226,555	273,200	46,645	284,250	4%
Income - excl. precept	55,331	76,285	131,616			131,616	5,000	- 126,616	5,000	0%
Income - precept	575,620	-	575,620			575,620	575,617	- 3	577,745	0%
Net Expenditure over income	- 514,878	34,197	- 446,328			- 446,328	- 307,417	305,913	- 193,495	
Transfers to & expenditure from reserves			34,353	132,649	34,353	34,353		132,649	105,000	
								Reserves cfwd	361,515.00	
<b>Environment</b>										
Expenditure - revenue	8,333	14,450	22,783			22,783	44,320	21,537	30,720	-31%
Income	792	-	792			792		- 792		
Net Expenditure over income	7,541	14,450	21,991			21,991	44,320	22,329	30,720	
Transfers to & expenditure from reserves				-	-	-		-	-	
								Reserves cfwd	19,419.00	
<b>Leisure</b>										
Expenditure - revenue	136,735	136,345	273,080	30,000		273,080	326,370	53,290	323,370	-1%
Income	21,226	15,670	36,896			36,896	17,900	- 18,996	17,900	0%
Net Expenditure over income	115,509	120,675	236,184			283,814	308,470	102,286	335,470	
Transfers to & expenditure from reserves				30,000	47,630	47,630		30,000	30,000	
								Reserves cfwd	134,703.00	
<b>Hall</b>										
Expenditure - revenue	33,218	39,681	72,899	-		72,899	78,365	5,466	78,690	0%
Income	25,453	18,186	43,639			43,639	41,830	- 1,809	41,830	0%
Net Expenditure over income	7,765	21,495	29,260			39,139	36,535	7,275	36,860	
Transfers to & expenditure from reserves				-	9,879	9,879		-	-	
								Reserves cfwd	77,328.00	
<b>Grants &amp; Capital Expenditure</b>										
Expenditure - revenue	36,056	5,580	41,636			41,636	41,663	27	41,887	1%
Income						-				
Net Expenditure over income	36,056	5,580	41,636			41,636	41,663	27	41,887	
Transfers to & expenditure from reserves				-	-	-		-	-	
								Reserves cfwd	22,072.00	
<b>REVENUE</b>										
Total Expenditure	330,415	306,538	636,953	162,649	91,862	728,815	763,918	126,965	758,917	
Total Income	678,422	110,141	788,563			788,563	640,347	- 148,216	642,475	
Total Net Expend. over income	- 348,007	196,397	- 151,610			- 59,748	123,571	275,181	116,442	
<b>GLOBAL</b>										
Total Expenditure			728,815				763,918	35,103	893,917	
Total Income			788,563				640,347	- 148,216	642,475	
Total Net Expend. over income			- 59,748				123,571	183,319	251,442	

<b>2018-19 Estimated results</b>	
<b>Earmarked Funds</b>	
Reserves bfwd	544,250
Reserves created	162,649
Reserves utilised	91,862
Reserves cfwd	615,037
<b>General Fund</b>	
General fund bfwd	330,708
Income for year	788,563
Expenditure for year	- 728,815
Net tfr to Earm'd	- 70,787
General fund cfwd	319,669
Total reserves bfwd	874,958
Total reserves cfwd	934,706
mvmt	59,748

<b>2019-20 Budget Figures</b>	
<b>Earmarked Funds</b>	
Reserves bfwd	615,037
Reserves created	25,000
Reserves utilised	135,000
Reserves cfwd	505,037
<b>General Fund</b>	
General fund bfwd	319,669
Income for year	642,475
Expenditure for year	- 893,917
Net tfr from Earm'd	110,000
General fund cfwd	178,227
Total reserves bfwd	934,706
Total reserves cfwd	683,264
mvmt	- 251,442

Total e/m reserves bfwd	544,250	Total e/m reserves cfwd	615,037
Total general fund bfwd	330,708	Total gen fund cfwd	319,669
Total funds	874,958		934,706
Mvmt in funds 2018-19			- 59,748

