

# Sevenoaks TOWN Council



2019/20 to 2024/25 Forecasts

Sevenoaks Town Council  
2019/20 to 2024/25 Forecasts

Assumptions	2016/17	2017/18	2018/19	2019/20 Onwards
General Inflation	2%	2%	3%	3%
Payroll	2%	2%	2%	3%
Income-Fees & Charges	2%	3%	3%	3%

Sevenoaks Town Council  
Summary of 2019/20 to 2024/25 Forecasts

FINANCIAL & GENERAL PURPOSES COMMITTEE SUMMARY

	Ref.	Budget	Forecast	Forecast	Forecast	Forecast	Forecast
		2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
		£	£	£	£	£	£
Vine Café	28	12,170	19,330	19,198	17,684	16,123	14,517
Bat & Ball Station Building	30	(1,134)	(2,366)	(4,587)	(4,718)	(4,855)	(4,995)
Central Services	31	673,540	684,075	699,640	716,642	734,154	752,184
Finance Costs	31	(6,000)	(6,200)	(6,386)	(6,578)	(6,775)	(6,978)
General	32	30,200	28,200	28,200	29,384	28,200	28,200
Council Offices	33	47,485	46,300	47,950	49,287	50,663	52,080
Community Grants	38	57,000	57,000	57,100	57,100	57,100	57,100
Community Centre	36	(12,432)	(42,789)	(44,027)	(45,353)	(46,718)	(48,126)
Letting of Non-operational Property	39	(7,900)	(7,900)	(8,200)	(8,449)	(8,706)	(8,971)
Sevenoaks Town Partnership	40	5,000	5,000	5,000	5,000	5,000	5,000
Business Hub	41	(9,280)	(6,780)	(6,705)	(3,705)	(3,705)	(3,705)
Youth Café	50	29,620	30,150	27,950	27,950	27,950	27,950
Markets	60	-	-	-	-	-	-
		<b>503,485</b>	<b>678,132</b>	<b>732,949</b>	<b>730,630</b>	<b>309,731</b>	<b>785,899</b>

Sevenoaks Town Council  
2019/20 to 2024/25 Forecasts

PLANNING COMMITTEE (including Licensing) Cost Centre 11

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Gross Pay - Administration	4010	33,200	34,196	35,222	36,279	37,367	38,488
Computer/database	6240	530	530	530	530	530	530
Professional Fees	6630	1,600	1,500	1,397	1,291	1,182	1,069
Books and Periodicals	6720	300	300	300	300	300	300
		<b>35,630</b>	<b>36,526</b>	<b>37,449</b>	<b>38,400</b>	<b>39,379</b>	<b>40,387</b>
% Mvmt on previous budget		2%	3%	2%	2%	2%	2%

**Sevenoaks Town Council**  
**2019/20 to 2024/25 Forecasts**  
**OPEN SPACES - SPORTS PITCHES, PARKS ETC. Cost Centre 21**

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Gross Pay	4010	170,090	175,200	180,450	185,858	191,428	197,165
Employers Pension Contribution	4270	11,380	11,720	12,070	12,430	12,801	13,183
Graffiti and gum removal	5013	1,000	1,000	1,000	1,000	1,000	1,000
Lr St Johns WCs (rates, cleaning, water, repairs)	5025	7,152	7,200	7,200	7,200	7,200	7,200
Greatness Rec WCs (rates, cleaning, water, repairs)	5026	4,000	4,120	4,200	4,282	4,366	4,453
Seats & Litter Bins (Exc Vine)	5050	2,700	2,700	2,700	2,700	2,700	2,700
Tree Sev Common	5060	3,600	3,600	3,700	3,803	3,909	4,018
Tree Safety Survey	5065	3,700	3,700	3,800	3,903	4,009	4,118
Woodlands	5070	3,300	3,300	3,300	3,300	3,300	3,300
Raleys/ Knole Paddock and Pavilion	5110	2,080	2,080	2,000	1,918	1,834	1,747
Raleys/K P Pitch and ground maintenance	5120	5,000	5,000	5,000	5,000	5,000	5,000
Misc. Open Spaces and play areas	5310	20,000	20,000	20,000	20,000	20,000	20,000
Greensands Common	5310	1,500	1,500	1,500	1,500	1,500	1,500
Skate Park maintenance	5316	2,500	2,500	2,500	2,500	2,500	2,500
Raleys car park	5317	480	490	500	510	520	531
Fertilisers	5320	1,200	1,200	1,200	1,200	1,200	1,200
Grass Seed	5330	2,000	2,000	2,000	2,000	2,000	2,000
Plants	5340	2,700	2,700	2,700	2,700	2,700	2,700
Repairs and general maintenance	5410	1,500	1,500	1,500	1,500	1,500	1,500
Equipment - Hired & New	5500	8,000	8,200	8,200	8,200	8,200	8,200
Equipment Maintenance (incl tractor)	5525	8,000	8,200	8,200	8,200	8,200	8,200
Vehicle expenses (incl vans)	5550	4,500	4,600	4,600	4,600	4,600	4,600
Fuel	5700	6,200	6,300	6,400	6,503	6,609	6,718
Rent, Rates & Water	6000	1,600	1,650	1,700	1,751	1,804	1,858
Light Heat and Cleaning	6010	2,100	2,160	2,250	2,343	2,438	2,536
Telephone	6101	200	210	220	231	242	253
Mobile Telephone	6104	300	310	320	331	342	353
Staff Training	6320	2,500	2,500	2,500	2,500	2,500	2,500
Welfare/hospitality	6330	200	200	200	200	200	200
Subscriptions and professional fees	6730	200	210	210	210	210	210
Road Dues - Oakhill Rd/Woodside	6812	2,000	2,000	2,000	2,000	2,000	2,000
Bus Shelter Maintenance	6851	170	170	175	180	185	191
Sundry Expenses	6900	100	100	100	100	100	100
Health & Safety/ Risk Assessments	6922	1,500	1,500	1,500	1,500	1,500	1,500
Alarm maintenance	6930	720	740	740	740	740	740
CCTV Maintenance	6931	1,200	1,230	1,260	1,291	1,323	1,356
Waste collection - Dog bins	6934	2,800	2,800	2,880	2,962	3,047	3,134
Waste collection and disposal - Bins	6935	4,100	4,200	4,300	4,403	4,509	4,618
Protective clothing	6952	1,400	1,400	1,400	1,400	1,400	1,400
Letting and Hire of Facilities	1022	(30,000)	(30,900)	(31,000)	(31,103)	(31,209)	(31,318)
Raleys car park	1316	(1,750)	(1,800)	(1,860)	(1,922)	(1,986)	(2,052)
Log Sales	1850	(1,200)	(1,240)	(1,300)	(1,362)	(1,426)	(1,492)
Sundry Income	1990	(720)	(740)	(750)	(761)	(772)	(783)
		<b>260,002</b>	<b>265,510</b>	<b>271,565</b>	<b>277,801</b>	<b>284,223</b>	<b>290,837</b>
% Mvmt on previous budget		-1%	2%	2%	2%	2%	2%

