



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK: Kate Gill, The Town Hall, Clarence Road
Bognor Regis, West Sussex PO21 1LD

Telephone: 01243 867744 Fax: 01243 865744

E-mail - bognortc@bognorregis.gov.uk

MINUTES AND REPORT OF THE TOWN MEETING OF THE ELECTORS OF BOGNOR REGIS HELD ON MONDAY 10TH MARCH 2008

PRESENT (BRTC)

Cllr D Eldridge, Town Mayor (in the chair)
Cllr Mrs E Anderson
Cllr J Brooks
Cllr G Burt
Cllr A Cunard
Cllr Mrs S Daniells
Cllr S Kerrigan
Cllr J Passingham
Cllr S McDougall
Cllr K Scutt
Cllr P Wells

(Note: Cllrs Mrs Daniells, McDougall, Scutt and Wells are also
Arun District Councillors and Cllr McDougall is also a West
Sussex County Councillor)

Eleven Members of the Public
One Representative of the Press

IN ATTENDANCE

Mrs K Gill (Town Clerk)
Mrs H Knight (Minutes Secretary)

COPIES OF DOCUMENTS AVAILABLE FOR THE PUBLIC

Notice and Agenda for the Meeting
Minutes of the Town Meeting of Electors held on 26th March
2007
Audited Accounts to 31st March 2007
Balances and Expenditure to 4th March 2008
Proposed Expenditure for the year 2008/2009
Schedule of Councillors' Attendance at Meetings

The Meeting opened at 7.30pm

County Cllr F Oppler had requested that his apologies be noted.

1. TO APPROVE AND SIGN THE MINUTES OF THE TOWN MEETING OF ELECTORS HELD ON MONDAY 26TH MARCH 2007 AND ANY MATTERS ARISING

The Mayor welcomed everyone to the meeting. The Minutes of the Town Meeting of Electors held on Monday 26th March 2007 were agreed and signed by the Town Mayor as presiding Chairman.

2. MATTERS ARISING FROM THE MEETING HELD ON MONDAY 26TH MARCH 2007

Regarding item 10 of the Minutes, a Councillor asked whether the money put aside for the possible purchase of the Town Hall was still available and the Clerk confirmed that none of the Buildings Fund had been spent.

3. TO RECEIVE THE ANNUAL REPORT OF THE COUNCIL

The Town Mayor presented his report (attached to Minutes).

4. TO RECEIVE THE AUDITED ACCOUNTS OF THE TOWN COUNCIL YEAR ENDING 31ST MARCH 2007

The Chairman of Policy & Resources Committee reported on the Accounts of the Town Council to year ending 31st March 2007. These were duly noted and accepted.

5. TO RECEIVE DETAILS OF BALANCES AND EXPENDITURE UP TO A DATE AS NEAR AS POSSIBLE TO 31ST MARCH 2008

Details of the balances and expenditure to 4th March 2008 were duly noted and the Chairman of Policy & Resources Committee said that he would be happy to answer any questions.

6. TO RECEIVE OBSERVATIONS OF THE TOWN COUNCIL ON THE PROPOSED EXPENDITURE FOR THE YEAR 2008-2009

The Chairman of Policy & Resources Committee reported on the proposed expenditure for 2008-2009. It was highlighted that more money had been put into the Rolling Capital Programme for specific projects, such as CCTV camera provision and street enhancement. The Council was endeavouring to spend taxpayers' money on tangible results, and ensuring funds were not spent on unnecessary administration. Comment was made that the Council has had to subsidize budgets in order to cover services previously provided by District.

7. TO RECEIVE ANY WRITTEN REPORTS FROM THOSE APPOINTED TO REPRESENT THE TOWN COUNCIL ON OUTSIDE ORGANISATIONS

None had been received.

8. TO RECEIVE ANY OBSERVATIONS FROM COUNTY AND DISTRICT COUNCILLORS FOR THE AREA

Cllr P Wells reported as District Councillor for Hotham Ward. Much work had already taken place at Hotham Park as part of the renovation project. Other issues that had arisen for the

area included the renewed possibility of an incinerator and student parking in the Chichester College area, as well as varying views on the town regeneration.

Cllr S McDougall reported as a County and District Councillor. The formal process for the planned new Bognor Regis Community College would shortly begin. The buildings would provide an excellent learning environment for the area though he considered that there were some issues to be resolved over the provision of Early Learning and Youth Wing services. The impact of the building work on nearby roads was a matter of concern for residents. Other issues locally were the ongoing discussions regarding the use of the former LEC site, the Tesco traffic lights and the format of the Joint Western Arun Area Committee. In answer to a question, he confirmed that the new school building would replace both Michael Ayres and The Glade schools and that the secondary and primary school provision formed two separate planning applications. Responding to a question regarding the possible incinerator site, Cllr McDougall confirmed that County and District had opposing strategies in that WSCC had a duty to identify possible sites whilst ADC needed to address economic regeneration. It was stressed that no decisions have been made, that other sites have also been identified and that public consultation would take place over the coming year.

9. TO CONSIDER RESOLUTIONS OF WHICH WRITTEN NOTICE HAS BEEN GIVEN BY FRIDAY 29TH FEBRUARY 2008

None had been received.

10. TO DEAL WITH ANY OTHER QUESTIONS

Some general discussions took place regarding various subjects, such as the pupil capacity of the new Bognor Regis Community College and class sizes; the proposals put forward by St Modwen for Bognor Regis regeneration and the consultation process; the entertainment provision element of the Regeneration; restoration of the pier.

With regard to the regeneration of Bognor Regis, those present welcomed and supported Cllr G Burt's comments that as the Town Council is elected to represent the residents of the town, it had a duty to ensure that the best possible outcome was achieved for the town.

A question was asked regarding the possible use of land if the library were to be moved as part of the regeneration and what effect this might have on Edward Bryant School and The Chestnuts Centre. County Cllr S McDougall confirmed that all three sites are County Council owned. There were no plans to move Edward Bryant School and he would be strongly urging no changes to The Chestnuts Centre site should the situation arise.

In response to a question regarding any plans for the museum, Cllr G Burt as Leader advised that Bognor Regis Town Council was formulating a project which would hopefully provide a secure future for the museum. This was in early stages at present and further information would be available as and when appropriate.

The Mayor thanked those present for attending and closed the meeting.

The Meeting closed at 8.50pm

Annual Town Meeting of Electors for 2008

Monday 10th March 2008 at 7 pm.

Annual Report of the Council

Over the last year many things have been achieved by the Town Council. We achieved a bronze award at the Britain in Bloom awards and a silver award in South-East in Bloom. The results were disappointing, despite the large amount of effort being put into it. Our plans to appoint a dedicated member of staff to concentrate on a rapid response to remove graffiti in the town, thus fulfilling the contract funded jointly with ADC and WSCC has been achieved and is running well.

Early on in this administration certain priorities were highlighted, with the emphasis on “Putting Pride in Bognor Regis”. Included in this was the desire to enhance the street scene, by restoring missing or neglected architectural features, clearing the footpaths and improving signage and the moving of the museum to better and larger premises. The littered footpaths have now been cleared, and we have gone a long way in re-locating the Town Museum.

Our full programme of events has been delivered throughout the year, including Clowns Parade, Sunfest Arts Festival, Proms and Summer Entertainment in the Park, Christmas Lights and Sands of Time, which for the first time had the theme of creatures under the sea. For the first time we had a Veteran’s Day Event, which will continue this year. We have also continued to support Bognor Birdman and other such events like Hotham Park Country Fair. However, due to the regeneration in the park some events cannot take place this year.

The precept for this year has been increased by 9.48%. This decision was reached after a lot of soul searching and a 10% cut in our spending programme. This reflects a firm commitment to good housekeeping, but also a balanced approach to the things we can do.

Partnership and Grant Aid Funding has continued to be carried out with a large number of youth projects being among them. The new Town Hall office-space and Town Force stores base have proved to be a success.

Cllr. Don Eldridge.

Mayor of Bognor Regis 2007-08.

Bognor Regis Town Council

Statements of Accounts

For the year ended 31 March 2007

Bognor Regis Town Council

Table of Contents

31 March 2007

	Page
Table of Contents.....	2
Council Information.....	3
Explanatory Forward.....	4
Statement of Responsibilities.....	6
Statement of Internal Control.....	7
Auditors' Report to the Council.....	9
Income and Expenditure Account.....	11
Statement of Movement on the General Fund Balance.....	12
Balance Sheet.....	13
Cash Flow Statement.....	14
Statement of Total Recognised Gains and Losses.....	15
Statement of Accounting Policies.....	16
Notes to the Accounts.....	18
1 Interest and Investment Income.....	18
2 Agency Work.....	18
3 Related Party Transactions.....	18
4 Audit Fees.....	18
5 Publicity.....	18
6 S.137 Expenditure.....	19
7 Members' Allowances.....	19
8 Employees.....	19
9 Pension Costs.....	20
10 Reconciling Items for the Statement of Movement on the General Fund Balance.....	20
11 Tangible Fixed Assets.....	21
12 Financing of Capital Expenditure.....	21
13 Information on Assets Held.....	22
14 Debtors.....	22
15 Creditors and Accrued Expenses.....	22
16 Financial Commitments under Operating Leases.....	23
17 Deferred Grants.....	23
18 Summary of Movements on Reserves.....	24
19 Fixed Asset Restatement Account.....	24
20 Capital Financing Account.....	24
21 Earmarked Reserves.....	25
22 Capital Commitments.....	25
23 Contingent Liabilities.....	25
24 Reconciliation of Revenue Cash Flow.....	25
25 Movement in Cash.....	26
26 Reconciliation of Net Funds/Debt.....	26
27 Post Balance Sheet Events.....	26

Bognor Regis Town Council

Council Information

31 March 2007

Mayor

Cllr D. F. Eldridge

Councillors

Cllr Mrs J. D. Gillibrand (Deputy Mayor)

Cllr S. J. Kerrigan
Cllr J. A. Passingham
Cllr Mrs J. L. Warr
Cllr E. M. Anderson
Cllr J. Brooks
Cllr S. R. Fyfe
Cllr K. I. R. Scutt
Cllr G. C. Burt
Cllr R. Gillibrand
Cllr P. C. Wells
Cllr A. W. W. Cunard
Cllr Mrs S. Daniells
Cllr S. E. McDougall
Cllr Mrs J. Walker

Clerk to the Council

Mrs Kate Gill

Auditors

Mazars LLP
Regency House
3 Grosvenor Square
Southampton
Hampshire
SO15 2BE

Internal Auditors

Auditing Solutions Limited
The Offices
Griffin Farm
Bowden Hill
Lacock
Chippenham
Wiltshire
SN15 2PP

Bognor Regis Town Council

Explanatory Forward

31 March 2007

The council's Statements of Accounts for the year ended 31 March 2007 are set out on the following pages.

