

FOLKESTONE TOWN COUNCIL - DRAFT BUDGET 2024/25											RECURRING		NON-REC'NG		SUMMARY OF CHANGES:		Notes
	REVISED ANNUAL BUDGET	ACTUAL COSTS	REVISED ANNUAL BUDGET	ACTUAL COSTS	REVISED ANNUAL BUDGET	ACTUAL COSTS	ANNUAL BUDGET	DRAFT BUDGET	REVENUE	GROWTH	BUDGET	2024/25	2024/25				
	2020/21	2020/21	2021/22	2021/22	2022/23	2022/23	2023/24	2024/25	2024/25	2024/25	2024/25	LESS	to				
	£	£	£	£	£	£	£	£	£	£	£	2023/24	2023/24 in %				
ADMINISTRATION																	
SALARIES, PENSIONS & NI	414,500	401,950	416,000	426,092	454,300	489,051	508,500	535,330			535,330	26,830	5	1x additional staff included, CCTV Operator			
TOTAL CONTRIBUTION PAY	-	-	5,000	-	5,000	3,000	5,000	3,000			3,000	-	2,000	-40	Fire Warden and First Aid training payment. Reduced as no staff are due to receive 10 year employment award.		
STAFF WELLBEING	-	840	3,000	1,912	3,000	2,733	3,000	3,000			3,000	-	-	0	Educational staff trip, eye tests		
STAFF TRAINING	600	903	3,000	9,099	3,000	2,411	3,000	3,000			3,000	-	-	0	Manual handling training, minibus training, CCTV training		
EQUIPMENT/FURNITURE NEW	2,000	1,710	2,000	3,905	2,000	2,886	2,000	2,000			2,000	-	-	0	Purchase of new office equipment and furniture		
BANK CHARGES	500	103	300	148	300	244	300	400			400	100	33	HSBC Current A/c. Income a/c, Unity Trust bank charges			
HR/H&S MANAGEMENT FEES	1,900	1,829	1,900	1,909	1,950	1,896	2,050	4,000			4,000	1,950	95	Introduced Peninsula HR service, CIPD subscription			
PRINTING	500	-	500	-	500	-	500	1,000			1,000	500	100	Bus advertisements printing, Printer ink cartridge			
STATIONERY	1,000	250	1,000	831	1,000	1,093	1,200	1,000			1,000	-	200	-17	Printing paper, pens, notebooks		
PHOTOCOPYING	1,600	667	1,400	1,331	1,400	1,539	1,400	1,400			1,400	-	-	0	Office photocopier lease		
POSTAGE	1,800	338	1,000	675	1,000	715	1,000	1,000			1,000	-	-	0	Post letters and delivery charges		
TELECOMMUNICATION SERVICES	4,000	8,418	2,400	3,979	2,400	2,698	2,400	3,700			3,700	1,300	54	Underbudget in 2023-24 year. New work mobile phones 3x, broadband service at the bunker British Telecom to be the new office broadband provider from July 2024 reducing cost. Convergence office telephone provider			
ICT SUPPORT	12,500	14,811	15,000	18,433	15,000	20,826	16,500	19,600			19,600	3,100	19	Underbudgeted in 2023-24. IT Support for computers set up and various IT monthly service. Including additional staff 1x. Website editing, antivirus annual checks			
SUBSCRIPTIONS							4,010	7,120			7,120	3,110	78	FAPAC, Scribe, Cinque Ports, SLCC, KALC subscriptions			
PUBLIC TRANSPORT & CAR PARKS	250	12	250	656	250	209	250	250			250	-	-	0	Car park charges, transport for work training		
SUBSISTENCE ALLOWANCES	200	-	200	48	200	93	200	150			150	-	50	-25	Town Sergeant meals at mayoral events		
CAR ALLOWANCES (Staff)	1,600	1,340	1,600	1,369	1,600	1,119	1,600	1,100			1,100	-	500	-31	Staff use of own vehicle work mileage recharge		
ACCOUNTACY SUPPORT							630					-	630	-100			
TO ALLOTMENTS ADMINISTRATION (4503)	-	4,100	-	4,100	-	4,090	-	4,300			4,300	-	-	0			
TOTAL ADMIN. EXPENDITURE	443,090	432,375	454,000	470,181	492,770	530,227	549,240	582,750	-	-	582,750	33510	6				
INVESTMENT INTEREST	3,000	111	200	293	200	12,002	15,000	30,000			30,000	15,000	100	High interest rates with FHDC Investment a/c.			