**Sevenoaks Town Council**  
**2019/20 to 2024/25 Forecasts**  
**GREATNESS CEMETERY Cost Centre 22**

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Gross Pay - Administration	4010	64,920	66,870	68,870	70,930	73,052	75,238
Employers Pension Contribution	4270	6,084	6,270	6,450	6,450	6,636	6,827
Cem - Chapel and Office	5210	200	200	200	200	200	200
Workshop/messroom maintenance	5230	170	170	169	169	168	167
Repairs & General Maint	5410	1,000	1,000	1,024	1,024	1,049	1,074
Equipment - Hired & New	5500	2,200	2,200	2,200	2,200	2,200	2,200
Equipment Maintenance	5525	2,500	2,500	2,500	2,500	2,500	2,500
Fuel	5700	950	980	1,000	1,000	1,030	1,061
Rent, Rates and Water	6000	5,900	6,000	6,200	6,200	6,406	6,618
Light Heat & Cleaning	6010	1,200	1,240	1,280	1,280	1,318	1,358
Telephone	6101	740	760	790	790	821	853
Mobile Telephone	6104	100	100	110	110	120	131
Printing Postage and Stationery	6200	400	410	420	420	431	442
Computer - cemetery database	6240	390	400	400	400	400	400
Training	6320	1,500	1,500	1,500	1,500	1,500	1,500
Welfare/hospitality	6330	150	150	150	150	150	150
Goods for Resale	6500	200	200	200	200	200	200
Professional fees	6630	100	100	100	100	100	100
Subscriptions	6730	100	100	100	100	100	100
Trees, Turf & Fertilisers	6802	3,000	3,000	3,000	3,000	3,000	3,000
Roads, Paths and Boundaries	6822	600	600	600	600	600	600
Lawn/ Wall of Remembrance	6832	100	100	100	100	100	100
Sundry expenses	6900	50	50	50	50	50	50
Health & Safety/ Risk Assessment	6922	970	970	990	990	990	990
Alarm Maintenance	6930	1,150	1,180	1,200	1,200	1,200	1,200
Cemetery security	6932	5,250	5,400	5,560	5,560	5,720	5,885
Waste collection and disposal	6935	1,200	1,200	1,230	1,230	1,230	1,230
Protective Clothing	6952	600	600	600	600	600	600
Cemetery Income	1700	(90,000)	(92,700)	(95,480)	(98,343)	(101,292)	(104,330)
		<b>11,724</b>	<b>11,550</b>	<b>11,507</b>	<b>10,704</b>	<b>10,573</b>	<b>10,438</b>
% Mvmt on previous budget		-42%	-1%	0%	-7%	-1%	-1%