They consist of the following statements:

The Income and Expenditure Account

The council's revenue account, which sets out income and expenditure on all services, interest payable and receivable, profits/losses on disposal of fixed assets and sources of the council's income from revenue grants and taxation (Precept)

The statement also incorporate the additional amounts required to be accounted for in respect of the council's pension arrangements in accordance with FRS 17.

The Statement of Movements on the General Fund

This statement consolidates the council's surplus or deficit for the year, as set out in the Income and Expenditure Account with all other statutory and non-statutory proper practices that are required to be cahrged to the council's General Fund in order to determine the council's budget and, in turn, its Council Tax (Precept) demand.

The Balance Sheet

This sets out the financial position of the council on 31 March 2007, i.e. its assets and liabilities at that date.

The Cash Flow Statement

This summarises inflows and outflows of cash arising from the revenue and capital transactions with third parties.

Statement of Total Recognised Gains and Losses

This statement sets out the total gains and losses enjoyed and suffered by the council, not all of which are reported in the Income and Expenditure Account, and their effect on the council's reserves during the year.

Statement of Accounting Policies

This statement explains the basis for the recognition, measurement and disclosure of transactions and other events in the accounts.

Notes to the Accounts

These provide further information on the amounts included in the financial statements.

This foreword provides a brief explanation of the financial aspects of the council's activities and draws attention to the main characteristics of the financial position, including the year's budget, as summarised below.

Bognor Regis Town Council

Explanatory Forward

31 March 2007

Budget Comparison for the year ended 31 March 2007

The following shows a comparison of the budget and out-turn figures for 2006/2007:

	Budget £	Actual £
Net Expenditure		
Cultural & Heritage	105,053	101,432
Open Spaces	32,371	19,737
Tourism	12,617	10,796
Environmental Health	40,000	40,000
Community Safety	2,000	2,000
Planning & Development Services (including Markets)	272,737	286,151
Street Lighting	10,424	9,591
Public Transport	6,000	6,000
Other Services to the Public	9,793	43,378
Corporate Management	72,015	68,654
Democratic & Civic	90,783	82,727
Interest Income	(18,050)	(25,974)
Net contribution (from) reserves and other adjustments	(33,339)	(42,088)
Precept on District Council	602,404	602,404

The net overspendings on services of £8,749 are reflected in an increased contribution from reserves and capital expenditure provision.

Further Information

Further information about the accounts is available from Town Council Office, Town Hall, Clarence Road, Bognor Regis, West Sussex, PO21 1LD. This is part of the council's policy of providing full information about its affairs. Interested members of the public have a statutory right to inspect the accounts before the audit is completed. The availability of the accounts for inspection is advertised in the press and on the notice board outside the council offices.

Bognor Regis Town Council

Statement of Responsibilities

31 March 2007

The Council's Responsibilities

The council is required:

- to make arrangements for the proper administration of its financial affairs
- to secure that one of its officers (R.F.O.) has the responsibility for the administration of those affairs. At this council that officer is the Town Clerk, and
- to manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.

The Responsible Financial Officer's Responsibilities

The R.F.O. Is responsible for the preparation of the council's Statements of Accounts in accordance with the 'Code of Practice on Local Authority Accounting in Great Britain' (the code), so far as is applicable to this council, to present fairly the financial position of the council at 31 March 2007 and its income and expenditure for the year then ended.

In preparing the Statements of Accounts, the R.F.O. has:

- selected suitable accounting policies and then applied them consistently
- made judgements and estimates that were reasonable and prudent, and
- complied with the code.

The R.F.O. has also:

- kept proper accounting records, which were up to date, and
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

Responsible Financial Officer's Certificate

I hereby certify that the Statements of Accounts for the year ended 31 March 2007 required by the Accounts and audit Regulations 2003 are set out in the following pages.

I further certify that the Statements of Accounts present fairly the financial position of Bognor Regis Town Council at 31 March 2007, and its income and expenditure for the year ended 31 March 2007.

Signed:

Town Clerk

Date:

Bognor Regis Town Council

Statement of Internal Control

31 March 2007

Scope of Responsibility

Bognor Regis Town Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively.

The council also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

In discharging this overall responsibility, the council is also responsible for ensuring that there is a sound system of internal control that facilitates the effective exercise of the council's functions and which includes arrangements for the management of risk.

The Purpose of the System of Internal control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide a reasonable, and not absolute, assurance of effectiveness.

The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the council's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically.

A system of internal control has been in place at Bognor Regis Town Council for the year ended 31 March 2007 and up to the date of approval of the annual report and accounts.

The Internal Control Environment

The system of internal control is based on a framework of codes of conduct, internal regulations (including but not limited to financial regulations) and administrative procedures. It is further enhanced by the regular provision of management and financial information, provided as appropriate to fit the council's policy of delegation and responsibility. The system is constantly monitored by members as well as officers within the council. In particular, the system incorporates:

- regular reports of service delivery and project performance
- comprehensive budgeting and project evaluation and maintenance criteria
- setting of targets to measure financial and general performance
- the preparation and dissemination of regular financial reports measuring actual expenditure against forecasts for both revenue and capital projects
- the regular review of such reports by officers, and by members in committee and at full council.
- regular risk management reviews on all aspects of the council's operations

Bognor Regis Town Council

Statement of Internal Control

31 March 2007

Review of Effectiveness

Bognor Regis Town Council has responsibility for conducting, at least annually, a review of the effectiveness of the system of internal control. The review of the effectiveness of the system of internal control is informed by the control exercised by members and the work of the internal auditor and the executive managers within the council, who have responsibility for the development and maintenance of the internal control environment. It is further enhanced by reports and comments made by the external auditors and other review agencies and inspectors.

We have been advised on the implications of the result of the review of effectiveness of the system of internal control by the council, relevant committees and the internal auditor, and plan to address weaknesses and ensure continuous improvement of the system in place.

Significant Internal Control Issues

To date, no significant internal control issues have been identified. As such issues arise, effective steps will be taken to ensure that matters are addressed, weaknesses eradicated and revised systems implemented at the earliest possible opportunity.

Approval of Statement

This statement was approved at a meeting of the council held on 25th June 2007 when authority was given for the Mayor and the Town Clerk to sign.

Signed:

Cllr D. F. Eldridge
Mayor

.....

Mrs Kate Gill
Town Clerk

Date:

Bognor Regis Town Council

Auditors' Report to the Council

31 March 2007

We have audited the Statements of Accounts on pages 11 to 26, which have been prepared in accordance with the accounting policies applicable to local councils as set out on pages 16 to 17.

This report is made solely to the members of Bognor Regis Town Council in accordance with Part II of the Audit Commission Act 1998 and for no other purpose, as is set out in paragraph 54 of the Statement & Responsibilities of Auditors and of Audited Bodies, prepared by the Audit Commission. To the fullest extent permitted by law, we do not accept or assume responsibility for anyone other than the council for our audit work, for this report, or for the opinion that we have formed.

Respective Responsibilities of the Responsible Financial Officer and Auditors

As described in the Statement of Responsibilities, page 6, the R.F.O. is responsible for the preparation of the Statements of Accounts in accordance with the Statement of Recommended Practice on Local Authority Accounting in the United Kingdom 2004. Our responsibilities as the independent auditor are established by statute, the Code of Audit Practice issued by the Audit Commission and our profession's ethical guidance.

We report to you our opinion as to whether the Statements of Accounts present fairly the financial position of the council and its Income and Expenditure for the year.

We review whether the Statement of Internal Control, page 7, reflects compliance with the requirements of CIPFA's guidance 'The Statement on Internal Control in Local Government: Meeting the Requirements of the Accounts and Audit Regulations 2003' published on 2 April 2004. We report if it does not meet the requirements specified by CIPFA or if the statement is misleading or inconsistent with other information that we are aware of from our audit of the financial statements. We are not required to consider, nor have we considered, whether the Statement of Internal Control covers all risks and controls. We are also not required to form an opinion on the effectiveness of the council's corporate governance procedures. Our review was not performed for any purpose connected with any specific transaction and should not be relied upon for any such purpose.

We read the other information published with the Statements of Accounts and consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the Statements of Accounts.

Basis of Opinion

We conducted our audit in accordance with the Audit Commission Act 1998 and the Code of Auditing Practice issued by the Audit Commission, which requires compliance with the relevant auditing standards issued by the Auditing Practices Board.

An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the Statements of Accounts. It also includes an assessment of the significant estimates and judgments made by the council in the preparation of the Statements of Accounts and of whether the accounting policies are appropriate to the council's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all information and explanations that we consider necessary in order to provide us with sufficient evidence to give reasonable assurance that the Statements of Accounts are free from material misstatements, whether caused by fraud or other irregularity or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of the information in the financial statements.

Bognor Regis Town Council
Auditors' Report to the Council
31 March 2007

Opinion

In our opinion, the Statements of Accounts present fairly the financial position of Bognor Regis Town Council at 31 March 2007 and its Income and Expenditure for the year then ended.

Certificate

We certify that we have completed the audit of the accounts in accordance with the requirements of the Audit Commission Act 1998 and the Code of Audit Practice issued by the Audit Commission.

Signed:

Date:

For: Mazars LLP
Regency House
3 Grosvenor Square
Southampton
Hampshire
SO15 2BE

Bognor Regis Town Council
Income and Expenditure Account

31 March 2007

	Notes	2007 £	2007 £	2007 £	2006 £
		Gross Expenditure	Income	Net Expenditure	Net Expenditure
CULTURAL & RELATED SERVICES					
Cultural and Heritage		103,577	(2,145)	101,432	77,289
Open Spaces		21,004	(1,267)	19,737	24,636
Tourism		10,796	-	10,796	10,635
ENVIRONMENTAL SERVICES					
Environmental Health		40,000	-	40,000	40,000
Community Safety		2,000	-	2,000	2,000
PLANNING & DEVELOPMENT SERVICES					
Economic Development (including markets)		269,764	(21,158)	248,606	198,876
Community Development		37,545	-	37,545	31,799
HIGHWAYS, ROADS & TRANSPORT SERVICES					
Street Lighting		9,591	-	9,591	8,817
Public Transport		6,000	-	6,000	5,000
OTHER SERVICES					
Other Services to the Public		62,355	(18,977)	43,378	(5,820)
CENTRAL SERVICES					
Corporate Management		69,181	(527)	68,654	64,487
Democratic Representation and Management		72,321	(600)	71,721	66,904
Civic Expenses		11,006	-	11,006	6,528
Net Cost of Services		715,140	(44,674)	670,466	531,151
				-	-
Interest and Investment Income	1			(25,974)	(25,309)
Net Operating Expenditure				644,492	505,842
Precept on District Council				(602,404)	(564,122)
Deficit/(Surplus) for the Year				42,088	(58,280)

The notes on pages 18 to 26 form part of these accounts.

