

HORLEY TOWN COUNCIL

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AGENDA

ORDINARY MEETING OF HORLEY TOWN COUNCIL

Date / Time: Tuesday, 6 December 2022 at 7.30 pm

Venue: Horley Town Council offices, Albert Rooms, 92 Albert Road, Horley RH6 7HZ

SENT BY EMAIL TO ALL MEMBERS OF THE COUNCIL

Dear Councillors

You are hereby respectfully summoned to attend an **ORDINARY MEETING of HORLEY TOWN COUNCIL** to be held on Tuesday, 6 December 2022, 7:30 pm, at the Albert Rooms, 92 Albert Road, Horley RH6 7HZ. The Agenda for the meeting is attached to this Summons.

Yours sincerely

Joan Walsh
Town Clerk

Members' Apologies:

If required, a Member must submit their apologies for this meeting by sending an email to: town.clerk@horleytown.com or by telephoning the office on 01293 784765, by no later than noon on the day of the meeting.

Public Forum:

Members of the Public and Press are welcome to attend this meeting in person or may join it remotely by requesting a Zoom link by email to: town.clerk@horleytown.com or by telephoning the office on 012 9 784765, by no later than noon on the day before the meeting is due to be held.

Public and Press attendees are invited to put questions or draw relevant matters to the Council's attention and are permitted to speak once only and for five minutes maximum in respect of a business item on the agenda, at the discretion of the Chairman. If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda, the Chairman may direct that a question or comment is submitted in writing which shall be answered in due course.

HORLEY TOWN COUNCIL

**An Ordinary Meeting of Horley Town Council will be held at the Albert Rooms,
Albert Road, Horley on Tuesday, 6 December 2022, at 7.30 pm**
**All correspondence and papers referred to in the public part of the agenda are available to view
in the Town Council Offices during normal office hours or on the website**

AGENDA

- 1 Apologies and Reasons for Absence.**
To receive apologies and reasons for absence.
- 2 Disclosable Pecuniary Interests and Non-Pecuniary Interests**
To receive any declarations of interest in relation to any items included on this agenda.
- 3 Public Forum**
- 4 Minutes**
To approve the Minutes of the Ordinary Council Meeting held on [4 October 2022](#).
- 5 Full Council Updates**
- 6 Committee Reports**
To receive the Minutes of the meetings of the following Committees:
 Planning & Development Committee held on [27 September 2022](#) and [25 October 2022](#)

To receive the Draft Minutes of the meetings of the following Committees:
 - i Leisure and Amenities Committee held on [18 October 2022](#)
 - ii Finance and General Purposes Committee held on 8 November 2022
 - iii Environment Sub Committee held on [8 November 2022](#)
 - iv Horley Edmonds Fund Grants Committee held on 17 October 2022.
- 7 Council Chairman's Report**
To receive a report of any events attended by the Chairman or her representative since the Full Council meeting held on 4 October 2022 (**attached**).
- 8 Borough, County Council and Other Updates**
 - i To receive an update on the SCC/RBBC/HTC Joint Council meeting, held on 25 November 2022.
 - ii To note the next RBBC/HTC Liaison Meeting will be held on 2 February 2023.
 - iii To receive an update on any other matters.
- 9 Financial Matters**
To consider writing off an amount of £34.23 in unclaimed VAT for the year 2021/22.
- 10 Annual Subscriptions**
Gatwick Greenspace Partnership GGP To ratify the subscription for 2022/23 in the total sum of £2,033 plus VAT.
- 11 Town Council Charges 2023/24**
To consider for approval the recommendations of the Finance Committee for the scale of charges in respect of:
 - i Pitch Hire, Court Lodge playing fields
 - ii Allotments Tenancies and Advertisement Banner Displays
 - iii Community Hall Hire (Edmonds Hall)
 - iv Land Hire by Event Operators
- 12 (Horley Town Council Precept attached**
 - i To approve and set the Town Council Precept for the Financial Year 2023/24.
 - ii To receive the draft Budget Statement from the Finance Chairman, for approval and publication.