**Sevenoaks Town Council**  
**2019/20 to 2024/25 Forecasts**  
**ALLOTMENTS Cost Centre 23**

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Gross Pay - Administration	4010	3,500	3,600	3,700	3,820	3,944	4,071
Employers Pension Contribution	4270	210	200	200	200	200	200
General Maintenance	5410	1,200	1,230	1,260	1,290	1,321	1,353
Rent Rates & Water	6000	1,700	1,700	1,750	1,800	1,851	1,904
Health & Safety/ Legal Advice	6922	300	310	310	320	331	342
BV Rental Income	1010	(938)	(1,021)	(1,052)	(1,083)	(1,083)	(1,083)
QH Rental Income	1047	(5,837)	(6,334)	(6,521)	(6,716)	(6,716)	(6,716)
Capital Expenditure	B/S						
		<b>135</b>	<b>(315)</b>	<b>(353)</b>	<b>(369)</b>	<b>(152)</b>	<b>71</b>
% Mvmt on previous budget		<b>-96%</b>	<b>-334%</b>	<b>12%</b>	<b>5%</b>	<b>-59%</b>	<b>-147%</b>

Sevenoaks Town Council  
2019/20 to 2024/25 Forecasts

STREET LIGHTING AND GENERAL Cost Centre 26

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Public Clock Maintenance	6861	800	840	865	891	865	865
Street Lighting	6862	13,023	13,410	13,810	14,222	14,647	15,084
In Bloom Costs	6865	16,260	16,260	16,740	17,234	17,743	18,267
Street Lighting - recharges	1263/148	(7,197)	(7,410)	(7,630)	(7,857)	(8,091)	(8,332)
In Bloom - Contributions	1990/126	(1,260)	(1,260)	(1,300)	(1,341)	(1,383)	(1,426)
		<b>21,626</b>	<b>21,840</b>	<b>22,485</b>	<b>23,149</b>	<b>23,781</b>	<b>24,458</b>
% Mvmt on previous budget		1%	1%	3%	3%	3%	3%

**Sevenoaks Town Council**  
**2019/20 to 2024/25 Forecasts**  
**CENTRAL SERVICES -VINE CAFÉ Cost Centre 28**

Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25	
	£	£	£	£	£	£	
Employers Pension Contribution - general	4270	2,640	2,720	2,800	2,882	2,966	3,053
Repairs & General Maintenance	5410	500	510	520	531	542	553
Equipment Hired & New	5500	1,800	1,800	1,850	1,902	1,955	2,010
Equipment Maintenance	5525	500	500	510	520	531	542
Rent, rates & water	6000	1,200	1,230	1,260	1,291	1,323	1,356
Light, heat & cleaning	6010	1,600	1,600	1,650	1,702	1,755	1,810
Telephone/broadband	6101	300	300	300	300	300	300
Printing & Stationery	6200	30	30	30	30	30	30
Postage & Courier	6210	160	160	160	160	160	160
Computer/Database/WPs	6240	150	150	150	150	150	150
Staff Training	6320	300	300	300	300	300	300
Publicity	6460	250	250	250	250	250	250
Goods for Resale	6500	20,000	18,000	18,000	18,000	18,000	18,000
Copyright Fees/Royalties	6533	300	300	300	300	300	300
Professional Fees Licensing	6635	100	100	100	100	100	100
Sundry Expenses	6900	200	200	200	200	200	200
Health & Safety/ Legal Advice	6922	500	510	510	510	510	510
Alarm Maintenance	6930	500	510	510	510	510	510
Vine CafeWaste collection and disposal	6935	2,000	2,000	2,000	2,000	2,000	2,000
Vine Café Credit card charges	6976	550	560	570	580	590	601
Sale of Goods	1211	(61,710)	(55,000)	(56,650)	(58,350)	(60,101)	(61,904)
Events Management	1212	(3,000)	(2,000)	(2,060)	(2,122)	(2,186)	(2,252)
		<b>12,170</b>	<b>19,330</b>	<b>19,198</b>	<b>17,684</b>	<b>16,123</b>	<b>14,517</b>

% Mvmt on previous budget



**Sevenoaks Town Council**  
**2019/20 to 2024/25 Forecasts**  
**OPEN SPACES & LEISURE -VINE GROUNDS Cost Centre 29**

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Gross pay - general	4010	8,600	8,850	9,110	9,377	9,652	9,936
Employers Pension Contribution - general	4270	520	540	550	561	572	583
Vine Area -Gen. Maintenance	5010	3,500	3,500	3,600	3,703	3,809	3,918
Vine Public Conveniences	5020	8,000	8,000	8,200	8,406	8,618	8,837
Rent, rates & water	6000	720	730	750	771	792	814
Light & heat	6010	250	260	260	260	260	260
Publicity	6460	250	250	250	258	266	274
Professional Fees Licensing	6635	100	100	100	103	106	109
Summer concerts	6868	3,100	3,100	3,100	3,193	3,289	3,388
CCTV Maintenance	6931	640	640	650	670	690	711
Other events net income	1208	(2,000)	(2,000)	(2,060)	(2,122)	(2,186)	(2,252)
Rental income - Pavilion & Kiosk (was CC39)	1805	(3,180)	(3,000)	(3,090)	(3,183)	(3,278)	(3,376)
Vine Club Insurance Contrib. (was CC21)	1870	(500)	(400)	(400)	(412)	(424)	(437)
		<b>20,000</b>	<b>20,570</b>	<b>21,020</b>	<b>21,585</b>	<b>22,166</b>	<b>22,765</b>
% Mvmt on previous budget		-9%	3%	2%	3%	3%	3%