Bognor Regis Town Council
Statement of Movement on the General Fund Balance
31 March 2007

	Notes	2007 £	2006 £
Deficit/(Surplus) for the year on the Income and Expenditure Account.		42,088	(58,280)
Net additional amount required by statute and non-statutory proper practices to be debited or credited to the General Fund Balance for the year.	10	873	39,274
Decrease/(Increase) in General Fund Balance for the Year		42,961	(19,006)
General Fund Balance brought forward		(183,434)	(164,428)
General Fund Balance carried forward		(140,473)	(183,434)

The notes on pages 18 to 26 form part of these accounts.

Bognor Regis Town Council

Balance Sheet

31 March 2007

	Notes	2007 £	2007 £	2006 £
Fixed Assets				
Tangible Fixed Assets	11		207,092	203,677
Current Assets				
Debtors	14	42,223		103,870
Cash at bank and in hand		<u>474,296</u>		<u>430,901</u>
		516,519		534,771
Current Liabilities				
Creditors and accrued expenses	15	<u>(65,201)</u>		<u>(42,071)</u>
Net Current Assets			451,318	492,700
Total Assets Less Current Liabilities			658,410	696,377
Deferred Grants	17		<u>(58,847)</u>	<u>(54,727)</u>
			<u>599,563</u>	<u>641,650</u>
Capital and Reserves				
Fixed Asset Restatement Account	19		169,614	169,614
Capital Financing Account	20		(21,369)	(20,664)
Earmarked Reserves	21		310,845	309,266
General Reserve			<u>140,473</u>	<u>183,434</u>
			<u>599,563</u>	<u>641,650</u>

These accounts have been approved by the Council.

Signed:
Cllr D. F. Eldridge
Mayor

.....
Mrs Kate Gill
Responsible Financial Officer

Date:

.....

_____ *The notes on pages 18 to 26 form part of these accounts.*

Bognor Regis Town Council

Cash Flow Statement

31 March 2007

	Notes	2007 £	2007 £	2006 £
REVENUE ACTIVITIES				
<i>Cash outflows</i>				
Paid to and on behalf of employees		(316,865)		(292,292)
Other operating payments		<u>(338,523)</u>		<u>(299,647)</u>
			(655,388)	(591,939)
<i>Cash inflows</i>				
Precept on District Council		602,404		564,122
Cash received for services		<u>62,222</u>		<u>37,584</u>
			664,626	601,706
Net cash inflow from Revenue Activities	24		9,238	9,767
SERVICING OF FINANCE				
<i>Cash inflows</i>				
Interest received		(25,974)		(25,309)
Investment Income		<u>-</u>		<u>-</u>
Net cash inflow from Servicing of Finance			25,974	25,309
CAPITAL ACTIVITIES				
<i>Cash outflows</i>				
Purchase of fixed assets		(43,768)		(93,307)
<i>Cash inflows</i>				
Capital grant received		<u>51,950</u>		<u>17,672</u>
Net cash inflow/outflow from Capital Activities			8,182	(75,635)
Net cash inflow/outflow before Financing			<u>43,394</u>	<u>(40,559)</u>
FINANCING AND LIQUID RESOURCES				
			-	-
Increase/(Decrease) in cash	25		<u>(43,394)</u>	<u>40,559</u>

The notes on pages 18 to 26 form part of these accounts.

Bognor Regis Town Council
Statement of Total Recognised Gains and Losses
31 March 2007

	Notes	2007 £	2006 £
Deficit/(Surplus) for the year on the Income and Expenditure Account.		42,088	(58,280)
Actuarial (gains)		-	-
Total recognised (gains)/losses for the year		42,088	(58,280)

The notes on pages 18 to 26 form part of these accounts.

Bognor Regis Town Council
Statement of Accounting Policies
31 March 2007

Accounting Convention

The accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting in Great Britain (the code), which is recognised by statute as representing proper accounting practices. These practices are further set out in the Statement of Recommended Practice on Local Authority Accounting in Great Britain (the SORP), together with the Best Value Code of Accounting Practice (BVACOP) where applicable.

It is also a requirement of the code that service revenue account include depreciation for all fixed assets used in the delivery of services.

Fixed Assets

All expenditure on the acquisition, creation or enhancement of fixed assets is capitalised on an accruals basis in the accounts. Expenditure on fixed assets is capitalised, provided that the fixed asset yields benefits to the authority and the services it provides, for a period of more than one year. Fixed assets are valued on the basis recommended by the Chartered Institute of Public Finance and Accountancy (CIPFA) and in accordance with the statements of asset valuation principles and guidance notes issued by the Royal Institution of Chartered Surveyors (RICS). The closing balances are stated on the following basis:

all assets are included in the balance sheet at the lower of cost (estimated where not known) or estimated realisable value, except that,

certain community assets are the subject of restrictive covenants as to their use and /or future disposal. Such assets are therefore considered to have no appreciable realisable value and are included at nominal value only.

The surplus or deficit arising on periodic revaluations of fixed assets has been credited or debited to the Fixed Asset Restatement Account. Subsequent revaluations of fixed assets are planned at five yearly intervals, although material changes to asset valuations will be adjusted in the interim period, should they occur.

In accordance with Financial Reporting Standard (FRS) 15 depreciation is provided on all operational buildings (but not land), as well as other assets.

Impairment

The council is required to carry out a review of the condition of its assets annually to ensure that the values as reflected in the accounts are not materially overstated. Any material overstatement is corrected by additional provisions for impairment of value as required.

No such provisions are considered necessary for the year.

Depreciation Policy

Buildings are depreciated over the shorter of 50 years or the anticipated remaining useful lives on a straight line basis (subject to revaluations as stated above).

Vehicles, plant, equipment and furniture are depreciated over 3 to 10 years on a straight line basis.

Infrastructure assets are depreciated over 10 years at 10% per annum straight line.

Community assets are not depreciated, because they are of either intrinsic or purely nominal value.

Grants or Contributions from Government or Related Bodies

Where a fixed asset has been acquired or improved with the financing either wholly or in part by a grant or contribution from government or a related body, e.g. Sports Council, the amount of the grant has been credited to Deferred Grants Account and carried forward. Grants so credited are released back to revenue over the life of the asset to match, and thereby offset wholly or in part, depreciation charged.

Bognor Regis Town Council
Statement of Accounting Policies
31 March 2007

Debtors and Creditors

The revenue accounts of the council are maintained on an accruals basis in accordance with the code. That is sums due to or from the council during the year are included whether or not the cash has actually been received or paid in the year. Exceptions to this are payment of insurance premiums and regular quarterly accounts (e.g. telephones, electricity). This policy is applied consistently each year. Therefore, it will not have a material effect on the year's accounts or on the council's annual budget.

External Loan Repayments

The council has no long term borrowing. Consequently, there were no external loan repayments made in the year.

Details of the council's obligations under operating leases are shown at note 16.

Reserves

The council maintains certain reserves to meet general and specific future expenditure. The purpose of the council's reserves is explained in notes 19 to 21

The introduction of the system of capital accounting has required the establishment of two accounts in the consolidated balance sheet:

the Fixed Asset Restatement Account, which represents principally the balance of the surpluses or deficits arising on the periodic revaluation of fixed assets, and

the Capital Financing Account, which represents revenue or capital resources applied to finance expenditure of a capital nature or for the repayment of external loans and the reversal of depreciation to ensure it does not impact on the amount to be met from precept.

Interest Income

All interest receipts are credited initially to general funds.

Cost of Support Services

The costs of management and administration have been apportioned to all services on an appropriate and consistent basis.

Pensions

The pension costs that are charged to the council's accounts in respect of its employees are equal to the contributions paid to the funded pension scheme for these employees.

These contributions are determined by the fund's actuary on a triennial basis and are set to meet 100% of the liabilities of the pension fund, in accordance with relevant government regulations.

The next actuarial valuation is due at 31st March 2010 and any change in contribution rates as a result of that valuation will take effect from 1st April 2011.

Bognor Regis Town Council

Notes to the Accounts

31 March 2007

1 Interest and Investment Income

	2007	2006
	£	£
Interest Income - General Funds	25,939	25,268
Interest Income - Earmarked Funds	35	41
	<u>25,974</u>	<u>25,309</u>

2 Agency Work

During the year the Council undertook no agency work on behalf of other authorities.

During the year the Council commissioned no agency work to be performed by other authorities.

3 Related Party Transactions

The council entered into no material transactions with related parties during the year.

4 Audit Fees

The council is required to report and disclose the cost of services provided by its external auditors.

These may be summarised as follows:

	2007	2006
	£	£
Fees for statutory audit services	1,750	1,750
Total fees	<u>1,750</u>	<u>1,750</u>

5 Publicity

Section 5 of the Local Government Act 1986 requires the council to disclose expenditure on publicity. Details are shown under the following broad categories:

	2007	2006
	£	£
Recruitment Advertising	497	2,961
Other Advertising	205	199
Publicity	405	174
Town Guide Publication Costs	10,336	9,674
Newsletter	1,539	-
	<u>12,982</u>	<u>13,008</u>

Bognor Regis Town Council

Notes to the Accounts

31 March 2007

6 S.137 Expenditure

Section 137 of the Local Government Act 1972 (as amended) enables the council to spend up to the product of £5.44 (year ended 31 March 2006 - £5.30) per head on the electoral roll in any one year for the benefit of people in its area on activities or projects not specifically authorised by other powers.

	2007	2006
	£	£
The total amount of available for this purpose was	86,055	76,357

Expenditure was incurred for the following purposes:

Grant Aid to Voluntary Bodies	5,450	10,000
	5,450	10,000

It should be noted that grants to bodies such as the Citizen's Advice Bureau are made under other specific legal powers and so are not included in the above figures.

7 Members' Allowances

	2007	2006
	£	£
Members of Council have been paid the following allowances for the year:		
Mayors Allowance	3,600	2,600
Councillors' Expenses & Allowances	4,545	1,737
	8,145	4,337

Other than the Mayor 11 of the total of 16 members claimed allowances to which they were entitled.

8 Employees

The average weekly number of employees during the year was as follows:

	2007	2006
	Number	Number
Full-time	10	10
Part-time	2	1
Temporary	1	-
	13	11

All staff are paid in accordance with nationally agreed pay scales.

No officer received a salary in excess of £50,000

Bognor Regis Town Council

Notes to the Accounts

31 March 2007

9 Pension Costs

The council participates in the West Sussex Superannuation Fund Pension Fund. The West Sussex Superannuation Fund Pension Fund is a defined benefit scheme, but the council is unable to identify its share of the underlying assets and liabilities because all town and parish councils in the scheme pay a common contribution rate.