Continued ...

- 13 Leisure Matter: 'Café In the Park', Horley Recreation Ground** To ratify expenditure for the installation of an ACO drain to remove excess water from the car park into the main system at a total cost of £2,800 plus VAT.
- 14 [RBBC Consultation on the Borough Council's Budget Proposals 2023/24](#) Closing Date: 16 January 2023**
To consider this Council's response to the consultation.
- 15 Surrey Community Fund - Horley Edmonds Fund**
- i** To ratify grants awarded by the Horley Edmonds Fund Grants Committee to the Horley Lions Club towards utility payments for Foodbank users in the sum of £5,000; and to the YMCA East Surrey for a Family Support Worker to support Horley Families in the sum of £2,500.
 - ii** To note completion of the legal agreement for the Horley Edmonds Community Fund.
 - iii** To receive and update on the Horley Edmonds Fund's new publicity drive and Fundraising Page set up by the Town Council and to agree the way forward.
 - iv** To receive an update on any other matters.
- 16 (Horley Community Centre Regent House modernisation consultation**
To ratify this Council's response to the public survey by Reigate & Banstead Borough Council for suggestions on how to transform the centre, including local services and community activities.
- 17 Outside Bodies**
To receive any updates from the Town Council representatives on the following outside bodies:
- i** Horley Community Partnership
 - ii** RBBC Borough Standards Committee
 - iii** Royal British Legion
- 18 Boundary Commission for England: Revised proposals for the new Parliamentary Constituency Boundaries**
To note [information](#) received.
- 19 Letters Received**
- 20 Diary Dates**
- 21 Items for Future Consideration**
To note urgent business for inclusion on future agenda.
- 22 Press Release**
To agree items for inclusion.
- 23 Exclusion of Public and Press**
"In view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and that they be instructed to withdraw."
- 24 Westvale Park Allotments** **CONFIDENTIAL**
To agree the way forward.



Signed: Town Clerk, 1 December 2022

Date of Next Meeting 7 February 2023

List of Mayoral Events 5 October 6 December 2022

Date	Event	Location
7 October	Service for the Judiciary	Holy Trinity Church, Guildford
11 October	It's a Knockout Lions Club	Coulsdon
28 October	Surrey RBL Poppy Appeal Launch	Pirbright Army Training Centre
2 November	Surrey Mayors Association Meeting	Via Zoom
4 November	Mayoral Quiz Night	Godalming
5 November	Bonfire Night	Horley Recreation Ground
9 November	Rededication of Memorial Garden	Horley Recreation Ground
11 November	National Two Minutes Silence	Horley Town Centre Precinct
13 November	Remembrance Service	Horley Recreation Ground
4 December	Christmas Tree Festival	Methodist Church, Horley



Allotment Banners Fees & Current, Proposed

Church Road

Full Plot £55 **£61**

Hall Plot £33 **£36**

Langshott

Full Plot £50 **£55**




Banners




Discounted per week Fee £10.27 **£11.30**

Commercial per week Fee £30.81 **£34**

Hall Hire Fees List



Regular Hiring	Mornings 9AM -2PM		Afternoons 2PM – 6PM		Evenings 6PM – 11:30PM							
												
	Current Fee	Proposed	2 Hours	Whole Session	2 Hours	Whole Session						
Mon - Fri	£27	£30	£35	£38	£27	£30	£35	£38	£29	£32	£40	£44
Saturday	£32	£35	£48	£52	£32	£35	£48	£52	£120 £132			
Sunday	£32	£35	£48	£52	£32	£35	£48	£52	£80 £88			

One Off Hire	Mornings 9AM -2PM		Afternoons 2PM – 6PM		Evenings 6PM – 11:30PM	
						
Mon - Fri	£48 £52		£48 £52		£65 £71 (Mon-Thu) £95 £105 (Fri)	
Saturday	£80 £88		£80 £88		£120 £132	
Sunday	£80 £88		£80 £88		£80 £88	