OTHER INCOME	-	-	-	-	-	224	-	-			-	-	-	0	HSBC Deposit a/c		
TOTAL ADMIN. INCOME	3,000	111	200	293	200	12,226	15,000	30,000	-	-	30,000	15,000	100				
NET ADMIN. EXPENDITURE/INCOME	440,090	432,264	453,800	469,888	492,570	518,001	534,240	552,750	-	-	552,750	18510	3				
DEMOCRATIC COSTS																	
TRAINING/CONFERENCE EXPS (Cllrs.)	500	75	500	-	500	-	500	500			500	-	-	0			
CAR ALLOWANCES (Cllrs)	100	-	100	-	100	-	100	100			100	-	-	0			
FTC REF/ELECTION FEES	-	-	-	5,740	-	-	-	-			-	-	-	0			
FOLK TC REF/ELECTIONS (To Reserve)	10,200	-	10,200	-	10,200	-	10,200	11,100			11,100	900	9	Increased reserve transfer due to election costs in year 2023/24 higher than expected			
TOTAL DEMOCRATIC COSTS EXP.	10,800	75	10,800	5,740	10,800	-	10,800	11,700	-	-	11,700	900	8				
MAYORALTY																	
CLOTHING & UNIFORMS	600	-	600	30	600	73	600	600			600	-	-	0			
REGALIA - NEW	1,000	883	1,000	131	1,000	1,545	1,000	700			700	-	300	-30			
REGALIA - REPAIR & MAINT.	400	22	400	329	400	1,291	400	400			400	-	-	0			
MAYOR'S INSTALLATION (Annual Meeting)	1,100	-	1,100	60	1,100	968	1,100	1,100			1,100	-	-	0			
REMEMBRANCE SUNDAY	2,300	114	2,300	2,784	2,800	2,577	2,800	2,800			2,800	-	-	0			
CANADA DAY	2,550	1,085	2,550	1,863	2,550	3,386	2,850	2,850			2,850	-	-	0			
WILLIAM HARVEY COMMEMORATION	650	105	650	790	650	991	1,000	150			150	-	850	-85			
HOLOCAUST DAY	320	-	320	204	320	200	320	320			320	-	-	0			
CINQUE PORT WARDEN	100	-	100	-	100	-	100	-			-	-	100	-100	No costs incurred for the past three years		
COVER FOR CIVIC DRIVER	500	-	500	-	500	48	200	100			100	-	100	-50			
FUEL/CHARGING CIVIC VEHICLE	500	412	500	267	500	336	500	-			-	-	500	-100	Mayor car will be charged at the bunker		
MTCE/SERVICE/REPAIRS - EXTERNAL	150	18	150	20	150	20	150	150			150	-	-	0			
CAR INSURANCE	500	500	500	500	500	500	500	500			500	-	-	0			
CIVIC VEHICLE LEASE	3,000	2,983	3,000	3,254	3,060	3,058	3,060	4,660			4,660	1,600	52				
MAYOR'S EXPENSES MAY-MAR	5,490	2,183	5,490	3,373	5,490	6,003	5,490	5,490			5,490	-	-	0			
MAYOR'S EXPENSES APR-MAY	1,100	138	1,100	910	1,100	1,011	1,100	1,100			1,100	-	-	0			
SAMUEL PLIMSOLL EVENT								200			200	200	0				
BURMA STAR (VJ DAY)	530	-	500	546	550	316	550	550			550	-	-	0			
NORMANDY VETERANS	320	-	320	196	320	220	320	900			900	580	181	80th Anniversary in 2024/25			
LUNCHES FOR CHILDREN	5,000	4,795	-	-	-	-	-	-			-	-	-	0			
CHRISTMAS GIFTS FOR CHILDREN	-	713	-	-	-	-	-	-			-	-	-	0			
TOTAL MAYORALTY EXPENDITURE	26,110	13,951	21,080	15,257	21,690	24,834	22,040	22,570	-	-	22,570	530	2				
OTHER INCOME (MAYORALTY)	-	1,100	-	-	-	-	-	-			-	-	-	0			
TOTAL PREMISES INCOME	-	1,100	-	-	-	-	-	-	-	-	-	0	0				
NET PREMISES EXPENDITURE/INCOME	26,110	12,851	21,080	15,257	21,690	24,834	22,040	22,570	-	-	22,570	530	2				
PREMISES																	
BUILDING REPAIRS AND RENEWALS	14,000	9,812	14,000	88,941	14,000	67,063	14,000	14,000			14,000	-	-	0	Building repairs and maintenance at Town Hall		
CLEANING	9,000	7,806	9,000	7,875	8,500	8,754	9,700	9,900			9,900	200	2	Cleaning at Town Hall offices and Museum, window cleaning			