The cost to the council for the year ended 31 March 2007 was £28,684 (31 March 2006 - £28,003).

The most recent actuarial valuation was carried out as at 31st March 2007, and the council's contribution rate is confirmed as being 250.00% of employees' contributions with effect from 1st April 2007 (year ended 31 March 2007 – 250.00%).

A new accounting standard, Financial Reporting Standard 17 (FRS17): "Retirement Benefits" has been introduced. For schemes such as West Sussex Superannuation Fund Pension Fund, paragraph 9(b) of FRS17 requires the council to account for pension costs on the basis of contributions actually payable to the scheme during the year.

10 Reconciling Items for the Statement of Movement on the General Fund Balance

	31 March 2007 £	31 March 2007 £	31 March 2006 £
Amount included in the Income and Expenditure Account but required by statute to be excluded when determining the Movement on the General Fund Balance for the year			
Reversal of Depreciation	(40,353)		(32,646)
Deferred grants released	6,964		3,811
Lease and Loan Interest deferred but accounted for under the provisions of FRS15	-		-
	<hr/>	(33,389)	<hr/> (28,835)
Amounts not included in the Income and Expenditure Account but required to be included by statute when determining the Movement on the General Fund Balance for the year			
Capital expenditure charged in-year to the General Fund Balance	32,684		34,769
	<hr/>	32,684	<hr/> 34,769
Transfers to or from the General Fund Balance that are required to be taken into account when determining the Movement on the General Fund Balance for the year			
Net transfer to or from Earmarked Reserves	1,578		33,340
	<hr/>	1,578	<hr/> 33,340
Net additional amount required to be credited to the General Fund Balance for the year		<hr/> 873	<hr/> 39,274

Bognor Regis Town Council

Notes to the Accounts

31 March 2007

11 Tangible Fixed Assets

	Vehicles and Equipment	Infra- structure Assets	Community Assets	Other	Total
Cost	£	£	£	£	£
At 31 March 2006	140,296	112,824	16,985	20,439	290,544
Additions	20,651	23,117	-	-	43,768
Surplus on revaluation	-	20,439	-	(20,439)	-
	<u>160,947</u>	<u>156,380</u>	<u>16,985</u>	<u>-</u>	<u>334,312</u>
Depreciation					
At 31 March 2006	(55,873)	(30,598)	(396)	-	(86,867)
Charged for the year	(24,648)	(15,639)	(66)	-	(40,353)
	<u>(80,521)</u>	<u>(46,237)</u>	<u>(462)</u>	<u>-</u>	<u>(127,220)</u>
Net Book Value					
At 31 March 2007	<u>80,426</u>	<u>110,143</u>	<u>16,523</u>	<u>-</u>	<u>207,092</u>
At 31 March 2006	<u>84,423</u>	<u>82,226</u>	<u>16,589</u>	<u>20,439</u>	<u>203,677</u>

Although classified as capital expenditure, certain minor equipment purchases are not included in the above as they are not material in overall value.

Fixed Asset Valuation

The freehold and leasehold properties that comprise the council's properties have been valued as at 31st March 2003 at insurance values. Valuations have been made on the basis set out in the Statement of Accounting Policies.

12 Financing of Capital Expenditure

	2007	2006
	£	£
The following capital expenditure during the year:		
Fixed Assets Purchased	<u>43,768</u>	<u>93,307</u>
	<u>43,768</u>	<u>93,307</u>
was financed by:		
Capital Grants	11,084	58,538
Revenue:		
from Rolling Capital Fund	22,393	20,948
Precept and Revenue Income	<u>10,291</u>	<u>13,821</u>
	<u>43,768</u>	<u>93,307</u>

Bognor Regis Town Council

Notes to the Accounts

31 March 2007

13 Information on Assets Held

Fixed assets owned by the council include the following:

Vehicles and Equipment

Vans and Trucks - 3
Water Bowser and trailer
Sundry grounds maintenance equipment
Sundry office equipment
Meterological equipment
Floral planters and baskets
High Street Pea Lights

Infrastructure Assets

Street lights - 32
Footpaths/Esplanade Lighting
Allotment and Met. Site Fencing
Other street furniture

Community Assets

Millennium Clock
Victorian Bathing Machine
Allotments
Council Regalia

14 Debtors

	2007	2006
	£	£
Trade Debtors	23,171	40,557
VAT Recoverable	5,618	6,305
Other Debtors	1,010	1,920
Prepayments and Accrued Income	11,524	14,070
Accrued Income	900	152
Grant Debtors	-	40,866
	<u>42,223</u>	<u>103,870</u>

15 Creditors and Accrued Expenses

	2007	2006
	£	£
Trade Creditors	45,871	10,795
Other Creditors	235	-
Accruals	19,095	31,276
	<u>65,201</u>	<u>42,071</u>

Bognor Regis Town Council

Notes to the Accounts

31 March 2007

16 Financial Commitments under Operating Leases

The council had annual commitments under non-cancellable operating leases as follows:

	2007	2006
	£	£
Obligations expiring within one year	-	-
Obligations expiring between two and five years	1,902	1,810
Obligations expiring after five years	-	-
	<u>1,902</u>	<u>1,810</u>

17 Deferred Grants

	2007	2006
	£	£
Deferred Grants Unapplied		
At 01 April 2006	-	-
Grants received in the year	(11,084)	(58,538)
Applied to finance capital investment	11,084	58,538
At 31 March 2007	<u>-</u>	<u>-</u>
Deferred Grants Applied		
At 01 April 2006	(54,727)	-
Grants Applied in the year	(11,084)	(58,538)
Released to offset depreciation	6,964	3,811
At 31 March 2007	<u>58,847</u>	<u>54,727</u>
Total Deferred Grants		
At 31 March 2007	<u>58,847</u>	<u>54,727</u>
At 01 April 2006	<u>54,727</u>	<u>-</u>

Capital Grants are accounted for on an accruals basis and grants received have been credited to Deferred Grants Account. Amounts are released from the Deferred Grants Account to offset any provision for depreciation charged to revenue accounts in respect of assets that were originally acquired with the assistance of such grants.

Bognor Regis Town Council

Notes to the Accounts

31 March 2007

18 Summary of Movements on Reserves

The council keeps a number of reserves in the Balance Sheet. Some are required to be held for statutory reasons, some are needed to comply with proper accounting practice, and others have been set up voluntarily to earmark resources for future spending plans.

Reserve	Purpose of Reserve	Notes	Balance at 01 April 2006 £	Net Movement in Year £	Balance at 31 March 2007 £
Fixed Asset Restatement Account	Store of gains on revaluation of fixed assets	19	169,614	-	169,614
Capital Financing Account	Store of capital resources set aside to meet past expenditure	20	(20,664)	(705)	(21,369)
Earmarked Reserves	Amounts set aside from revenue to meet general and specific future expenditure		309,267	1,578	310,845
General Fund	Resources available to meet future running costs		183,434	(42,961)	140,473
Total			641,651	(42,088)	599,563

19 Fixed Asset Restatement Account

	2007 £	2006 £
Balance at 01 April 2006	169,614	169,614
	169,614	169,614

The system of accounting for local councils requires the establishment of a Fixed Asset Restatement Account. The balance on this account represents the value of assets included in the Balance Sheet for the first time, together with subsequent revaluations and disposals. This account will increase or reduce as and when assets are revalued or disposed of.

20 Capital Financing Account

	2007 £	2006 £
Balance at 01 April 2006	(20,664)	(26,598)
Financing capital expenditure in the year		
- using revenue balances	32,684	34,769
Reversal of depreciation	(40,353)	(32,646)
Deferred grants released	6,964	3,811
	(21,369)	(20,664)
Balance at 31 March 2007	(21,369)	(20,664)

The Capital Financing Account represents revenue and capital resources applied to finance capital expenditure or for the repayment of external loans. It also includes the reversal of depreciation to ensure it does not impact upon the amount to be met from precept. It does not represent a reserve that the council can use to support future expenditure.

Bognor Regis Town Council

Notes to the Accounts

31 March 2007

21 Earmarked Reserves

	Balance at 01/04/2006	Contribution to reserve	Contribution from reserve	Balance at 31/03/2007
	£	£	£	£
Capital Projects Reserves	203,500	-	-	203,500
Asset Renewal Reserves	18,361	25,000	(22,393)	20,968
Other Earmarked Reserves	87,406	25,368	(26,397)	86,377
Total Earmarked Reserves	309,267	50,368	(48,790)	310,845

The Capital Projects Reserves are credited with amounts equivalent to the interest on capital receipts balances, together with other amounts set aside from revenue to part finance specific projects which are part of the council's capital programme.

The Other Earmarked Reserves are credited with amounts set aside from revenue to fund specific known commitments of the council.

The Other Earmarked Reserves at 31/03/2007 are set out in detail at Appendix A.

22 Capital Commitments

The council had no capital commitments at 31 March 2007 not otherwise provided for in these accounts.

23 Contingent Liabilities

The council is not aware of any contingent liabilities at the date of these accounts.

24 Reconciliation of Revenue Cash Flow

	2007	2006
	£	£
(Deficit)/Surplus for the year	(42,088)	58,280
Add/(Deduct)		
Reversal of Depreciation less Deferred Grants Released	33,389	28,835
Interest and Investment Income	(25,974)	(25,309)
Decrease/(Increase) in debtors	20,781	(40,583)
Increase/(Decrease) in creditors	23,130	(11,456)
Revenue activities net cash inflow	9,238	9,767

Bognor Regis Town Council

Notes to the Accounts

31 March 2007

25 Movement in Cash

	2007	2006
	£	£
Balances at 01 April 2006		
Cash with accounting officers	320	320
Cash at bank	430,581	471,141
Bank overdraft	-	-
	<hr/> 430,901	<hr/> 471,461
Balances at 31 March 2007		
Cash with accounting officers	320	320
Cash at bank	473,976	430,581
Bank overdraft	-	-
	<hr/> 474,296	<hr/> 430,901
Net cash inflow/(outflow)	<hr/> 43,395	<hr/> (40,560)

26 Reconciliation of Net Funds/Debt

	2007	2006
	£	£
Increase/(Decrease) in cash in the year	43,395	(40,560)
Cash outflow from repayment of debt	-	-
Net cash flow arising from changes in debt	<hr/> -	<hr/> -
Movement in net funds/debt in the year	<hr/> 43,395	<hr/> (40,560)
Cash at bank and in hand	430,901	471,461
Total borrowings	-	-
Net funds at 01 April	<hr/> 430,901	<hr/> 471,461
Cash at bank and in hand	474,296	430,901
Total borrowings	-	-
Net funds at 31 March	<hr/> 474,296	<hr/> 430,901

27 Post Balance Sheet Events

There are no significant Post Balance sheet events.