Sevenoaks Town Council  
2019/20 to 2024/25 Forecasts

CENTRAL SERVICES -BAT & BALL STATION (Café & Hall Hire) Cost Centre 30

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Gross pay - general	4010	101,200	104,200	107,330	110,554	113,875	117,295
Employers Pension Contribution - general	4270	6,400	6,500	6,695	6,896	7,103	7,316
Repairs & General Maintenance	5410	1,540	1,540	1,540	1,586	1,634	1,683
Rent, rates & water	6000	4,950	5,000	5,150	5,305	5,464	5,628
Electricity	6011	5,170	5,300	5,460	5,624	5,793	5,967
Gas	6012	2,000	2,060	2,120	2,184	2,250	2,318
Cleaning (inc. materials)	6013	15,748	16,220	16,700	17,201	17,717	18,249
Water	6014	2,990	3,000	3,100	3,193	3,289	3,388
Insurance Cost	6020	2,060	2,000	2,000	2,060	2,122	2,186
Telephone/broadband	6101	650	650	650	670	690	711
Printing & Stationery	6200	200	206	212	218	225	232
Staff Training	6320	250	258	266	274	282	290
Publicity	6460	4,568	4,500	4,600	4,738	4,880	5,026
Goods for Resale	6500	65,396	60,000	60,000	61,800	63,654	65,564
Copyright Fees/Royalties	6533	550	550	500	515	530	546
Professional Fees Licensing	6635	550	550	500	515	530	546
Sundry Expenses	6900	600	500	500	515	530	546
Health & Safety/ Risk Assessment	6922	1,020	1,020	1,020	1,051	1,083	1,115
Alarm Maintenance	6930	1,230	1,230	1,230	1,267	1,305	1,344
CCTV Maintenance	6931	620	620	620	639	658	678
Waste collection and disposal	6935	1,230	1,230	1,230	1,267	1,305	1,344
Credit card charges	6976	500	500	500	515	530	546
Letting and Hire of Facilities	1022	(57,074)	(57,000)	(58,710)	(60,471)	(62,285)	(64,154)
Sale of Goods	1211	(163,482)	(160,000)	(164,800)	(169,744)	(174,836)	(180,081)
Events Management	1212	-	(3,000)	(3,000)	(3,090)	(3,183)	(3,278)
		<b>(1,134)</b>	<b>(2,366)</b>	<b>(4,587)</b>	<b>(4,718)</b>	<b>(4,855)</b>	<b>(4,995)</b>
% Mvmt on previous budget		<b>-116%</b>	<b>109%</b>	<b>94%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>

**Sevenoaks Town Council**  
**2019/20 to 2024/25 Forecasts**  
**CENTRAL SERVICES Cost Centre 31**

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Gross Pay - Administration	4010	319,640	329,230	339,110	349,286	359,768	370,564
Employers Pension Contribution	4270	40,520	41,730	42,990	44,288	45,625	47,002
Pension Contribution - Deficiency	4271	71,000	73,150	75,345	77,605	79,933	82,331
Equipment Hired and New	5500	2,500	2,500	2,500	2,575	2,652	2,732
Insurance Cost	6020	20,000	20,000	20,000	20,600	21,218	21,855
Telephone	6101	5,900	6,100	6,100	6,283	6,471	6,665
Facsimile Costs	6103	100	100	100	103	106	109
Printing & Stationery	6200	15,000	15,000	15,400	15,862	16,338	16,828
Postage and Courier	6210	5,000	5,000	5,100	5,253	5,411	5,573
Computer/Database/WP's	6240	13,000	13,000	13,900	14,317	14,747	15,189
Website costs	6241	2,000	2,100	2,200	2,266	2,334	2,404
IT infrastructure development	6242	6,500	6,600	6,800	7,004	7,214	7,430
Office Furniture/ Machinery	6281	1,400	1,400	1,450	1,494	1,539	1,585
Computers Accountancy	6300	3,300	3,300	3,400	3,502	3,607	3,715
Recruitment costs	6315	4,000	4,000	4,000	4,120	4,244	4,371
Staff Training	6320	5,000	5,000	5,000	5,150	5,305	5,464
Investors in People	6321	800	800	800	824	849	874
Welfare / Hospitality	6330	1,900	1,900	1,900	1,957	2,016	2,076
Civic Expenses/Annual Reception/Xmas Council	6410	1,650	1,650	1,650	1,700	1,751	1,804
Gifts/Hospitality	6415	400	400	400	412	424	437
Annual Parish Meeting	6420	100	100	100	103	106	109
Honours Board, Badges, Insignia	6421	250	250	250	258	266	274
Members' Expenses and Allowces.	6435	4,000	4,120	4,250	4,378	4,509	4,644
Mayoral Allowances	6437	5,360	5,525	5,690	5,861	6,037	6,218
Mayoral Car/Travel Allowances	6438	2,400	2,470	2,550	2,627	2,706	2,787
Press Notices	6440	1,500	1,500	1,545	1,591	1,639	1,688
Bye Laws	6450	100	100	100	103	106	109
Publicity/Democratic notices	6460	2,900	2,900	2,900	2,987	3,077	3,169
Banner Costs	6461	1,500	1,500	1,550	1,597	1,645	1,694
Audit Fees - Internal and external	6610	4,000	4,120	4,250	4,378	4,509	4,644
Irrecoverable VAT	6619	6,000	3,000	3,000	3,000	3,000	3,000
Legal Expenses	6620	5,000	5,000	5,000	5,000	5,000	5,000
Professional Fees Licensing	6635	1,800	1,800	1,800	1,800	1,800	1,800
Conference Fees & Expenses	6710	2,300	2,300	2,300	2,300	2,300	2,300
Books and Periodicals	6720	380	300	300	300	300	300
Subscriptions	6730	4,000	4,000	4,000	4,000	4,000	4,000
Waste Sacks Exp	6889	1,450	1,450	1,450	1,450	1,450	1,450
Sundry Expenses	6900	500	500	500	500	500	500
Health & Safety/risk assessments	6922	3,000	3,000	3,000	3,000	3,000	3,000
Bank Charges	6975	1,500	1,550	1,550	1,500	1,448	1,394
Credit card charges	6976	700	750	770	750	730	709
Election Expenses	7010	3,000	3,000	3,000	3,000	3,000	3,000
Development Costs	7611	34,128	34,128	34,128	34,128	34,128	34,128
<b>Loan Repayment</b>	<b>7611</b>	<b>74,202</b>	<b>74,202</b>	<b>74,202</b>	<b>74,202</b>	<b>74,202</b>	<b>74,202</b>
Stag Reserve	7614	1,000	1,000	1,000	1,000	1,000	1,000
Banner income	1231	(4,640)	(4,800)	(4,950)	(4,950)	(4,950)	(4,950)
Waste Sacks Income	1889	(1,500)	(1,550)	(1,600)	(1,648)	(1,697)	(1,748)
Sundry Income	1990	(1,000)	(1,100)	(1,140)	(1,174)	(1,209)	(1,245)
Capital Expenditure	B/S						
		<b>673,540</b>	<b>684,075</b>	<b>699,640</b>	<b>716,642</b>	<b>734,154</b>	<b>752,184</b>
% Mvmt on previous budget		6%	2%	2%	2%	2%	2%