Sandhurst Town Council  
Year ended 31st March 2019  
Notes on Outturn Review

		(at end Sept)											
		2017/18	Actual Year	2018/19	Est. Rest	Tfr	Est. Total	Current	Variance	Budget	% change	2018/19 Notes	
		Total	To Date		of Year	to Reserves	Year	Annual Bud	Annual Total	2019/20	Budgets		
<b>Strategy &amp; Policy</b>													
1101	Salaries/Wages N.I.	112776.00	60130.00	from pay outturn - DEO vacant for 1 mth	51900.00	0.00	112030	122000.00	9970.00	122000	0%	+1% Loc Gov Pay award - still within budget	
1102	Mayors Allowance	55.00	0.00		450.00		450	450.00	0.00	450	0%		
1103	Conference Expenses	809.00	440.00	from pay outturn	560.00		1000	1000.00	0.00	1000	0%		
1104	Staff Expenditure	0.00	0.00	from pay outturn	150.00		150	150.00	0.00	150	0%		
1105	Civic Service	875.00	0.00		1600.00		1600	1600.00	0.00	1600	0%		
1106	Solicitors Fees	4075.00	2135.00		270.00		2405	3000.00	595.00	3000	0%		
1107	Recruitment Fees	100.00	100.00	from pay outturn	900.00	0.00	1000	1000.00	0.00	1000	0%		
1108	Bank Charges	911.00	584.00	-	500.00		1084	1200.00	116.00	1200	0%		
1109	Accounts	2131.00	592.00	£1300 PKF + £700 CEC	2000.00		2592	4000.00	1408.00	4000	0%		
1110	Electricity	1220.00	388.00		900.00		1288	1500.00	212.00	1500	0%		
1111	Alarms Warranty	992.00	548.00		1200.00		1748	1000.00	-748.00	1200	20%		
1112	Gas	761.00	173.00	-	700.00		873	1200.00	327.00	1200	0%		
1113	Telephone	1458.00	687.00		800.00		1487	2000.00	513.00	2000	0%		
1114	Water	421.00	433.00	-	720.00		1153	700.00	-453.00	1000	43%		
1115	Insurances	14153.00	13435.00		0.00		13435	18000.00	4565.00	18000	0%	Keep current rate to absorb increases	
1116	Rates	1724.00	1064.00		712.00		1776	2000.00	224.00	2000	0%		
1117	Boiler Service	510.00	0.00	-	600.00		600	1200.00	600.00	1200	0%		
1118	S/H Sports Centre	0.00	0.00	No longer needed in S&P budget	0.00		0	10000.00	10000.00	0	-100%		
1119	IT	4775.00	2281.00	support costs higher	2000.00		4281	4500.00	219.00	4500	0%		
1120	Binding	118.00	0.00	-	50.00		50	50.00	0.00	50	0%		
1121	Mayors Chain	245.00	0.00		100.00		100	100.00	0.00	100	0%		
1122	Subscriptions	4751.00	3125.00	-	1400.00		4525	4500.00	-25.00	4500	0%		
1123	Stationery	1333.00	1112.00	-	2750.00		3862	4000.00	138.00	4000	0%		
1124	Office Equipment	370.00	0.00		500.00	0.00	500	500.00	0.00	500	0%		
1126	Petty cash & Postage	1625.00	796.00		900.00		1696	1700.00	4.00	1700	0%		
1127	Photocopying	578.00	0.00	-	0		0	0.00	0.00		N/A		
1128	Training	619.00	40.00	from pay outturn	1960.00		2000	2000.00	0.00	2000	0%		
1129	Emergency Repairs	500.00	198.00	-	800.00		998	1000.00	2.00	1000	0%		
1130	Health & Safety	8627.00	5044.00		900.00		5944	6000.00	56.00	6000	0%		
1131	Members Training	429.00	90.00		1000.00	0.00	1090	2000.00	910.00	2000	0%		
1135	HR Services	3720.00	1860.00	-	1860.00		3720	4500.00	780.00	4500	0%		
1136	Payroll processing	900.00	1048.00	-	800.00		1848	550.00	-1298.00	1600	191%	Increased payroll fees	
1137	Internal audit	1613.00	125.00	-	1500.00		1625	2000.00	375.00	2000	0%		
1140	Speedwatch			To purchase own equipment						2000			
1205	Community Engagement	1901.00	289.00	Retain budget as before	1000.00		1289	5000.00	3711.00	5000	0%		
1206	VAT			£10000 roll forward in reserves		0.00	0	0.00	0.00	0	N/A		
1213	Bye Elections						0	0.00	0.00	0	N/A		
1214	Communication	7311.00	3356.00	Assume spend at same rate	3500.00		6856	13800.00	6944.00	13800	0%		
1215	Elections	0.00	0.00	To cover full election costs		0.00	0	7500.00	7500.00	15000	100%		
1219	Freedom of the Borough	1862.00	10000.00			10000.00	20000	10000.00	-10000.00	20000	100%		
1222	RRR expenditure	200.00	0.00		500.00	0.00	500	500.00	0.00	500	0%		
1223	Asset valuation	0.00	0.00		2000.00	0.00	2000	2000.00	0.00	2000	0%		
1225	Youth Projects	17000.00	0.00		17000.00	0.00	17000	17000.00	0.00	17000	0%		
1226	Neighbourhood plan	0.00	0.00		0.00		0	0.00	0.00	0	N/A		
1228	Press and Media	7000.00	6000.00	£1000 pm from Aug 17	6000.00		12000	12000.00	0.00	12000	0%	£1k per month	
1300	Cricket Club loan	0.00	0.00				0	0.00	0.00		N/A		
1301	Tug of war loan	0.00	0.00				0	0.00	0.00		N/A		
Strategy & Policy - subtotal w/o reserve:		208448.00	116073.00	-	110482.00	10000.00	236555.00	273200.00	36645.00	284250			
S&P - Earmarked reserves spent				-			34353	233219					
Strategy & Policy - total expenditure		208448.00	116073.00	-	110482.00	10000.00	270908	506419	36645.00	284250			