Summary Income & Expenditure by Budget Heading 18/02/2008

Month No : 11

Committee Report for Annual Electors Meeting

Note (-) Variance Annual Total means OVER BUDGET

		Actual Current Mth	Actual Year To Date	Revised Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Bud Used
<u>Policy and Resources</u>								
101	ADMINISTRATION	Expenditure	11,941	168,203	228,489	60,286	0	60,286 73.6 %
		Income	2,374	650,518	643,070	-7,448		
102	CIVIC ACTIVITIES	Expenditure	533	22,631	27,030	4,399	0	4,399 83.7 %
		Income	0	17	0	-17		
103	SRB FUNDED PROJECTS	Expenditure	0	-4,843	0	4,843	0	4,843 0.0 %
		Income	0	0	0	0		
104	PROJECTS & EVENTS	Expenditure	8,027	83,963	109,132	25,169	0	25,169 76.9 %
		Income	0	2,000	100	-1,900		
105	TOWN FORCE	Expenditure	9,018	54,852	60,126	5,274	0	5,274 91.2 %
		Income	510	14,406	20,000	5,594		
107	GRANT AID	Expenditure	0	11,392	12,507	1,115	0	1,115 91.1 %
		Income	0	0	0	0		
108	P & R PARTNERSHIP FUNDING	Expenditure	0	13,633	23,155	9,522	0	9,522 58.9 %
		Income	0	0	0	0		
109	P & R CAPITAL	Expenditure	0	25,000	25,000	0	0	0 100.0
		Income	0	0	0	0		
110	STREET SCENE ENHANCEMENT	Expenditure	2,057	20,845	20,000	-845	0	-845 104.2
		Income	0	20,000	20,000	0		
	Policy and Resources	Expenditure	31,576	395,675	505,439	109,764	0	109,764 78.3 %
		Income	2,883	686,941	683,170	-3,771		
	Net Expenditure over Income		28,692	-291,267	-177,731	113,536		
<u>Environment and Leisure</u>								
202	METEOROLOGICAL	Expenditure	0	5,534	6,989	1,455	0	1,455 79.2 %
		Income	0	0	0	0		
203	MUSEUM	Expenditure	0	4,000	4,000	0	0	0 100.0
		Income	0	0	0	0		
204	FLORAL DISPLAYS	Expenditure	346	73,125	75,587	2,462	0	2,462 96.7 %
		Income	0	15,301	11,000	-4,301		
208	E & L PARTNERSHIP/PROJECTS	Expenditure	99	41,428	61,777	20,349	0	20,349 67.1 %
		Income	0	1,393	2,600	1,207		
402	ALLOTMENTS	Expenditure	273	8,768	9,367	599	0	599 93.6 %
		Income	0	1,263	1,100	-163		
	Environment and Leisure	Expenditure	718	132,855	157,720	24,865	0	24,865 84.2 %
		Income	0	17,958	14,700	-3,258		
	Net Expenditure over Income		718	114,897	143,020	28,123		
<u>Events</u>								
207	EVENTS - OWN/SPONSORSHIP	Expenditure	1,100	81,848	76,961	-4,887	0	-4,887 106.3
		Income	0	7,467	1,850	-5,617		
	Events	Expenditure	1,100	81,848	76,961	-4,887	0	-4,887 106.3 %
		Income	0	7,467	1,850	-5,617		
	Net Expenditure over Income		1,100	74,380	75,111	731		

Summary Income & Expenditure by Budget Heading 18/02/2008

Month No : 11

Committee Report for Annual Electors Meeting

Note (-) Variance Annual Total means OVER BUDGET

		Actual Current Mth	Actual Year To Date	Revised Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Bud Used
Planning								
401	ROADS & STREETLIGHTS							
	Expenditure	0	2,061	3,500	1,439	0	1,439	58.9 %
	Income	0	0	0	0			
403	PLANNING GENERAL							
	Expenditure	0	0	100	100	0	100	0.0 %
	Income	0	0	0	0			
	Planning Expenditure	0	2,061	3,600	1,539	0	1,539	57.2 %
	Income	0	0	0	0			
	Net Expenditure over Income	0	2,061	3,600	1,539			
Town Marketing Group								
501	TMG PROJECTS							
	Expenditure	0	53	25	-28	0	-28	213.8
	Income	0	53	25	-28			
	Town Marketing Group Expenditure	0	53	25	-28	0	-28	213.8 %
	Income	0	53	25	-28			
	Net Expenditure over Income	0	0	0	0			
INCOME - EXPENDITURE TOTALS								
	Expenditure	33,394	612,492	743,745	131,253	0	131,253	82.4 %
	Income	2,883	712,420	699,745	-12,675			
	Net Expenditure over Income	30,511	-99,929	44,000	143,929			

Summary Income & Expenditure by Budget Heading 18/02/2008

Month No : 11

Committee Report for Annual Electors Meeting

Note (-) Variance Annual Total means OVER BUDGET

		Actual Current Mth	Actual Year To Date	Revised Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Bud Used
<u>Policy and Resources</u>								
101	ADMINISTRATION							
	Expenditure	11,941	168,203	228,489	60,286	0	60,286	73.6 %
	Income	2,374	650,518	643,070	-7,448			
102	CIVIC ACTIVITIES							
	Expenditure	533	22,631	27,030	4,399	0	4,399	83.7 %
	Income	0	17	0	-17			
103	SRB FUNDED PROJECTS							
	Expenditure	0	-4,843	0	4,843	0	4,843	0.0 %
	Income	0	0	0	0			
104	PROJECTS & EVENTS							
	Expenditure	8,027	83,963	109,132	25,169	0	25,169	76.9 %
	Income	0	2,000	100	-1,900			
105	TOWN FORCE							
	Expenditure	9,018	54,852	60,126	5,274	0	5,274	91.2 %
	Income	510	14,406	20,000	5,594			
107	GRANT AID							
	Expenditure	0	11,392	12,507	1,115	0	1,115	91.1 %
	Income	0	0	0	0			
108	P & R PARTNERSHIP FUNDING							
	Expenditure	0	13,633	23,155	9,522	0	9,522	58.9 %
	Income	0	0	0	0			
109	P & R CAPITAL							
	Expenditure	0	25,000	25,000	0	0	0	100.0
	Income	0	0	0	0			
110	STREET SCENE ENHANCEMENT							
	Expenditure	2,057	20,845	20,000	-845	0	-845	104.2
	Income	0	20,000	20,000	0			
	Policy and Resources Expenditure	31,576	395,675	505,439	109,764	0	109,764	78.3 %
	Income	2,883	686,941	683,170	-3,771			
	Net Expenditure over Income	28,692	-291,267	-177,731	113,536			

Summary Income & Expenditure by Budget Heading 18/02/2008

Month No : 11

Committee Report for Annual Electors Meeting

Note (-) Variance Annual Total means OVER BUDGET

		Actual Current Mth	Actual Year To Date	Revised Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Bud Used
<u>Environment and Leisure</u>								
202	METEOROLOGICAL							
	Expenditure	0	5,534	6,989	1,455	0	1,455	79.2 %
	Income	0	0	0	0			
203	MUSEUM							
	Expenditure	0	4,000	4,000	0	0	0	100.0
	Income	0	0	0	0			
204	FLORAL DISPLAYS							
	Expenditure	346	73,125	75,587	2,462	0	2,462	96.7 %
	Income	0	15,301	11,000	-4,301			
208	E & L PARTNERSHIP/PROJECTS							
	Expenditure	99	41,428	61,777	20,349	0	20,349	67.1 %
	Income	0	1,393	2,600	1,207			
402	ALLOTMENTS							
	Expenditure	273	8,768	9,367	599	0	599	93.6 %
	Income	0	1,263	1,100	-163			
	Environment and Leisure Expenditure	718	132,855	157,720	24,865	0	24,865	84.2 %
	Income	0	17,958	14,700	-3,258			
	Net Expenditure over Income	718	114,897	143,020	28,123			

15:33

Summary Income & Expenditure by Budget Heading 18/02/2008

Month No : 11

Committee Report for Annual Electors Meeting

Note (-) Variance Annual Total means OVER BUDGET

		Actual Current Mth	Actual Year To Date	Revised Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Bud Used
Events								
207	EVENTS - OWN/SPONSORSHIP							
	Expenditure	1,100	81,848	76,961	-4,887	0	-4,887	106.3
	Income	0	7,467	1,850	-5,617			
	Events Expenditure	1,100	81,848	76,961	-4,887	0	-4,887	106.3 %
	Income	0	7,467	1,850	-5,617			
	Net Expenditure over Income	1,100	74,380	75,111	731			

Summary Income & Expenditure by Budget Heading 18/02/2008

Month No : 11

Committee Report for Annual Electors Meeting

Note (-) Variance Annual Total means OVER BUDGET

		Actual Current Mth	Actual Year To Date	Revised Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Bud Used
Planning								
401	ROADS & STREETLIGHTS							
	Expenditure	0	2,061	3,500	1,439	0	1,439	58.9 %
	Income	0	0	0	0			
403	PLANNING GENERAL							
	Expenditure	0	0	100	100	0	100	0.0 %
	Income	0	0	0	0			
	Planning Expenditure	0	2,061	3,600	1,539	0	1,539	57.2 %
	Income	0	0	0	0			
	Net Expenditure over Income	0	2,061	3,600	1,539			

Summary Income & Expenditure by Budget Heading 18/02/2008

Month No : 11

Committee Report for Annual Electors Meeting

Note (-) Variance Annual Total means OVER BUDGET

		Actual Current Mth	Actual Year To Date	Revised Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Bud Used
<u>Town Marketing Group</u>								
501 TMG PROJECTS	Expenditure	0	53	25	-28	0	-28	213.8
	Income	0	53	25	-28			
	Town Marketing Group Expenditure	0	53	25	-28	0	-28	213.8 %
	Income	0	53	25	-28			
	Net Expenditure over Income	0	0	0	0			
<hr/>								
<u>INCOME - EXPENDITURE TOTALS</u>	Expenditure	33,394	612,492	743,745	131,253	0	131,253	82.4 %
	Income	2,883	712,420	699,745	-12,675			
	Net Expenditure over Income	30,511	-99,929	44,000	143,929			