RATES	21,500	21,332	22,000	21,332	21,740	21,332	21,740	25,600			25,600	3,860	18	Increased budget due to Town Hall rate for 2023/24 was £25,195			
PWLB CAPITAL REPAYMENTS	22,140	23,505	23,250	24,657	24,360	25,865	25,560	26,810			26,810	1,250	5	Capital repayment for 2023/24 was £26,807			
PWLB INTEREST REPAYMENTS	17,160	15,796	16,050	14,645	14,940	13,437	13,750	12,500			12,500	-	1,250	-9	Interest repayment for 2023/24 was £12,494		
SERVICES, HEATING & LIGHTING	9,200	7,864	10,000	8,136	10,500	19,975	17,000	24,000			24,000	7,000	41	Increased rate utility charges. Electricity, gas, Waste collection, confidential paper collection and water costs			
PREMISES EXPENSES	2,500	2,246	2,500	1,948	2,500	2,361	2,500	2,500			2,500	-	-	0	Changed name from Sundries to Premises Expenses		
HIRE OF FACILITIES (inc. Garage)	6,900	863	7,100	6,948	7,100	5,677	7,100	16,000			16,000	8,900	125	Rental of storage bunker to September 2024, staff work parking permits, mayoral portraits storage hire. Terminated mayoral car garage rent and Harners storage			

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	REVISED ANNUAL BUDGET 2020/21	ACTUAL COSTS 2020/21	REVISED ANNUAL BUDGET 2021/22	ACTUAL COSTS 2021/22	REVISED ANNUAL BUDGET 2022/23	ACTUAL COSTS 2022/23	ANNUAL BUDGET 2023/24	DRAFT BUDGET 2024/25	REVENUE GROWTH 2024/25	GROWTH ITEMS 2024/25	BUDGET 2024/25	BASE BUDGET	2024/25 LESS 2023/24	2024/25 to 2023/24 in %	Notes	
	£	£	£	£	£	£	£	£	£	£	£	£	£			
TOTAL PREMISES EXPENDITURE	102,400	89,224	103,900	174,482	103,640	164,464	111,350	131,310	-	-	131,310	19960	18			
RENTAL INCOME	15,660	3,700	15,660	16,000	15,750	15,800	15,800	15,900			15,900	100	1	Due to increase in cinema rent in year 2024/25		
MEETING ROOM HIRE								300			300	300	0	New income source, hiring of the meeting room		
OTHER INCOME (PREMISES)														Cinema insurance cover		
BUS ADVERTISEMENT INCOME								3,000			3,000	3,000	0	Bus advertisements, per month, quarterly, yearly charge		
TOTAL PREMISES INCOME	15,660	3,908	15,660	16,107	15,750	15,809	15,800	19,200	-	-	19,200	3400	22			
NET PREMISES EXPENDITURE/INCOME	86,740	85,316	88,240	158,375	87,890	148,655	95,550	112,110	-	-	112,110	16560	17			
SERVICES																
INSURANCES - PREMISES & PUBLIC LIABILITY (inc. Heritage)	9,800	10,030	11,000	8,556	9,000	8,829	9,000	9,800			9,800	800	9	Insurance for 2022/23 was £9.7k		
ALLOTMENTS - ADMINISTRATION	4,100	3,800	4,100	4,090	4,100	4,090	4,300	4,300			4,300	-	0			
ALLOTMENTS - PFR MAINTENANCE	3,000	2,196	3,000	2,328	3,000	2,145	3,000	3,000			3,000	-	0	Grass cutting, water usage		
ALLOTMENTS - TKL MAINTENANCE	3,000	4,302	3,000	2,722	3,000	3,127	3,000	3,000			3,000	-	0	Grass cutting, water usage		
MAINTENANCE OF BEACON	250	720	300	25	300	155	300	300			300	-	0			
LOCAL PROJECTS	3,000	1,725	3,000	14	2,000	2,000	4,000	4,000			4,000	-	0	Freedom Parade		
NOTICE/INFORMATION/HERITAGE BOARDS	1,000	-	7,000	6,814	1,100	723	1,100	1,000			1,000	-	-9			
BUS SHELTERS	-	12,995	-	500	6,089	-	500	500			500	-	0			