Sandhurst Town Council  
Year ended 31st March 2019  
Notes on Outturn Review

		(at end Sept)		2018/19		Est. Rest	Tfr	Est. Total	Current	Variance	Budget	% change	2018/19 Notes
		2017/18	Actual Year			of Year	to Reserves	Year	Annual Bud	Annual Total	2019/20	Budgets	
		Total	To Date										
1175	Sale of Goods	110.00	55.00	-		0.00		55	1000	945.00	1000	0%	
1176	Precept	570783.00	575620.00	-		0.00		575620	575617	-3.00	577745	0%	
1177	Photocopying Income	41.00	22.00	-		0.00		22	0	-22.00	0	N/A	
1178	Insurance claims	0.00	0.00	-		0.00		0	0	0.00	0	N/A	
1179	Recycling Bags	454.00	842.00	-		0.00		842	500	-342.00	500	0%	
1180	Precept Grant	0.00	0.00	-		0.00		0	0	0.00	0	N/A	
1181	CIL income	85495.00	46963.00	-		75685.00		122648	0	-122648.00			
1182	Repayment of loans	9071.00	2500.00	-		0.00		2500	0	-2500.00			
1195	RRR Income	0.00	0.00	-		0.00		0	0	0.00	0	N/A	
1196	Bank Interest Received	258.00	241.00	-		600.00		841	500	-341.00	500	0%	
1197	Insurance recharged to clubs	3906.00	4708.00	-	New code separating I from E			4708	3000	-1708.00	3000	0%	
1198	Sickness Insurance claim	0.00	0.00	-				0	0	0.00			
1199	Compensation received	0.00	0.00	-		0.00		0	0	0.00		N/A	
				-				0	0	0.00		N/A	
<b>Strategy &amp; Policy - total income</b>		<b>670118.00</b>	<b>630951.00</b>	-		<b>76285.00</b>	<b>0.00</b>	<b>707236</b>	<b>580617</b>	<b>-126619.00</b>	<b>582745</b>		
<b>Net Expenditure over Income</b>		<b>-461670.00</b>	<b>-514878.00</b>	-		<b>34197.00</b>	<b>10000.00</b>	<b>-436328</b>	<b>-74198</b>	<b>163264.00</b>	<b>-298495</b>		

901 Strategy & Policy reserves

		Bfwd 1/4/18	Created	Spent to date	Est extra spend	Cfwd 31/3/19
9002	Recruitment costs reserve	2,000.00	0.00	0.00		2,000.00
9003	Office Equipment reserve	4,208.00	0.00	0.00		4,208.00
9004	Members' Training reserve	5,730.00	0.00	0.00		5,730.00
9005	Elections reserve	7,500.00	0.00	0.00		7,500.00
9006	Freedom of the Borough reserve	40,000.00	10,000.00	34,353.00	-30,000.00	45,647.00
9007	RRR Expenditure reserve	2,523.00	0.00	0.00		2,523.00
9008	Asset valuation reserve	6,129.00	0.00	0.00		6,129.00
9009	VAT PX reserve	10,000.00	0.00	0.00		10,000.00
9010	Youth Project Reserve	0.00	0.00	0.00		0.00
9011	CIL	125,129.00	122,649.00			247,778.00
9012	Office refurb	20,000.00	0.00			20,000.00
9013	Neighbourhood plan	10,000.00	0.00			10,000.00
		<b>233,219.00</b>	<b>132,649.00</b>	<b>34,353.00</b>	<b>-30,000.00</b>	<b>361,515.00</b>