At 13:15

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
101 ADMINISTRATION								
4001 STAFF SALARIES - BASIC	109,894	104,903	132,794	0	132,794	94,300	127,500	127,800
4002 EMPLOYERS NIC	8,114	8,466	9,955	0	9,955	7,713	10,100	9,350
4003 EMPLOYERS S/ANN	15,018	12,184	18,370	0	18,370	10,172	14,000	19,040
4007 HEALTH & SAFETY	500	176	500	0	500	0	250	750
4008 TRAINING/COURSES	1,500	3,761	2,500	0	2,500	749	1,500	2,000
4009 TRAVELLING	600	273	500	0	500	13	300	500
4010 MISC STAFF COSTS	900	1,550	1,400	0	1,400	1,300	1,900	2,000
4013 RENT	8,500	9,705	12,750	0	12,750	13,710	13,710	14,400
4020 MISC ESTAB COSTS	100	53	100	0	100	2	50	50
4021 TELEPHONE & FAX	3,100	3,372	3,100	0	3,100	3,110	3,250	3,300
4022 POSTAGE	2,500	2,395	2,750	0	2,750	1,509	2,100	2,250
4023 STATIONERY	3,600	4,146	4,500	0	4,500	2,787	3,800	4,000
4024 SUBSCRIPTIONS	2,500	2,616	2,750	0	2,750	3,569	3,800	4,000
4025 INSURANCE	10,250	11,523	12,150	0	12,150	12,653	12,361	12,800
4026 PHOTOCOPY CHARGES	800	822	1,000	0	1,000	563	850	900
4030 RECRUITMENT ADVERT'G	750	497	3,250	0	3,250	0	3,250	750
4032 PUBLICITY	250	0	250	0	250	652	652	250
4033 PUBLICATION COSTS	0	215	100	0	100	214	100	100
4036 PROPERTY MAINTCE	200	0	100	0	100	0	0	0

Continued on Page 2

At 13:15

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

		<u>Last Year</u>		<u>Current Year</u>			<u>Next Year</u>		
		Budget	Actual	Agreed Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4038	MAINTENANCE CONTR'TS	0	169	250	0	250	0	250	250
4040	PROPERTY HIRE	2,000	0	0	0	0	0	0	0
4041	EQUIPMENT HIRE	1,850	1,984	2,000	0	2,000	1,616	2,150	2,150
4042	EQUIPMENT MAINTCE	250	0	100	0	100	5	100	100
4044	EQUIPMENTFURNITURE	1,000	1,807	500	0	500	821	1,000	500
4048	TOWN FORCE MATERIALS	100	0	0	0	0	0	0	0
4049	TOWN FORCE CHARGES	234	0	0	0	0	0	0	0
4051	BANK CHARGES	170	132	170	0	170	122	150	150
4053	BAD & DOUBTFUL DEBTS	0	0	0	0	0	11	0	0
4054	IT SUPPORT COSTS	4,000	2,555	3,000	0	3,000	6,341	3,500	4,000
4055	OTHER PROF'L FEES	0	0	2,000	0	2,000	0	2,000	0
4056	LEGAL FEES	1,000	270	500	0	500	600	2,000	500
4057	AUDIT FEES - EXT & INT	7,460	3,950	2,750	0	2,750	0	2,970	3,000
4060	ACCOUNTING FEES	9,055	8,025	8,400	0	8,400	5,670	7,985	9,600
4980	TFR TO E/M RESERVE	0	1,845	0	0	0	0	0	0
	OverHead Expenditure	196,195	187,397	228,489	0	228,489	168,203	221,578	224,490
1070	MISCELLANEOUS INCOME	0	27	0	0	0	35	0	0
1076	PRECEPT	602,404	602,404	623,070	0	623,070	623,070	623,070	685,320
1079	GRANTS RECEIVED	0	500	0	0	0	0	0	0
1096	INTEREST RECEIVED	18,000	25,939	20,000	0	20,000	27,413	25,000	17,500
	Total Income	620,404	628,870	643,070	0	643,070	650,518	648,070	702,820
101	Net Expenditure	-424,209	-441,473	-414,581	0	-414,581	-482,315	-426,492	-478,330

Continued on Page 3

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
102 CIVIC ACTIVITIES								
4008 TRAINING/COURSES	750	524	750	0	750	1,081	1,100	1,000
4020 MISC ESTAB COSTS	100	54	100	0	100	28	50	50
4023 STATIONERY	150	86	150	0	150	45	100	100
4033 PUBLICATION COSTS	150	205	200	0	200	383	400	200
4035 NEWSLETTER	4,000	1,539	4,500	0	4,500	1,499	3,000	2,200
4040 PROPERTY HIRE	1,750	2,778	2,750	0	2,750	2,188	3,000	3,150
4048 TOWN FORCE MATERIALS	20	14	0	0	0	0	0	0
4049 TOWN FORCE CHARGES	2,180	4,280	5,324	-1,044	4,280	2,974	4,280	4,280
4065 ELECTION COSTS	2,000	0	2,000	0	2,000	9,768	0	1,000
4201 MAYORS ALLOWANCE	3,600	3,600	2,600	0	2,600	2,600	2,600	2,500
4202 CIVIC FUND	3,500	2,861	3,500	0	3,500	1,709	3,500	3,100
4203 CLLRS EXPENSES/ALLNCES	6,200	4,545	6,200	0	6,200	5,165	6,400	7,488
4204 Civic Awards	0	0	0	0	0	0	0	400
4250 MAYOR'S CHARITY PMTS	0	65	0	0	0	0	0	0
4980 TFR TO E/M RESERVE	0	5,600	0	0	0	2,000	2,000	0
4990 TFR FR E/M RESERVE	0	0	0	0	0	-6,809	0	0
OverHead Expenditure	24,400	26,152	28,074	-1,044	27,030	22,631	26,430	25,468
1080 DONATIONS RECEIVED	0	500	0	0	0	0	0	0

Continued on Page 4

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

		<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
		Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
1250	MAYOR'S CHARITY REC'S	0	65	0	0	0	17	0	0
	Total Income	0	565	0	0	0	17	0	0
102	Net Expenditure	24,400	25,587	28,074	-1,044	27,030	22,613	26,430	25,468

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
103 SRB FUNDED PROJECTS								
4001 STAFF SALARIES - BASIC	0	17	0	0	0	0	0	0
4049 TOWN FORCE CHARGES	4,063	25,413	0	0	0	1,024	0	0
4601 SRB - Materials/Equipment	0	0	0	0	0	594	2,496	0
4980 TFR TO E/M RESERVE	0	0	0	0	0	192	0	0
4990 TFR FR E/M RESERVE	0	0	0	0	0	-786	-2,496	0
4996 ASSETS FUNDED BY GRANTS	0	0	0	0	0	-5,867	0	0
OverHead Expenditure	4,063	25,431	0	0	0	-4,843	0	0
1070 MISCELLANEOUS INCOME	0	250	0	0	0	0	0	0
Total Income	0	250	0	0	0	0	0	0
103 Net Expenditure	4,063	25,181	0	0	0	-4,843	0	0

At 13:15

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u> Next Year Budget
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		
104 PROJECTS & EVENTS								
4001 STAFF SALARIES - BASIC	61,649	68,228	71,524	0	71,524	58,645	69,250	76,370
4002 EMPLOYERS NIC	5,025	5,169	5,834	0	5,834	4,605	5,475	5,633
4003 EMPLOYERS S/ANN	9,247	8,420	10,729	0	10,729	5,989	6,550	12,355
4008 TRAINING/COURSES	1,500	1,296	1,500	0	1,500	2,689	2,000	3,000
4009 TRAVELLING	0	188	300	0	300	307	300	300
4010 MISC STAFF COSTS	800	545	0	0	0	339	58	0
4020 MISC ESTAB COSTS	50	60	50	0	50	51	50	50
4022 POSTAGE	0	0	0	0	0	5	3	0
4023 STATIONERY	150	29	0	0	0	0	0	0
4024 SUBSCRIPTIONS	0	0	0	0	0	299	250	250
4029 STAFF RECRUITMENT	0	519	0	0	0	0	0	0
4032 PUBLICITY	100	0	100	0	100	0	0	0
4042 EQUIPMENT MAINTCE	100	0	0	0	0	75	0	0
4044 EQUIPMENT\FURNITURE	100	143	100	0	100	91	100	100
4048 TOWN FORCE MATERIALS	0	57	0	0	0	0	0	0
4049 TOWN FORCE CHARGES	11,900	4,895	6,630	-1,735	4,895	6,318	4,895	4,895
4133 PROM'N & PUBLICITY C'TTEE	0	0	0	0	0	0	0	500
4335 BATHING MACHINE	100	0	100	0	100	3	100	100
4402 TOURISM MARKETING	4,000	2,166	4,000	0	4,000	4,546	4,000	2,500

Continued on Page 7

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

		<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
		Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
4500	BOGNOR REGIS REGENERATION S G	10,000	0	10,000	0	10,000	10,000	20,000	0
4980	TFR TO E/M RESERVE	0	11,834	0	0	0	0	0	0
4990	TFR FR E/M RESERVE	0	0	0	0	0	-10,000	-10,000	0
	OverHead Expenditure	104,721	103,548	110,867	-1,735	109,132	83,963	103,031	106,053
1070	MISCELLANEOUS INCOME	100	46	100	0	100	0	0	0
1080	DONATIONS RECEIVED	0	0	0	0	0	2,000	2,000	0
	Total Income	100	46	100	0	100	2,000	2,000	0
104	Net Expenditure	104,621	103,502	110,767	-1,735	109,032	81,963	101,031	106,053

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year Budget</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		
105 TOWN FORCE								
4001 STAFF SALARIES - BASIC	87,103	94,133	88,997	-16,410	72,587	70,422	79,400	86,420
4002 EMPLOYERS NIC	7,082	7,195	6,912	0	6,912	6,465	8,600	6,750
4003 EMPLOYERS S/ANN	10,511	8,079	10,203	0	10,203	7,144	8,600	12,550
4004 STAFF SALARIES - O'TIME	2,000	0	0	16,410	16,410	17,318	18,500	9,500
4006 PROTECTIVE CLOTHING	750	1,205	750	0	750	796	900	900
4007 HEALTH & SAFETY	100	49	100	0	100	331	100	100
4008 TRAINING/COURSES	2,000	2,941	2,000	0	2,000	2,351	2,000	2,000
4009 TRAVELLING	0	94	0	0	0	19	50	50
4010 MISC STAFF COSTS	100	7	100	0	100	318	250	250
4011 RATES	4,000	5,969	5,350	0	5,350	6,328	6,328	6,650
4012 WATER RATES	0	69	100	0	100	114	250	250
4013 RENT	15,078	21,986	18,000	0	18,000	12,731	17,090	17,500
4014 ELECTRICITY	0	272	400	0	400	346	250	300
4015 GAS	0	92	500	0	500	118	150	200
4016 JANITORIAL	0	176	200	0	200	73	150	150
4017 REF/WASTE DISPOSAL	400	789	600	0	600	951	1,200	1,200
4020 MISC ESTAB COSTS	50	0	0	0	0	0	0	0
4021 TELEPHONE & FAX	1,500	2,239	2,000	0	2,000	1,124	1,200	1,200
4025 INSURANCE	0	946	500	0	500	416	416	450