**Notes on Central Services**

**6619 Irrecoverable VAT**

Cover against VAT repayments due on capital items which may not be claimed

**7611 Development Costs**

Includes an allowance to cover a loan repayment, contingency or cash flow needs related to project managing/implementation of projects within the Community Investment Plan

Sevenoaks Town Council  
2019/20 to 2024/25 Forecasts

FINANCE COSTS Cost Centre 31

	Ref.	Budget 2019/20 £	Forecast 2020/21 £	Forecast 2021/22 £	Forecast 2022/23 £	Forecast 2023/24 £	Forecast 2024/25 £
Interest - on deposits	1115	(6,000)	(6,200)	(6,386)	(6,578)	(6,775)	(6,978)
		<b>(6,000)</b>	<b>(6,200)</b>	<b>(6,386)</b>	<b>(6,578)</b>	<b>(6,775)</b>	<b>(6,978)</b>
% Mvmt on previous budget		0%	3%	3%	3%	3%	3%

1115 *Interest on deposits*  
reflects amounts available to invest and the

Sevenoaks Town Council  
2019/20 to 2024/25 Forecasts

F&GP - GENERAL Cost Centre 32

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Christmas Lights Switch On	6490	26,000	26,000	26,000	26,000	26,000	26,000
Remembrance Day/Civic Services	6491	2,700	2,700	2,700	2,700	2,700	2,700
No 8 bus costs	6495	37,138	38,250	39,400	40,584	41,804	43,060
Events	6869	6,500	6,500	6,500	6,500	6,500	6,500
Contributions to Christmas Lights Switch On	1490	(5,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)
No 8 bus income	1495	(37,138)	(38,250)	(39,400)	(39,400)	(41,804)	(43,060)
Sundry Income	1990	-	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)
Capital Expenditure	B/S	-	-	-	-	-	-
		<b>30,200</b>	<b>28,200</b>	<b>28,200</b>	<b>29,384</b>	<b>28,200</b>	<b>28,200</b>
% Mvmt on previous budget		15%	-7%	0%	4%	-4%	0%

Sevenoaks Town Council  
2019/20 to 2024/25 Forecasts

COUNCIL OFFICES Cost Centre 33

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Gross pay	4010	27,660	27,000	27,800	28,624	29,473	30,347
Employers Pension Contribution	4270	1,490	1,000	1,000	1,000	1,000	1,000
Repairs & Gen. Maintenance	5410	2,060	2,100	2,100	2,100	2,100	2,100
Rent and rates	6000	24,205	24,500	25,200	25,956	26,735	27,537
Light Heat & Cleaning	6010	6,180	6,300	6,400	6,592	6,790	6,994
Catering Expenses	6510	150	150	150	155	160	165
Sundry Expenses	6900	100	100	100	103	106	109
Health & Safety/Risk Assessments	6922	300	300	300	309	318	328
Alarm Maintenance	6930	1,400	1,400	1,450	1,494	1,539	1,585
Waste Bin Disposal	6935	740	750	750	773	796	820
Letting and Hire of Facilities	1022	(16,800)	(17,300)	(17,300)	(17,819)	(18,354)	(18,905)
		<b>47,485</b>	<b>46,300</b>	<b>47,950</b>	<b>49,287</b>	<b>50,663</b>	<b>52,080</b>
% Mvmt on previous budget		21%	-2%	4%	3%	3%	3%