Horley Recreation Ground



Band	Event Criteria	Examples	Attendance	Non-Commercial Operational Day	Commercial Operational Day	Commercial Operational Weeklong
A	Family, Friends, and Community Groups	Picnic, birthday party, play groups, school and working groups	Up to 45 people	Free of charge	N/A	N/A
B	Small	Community fete, dog walk, churches together, charity walks, May Queens and team building events	Up to 250 people	Up to £125.00 per day	From £125.00 - £250.00 per day	N/A
C	Medium	Outdoor cinema, fund-raising event	251-499 people	Up to £250.00 per day	From £250.00 - £375.00 per day	From £1,000 per week
D	Large	Wheels for Troops	500+ people	Negotiable based upon event requirements	From £375.00 per day	From £1,200 per week
E	Funfair & Circus	Funfair, Circus	500+ people	Negotiable based upon event requirements	Negotiable based upon event requirements	From £1,200 per week

Fees and Charges 2022

- **Full payment will be required prior to the commencement of an event.**
- **A damages deposit may be required dependent on the type of event.**
- **Electricity and water (if used) will incur additional charges, for which a deposit will be required.**

Dependent on the nature and size of the event, additional costs may be required on agreement prior to the event.

Comparable Pitch Fees 2022-2023

Contracted Teams	Horley Town Council	Proposed		Reigate Banstead	Mole Valley	Tandridge
Adult Pitch (with changing)	£73. 8	£81.00		£76	£144	£92
Adult Pitch (no changing)	£4 30	£54.00				
Junior Pitch (with changing)	£43.14	£47.00		£38	£46	£49
Junior Pitch (no changing)	£36. 9	£41.00				
Mini Pitch	£20. 9	£23.00		£23		£23.50

Casual Teams			
Adult Pitch (with changing)	£117	£128.70	
Adult Pitch (no changing)	£76.40	£84.04	
Junior Pitch (with changing)	£54.84	£60.33	
Junior Pitch (no changing)	£48.06	£52.87	

Precept 2023-24 Background and Scenarios

Aims and Context

- To keep the rise in Council Tax for Horley residents as low as possible but noting that the 10% inflationary increase (CPI) will have a financial impact on the Council's running costs.
- To maintain all Parks & Playgrounds budgets at 2022/23 levels but noting a substantial increase to general maintenance budgets is necessary due to inflationary increases levied by contractors and the rising cost of materials.
- To allocate extra funds to the Parks & Playgrounds Earmarked Fund – sum to be agreed and dependant on Precept increase – to cover Accessible Play Equipment – along with possible funding from HTC CIL
- To allocate 20K to the Election Expenses Contingency Earmarked Fund.
- To uplift the Tree Surgery budget to £12K allow for mandatory 3-year tree survey in 2023.
- To uplift to 12k the Council's Combined Insurance budget in view increased cost of premiums.
- To rename HIB budget Community Events and uplift to £4K
- Staffing costs must be factored into the Annual Budget, including annual staff increments and arrangements for succession planning
- To uplift to 15k to Professional Fees budget – to acquire the correct level of expertise to get new capital projects off the ground

Proposals

- To release 5k Commercial Hub Earmarked Fund back into General Reserves
- To apply the 10% inflationary increase (CPI) across all budgets to cover the Council's running costs.
- To consider progressing Town Plan projects with:
 1. **Demolition of Michael Crescent Centenary Park and development of MUGA**
 2. **New accessible equipment in play areas all sites to be considered**
 3. **Replace ageing infrastructure in parks and open spaces. e.g., wooden fencing subject to routine repairs arising from weather damage and occasional vandalism.**
 4. **Electric Vehicle Charging Points at Town Council sites.**
 5. **Increase office accommodation space**
 6. **Carry out essential maintenance of hall and offices**

Other considerations

- Double Taxation Agreement – ends March 2024 (under review by RBBC).
- Staffing Resources and budget for future projects.
- New Grounds Maintenance Contract estimated cost
- Ongoing maintenance of current assets – impact on budget setting.
- Requirements for new Council Administration in May 2023.

Outcomes

- To keep the level of General Reserve as close to 50% mark as possible and aim to build back reserve further in future years.