Continued on Page 9

At 13:15

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u> Next Year Budget	
	Budget	Actual		Net Virement	Revised Budget	Actual YTD			
4036	PROPERTY MAINTCE	50	1,683	200	0	200	3,304	2,500	1,500
4038	MAINTENANCE CONTR'TS	50	312	200	0	200	164	300	300
4041	EQUIPMENT HIRE	100	150	200	0	200	146	150	150
4042	EQUIPMENT MAINTCE	500	604	500	0	500	2,265	2,500	2,000
4043	VEHICLE MAINTENANCE	1,000	2,991	2,000	0	2,000	4,871	3,000	3,000
4044	EQUIPMENT\FURNITURE	2,000	2,864	2,000	0	2,000	2,030	2,000	2,000
4045	VEHICLE LEASE\HIRE	3,422	3,422	3,422	0	3,422	3,432	3,432	3,442
4046	VEHICLE FUEL	4,125	4,327	4,500	0	4,500	3,983	4,500	4,500
4047	VEHICLE LIC\INSURANCE	350	1,123	700	0	700	710	710	750
4048	TOWN FORCE MATERIALS	2,500	2,001	2,500	0	2,500	2,913	3,200	2,000
4049	TOWN FORCE CHARGES	-129,909	-121,680	-121,098	28,190	-92,908	-96,330	-92,908	-92,908
4050	HORTICULTURAL SUPPLIES	100	579	100	0	100	0	0	0
4053	BAD & DOUBTFUL DEBTS	0	1,061	0	0	0	0	0	0
	OverHead Expenditure	14,962	45,676	31,936	28,190	60,126	54,852	74,818	73,154
1020	FEE INCOME 3RD PARTY	20,000	18,727	20,000	0	20,000	14,403	17,500	20,000
1023	INCOME - MATERIALS RECH'D	0	35	0	0	0	0	0	0
1070	MISCELLANEOUS INCOME	0	0	0	0	0	3	0	0
1079	GRANTS RECEIVED	0	250	0	0	0	0	0	0
	Total Income	20,000	19,012	20,000	0	20,000	14,406	17,500	20,000
105	Net Expenditure	-5,038	26,664	11,936	28,190	40,126	40,446	57,318	53,154

Continued on Page 10

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
106 USE CENTRE 110								
4001 STAFF SALARIES - BASIC	500	70	0	0	0	0	0	0
4048 TOWN FORCE MATERIALS	0	640	0	0	0	0	0	0
4049 TOWN FORCE CHARGES	14,054	3,359	0	0	0	0	0	0
OverHead Expenditure	14,554	4,068	0	0	0	0	0	0
1020 FEE INCOME 3RD PARTY	13,349	1,389	0	0	0	0	0	0
1023 INCOME - MATERIALS RECH'D	2,320	387	0	0	0	0	0	0
Total Income	15,669	1,776	0	0	0	0	0	0
106 Net Expenditure	-1,115	2,292	0	0	0	0	0	0

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
107 GRANT AID								
4031 OTHER ADVERTISING	200	205	200	0	200	236	236	250
4049 TOWN FORCE CHARGES	0	307	312	-5	307	156	307	307
4750 GRANT AID	10,000	22,000	10,000	0	10,000	10,000	10,000	9,000
4752 GRANT-PEVENSEY/ORCHARD GP	1,000	1,000	1,000	0	1,000	0	0	0
4753 GRANT-ROX WORKSHOPS	1,000	1,000	1,000	0	1,000	1,000	1,000	900
4754 GRANT-HOTHAM ART CENTRE	0	5,333	0	0	0	0	0	0
4990 TFR FR E/M RESERVE	0	-5,333	0	0	0	0	0	0
OverHead Expenditure	12,200	24,512	12,512	-5	12,507	11,392	11,543	10,457
107 Net Expenditure	12,200	24,512	12,512	-5	12,507	11,392	11,543	10,457

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
108 P & R PARTNERSHIP FUNDING								
4049 TOWN FORCE CHARGES	0	0	0	0	0	478	0	0
4702 SHOPMOBILITY PP	4,180	4,180	4,180	0	4,180	4,180	4,180	3,762
4703 THE REGIS CENTRE PP	0	0	0	0	0	0	0	10,800
4706 C.C.T.V. PP	2,000	2,000	2,000	0	2,000	2,000	2,000	2,000
4708 C V S PP	1,500	1,500	1,500	0	1,500	1,500	1,500	1,350
4709 C A B PP	9,475	9,475	9,475	0	9,475	9,475	9,475	8,525
4716 DESIGNATED PLACES ORDER	3,000	3,000	0	0	0	0	0	0
4718 WS CREDIT UNION	0	0	0	0	0	2,000	0	0
4721 SAMMY COMM TPT PP	6,000	6,000	6,000	0	6,000	6,000	6,000	5,400
4799 PARTNERHIP PROJECTS	1,545	1,545	0	0	0	0	0	0
4990 TFR FR E/M RESERVE	0	0	0	0	0	-12,000	-12,000	0
OverHead Expenditure	27,700	27,700	23,155	0	23,155	13,633	11,155	31,837
108 Net Expenditure	27,700	27,700	23,155	0	23,155	13,633	11,155	31,837

At 13:15

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
109 P & R CAPITAL								
4906 CP NEW IT EQUIPMENT	0	0	0	0	0	4,074	4,500	0
4909 CP TOWN FORCE VEH/EQPT	0	6,194	0	0	0	3,049	2,128	0
4913 CP NEW PA EQUIPMENT	0	560	0	0	0	0	0	0
4915 CP NEW OFFICE PROVISION	0	6,869	0	0	0	0	0	0
4921 CP SUN SCULPTURE	0	0	0	0	0	5,242	6,000	0
4922 CP POSTER DRUMS	0	0	0	0	0	3,500	0	0
4970 ROLLING CAPITAL PROGRAMME	25,000	0	25,000	0	25,000	0	0	35,000
4982 Tfr to Rolling Capital Prog	0	25,000	0	0	0	25,000	25,000	0
4990 TFR FR E/M RESERVE	0	-1,017	0	0	0	0	0	0
4992 Tfr from Rolling Capital Progr	0	-12,606	0	0	0	-15,865	-12,628	0
OverHead Expenditure	25,000	25,000	25,000	0	25,000	25,000	25,000	35,000
109 Net Expenditure	25,000	25,000	25,000	0	25,000	25,000	25,000	35,000

Continued on Page 14

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
110 STREET SCENE ENHANCEMENT								
4001 STAFF SALARIES - BASIC	0	0	15,600	0	15,600	9,093	13,300	16,700
4002 EMPLOYERS NIC	0	0	1,400	0	1,400	769	1,120	1,135
4003 EMPLOYERS S/ANN	0	0	0	0	0	0	0	2,710
4044 EQUIPMENT\FURNITURE	0	0	0	0	0	4,156	4,000	0
4048 TOWN FORCE MATERIALS	0	0	3,000	0	3,000	10,276	11,580	9,655
4049 TOWN FORCE CHARGES	0	0	0	0	0	551	0	0
4992 Tfr from Rolling Capital Progr	0	0	0	0	0	-3,999	-4,000	0
OverHead Expenditure	0	0	20,000	0	20,000	20,845	26,000	30,200
1079 GRANTS RECEIVED	0	0	20,000	0	20,000	20,000	20,000	20,000
Total Income	0	0	20,000	0	20,000	20,000	20,000	20,000
110 Net Expenditure	0	0	0	0	0	845	6,000	10,200

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
202 METEOROLOGICAL								
4010 MISC STAFF COSTS	0	323	0	0	0	0	0	0
4021 TELEPHONE & FAX	240	319	240	0	240	136	200	200
4042 EQUIPMENT MAINTCE	100	65	100	0	100	15	100	100
4044 EQUIPMENT\FURNITURE	200	0	200	0	200	0	0	200
4049 TOWN FORCE CHARGES	98	39	78	-39	39	180	39	39
4059 MET. OFFICER	6,222	6,127	6,410	0	6,410	5,202	6,205	6,410
OverHead Expenditure	6,860	6,873	7,028	-39	6,989	5,534	6,544	6,949
202 Net Expenditure	6,860	6,873	7,028	-39	6,989	5,534	6,544	6,949

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
203	MUSEUM							
4301	MUSEUM	4,000	4,000	0	4,000	4,000	4,000	3,600
	OverHead Expenditure	4,000	4,000	0	4,000	4,000	4,000	3,600
203	Net Expenditure	4,000	4,000	0	4,000	4,000	4,000	3,600

At 13:15

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u> Next Year Budget
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		
204	FLORAL DISPLAYS							
4008	TRAINING/COURSES	50	40	0	0	0	0	100
4009	TRAVELLING	40	382	350	0	350	429	393
4017	REF/WASTE DISPOSAL	50	39	50	0	50	826	0
4020	MISC ESTAB COSTS	200	5	0	0	0	10	0
4022	POSTAGE	5	0	0	0	0	0	0
4023	STATIONERY	25	119	120	0	120	0	0
4024	SUBSCRIPTIONS	150	165	200	0	200	195	165
4025	INSURANCE	40	0	0	0	0	0	0
4032	PUBLICITY	275	405	400	0	400	0	400
4041	EQUIPMENT HIRE	0	155	0	0	0	174	0
4042	EQUIPMENT MAINTCE	0	0	0	0	0	168	0
4044	EQUIPMENT\FURNITURE	250	4,483	250	500	750	4,692	6,677
4045	VEHICLE LEASE\HIRE	60	0	0	0	0	102	102
4048	TOWN FORCE MATERIALS	400	41	0	0	0	203	148
4049	TOWN FORCE CHARGES	32,628	32,229	39,098	23,619	62,717	61,279	62,717
4050	HORTICULTURAL SUPPLIES	5,000	5,305	7,000	2,500	9,500	11,482	7,000
4311	COMPETITION EXPENSES	250	1,335	1,500	0	1,500	729	700
4321	ENV.PROJECTS	1,000	299	0	0	0	0	0
4980	TFR TO E/M RESERVE	0	701	0	0	0	0	0

Continued on Page 18

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

		<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
		Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
4990	TFR FR E/M RESERVE	0	-3,172	0	0	0	-7,163	-6,469	0
	OverHead Expenditure	40,423	42,531	48,968	26,619	75,587	73,125	71,533	73,217
1040	SPONSORSHIP INCOME	206	0	0	11,000	11,000	15,201	11,150	11,500
1070	MISCELLANEOUS INCOME	200	100	0	0	0	0	0	0
1080	DONATIONS RECEIVED	0	0	0	0	0	100	100	0
	Total Income	406	100	0	11,000	11,000	15,301	11,250	11,500
204	Net Expenditure	40,017	42,431	48,968	15,619	64,587	57,824	60,283	61,717