Sandhurst Town Council  
Year ended 31st March 2019  
Notes on Outturn Review

	2017/18 Total	(at end Sept) Actual Year To Date	2018/19	Est. Rest of Year	Tfr to Reserves	Est. Total Year	Current Annual Bud	Variance Annual Total	Budget 2019/20	% change Budgets	2018/19 Notes
<b>Environment</b>											
<b>202 Environment</b>											
2202 Sandhurst Bus Shelter	0.00	0.00			0.00	0	0	0.00	0	N/A	
2203 Notice Boards Maintenance	115.00	0.00		100.00		100	100	0.00	100	0%	
2205 Seats Maintenance	0.00	0.00		900.00	0.00	900	900	0.00	900	0%	
2206 Christmas Lights Event	3886.00	0.00		3620.00	0.00	3620	3620	0.00	3620	0%	
2207 Events Protective Flooring	3015.00	0.00		1000.00		1000	2000		1000	-50%	
2208 Vandalism	624.00	0.00		500.00		500	500	0.00	500	0%	
2211 Dog Fouling	0.00	0.00		500.00	0.00	500	500	0.00	500	0%	
2213 Clean Team	11402.00	5775.00	from pay outturn	6000.00		11775	20000	8225.00	15000	-25%	
2214 Community bus	0.00	0.00		0.00		0	0	0.00	0	N/A	
2216 Bulbs	67.00	0.00		100.00		100	100	0.00	100	0%	
2220 Remembrance Service	1240.00	150.00		1050.00		1200	1900	700.00	1900	0%	
2221 Remembrance Book	0.00	0.00		100.00	0.00	100	100	0.00	100	0%	
2222 War Memorial Maint	510.00	0.00		250.00	0.00	250	250	0.00	250	0%	
2223 Grit Bins	0.00	470.00		330.00		800	800	0.00	800	0%	
2224 Bus Shelter Maintenance	69.00	0.00		0.00		0	2000	2000.00	2000	0%	
2225 Roundabout sponsorship	0.00	0.00		0.00		0	1050	1050.00	1050	0%	
2226 WWI Centenary	0.00	1861.00	No longer required	0.00	0.00	1861	10000	8139.00	0	-100%	
2229 Chelsea Fringe	0.00	77.00		0.00		77	500	423.00	500	-	
2230 Town bins									2400		
Environment subtotal w/o reserves	20928	8333		14450	0	22783	44320	20537	30720		
Environment -Earmarked reserves						0	49419				
<b>Environment - total expenditure</b>	<b>20928.00</b>	<b>8333.00</b>		<b>14450.00</b>	<b>0.00</b>	<b>22783</b>	<b>93739</b>	<b>20537.00</b>	<b>30720</b>		
1278 Sponsorship income	667.00	792.00				792	0	-792.00	0	N/A	
2206 Christmas Lights event				0.00		0		0.00			
<b>Environment total income</b>	<b>667.00</b>	<b>792.00</b>		<b>0.00</b>	<b>0.00</b>	<b>792.00</b>	<b>0.00</b>	<b>-792.00</b>	<b>0.00</b>		

**Environment Reserves**

	Bfwd 1/4/18	Created	Spent to date	Est extra spend	Cfwd 31/3/19
<b>902 Environment reserves</b>					
9101 Dog (Fouling) Act reserve			5,500.00	0.00	5,500.00
9102 Remembrance Book reserve			100.00	0.00	100.00
9103 War Memorial Maint reserve			500.00	0.00	500.00
9104 Seats (Env) reserve			488.00	0.00	488.00
9105 Christmas lights reserve			3,857.00	0.00	3,857.00
9106 Bus shelter reserve			4,974.00	0.00	4,974.00
9107 RRR Reserve (roundabout signs)			4,000.00	0.00	4,000.00
9108 WWI Centenary Reserve			30,000.00	0.00	0.00
	<b>49,419.00</b>	<b>0.00</b>	<b>0.00</b>	<b>30,000.00</b>	<b>19,419.00</b>