Precept 2023-24 Background and Scenarios

- Council Tax Base for 2023/24 is confirmed by RBBC at 10,991.72 (increase of 226 in the number of households)
- F&GP recommended the highest modelled increase (Option 3) for Full Council Approval. All 3 options are represented for completeness.

How the options differ

Precept Increase Scenario	Predicted Expenditure from Budgets	+/- Earmarked Funds	+/- General Reserve	Double Taxation Amount	Predicted underspend	Predicted Level of General Reserve
Option 1 - 6.30%	508,948	25000	0	43733	5573	185333
Option 2 - 9.59%	508,948	40000	0	43733	5573	185333
Option 3 - 15.07%	508,948	40000	25000	43733	5573	210333

	Earmarked (5K released from Commercial Hub Earmarked Fund in all options)	Percentage increase	Annual rise for Band D Equivalent	General Reserve Level	Available for projects (spending capacity)
1.	20K Election Contingency 5K Parks and Playgrounds	6.30%	£2.62	£ 185,333	52K CIL 28.5K Parks and Playgrounds 20 K Edmonds Hall
2.	20K Election Contingency 20 K Parks and Playgrounds	9.59%	£3.98	£ 185,333	52K CIL 43.5K Parks and Playgrounds 20 K Edmonds Hall
3.	20K Election Contingency 20 K Parks and Playgrounds	15.07%	£6.25	£ 210,333	52K CIL 43.5K Parks and Playgrounds 20 K Edmonds Hall

Recommendation from F GP Committee held 8 November 2022

To increase the level of General Reserve as much as possible, to enable more delivery of services and to fund some new community projects, it is recommended to precept the highest modelled increase which equates to a rise in tax of £6.25 of 15.07

	2021/22	2022/23	2022/23		2023/24	2024/25	2025/26	Comments and Justification
	Actual	Budget	Forecast	+/-	Budget	Projection	Projection	
FINANCE & GENERAL PURPOSES COMMITTEE								
Income								
INTEREST RECEIVABLE								
Deposit Account Interest	21	0		0	0	0	0	Interest Rates remain at 0%
	21	0	0	0	0	0	0	
MISCELLANEOUS SERVICES								
Photocopying	13	0	9	-9	0	0	0	Low demand for photocopying
	13	0	9	-9	0	0	0	
LETTINGS								
Edmonds Hall lettings	7,283	10,000	14,000	-4,000	13,000	13,650	14,000	
Meeting Room lettings	0	0	0	0	0	0	0	Hired out for MP Surgery but no in person surgeries at present
Saturday Market	0	0	0	0	0	0	0	No Market
	7,283	10,000	14,000	-4,000	13,000	13,650	14,000	
		0	0	0				
Total F&GP Income	7,318	10,000	14,009	-4,009	13,000	13,650	14,000	
F&GP Expenditure								
LEGAL & STATUTORY								
Audit Costs	1,531	1,700	1,300	400	1,437	1,480	1,524	
Insurance	7,309	8,300	11,633	-3,333	12,000	12,360	12,731	Insurance costs have risen
Legal fees	2,429	3,000	2,000	1,000	3,315	3,414	3,517	Ongoing Lease work
	11,269	13,000	14,933	-1,933	16,752	17,254	17,772	
SALARIES								
Salaries	151,127	163,800	168,000	-4,200	169,600	174,688	179,929	Increase in budget to allow for 6 months handover of RFO role and any pay increase
NIC Employer	7,940	21,900	22,113	-213	22,900	23,587	24,295	
Superannuation Employer	20,113	25,000	26,772	-1,772	31,200	32,136	33,100	
	179,180	210,700	216,885	-6,185	223,700	230,411	237,323	
OFFICE EXPENDITURE								
Stationery	294	700	700	0	774	700	700	Reduced budget as more IT than stationary is consumed
Postage, Courier	2	75	8	67	83	75	75	Needed for a supply of stamps from time to time
Office supplies & equipment	2,985	3,000	3,000	0	3,315	3,000	3,000	To allow for changes in working practices
Website	2,580	2,000	1,500	500	2,210	2,000	2,000	
Communication	2,297	2,500	2,500	0	2,763	2,500	2,500	Includes work on Annual Report and Town Plan
Photocopier	2,441	4,000	2,500	1,500	2,500	4,500	4,500	Reduced cost on lease agreement
Compliance & Regulatory	6,786	5,000	3,400	1,600	5,525	5,000	5,000	
Window cleaning	385	500	440	60	553	500	500	
Information Technology & Support	12,124	5,000	9,000	-4,000	7,500	5,000	5,000	Greater need for IT solutions
	29,895	22,775	23,048	-273	25,221	23,275	23,275	
ADMINISTRATION								