**Sevenoaks Town Council**  
**2019/20 to 2024/25 Forecasts**  
**COMMUNITY CENTRE Cost Centre 36**

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Gross Pay	4010	8,000	8,240	8,480	8,727	8,982	9,244
Employers Pension Contribution	4270	450	464	480	496	513	530
Buildings Repairs & Maint.	5410	500	515	530	546	562	579
Rates and water	6000	5,175	5,330	5,500	5,665	5,835	6,010
Electricity	6011	675	695	720	742	764	787
Gas	6012	465	479	500	515	530	546
Cleaning (Incl. Materials)	6013	210	216	230	237	244	251
Telephone	6101	100	103	110	113	116	119
Mobile Phone	6104	80	82	85	88	91	94
Training	6320	100	100	100	103	106	109
Refreshments For Resale	6520	175	180	180	185	191	197
Copyright Fees/Royalties	6533	565	582	590	608	626	645
Professional fees - licensing	6635	220	227	230	237	244	251
Sundry Expenses	6900	50	50	50	52	54	56
Alarm Maintenance	6930	500	515	550	567	584	602
CCTV Maintenance	6931	78	80	100	103	106	109
Waste Disposal	6935	450	464	480	494	509	524
Healthcare Services	6939	475	489	508	523	539	555
Letting and Hire of Facilities	1022	(30,000)	(60,900)	(62,730)	(64,612)	(66,550)	(68,547)
Indoor Activities	1457	(700)	(700)	(720)	(742)	(764)	(787)
Capital Expenditure	B/S			-	-	-	-
		<b>(12,432)</b>	<b>(42,789)</b>	<b>(44,027)</b>	<b>(45,353)</b>	<b>(46,718)</b>	<b>(48,126)</b>
% Mvmt on previous budget		<b>117%</b>	<b>244%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>

Sevenoaks Town Council  
2019/20 to 2024/25 Forecasts

COMMUNITY GRANTS Cost Centre 38

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Grant subsidies for SCC	6937	1,000	1,000	1,000	1,000	1,000	1,000
Grant subsidies for Council Chamber	6938	1,000	1,000	1,100	1,100	1,100	1,100
Local Organisations and Youth Grants	7500	16,500	16,500	16,500	16,500	16,500	16,500
Sevenoaks Summer Festival	7502	5,000	5,000	5,000	5,000	5,000	5,000
Twinning Support	7520	1,000	1,000	1,000	1,000	1,000	1,000
	7550/7						
Youth Outreach	552	5,000	5,000	5,000	5,000	5,000	5,000
Youth Council	7555	500	500	500	500	500	500
Stag Community Arts Centre	7556	27,000	27,000	27,000	27,000	27,000	27,000
Capital Expenditure	B/S						
		<b>57,000</b>	<b>57,000</b>	<b>57,100</b>	<b>57,100</b>	<b>57,100</b>	<b>57,100</b>
% Mvmt on previous budget		<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>



Sevenoaks Town Council  
2019/20 to 2024/25 Forecasts

LETTING OF NON-OPERATIONAL PROPERTY Cost Centre 39

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Repairs and General Maintenance	5410	100	100	100	100	100	100
SCC ground rents, wayleaves	1046	(3,000)	(3,000)	(3,100)	(3,193)	(3,289)	(3,388)
Open Spaces rents and wayleaves	1469	(5,000)	(5,000)	(5,200)	(5,356)	(5,517)	(5,683)
Capital Expenditure	B/S						
		<b>(7,900)</b>	<b>(7,900)</b>	<b>(8,200)</b>	<b>(8,449)</b>	<b>(8,706)</b>	<b>(8,971)</b>
% Mvmt on previous budget		-80%	0%	4%	3%	3%	3%

**Sevenoaks Town Council**  
**2019/20 to 2024/25 Forecasts**  
**SEVENOAKS TOWN PARTNERSHIP Cost Centre 40**

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Telephone	6101	100	100	100	100	100	100
Printing & Stationery	6200	100	100	100	100	100	100
Computer/Database and other costs	6240	500	500	500	500	500	500
Information Screens	6244	1,500	1,500	1,500	1,500	1,500	1,500
Business Awards	6322	7,500	7,500	7,500	7,500	7,500	7,500
Business Show	6323	2,500	2,500	2,500	2,500	2,500	2,500
Conference Fees & Exps	6710	700	700	700	700	700	700
Sundry expenses	6900	600	600	600	600	600	600
Friends of Bat & Ball	7608	1,000	1,000	1,000	1,000	1,000	1,000
Wellbeing Show	7616	2,500	2,500	2,500	2,500	2,500	2,500
Business Awards	1206	(7,000)	(7,000)	(7,000)	(7,000)	(7,000)	(7,000)
Business Show	1207	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)
Wellbeing Show Income	1209	(3,500)	(3,500)	(3,500)	(3,500)	(3,500)	(3,500)
Grant income	1350	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
Capital Expenditure	B/S						
		2,500	2,500	2,500	2,500	2,500	2,500
Movement in STC reinvestment funds	7000/40	2,500	2,500	2,500	2,500	2,500	2,500
Vintage Bus Expenses	7609	10,000					
Vintage Bus income	1435	(10,000)					
		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
% Mvmt on previous budget		<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