WARD GRANTS	19,800	4,798	19,800	14,992	19,800	27,013	19,800	19,800			19,800	-	0			
TOWN GRANTS	25,000	18,606	34,200	38,654	34,200	32,983	34,200	34,200			34,200	-	0			
PARKS, GARDENS & RECS - FLOWERBEDS	32,500	35,012	32,500	36,066	35,000	35,000	35,000	35,000			35,000	-	0	Flowerbed costs in 2022/23 was £37k		
CHRISTMAS LIGHTING	51,000	41,075	40,000	28,203	30,000	20,345	17,000	21,000		20,000	41,000	24,000	141	Christmas lighting set up and emergency call outs. Community Services Committee put forward £20k increase budget for purchasing of new Christmas Lights		
CHRISTMAS FESTIVITIES	12,000	721	12,000	8,824	12,000	18,973	12,000	12,000			12,000	-	0	Fireworks not included in 2023/24 and 2024/25 budget		
YOUTH FACILITIES	7,600	-	11,600	2,257	3,600	2,007	6,000	3,000			3,000	-	-50	Previously for Cllrs Cup, football tournament, Cricket tournament		
PARKS, GARDENS & RECS - TREES	15,000	15,660	15,000	14,975	20,000	420	20,000	20,000			20,000	-	0	KCC Tree planting scheme, other tree works		
PARKS, GARDENS & RECS - PLAY AREAS	-	6,790	25,000	34,180	44,000	270,770	37,000	37,000			37,000	-	0	Monthly play inspection, grass cutting, annual external play inspection, playground repairs		
PARK BENCHES	200	1,280	500	387	500	-	500	500			500	-	0	Maintenance of Council owned benches 14x		
LITTER BINS, BOLLARDS & RAILINGS	3,000	4,595	2,250	860	2,250	-	2,250	2,000			2,000	-	-11	Groundsmen maintaining play area bins. Council does not own any bins		
TOURIST INFORMATION/VISITOR SERVICES	10,000	10,445	9,000	2,114	5,000	3,782	5,000	5,000			5,000	-	0	Tourism adverts		
MAINTENANCE OF PUBLIC CLOCKS	500	-	500	-	500	-	500	500			500	-	0			
MAINTENANCE OF MEMORIALS	2,500	1,950	2,500	1,680	2,500	1,160	2,500	2,000			2,000	-	-20			
TELEPHONE BOX	100	58	100	91	100	93	100	120			120	-	20	Phone box electricity		
CCTV MONITORING	25,500	25,000	25,000	25,175	25,200	27,439	29,000	-			-	-	29,000	Terminated Ashford Monitoring Centre contract		
CCTV MAINTENANCE	15,000	62,850	18,000	19,256	16,000	27,962	20,000	25,000			25,000	5,000	0	CCTV maintenance annual contract service, new cctv set up costs in-house		
COMMUNITY MINIBUS MAINTENANCE													0	Community Transport reserve use		
COMMUNITY MINIBUS INSURANCE													0	Community Transport reserve use		
MISCELLANEOUS SERVICES						5,000	-	-			-	-	0	£5k in 2022/23 was for the umbrella scheme deposit		
AIR SHOW/ARMED FORCES DAY	22,800	-	22,800	6,116	22,800	9,397	12,000	25,000			25,000	13,000	108	Spent £32k for AFD in 2023/24		
ELECTRICAL CHARGING VEHICLES								1,000			1,000	1,000	0	Electrical charging for the mayoral car and minibus		
CONTINGENCY	3,000	87	3,000	-	3,000	117	2,000	2,000			2,000	-	0			
TOTAL SERVICES EXPENDITURE	279,650	277,880	306,650	264,796	300,450	503,530	280,050	271,020	-	20,000	291,020	10,970	4			
ALLOTMENT RENTS PFR	5,000	5,312	5,000	5,412	5,000	5,960	5,900	5,100			5,100	-	-14	2% RPI increase for each allotment plot. Reduced from last year due to deposit and keys not being refunded in previous years.		