	2021/22	2022/23	2022/23		2023/24	2024/25	2025/26	Comments and Justification
	Actual	Budget	Forecast	+/-	Budget	Projection	Projection	
Bank charges	601	1,000	1,000	0	1,105	1,400	1,450	Big increase in cost of banking as previously highlighted
Professional fees	3,000	10,000	10,000	0	15,000	10,000	10,000	Increase to allow for more use of professional services to follow up on town plan priorities
GDPR	110	0	0	0	0	0	0	
Election expenses	0	0	0	0	0	0	10,000	Up lift in Earmarked funds to account for election costs
Councillors' training & expenses	326	800	1,040	-240	884	800	1,500	
Staff training & expenses	110	1,500	500	1,000	1,658	1,500	1,500	
Chairman's allowance	400	400	400	400	400	400	400	No increase
Members Allowances	0	1,800	0	0	1,989	1,800	1,800	Scheme adopted but no take up
Subscriptions & Licences	6,781	7,745	7,132	613	8,558	8,815	9,079	
	11,328	23,245	20,072	1,773	29,594	24,715	35,729	
RENT & RATES								
PWLB Repayment Council Offices	19,545	19,545	19,545	0	19,545	19,545	19,545	
Council Offices Rates	1,040	2,000	1,100	900	2,000	2,000	2,000	
		21,545	20,645	900	21,545	21,545	21,545	
MAINTENANCE & REPAIR								
Council Office Repairs & Maint	1,896	3,550	3,550	0	3,566	3,673	3,783	
Offices, hall (cleaning)	15,531	17,000	17,640	-640	19,492	20,077	20,679	Offices added to cleaning contracgt
Maintenance Contracts	1,696	1,500	1,000	500	1,507	1,552	1,599	heating, aircon, barrier etc
	19,123	22,050	22,190	-140	24,565	25,302	26,061	