Sandhurst Town Council  
Year ended 31st March 2019  
Notes on Outturn Review

		(at end Sept)											
		2017/18	Actual Year	2018/19	Est. Rest	Tfr	Est. Total	Current	Variance	Budget	% change	2018/19 Notes	
		Total	To Date		of Year	to Reserves	Year	Annual Bud	Annual Total	2019/20	Budgets		
<b>Leisure</b>													
<b>301</b>	<b>Leisure</b>												
3101	Salaries/Wages/N.I	81824.00	51491.00	from pay outturn	49800.00		101291	110500	9209.00	110500	0%		
3102	Mobile Phone	476.00	205.00	-	250.00		455	500	45.00	500	0%		
3103	Vehicle Tax	0.00	0.00	-	0.00		0	150	150.00	150	0%		
3104	Fertilisers	190.00	34.00	-	1400.00		1434	1500	66.00	1500	0%		
3105	Weed, Worm & Moss Treatr	1681.00	2275.00	-	1200.00		3475	3000	-475.00	3000	0%		
3106	Topsoil & Dressing	1757.00	959.00		5000.00		5959	7500	1541.00	7500	0%		
3107	Seed & Turf	8421.00	1121.00		4500.00		5621	5600	-21.00	5600	0%		
3108	Marking Compounds	1645.00	823.00		3000.00		3823	5000	1177.00	5000	0%		
3109	Essential expenses	4481.00	1872.00	Increased	1600.00		3472	3500	28.00	3500	0%		
3110	Hire of Machinery	0.00	0.00		1500.00		1500	1700	200.00	1700	0%		
3111	Shrub & Tree Maintenance	0.00	0.00	Storm / tree work	1000.00		1000	1000	0.00	1000	0%		
3112	Parks Maintenance	72.00	0.00		0.00		0	0	0.00	0	N/A		
3113	Mole Treatment	40.00	106.00	-	300.00		406	1500	1094.00	500	-67%		
3115	Bark Chippings/Play Surfaces	2800.00	605.00		3500.00		4105	4500	395.00	4500	0%		
3116	Playpit Sand	640.00	0.00	-	700.00		700	1000	300.00	1000	0%		
3117	Wood Preservative/Paint	0.00	0.00		0.00		0	0	0.00	0	N/A		
3118	Play Equipment Parts/Repair:	2710.00	227.00	-	6000.00		6227	8500	2273.00	8500	0%		
3119	Skater Ramp Maintenance	1582.00	3190.00		3000.00	0.00	6190	6000	-190.00	6000	0%		
3120	Servicing	10062.00	1657.00	-	10000.00		11657	12000	343.00	12000	0%		
3122	Fuel & Lubricants	3134.00	186.00		3500.00		3686	5000	1314.00	5000	0%		
3123	Equipment Reserve Fund	3148.00	0.00		3000.00		3000	5000	2000.00	5000	0%		
3124	Protective Clothing	1973.00	795.00	-	1000.00		1795	2000	205.00	2000	0%		
3125	Sports Equipment	0.00	1450.00		100.00		1550	1000	-550.00	1000	0%		
3126	Tools	594.00	0.00	-	200.00		200	500	300.00	500	0%		
3127	Drain Cleaning	0.00	1136.00				1136	1000	-136.00	1000	0%		
3128	Drainage Management Pim	8425.00	0.00		3000.00		3000	3320	320.00	3320	0%		
3130	Gardening	0.00	50.00	-	500.00		550	1000	450.00	500	-50%		
3145	Public Toilet Maintenance	1003.00	296.00		700.00		996	1000	4.00	1000	0%		
3201	Vertidrainning	940.00	0.00		1500.00		1500	2500	1000.00	2500	0%		
3202	Footpaths on Park			£12444 reserves roll forward	0.00	0.00	0	0	0.00		N/A		
3206	Sandhurst Summer of Fun	2550.00	55.00		3250.00	0.00	3305	3000	-305.00	3500	17%		
3213	Police Point	0.00	47.00	-	200.00		247	300	53.00	300	0%		
3217	Ditch Clearance	1280.00	1288.00	-	4000.00		5288	5500	212.00	5500	0%		
3218	Essential Park Maintenance	70540.00	65144.00		4000.00		69144	100000	30856.00	30000	-70%		
3219	New Seats	0.00	0.00		1000.00	0.00	1000	1000	0.00	1000	0%		
3220	Waste/Dog bins	0.00	0.00		300.00		300	500	200.00	500	0%		
3224	Proactive Tree Surgery	3110.00	0.00	-	1300.00	0.00	1300	3000	1700.00	3000	0%		
3225	Music event									25000	N/A		
3232	Fence Maintenance	677.00	164.00		1000.00		1164	1000	-164.00	1000	0%		
3237	Park Signs	105.00	155.00		45.00	0.00	200	200	0.00	200	0%		
3255	Green Flag Status	0.00	57.00	-	100.00		157	200	43.00	200	0%		
3256	New Play equip	0.00	0.00				0	0	0.00		N/A		
		215860.00	135388.00	-		0.00	256833.00	310470.00	53637.00	264470.00			