ALLOTMENT RENTS TKL	4,800	4,805	4,800	4,958	4,800	4,674	4,600	4,850			4,850	250	5	2% RPI increase for each allotment plot. Reduced from last year due to deposit and keys not being refunded in previous years.		
SPONSORSHIP INCOME								3,000			3,000	3,000		New income source - Sponsorships from local organisations		
ARMED FORCES DAY GRANT INCOME								1,000			1,000	1,000		New income source - Christmas stalls income for Christmas Lights Opening event		
CHRISTMAS STALLS																
CHRISTMAS LIGHTS DONATIONS																
CHRISTMAS CHERITON DONATIONS																
CCTV INCOME								300			300	300		Insurance companies requesting viewing of customer incident		
TOTAL SERVICES INCOME	9,800	234,055	9,800	28,742	9,800	123,128	10,500	14,250	-	-	14,250	3,750	36			
NET SERVICES EXPENDITURE/INCOME	269,850	43,825	296,850	236,054	290,650	380,402	269,550	256,770	-	20,000	276,770	7,220	3			
FEES																
CONSULTANTS FEES	-	-	-	-	-	-	-	500			500	500		Professional advice from external services		
EXTERNAL AUDIT FEES	2,000	2,000	2,500	2,000	2,100	1,600	1,700	2,200			2,200	500	29	External auditor fee £2.1k relating year 2022/23		
INTERNAL AUDIT FEES	1,500	877	1,000	884	1,000	984	1,050	800			800	-	-24	New internal auditor, Mulberry & Co with lower fee		
LEGAL FEES	-	-	-	-	-	4,425	-	1,000			1,000	1,000		Event planning permission, DBS checks for staff and volunteers		
CARD RECEIPT FEES	940	11	940	42	940	235	940	940			940	-	0			
TOTAL FEES	14,440	2,888	14,440	3,160	14,040	7,244	3,690	5,440	-	-	5,440	1,750	47			
MUSEUM/HERITAGE																
M/H TRAINING	700	-	700	723	700	-	700	-			-	-	700	-100	Visitor Accreditation, Museum Association Membership, AIM subscription, GEM Membership	
M/H SUBSCRIPTIONS	450	380	450	578	450	335	450	550			550	100	22			
M/H EQUIPMENT/FURNITURE	400	6,139	400	2,296	400	410	400	500			500	100	25			
M/H EXHIBIT REPAIRS	200	-	200	109	200	4,875	200	1,750			1,750	1,550	775			
M/H EXHIBITS	-	1,654	-	-	-	245	-	-			-	-	0			
M/H COLLECTIONS CARE	1,500	1,407	1,500	1,084	1,500	1,542	1,500	3,500			3,500	2,000	133	Change budget name to Conservations & Repairs		
M/H AUDIENCE DEVELOPMENT	1,000	39	1,000	3	1,000	537	1,000	2,750			2,750	1,750	175			
M/H EVALUATION/PRESS COVERAGE	500	-	500	-	500	-	500	-			-	-	-100			
M/H LEAFLETS/PUBLICATIONS	1,000	1,200	1,000	-	1,000	18	1,000	-			-	-	-100			