	2021/22	2022/23	2022/23		2023/24	2024/25	2025/26	Comments and Justification
	Actual	Budget	Forecast	+/-	Budget	Projection	Projection	
OTHER RUNNING COSTS								
Council Office utilities	4,591	4,400	4,400	0	5,073	5,225	5,382	
	4,591	4,400	4,400	0	5,073	5,225	5,382	
Total F&GP Expenditure	255,385	317,715	322,173	-5,858	346,450	347,727	367,087	
Total F&GP Income	7,318	10,000	14,009	-4,009	13,000	13,650	14,000	Income anticipated to recover better than expected
F&GP Precept requirement	248,067	307,715	308,164	-1,849	333,450	334,077	353,087	
LEISURE & AMENITIES COMMITTEE								
Income								
DEVOLVED POWERS								
Devolved Powers RBBC	1,700	1,700	1,700	0	1,700	1,700	1,700	
	1,700	1,700	1,700	0	1,700	1,700	1,700	
LETTINGS & RENTS								
Bowling Club lease	0	276	276	0	276	276	276	
Events Income + Banners	9,045	8,000	5,250	2,750	8,400	8,000	8,000	
Church Road Allotments Rent	3,332	3,300	3,300	0	3,465	3,569	3,676	
Langshott Allotments Rent	3,812	3,800	3,970	-170	3,990	4,110	4,233	
Football pitches income	5,517	6,000	4,000	2,000	6,300	6,489	6,684	
Café in the Park -rent	1500	10,500	11,000	-500	12,000	12,000	12,000	
Innes Pavilion - rent	9,252	10,000	9,252	748	9,252	9,252	9,252	Budget adjusted to match actual income
Rents Received	32,458	41,876	37,048	4,828	43,683	43,696	44,121	
Total L&A Income	34,158	43,576	38,748	4,828	45,383	45,396	45,821	
Expenditure								
GROUNDS MAINTENANCE								
GM Contract 2016/2023	54,188	58,000	60,000	-2,000	78,000	80,340	82,750	Contract to be renewed Jan 24
Playground Inspections	6,225	8,805	5,000	3,805	9,730	10,021	10,322	inc grounds inspections
Playground Repairs	7,168	7,426	16,000	-8,574	8,206	8,452	8,705	
Parks furniture	1,718	5,305	2,000	3,305	5,862	6,038	6,219	
Signage	125	1,697	2,835	-1,138	1,875	1,931	1,989	
Pest Control	0	570	570	0	630	649	668	
Tree Surgery	3,480	8,487	4,280	4,207	12,000	9,336	9,616	full tree survey to be carried out in 23/24
	72,904	90,290	90,685	-395	116,302	116,767	120,270	
HORLEY RECREATION GROUND								
Maintenance	2,537	2,122	2,000	122	2,345	2,415	2,488	
Café in the Park maintenance	2470	2000	950	1,050	2,210	2,276	2,345	
Café in the Park net utilities	2324		1571	-1,571	1,350	1,391	1,432	budget to be added
Memorial & Ornamental Gdns	2,899	5,150	1,500	3,650	5,691	5,861	6,037	to return to pre COVID levels

	2021/22	2022/23	2022/23		2023/24	2024/25	2025/26	Comments and Justification
	Actual	Budget	Forecast	+/-	Budget	Projection	Projection	
	10,231	9,272	6,021	3,251	11,596	11,943	12,302	
COURT LODGE & INNES PAVILION								
Rent to RBBC	2	1	1	0	1	1	1	
Refurbishment/Repairs	824	5,150	5,150	0	5,691	5,861	6,037	
Football Pitches posts/repairs	183	1,030	1,030	0	1,138	1,172	1,207	
Football Pavillion cleaning costs	2,813	2,300	2,300	0	3,326	3,426	3,529	
Telephone	0	0	0	0	0	0	0	line now bundled with broadband for CCTV
Rates	0	0	0	0	0	0	0	paid by tenant
Security	0	0	0	0	0	0	0	now in security costs
Boiler/Heating Maint Contract	838	1,000	1,000	0	1,105	1,138	1,172	No maintenance contract in place, maintenance on payg basis
Innes Pavilion utilities	3,306	2,600	2,096	504	2,873	2,959	3,048	
Total	7,965	12,081	11,577	504	14,134	14,558	14,995	
MICHAEL CRESCENT								
Rates & Utilities	504	740	480	260	740	762	785	
Bldg and Grounds	655	2,000	2,000	0	2,210	2,276	2,345	Difficult to predict (4800 spent from earmarked)
	1,159	2,740	2,480	260	2,950	3,039	3,130	
EMLYN MEADOWS								
Emlyn Meadows	57	500	0	500	500	515	530	
	57	500	0	500	500	515	530	
ALLOTMENTS								
Church Rd Maintenance & repair	417	1,850	1,500	350	2,044	2,106	2,169	skips and repairs
Church Rd Utilities	211	520	500	20	575	592	610	water bills in process of being regularised
Langhott Maintenance and Repair	3,570	2,600	2,600	0	2,873	2,959	3,048	skips and repairs
Langshott Utilities	6,157	2,500	2,500	0	2,763	2,845	2,931	water bills in process of being regularised
	10,354	7,470	7,100	370	8,254	8,502	8,757	
TOWN CENTRE								
Flower baskets, beds and planters	8,281	8,755	8,126	629	9,674	9,965	10,263	
Community Events (previously Horley in	1,644	2,163	1,844	319	4,000	4,120	4,244	budget increased and name changed to Community Events
Christmas Tree	1,102	1,957	1,957	0	2,162	2,227	2,294	
	11,027	12,375	11,927	448	15,284	15,743	16,215	
SECURITY								
Security Patrols	6,216	6,000	6,000	0	6,630	6,829	7,034	
CCTV Installation	75	2,060	200	1,860	2,000	2,060	2,122	
CCTV Maintenance	470	3,605	1,000	2,605	3,500	3,605	3,713	annual contract agreed
CCTV Broadband Connection	1,037	2,122	2,122	0	2,186	2,251	1,000	Café, bowls club and Innes
	7,799	13,787	9,322	4,465	14,316	14,745	13,869	
Total L&A Expenditure	121,496	148,515	139,112	9,403	183,336	185,812	190,068	