Sandhurst Town Council  
Year ended 31st March 2019  
Notes on Outturn Review

		(at end Sept)											
		2017/18	Actual Year	2018/19		Est. Rest	Tfr	Est. Total	Current	Variance	Budget	% change	2018/19 Notes
		Total	To Date			of Year	to Reserves	Year	Annual Bud	Annual Total	2019/20	Budgets	
<i>Expenditure bfwd</i>		215860.00	135388.00				0.00	256833	310470	53637	264470		
3259	Additional Parking	0.00	0.00				0.00	0	0	0.00	0	N/A	
3266	Main Car Park Reserve Fund	0.00	0.00				0.00	0	0	0.00	0	N/A	
3269	Formal Gardens	154.00	196.00				0.00	196	200	4.00	200	0%	
3270	Garden Planters	0.00	0.00			150.00	0.00	150	200	50.00	200	0%	
3283	Groundstaff Welfare	118.00	237.00	from pay outturn		250.00	0.00	487	500	13.00	500	0%	
3287	Skate Park extension	0.00	0.00	to reserves		0.00	0.00	0	1000	1000.00	1000	0%	
3288	Public Toilet Cleaning	0.00	0.00	Leave in reserves		0.00	0.00	0	0	0.00	0	N/A	
3289	Multi Use Court	63829.00	0.00			0.00		0	0	0.00	0	N/A	
3291	Fireworks	13397.00	-536.00			13500.00		12964	13000	36.00	16000	23%	
3292	Playsurface painting	0.00	0.00			1000.00	0.00	1000	1000	0.00	1000	0%	
3293	Insurance incidents	6670.00	1450.00					1450	0	-1450.00		N/A	
3295	Skate park refurb										40000	N/A	
<i>Leisure - subtotal w/o reserves</i>		<u>300028.00</u>	<u>136735.00</u>			<u>136345.00</u>	<u>0.00</u>	<u>273080.00</u>	<u>326370.00</u>	<u>53290.00</u>	<u>323370.00</u>		
<i>Leisure - Earmarked Reserves</i>								47630	152333				
<i>Leisure - total expenditure</i>		<u>300028.00</u>	<u>136735.00</u>			<u>136345.00</u>	<u>0.00</u>	<u>320710</u>	<u>478703</u>	<u>53290.00</u>	<u>323370</u>		
<i>Leisure - income</i>													
3177	Cricket Pitch Hire	1542.00	861.00			0.00		861	1200	339.00	1200	0%	
3178	Football Pitch Hire	9610.00	2762.00			7000.00		9762	10000	238.00	10000	0%	
3179	Tennis Court Hire	1313.00	1043.00			400.00		1443	1500	57.00	1500	0%	
3180	Tug of War Hire	0.00	220.00			0.00		220	0	-220.00		N/A	
3181	Leisure Misc Income	3145.00	12432.00			2750.00		15182	1500	-13682.00	1500	0%	
3182	Mast Rental	3500.00	1750.00			1000.00		2750	0	-2750.00	0	N/A	
3185	Drainage recharged to clubs	720.00	0.00			720.00		720	700	-20.00	700	0%	
3186	Insurance incidents	6130.00	1308.00			1800.00		3108	0	-3108.00	0	N/A	
3187	Firework Income	3879.00	850.00			2000.00		2850	3000	150.00	3000	0%	Include budget for firework income
3189	Grant income	0.00	0.00					0	0	0.00			
<i>Leisure - total income</i>		<u>29839.00</u>	<u>21226.00</u>			<u>15670.00</u>	<u>0.00</u>	<u>36896</u>	<u>17900</u>	<u>-18996.00</u>	<u>17900</u>		
<i>let Expenditure over Income</i>		<u>270189.00</u>	<u>115509.00</u>			<u>120675.00</u>	<u>0.00</u>	<u>283814</u>	<u>460803</u>	<u>72286.00</u>	<u>305470</u>		
<i>Leisure Reserves</i>						<b>Bfwd 1/4/18</b>	<b>Created</b>	<b>Spent to date</b>	<b>Est extra spend</b>		<b>Cfwd 31/3/19</b>		
9201	Footpaths on park reserve					22,444.00	0.00	0.00			22,444.00		
9202	Summer of Fun reserve					0.00	0.00	0.00			0.00		
9203	New seats (leisure) reserve					229.00	0.00	0.00			229.00		
9204	Park signs reserve					4,827.00	0.00	0.00			4,827.00		
9205	Brookside Green reserve					17,000.00	0.00	0.00			17,000.00		
9206	Car park reserve					22,428.00	5,000.00	0.00			27,428.00		
9207	Formal gardens reserve					98.00	0.00	0.00			98.00		
9208	Garden planters reserve					1,736.00	0.00	0.00			1,736.00		
9209	Groundstaff welfare reserve					1,432.00	0.00	0.00			1,432.00		
9210	Balancing pond reserve					9,411.00	0.00	0.00			9,411.00		
9211	Skate park reserve					7,443.00	0.00	0.00			7,443.00		
9212	Artificial cricket net reserve					7,500.00	0.00	0.00			7,500.00		
9213	Play surface painting reserve					7,876.00	0.00	0.00			7,876.00		
9214	Equipment Reserve Fund					1,430.00	0.00	0.00			1,430.00		
9215	Ditch clearance					848.00	0.00	0.00			848.00		
9216	Play equipment reserve						0.00	0.00			0.00		
9217	New Road					47,631.00	0.00	47,630.00			1.00		
9218	Park fencing					0.00	30,000.00				30,000.00		
						<u>152,333.00</u>	<u>35,000.00</u>	<u>47,630.00</u>	<u>0</u>		<u>139,703.00</u>		