At 13:15

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
206	SPONSORED FLORAL DISPLAYS							
4009	TRAVELLING	0	17	0	0	0	0	0
4044	EQUIPMENT\FURNITURE	500	374	500	-500	0	0	0
4048	TOWN FORCE MATERIALS	250	23	0	0	0	0	0
4049	TOWN FORCE CHARGES	23,654	30,488	36,934	-36,934	0	0	0
4050	HORTICULTURAL SUPPLIES	2,500	2,697	2,500	-2,500	0	0	0
	OverHead Expenditure	26,904	33,599	39,934	-39,934	0	0	0
1040	SPONSORSHIP INCOME	10,500	11,237	11,000	-11,000	0	0	0
	Total Income	10,500	11,237	11,000	-11,000	0	0	0
	206 Net Expenditure	16,404	22,362	28,934	-28,934	0	0	0

Continued on Page 20

At 13:15

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>	
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget	
207	<u>EVENTS - OWN/SPONSORSHIP</u>								
4049	TOWN FORCE CHARGES	23,766	12,812	26,092	-13,281	12,811	14,011	12,811	12,811
4711	CULTURAL	6,000	6,000	6,000	1,750	7,750	7,750	7,750	6,030
4729	BOGNOR REGIS FESTIVAL	15,000	14,088	15,000	0	15,000	19,326	19,337	0
4730	SPONSORSHIP	8,750	8,750	8,750	-1,750	7,000	7,000	7,000	21,440
4732	BIRDMAN EVENT	14,000	12,379	10,000	0	10,000	10,000	10,000	0
4735	FRENCH MARKET	400	554	600	0	600	527	600	600
4736	PROMS IN THE PARK	300	797	300	0	300	835	805	500
4737	HOTHAM PARK BANDSTAND ENT'T	1,000	776	1,000	0	1,000	1,365	1,365	1,400
4744	VETERANS DAY	0	0	0	0	0	0	0	200
4745	SANDS OF TIME	11,500	12,157	11,500	0	11,500	16,082	15,986	12,500
4748	CLOWNS	6,000	4,861	6,000	0	6,000	1,100	6,000	6,000
4749	PEVENSEY FESTIVAL	5,000	5,750	5,000	0	5,000	5,000	5,000	0
4990	TFR FR E/M RESERVE	0	0	0	0	0	-1,148	-1,148	0
	OverHead Expenditure	91,716	78,924	90,242	-13,281	76,961	81,848	85,506	61,481
1070	MISCELLANEOUS INCOME	0	250	100	0	100	1,035	1,035	0
1071	P I T P COLLECTIONS	0	470	450	0	450	424	424	450
1072	SANDS CRAFT FAIR INCOME	0	383	400	0	400	287	287	250
1073	SANDS MISC INCOME	0	617	500	0	500	646	646	600

Continued on Page 21

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
1074 SANDS SPONSORSHIP	0	425	400	0	400	325	325	300
1079 GRANTS RECEIVED	0	0	0	0	0	4,600	4,600	0
1080 DONATIONS RECEIVED	0	0	0	0	0	150	150	0
Total Income	0	2,145	1,850	0	1,850	7,467	7,467	1,600
207 Net Expenditure	91,716	76,779	88,392	-13,281	75,111	74,380	78,039	59,881

At 13:15

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
208 E & L PARTNERSHIP/PROJECTS								
4033 PUBLICATION COSTS	9,000	10,336	0	0	0	0	0	0
4049 TOWN FORCE CHARGES	3,160	1,677	98	1,579	1,677	2,920	1,677	1,677
4053 BAD & DOUBTFUL DEBTS	0	60	0	0	0	0	0	0
4321 ENV.PROJECTS	2,000	468	2,000	0	2,000	1,802	2,000	2,000
4331 TOILET CONT'N BASIC	40,000	40,000	40,000	0	40,000	20,000	40,000	40,000
4334 SEAFRONT SHOWERS	400	20	100	0	100	330	182	100
4403 MILLENNIUM CLOCK	0	150	0	0	0	164	164	0
4404 PEALIGHTS & UPLIGHTERS	0	0	0	0	0	0	0	900
4700 CHRISTMAS LIGHTS PP	15,000	7,376	9,000	0	9,000	9,240	9,000	9,000
4701 SEAFRONT LIGHTS PP	9,000	9,000	9,000	0	9,000	9,000	9,000	8,100
4980 TFR TO E/M RESERVE	0	5,353	0	0	0	0	0	0
4990 TFR FR E/M RESERVE	0	-2,150	0	0	0	-2,028	-2,028	0
OverHead Expenditure	78,560	72,291	60,198	1,579	61,777	41,428	59,995	61,777
1030 ADVERTISING REVENUE	3,000	5,972	0	0	0	0	0	0
1040 SPONSORSHIP INCOME	0	0	0	0	0	813	0	0
1070 MISCELLANEOUS INCOME	0	3,441	2,600	0	2,600	461	237	0
1075 XMAS CRAFT FAIR INCOME	0	0	0	0	0	119	0	0
Total Income	3,000	9,413	2,600	0	2,600	1,393	237	0
208 Net Expenditure	75,560	62,878	57,598	1,579	59,177	40,035	59,758	61,777

Continued on Page 23

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
209 E & L CAPITAL								
4914 CP CHRISTMAS LIGHTS	0	9,787	10,000	0	10,000	12,949	13,721	10,000
4990 TFR FR E/M RESERVE	0	0	0	0	0	-2,949	-3,721	0
4992 Tfr from Rolling Capital Progr	0	-9,787	-10,000	0	-10,000	-10,000	-10,000	-10,000
OverHead Expenditure	0	0	0	0	0	0	0	0
209 Net Expenditure	0	0	0	0	0	0	0	0

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
401	ROADS & STREETLIGHTS							
4014	ELECTRICITY	1,200	1,428	1,500	0	1,500	1,086	1,500
4042	EQUIPMENT MAINTCE	2,100	1,216	2,000	0	2,000	975	2,000
	OverHead Expenditure	3,300	2,645	3,500	0	3,500	2,061	3,500
401	Net Expenditure	3,300	2,645	3,500	0	3,500	2,061	3,500

At 13:15

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
402 ALLOTMENTS								
4012 WATER RATES	200	165	200	0	200	231	220	250
4017 REF/WASTE DISPOSAL	280	158	280	0	280	152	152	200
4022 POSTAGE	5	0	5	0	5	6	5	5
4034 ALLOTMENTS COMPET'N	100	30	100	0	100	82	100	100
4039 GRAVITS LANE MAINTCE	3,514	746	2,500	0	2,500	4,377	2,454	2,500
4048 TOWN FORCE MATERIALS	150	0	0	0	0	47	46	0
4049 TOWN FORCE CHARGES	14,172	6,182	6,532	-350	6,182	6,440	6,182	6,182
4050 HORTICULTURAL SUPPLIES	600	15	100	0	100	0	100	100
4990 TFR FR E/M RESERVE	0	0	0	0	0	-2,566	0	0
OverHead Expenditure	19,021	7,295	9,717	-350	9,367	8,768	9,259	9,337
1010 RENT RECEIVED	1,000	1,054	1,000	0	1,000	1,147	1,005	1,000
1070 MISCELLANEOUS INCOME	100	213	100	0	100	116	20	100
Total Income	1,100	1,267	1,100	0	1,100	1,263	1,025	1,100
402 Net Expenditure	17,921	6,028	8,617	-350	8,267	7,504	8,234	8,237

Continued on Page 26

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget
403 PLANNING GENERAL								
4033 PUBLICATION COSTS	100	0	100	0	100	0	0	100
4760 EMERGENCY PLANNING	1,500	0	0	0	0	0	0	0
OverHead Expenditure	<u>1,600</u>	<u>0</u>	<u>100</u>	<u>0</u>	<u>100</u>	<u>0</u>	<u>0</u>	<u>100</u>
403 Net Expenditure	1,600	0	100	0	100	0	0	100

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>	
	Budget	Actual		Net Virement	Revised Budget	Actual YTD		Next Year Budget	
501	<u>TMG PROJECTS</u>								
4980	TFR TO E/M RESERVE	50	35	25	0	25	53	50	25
	OverHead Expenditure	50	35	25	0	25	53	50	25
1096	INTEREST RECEIVED	50	35	25	0	25	53	50	25
	Total Income	50	35	25	0	25	53	50	25
	501 Net Expenditure	0	0	0	0	0	0	0	0
	Total Budget Expenditure	696,229	717,676	743,745	0	743,745	612,492	739,942	756,645
	Income	671,229	674,716	699,745	0	699,745	712,420	707,599	757,045
	Net Expenditure	25,000	42,960	44,000	0	44,000	-99,929	32,343	-400

BOGNOR REGIS TOWN COUNCIL
TOWN COUNCIL AND COMMITTEE ATTENDANCE SCHEDULE 2007-2008
FROM 14TH MAY 2007 TO 4TH MARCH 2008

COUNCILLORS	COUNCIL	P & R	E & L	P & L	EVENTS	P & P	MUSIC FESTIVAL	SOT
Cllr. E.I. Anderson	8/8	8/10						
Cllr. J. Brooks	8/8		7/7			2/2	2/4	
Cllr. G.C. Burt	8/8	9/10				2/2		
Cllr. A.W.W. Cunard	7/8	9/10			3/3	2/2	4/4	2/2
Cllr. Mrs. S.E. Daniells	8/8		5/7		3/3			1/2
Cllr. D.F. Eldridge	8/8	8/10	7/7	7/7	3/3		3/4	2/2
Cllr. S.R. Fyfe	7/8		4/7	15/22		1/2		2/2
Cllr. Mrs. J.D. Gillibrand	7/8	7/10	6/7	15/22	1/3		2/4	0/2
Cllr. R. Gillibrand	7/8		6/7	13/15				
Cllr. S.J. Kerrigan	7/8			18/22		2/2	3/4	
Cllr. S.E. McDougall	6/8							
Cllr. J.A. Passingham	7/8		6/7		3/3	2/2		
Cllr. K.I.R. Scutt	7/8	9/10		20/22	2/3			
Cllr. Mrs. J. Walker	6/8			16/22	2/3		4/4	
Cllr. Mrs. J.L. Warr	5/8			12/22	1/3		3/4	1/2
Cllr. P.C. Wells	8/8	8/10			2/3	2/2		1/2

Music Festival – last meeting 7th August 2007

Sands of Time – last meeting 18th June 2007

Events Committee – first meeting 13th November 2007

Promotion and Publicity Committee – first meeting 15th November 2007