	2021/22	2022/23	2022/23		2023/24	2024/25	2025/26	Comments and Justification
	Actual	Budget	Forecast	+/-	Budget	Projection	Projection	
Total L&A Income	34,158	43,576	38,748	4,828	45,383	45,396	45,821	
L&A Precept Requirement	87,338	104,939	100,364	4,575	137,953	140,417	144,247	
FULL COUNCIL								
Café in the Park PWLB @ 1.55%	27,596	27,596	27,596	0	27,596	27,596	27,596	
Churchyards Grant	6,550	6,747	6,550	197	6,750	6,953	7,161	
HTC Grants Scheme	600	3,000	350	2,650	3,000	3,000	3,000	
	34,746	37,343	34,496	2,847	37,346	37,549	37,757	
Net Spend	370,151	449,997	443,024	5,573	508,749	512,042	535,091	
Total Expenditure					567,131.95			
Total Income					58,383.00			

Main points

Tax base	increase to 10991.72
Café will generate income	up to the full amount of £12000 per annum
CIL payments	To be earmarked for capital projects yet to be decided
Double taxation grant yr 7 of 10 expires 31.3.24	Decreased income in 24/25 of around £40,000 currently under review by RBBC
General Reserves	Built back to more acceptable level but level needs to be maintained if not increased
Inflation	The benchmark inflation rate is CPI in September which was 10.1%, the rise in the living wage will also have an impact on suppliers charges and payroll costs
Members Allowances	Needs to be budgeted for even though there is currently no take up
Earmarked Funds	Needs carefull consideration

Budget Headings

F&GP Income	Bank slow to follow interest rate rises so expect bank interest to remain very low
Legal and Statutory	Audit costs now stable - external due to return to normal level of receipts moving us back down the charge scale - internal due to appointment of new auditor
Salaries	Budget to allow for RFO handover of 6 months beginning October 2023
Office Expenditure	Returned to more normal levels following purchase of new accounting and booking software but increased IT requirement may need a higher budget
Admin	Propose increase in Professional Fees budget to allow for some groundwork to be carried out for any future major projects
Rent and Rates	
Maintenance and Repair	Budget has been challanged this year, due to wear and tear and vandalism
Utilities	Contracts gradually all changing over to Corona, as this is 100% renewables there is an increased cost but they were fixed before current fuel price rises and are fixed to December 2026
Lettings and Rent	Positive number of bookings
Grounds Maintenance	New Tender to begin January 2024 so 1/4 of estimated increase to be added to budget
Horley Rec	Inflationionary increases to be applied
Court Lodge	Inflationionary increases to be applied
Michael Crescent	Inflationionary increases to be applied
Allotments	Water bills have been regularised and expect to pay about 700 pa at each site. All maintenance is now funded by HTC
Security	Inflationary increase to be applied