Sandhurst Town Council  
Year ended 31st March 2019  
Notes on Outturn Review

	2017/18 Total	(at end Sept) Actual Year To Date	2018/19	Est. Rest of Year	Tfr to Reserves	Est. Total Year	Current Annual Bud	Variance Annual Total	Budget 2019/20	% change Budgets	2018/19 Notes
<b>Hall</b>											
<b>403 Hall</b>											
4301 Salaries/Wages/N.I.	33129.00	18531.00	from pay outturn - incl assist caretaker	14400.00		32931	33520	589.00	33520	0%	
4302 Holiday Relief & Sickness	0.00	0.00	from pay outturn	2000.00		2000	4150	2150.00	4150	0%	
4303 Hall Floor Cleaning	0.00	0.00		300.00		300	300	0.00	300	0%	
4304 Electricity	6068.00	1832.00		4200.00		6032	6000	-32.00	6000	0%	
4305 Gas	2756.00	621.00		2250.00		2871	4000	1129.00	4000	0%	
4306 Water	3634.00	1649.00		2000.00		3649	4500	851.00	4500	0%	
4307 Rates	5243.00	3240.00		2096.00		5336	6000	664.00	6000	0%	
4308 Essential Expenses	2766.00	1306.00		1700.00		3006	3000	-6.00	3000	0%	
4309 Cleaning Equipment	2545.00	1413.00		1500.00		2913	3000	87.00	3000	0%	
4310 Emergency Repairs	31.00	0.00		100.00		100	175	75.00	500	186%	
4312 Clock Maintenance	0.00	0.00	£2176 in reserves for new clock		0.00	0	0	0.00	0	N/A	
4313 Electrical Maintenance	431.00	0.00		1200.00		1200	1200	0.00	1200	0%	
4314 Decorating	65.00	27.00		250.00		277	300	23.00	300	0%	
4315 Gas Boiler	0.00	0.00		500.00		500	750	250.00	750	0%	
4316 Cleanaway	8795.00	2710.00		3885.00		6595	6000	-595.00	6000	0%	more budget needed?
4318 Floor Maintenance	0.00	0.00		500.00		500	500	0.00	500	0%	
4319 Caretakers Flat	282.00	9.00		450.00		459	500	41.00	500	0%	
4320 Fire Equipment Check	1234.00	941.00		500.00		1441	1500	59.00	1500	0%	
4321 First Aid Equipment	0.00	0.00		100.00		100	120	20.00	120	0%	
4322 Carpet Cleaning	0.00	0.00		350.00		350	350	0.00	350	0%	
4324 Coffee Machine	217.00	0.00		400.00		400	500	100.00	500	0%	
4406 Furniture Hall	164.00	939.00		0.00		939	1000	61.00	1000	0%	
4432 Fire Risk Assessments	17.00	0.00		1000.00	0.00	1000	1000	0.00	1000	0%	
4435 KDR Lobby	0.00	0.00		0.00	0.00	0	0	0.00	0	N/A	
4490 Bad debts	0.00	0.00		0.00		0	0			N/A	
Hall - subtotal w/o reserves	67377.00	33218.00		39681.00	0.00	72899	78365	5466.00	78690		
Hall - Earmarked Reserves	-	-				9879	77207				
Hall - total expenditure	67377.00	33218.00		39681.00	0.00	82778	155572	5466.00	78690		
4377 Kitty Dancy Room	10492.00	4468.00		4000.00		8468	8000	-468.00	8000	0%	
4378 Hall	30952.00	16289.00		12000.00		28289	27000	-1289.00	27000	0%	
4379 Caretaker's Flat Rental Incorr	1867.00	946.00		936.00		1882	1830	-52.00	1830	0%	
						0		0.00			
Hall - total income	43311.00	21703.00		16936.00	0.00	38639	36830	-1809.00	36830		
let Expenditure over Income	24066.00	11515.00		22745.00	0.00	44139	118742	7275.00	41860		

Sandhurst Town Council  
Year ended 31st March 2019  
Notes on Outturn Review

		(at end Sept)		2018/19		Est. Rest	Tfr	Est. Total	Current	Variance	Budget	% change	2018/19 Notes
		2017/18	Actual Year			of Year	to Reserves	Year	Annual Bud	Annual Total	2019/20	Budgets	
		Total	To Date										
<b>405</b>	<b>Pistachios</b>												
4501	Rates	0.00	0.00			0.00		0	0	0.00	0	N/A	
4502	Water	0.00	0.00			0.00		0	0	0.00	0	N/A	
4503	Electric	0.00	0.00			0.00		0	0	0.00	0	N/A	
4504	Gas	0.00	0.00			0.00		0	0	0.00	0	N/A	
4505	Essential Expenses	0.00	0.00			0.00		0	0	0.00	0	N/A	
4506	Pistachios Drain repair	0.00	0.00	Leave £10000 in reserves		0.00	0.00	0	0	0.00	0	N/A	
4511	Building Management	0.00	0.00			0.00		0	0	0.00	0	N/A	
Pistachios - subtotal w/o reserves		0.00	0.00			0.00	0.00	0	0	0.00	0		
Pistachios - Earmarked Reserves									10000	10000.00			
<b>Pistachios - total expenditure</b>		<b>0.00</b>	<b>0.00</b>			<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>10000</b>	<b>10000.00</b>	<b>0</b>		
4577	Pistachios Hire	5000.00	3750.00			1250.00		5000	5000	0.00	5000	0%	
Pistachios - total income		<b>5000.00</b>	<b>3750.00</b>			<b>1250.00</b>	<b>0.00</b>	<b>5000</b>	<b>5000</b>	<b>0.00</b>	<b>5000</b>		
<b>Net Expenditure over Income</b>		<b>-5000.00</b>	<b>-3750.00</b>			<b>-1250.00</b>	<b>0.00</b>	<b>-5000</b>	<b>5000</b>	<b>10000.00</b>	<b>-5000</b>		
Total Hall Committee Expenditure		67377.00	33218.00			39681.00	0.00	82778	165572	15466.00	78690		
Total Hall Committee Income		48311.00	25453.00			18186.00	0.00	43639	41830	-1809.00	41830		
<b>Net Committee Exp over Inc</b>		<b>19066.00</b>	<b>7765.00</b>			<b>21495.00</b>	<b>0.00</b>	<b>39139</b>	<b>123742</b>	<b>17275.00</b>	<b>36860</b>		