**Sevenoaks Town Council**  
**2019/20 to 2024/25 Forecasts**

**BUSINESS HUB Cost Centre 41**

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Gross pay	4010	10,000	10,000	10,000	10,000	10,000	10,000
Employers Pension Contribution	4270	2,000	2,000	2,000	2,000	2,000	2,000
Repairs & Gen. Maintenance	5410	6,000	6,000	6,000	6,000	6,000	6,000
Equipment Hired & New	5500				3,000	3,000	3,000
Rent & Rates	6000	4,000	4,000	4,000	4,000	4,000	4,000
Electricity	6011	9,000	9,000	9,000	9,000	9,000	9,000
Gas	6012	7,000	7,000	7,000	7,000	7,000	7,000
Cleaning (inc. materials)	6013	10,000	10,000	10,000	10,000	10,000	10,000
Water	6014	4,000	4,000	4,000	4,000	4,000	4,000
Telephone & Broadband	6101	-	1,000	1,030	1,030	1,030	1,030
Printing & Stationery	6200		-	-	-	-	-
Office Furniture & Machinery	6230		1,000	1,030	1,030	1,030	1,030
Computers & licences	6240		-	-	-	-	-
IT Infrastructure	6242	2,000	2,000	2,000	2,000	2,000	2,000
Alarm Maintenance	6930	-	500	515	515	515	515
Hire of Facilities	1022	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)
Provision of postal/Business address	1025	(1,200)	(1,200)	(1,200)	(1,200)	(1,200)	(1,200)
Hot desking facility	1026	(24,960)	(24,960)	(24,960)	(24,960)	(24,960)	(24,960)
Dedicated Desk x 12	1027	(33,120)	(33,120)	(33,120)	(33,120)	(33,120)	(33,120)
		<u>(9,280)</u>	<u>(6,780)</u>	<u>(6,705)</u>	<u>(3,705)</u>	<u>(3,705)</u>	<u>(3,705)</u>

% Mvmt on previous budget

Currently planned to become operational from September 2019

Sevenoaks Town Council  
2019/20 to 2024/25 Forecasts

YOUTH CAFÉ Cost Centre 50

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Gross Pay	4010	27,200	28,000	28,800	28,800	28,800	28,800
Employers Pension Contribution	4270	1,100	1,140	1,180	1,180	1,180	1,180
Repairs and General Maintenance	5410	1,000	1,000	1,000	1,000	1,000	1,000
Cleaning	6010	500	500	500	500	500	500
Telephone	6101	560	560	560	560	560	560
Printing & Stationery	6200	500	500	500	500	500	500
Computer/Database/WPS	6240	750	750	750	750	750	750
Furnishings, furniture/Eqpt	6281	500	500	500	500	500	500
Staff Training	6320	400	400	400	400	400	400
Staff Uniforms	6340	200	200	200	200	200	200
Publicity/Democratic notices	6460	500	500	500	500	500	500
Goods for resale	6500	1,700	1,500	1,500	1,500	1,500	1,500
Professional fees licensing	6635	200	200	200	200	200	200
Sundry Expenses	6900	150	150	150	150	150	150
Health & Safety/Legal Advice	6922	400	400	400	400	400	400
Letting and Hire of Facilities	1022	(3,740)	(3,850)	(3,970)	(3,970)	(3,970)	(3,970)
Sale of Goods	1211	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)	(2,300)
		29,620	30,150	(2,920)	(2,920)	(2,920)	(2,920)
Tfr of annual grant allocation from Youth Outreach	1350/50		-	-	-	-	-
		<b>29,620</b>	<b>30,150</b>	<b>27,950</b>	<b>27,950</b>	<b>27,950</b>	<b>27,950</b>
% Mvmt on previous budget		<b>117%</b>	<b>2%</b>	<b>-7%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

Sevenoaks Town Council  
2019/20 to 2024/25 Forecasts

MARKETS Cost Centre 60

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Gross Pay	4010	2,900	2,980	3,070	3,070	3,070	3,070
Repairs & general maintenance	5410	103	110	115	115	115	115
Saturday Market Charges	5420	14,420	14,860	15,300	15,300	15,300	15,300
Wednesday Market Charges	5421	26,265	27,060	27,870	27,870	27,870	27,870
Friday Market Charges	5423	14,420	14,853	15,300	15,300	15,300	15,300
Blighs market rent	6001	18,615	19,170	19,760	19,760	19,760	19,760
Light, Heat & Cleaning	6010	500	500	515	515	515	515
Publicity/Democratic notices	6460	3,500	3,600	3,700	3,700	3,700	3,700
Rental Income Sat Market	1017	(22,456)	(23,130)	(23,824)	(23,824)	(23,824)	(23,824)
Rental Income Weds Market	1018	(13,774)	(14,000)	(14,420)	(14,420)	(14,420)	(14,420)
Rental Income Blighs Market	1019	(24,480)	(25,200)	(25,956)	(25,956)	(25,956)	(25,956)
Rental Income Friday Market	1024	(13,774)	(14,000)	(14,420)	(14,420)	(14,420)	(14,420)
Capital Expenditure	B/S	-	-	-	-	-	-
		6,239	6,803	7,010	7,010	7,010	7,010
Movement in general reinvestment fund	7000	(6,239)	(6,803)	(7,010)	(7,010)	(7,010)	(7,010)
		-	0	0	0	0	0
% Mvmt on previous budget		0%	0%	0%	0%	0%	0%