Precept 2022/23								
			Budget	Forecast	Budget	Projection	Projection	
			2022/23	2022/23	2023/24	2024/25	2025/26	
			£	£	£	£	£	
Expenditure/Income								
F&GP Expenditure			317,715	322,173	346,450	347,727	367,087	
F&GP Income			-6,974	-14,009	-13,000	-13,650	-14,000	
Leisure & Amenities Expenditure			138,765	139,112	183,336	185,812	190,068	
Leisure & Amenities Income			-33,100	-38,748	-45,383	-45,396	-45,821	
Full Council, Grants, Loans etc			37,106	34,496	37,346	37,549	37,757	
Net Expenditure			453,512	443,024	508,749	512,042	535,091	
Net Expenditure			453,512		508,749	512,042	535,091	
Earmarked Funds requirement (below)			27,000		35,000	30,000	30,000	
Total Expenditure			480,512	0	543,749	542,042	565,091	
Council Tax Support Grant			0		0	0	0	
Double Taxation Grant			-38,006		-43,733	-38,006	-38,006	
CIL								
General Reserve funds(- used /+increased)			-12,000		0	10,000	20,000	
			430,506	0	500,016	514,036	547,085	
Precept requirement			430,506		500,016	514,036	547,085	
Summary 2022/23			(Band D Parish Element of Council Tax)					
						Tax		
No of Households 2023	10,991.7		23/24			45.49		
No of Households 2022	10,766.2		22/23			41.51		
Increase in no of households	226		Annual Increase per household			3.98		
			% increase			9.59		
Predicted Movements on Reserves	1.4.22		22/23	22/23		1.4.23		
			movements	spend	earmark			
General fund	219,760			-40000		179,760		
predicted underspend 21/22						5,573		
						185,333		
Earmarked Funds			movement 21/22		earmark 22/23	bal		
CIL	59,952		-7,906			52,046		
Election Contingency					20,000	20,000		
Edmonds Hall			20,000			20,000		
Parks and Playgrounds	28,360		-4,800		20,000	43,560		
Café						0		
Commercial Hub Project	5,000				-5,000	0		
sub total	93,312		7,294	0	35,000	135,606		
Total Reserves	313,072		7,294	-40,000	35,000	320,939		

Precept 2022/23								
			Budget	Forecast	Budget	Projection	Projection	
			2022/23	2022/23	2023/24	2024/25	2025/26	
			£	£	£	£	£	
Expenditure/Income								
F&GP Expenditure			317,715	322,173	346,450	347,727	367,087	
F&GP Income			-6,974	-14,009	-13,000	-13,650	-14,000	
Leisure & Amenities Expenditure			138,765	139,112	183,336	185,812	190,068	
Leisure & Amenities Income			-33,100	-38,748	-45,383	-45,396	-45,821	
Full Council, Grants, Loans etc			37,106	34,496	37,346	37,549	37,757	
Net Expenditure			453,512	443,024	508,749	512,042	535,091	
Net Expenditure			453,512		508,749	512,042	535,091	
Earmarked Funds requirement (below)			27,000		35,000	30,000	30,000	
Total Expenditure			480,512	0	543,749	542,042	565,091	
Council Tax Support Grant			0		0	0	0	
Double Taxation Grant			-38,006		-43,733	-40,000	-40,000	
CIL								
General Reserve funds(- used /+increased)			-12,000		25,000	10,000	20,000	
			430,506	0	525,016	512,042	545,091	
Precept requirement			430,506		525,016	512,042	545,091	
Summary 2022/23			(Band D Parish Element of Council Tax)					
						Tax		
No of Households 2023	10,991.72			23/24		47.76		
No of Households 2022	10,766.20			22/23		41.51		
Increase in no of households	226			Annual Increase per household		6.25		
				% increase		15.07		
Predicted Movements on Reserves	1.4.22	22/23	22/23			1.4.23		
		movements	spend	earmark				
General fund	219,760		-40000			179,760		
predicted underspend 21/22						5,573		
						210,333		
Earmarked Funds		movement 21/22		earmark 22/23		bal		
CIL	59,952	-7,906				52,046		
Election Contingency				20,000		20,000		
Edmonds Hall		20,000				20,000		
Parks and Playgrounds	28,360	-4,800		20,000		43,560		
Café						0		
Commercial Hub Project	5,000			-5,000		0		
sub total	93,312	7,294	0	35,000		135,606		
Total Reserves	313,072	7,294	-40,000	35,000		345,939		