Hall Reserves

		Bfwd 1/4/18	Created	Spent to date	Est extra spend	Cfwd 31/3/19
<b>904</b>	<b>Hall reserves</b>					
9301	Clock reserve	2,176.00	0.00	0.00		2,176.00
9302	Hall/KDR furniture reserve	8,720.00	0.00	0.00		8,720.00
9303	Hall storage reserve	7,719.00	0.00	0.00		7,719.00
9304	Hall Refurb reserve	30,000.00	0.00	0.00		30,000.00
9305	Reception imrov/chg rm conv	13,592.00	0.00	0.00		13,592.00
9307	Kitty Dancy Light /heat	10,000.00		7,596.00	2,283.00	121.00
9401	Pistachios drain repair reserve	10,000.00	0.00	0.00		10,000.00
		0.00		0.00		0.00
		0.00		0.00		0.00
		<b>82,207.00</b>	<b>0.00</b>	<b>7,596.00</b>	<b>2,283.00</b>	<b>72,328.00</b>

Sandhurst Town Council  
Year ended 31st March 2019  
Notes on Outturn Review

		2017/18	(at end Sept)	2018/19	Est. Rest	Tfr	Est. Total	Current	Variance	Budget	% change	2018/19 Notes
		Total	Actual Year		of Year	to Reserves	Year	Annual Bud	Annual Total	2019/20	Budgets	
			To Date									
<b>Grants/Loans/Capital Projects</b>												
-												
-												
-												
1% increase												
<b>501</b>	<b>Committed Grants</b>											
5110	BFBC Footpath Ranger	2100.00	0.00	-	2145.00		2145	2145	0.00	2166	1%	
5111	Blackwater Valley	5160.00	5200.00	-	0.00		5200	5200	0.00	5200	0%	
5112	Ambarrow Court	500.00	500.00	-			500	500	0.00	500	0%	
5119	Donkey Derby	0.00	0.00	-	0.00		0	0	0.00	0		
omitted Grants :- Expenditure		<b>7760.00</b>	<b>5700.00</b>	-	<b>2145.00</b>	<b>0.00</b>	<b>7845</b>	<b>7845</b>	<b>0.00</b>	<b>7866</b>		
-												
-												
<b>502</b>	<b>Discretionary Grants</b>											
5210	S/H Graveyard	3500.00	3500.00	-	0.00		3500	3500	0.00	3500	0%	
5211	S/H Day Centre	17313.00	17486.00	-	0.00		17486	17486	0.00	17661	1%	
5212	Museum Trust	71.00	0.00	£3197 res. fwd plus remainder	100.00	0.00	100	100	0.00	100	0%	
5310	Citizens Advice	2705.00	2705.00	-	0.00		2705	2732	27.00	2759	1%	
Discretionary Grants - Earmarked Reserve				-			0		0.00			
tionary Grants :- Expenditure		<b>23589.00</b>	<b>23691.00</b>	-	<b>100.00</b>	<b>0.00</b>	<b>23791</b>	<b>23818</b>	<b>27.00</b>	<b>24020</b>		
-												
-												
<b>504</b>	<b>Grant Reserve</b>											
5410	Community grants	4600.00	6000.00	-	2000.00	0.00	8000	8000	0.00	8000	0%	
Grant Reserve - Earmarked Reserve				-			0		0.00			
Grant Reserve :- Expenditure		<b>4600.00</b>	<b>6000.00</b>	-	<b>2000.00</b>	<b>0.00</b>	<b>8000</b>	<b>8000</b>	<b>0.00</b>	<b>8000</b>		
-												
-												
<b>506</b>	<b>Capital Projects</b>											
5612	CCTV	1610.00	665.00	Annual maintenance + repairs	1335.00	0.00	2000	2000	0.00	2000	0%	
CCTV Earmarked Reserve				-			0		0.00			
apital Projects :- Expenditure		<b>1610.00</b>	<b>665.00</b>	-	<b>1335.00</b>	<b>0.00</b>	<b>2000</b>	<b>2000</b>	<b>0.00</b>	<b>2000</b>		
-												
<b>Total Grants &amp; Capital Expenditure</b>		<b>37559.00</b>	<b>36056.00</b>	-	<b>5580.00</b>	<b>0.00</b>	<b>41636</b>	<b>41663</b>	<b>27.00</b>	<b>41887</b>		
-												
<b>905</b>	<b>Grants/ capital exp reserves</b>				<b>Bfwd 1/4/18</b>	<b>Created</b>	<b>Spent to date</b>	<b>Est extra spend</b>		<b>Cfwd 31/3/19</b>		
9501	Museum Trust reserve				3,197.00	0.00	0.00			3,197.00		
9502	Grants reserve				5,243.00	0.00	0.00			5,243.00		
9601	CCTV reserve				13,632.00	0.00	0.00	4,899.00		8,733.00		
					<b>22,072.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,899.00</b>		<b>17,173.00</b>		