**Sevenoaks Town Council**  
**2019/20 to 2024/25 Forecasts**

**FINANCIAL & GENERAL PURPOSES COMMITTEE SUMMARY**

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Vine Café	28	12,170	19,330	19,198	17,684	16,123	14,517
Bat & Ball Station Building	30	(1,134)	(2,366)	(4,587)	(4,718)	(4,855)	(4,995)
Central Services	31	673,540	684,075	699,640	716,642	734,154	752,184
Finance Costs	31	(6,000)	(6,200)	(6,386)	(6,578)	(6,775)	(6,978)
General	32	30,200	28,200	28,200	29,384	28,200	28,200
Council Offices	33	47,485	46,300	47,950	49,287	50,663	52,080
Community Grants	38	57,000	57,000	57,100	57,100	57,100	57,100
Community Centre	36	(12,432)	(42,789)	(44,027)	(45,353)	(46,718)	(48,126)
Letting of Non-operational Property	39	(7,900)	(7,900)	(8,200)	(8,449)	(8,706)	(8,971)
Sevenoaks Town Partnership	40	5,000	5,000	5,000	5,000	5,000	5,000
Business Hub	41	(9,280)	(6,780)	(6,705)	(3,705)	(3,705)	(3,705)
Youth Café	50	29,620	30,150	27,950	27,950	27,950	27,950
Markets	60	-	-	-	-	-	-
		<b>818,268</b>	<b>804,020</b>	<b>815,133</b>	<b>834,244</b>	<b>848,431</b>	<b>864,256</b>
% Mvmt on previous budget		<b>12%</b>	<b>-2%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

Sevenoaks Town Council  
2019/20 to 2024/25 Forecasts

OPEN SPACES & LEISURE COMMITTEE SUMMARY

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
General	21	260,002	265,510	271,565	277,801	284,223	290,837
Greatness Cemetery	22	11,724	11,550	11,507	10,704	10,573	10,438
Allotments	23	135	(315)	(353)	(369)	(152)	71
Street Lighting and General	26	21,626	21,840	22,485	23,149	23,781	24,458
Vine Grounds	29	20,000	20,570	21,020	21,585	22,166	22,765
		<b>313,487</b>	<b>319,155</b>	<b>326,224</b>	<b>332,870</b>	<b>340,591</b>	<b>348,569</b>
% Mvmt on previous budget		-5%	2%	2%	2%	2%	2%

**Sevenoaks Town Council  
2019/20 to 2024/25 Forecasts**

**REVENUE FUND SUMMARY**

	Ref.	Budget 2019/20	Forecast 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25
		£	£	£	£	£	£
Planning Committee	1	35,630	36,526	37,449	38,400	39,379	40,387
Open Spaces & Leisure Committee	2	313,487	319,155	326,224	332,870	340,591	348,569
Finance/General Purposes Committee	3	818,268	804,020	815,133	834,244	848,431	864,256
		<b>1,167,385</b>	<b>1,159,701</b>	<b>1,178,806</b>	<b>1,205,514</b>	<b>1,228,401</b>	<b>1,253,212</b>
Add: Appropriation to/(from) Balances		(26,000)	-	-	-	-	-
Precept		<b>1,141,385</b>	<b>1,159,701</b>	<b>1,178,806</b>	<b>1,205,514</b>	<b>1,228,401</b>	<b>1,253,212</b>
% Mvmt on previous budget		5%	2%	2%	2%	2%	2%
Council Tax Base ie. Band D Equivalents		9,638	9,638	9,638	9,638	9,638	9,638
Council Tax % increase		<b>£118.43</b> 3.03%	<b>£120.33</b> 1.60%	<b>£122.31</b> 1.65%	<b>£125.08</b> 2.27%	<b>£127.46</b> 1.90%	<b>£130.03</b> 2.02%
Council Tax per year		<b>£3.48</b>	<b>£1.90</b>	<b>£1.98</b>	<b>£2.77</b>	<b>£2.37</b>	<b>£2.57</b>
Council Tax per week increase per week		<b>£2.28</b> <b>£0.07</b>	<b>£2.31</b> <b>£0.04</b>	<b>£2.35</b> <b>£0.04</b>	<b>£2.41</b> <b>£0.05</b>	<b>£2.45</b> <b>£0.05</b>	<b>£2.50</b> <b>£0.05</b>

Note:

Number of Band D households (1916) provided by SDC