

**Minutes of  
Finance & General Purposes Committee Meeting  
Monday, 19 January 2026**

**Present:**

**Chairman:** Cllr. Hartnell

**Councillors:** P. Burrows, K. Pike & J. Rowland

**In attendance:** Town Clerk

**Public:** None

**19. Apologies for absence**

Apologies for absence were noted from Cllrs. Bowman, Dyke, Singh & Wood, and the reasons accepted.

**20. Declarations of Interest**

Cllr. Hartnell declared an interest as an East Devon District Councillor and also that his son was a volunteer and was contracted on a self-employed basis by the Gateway Theatre Company.

**21. Minutes of the previous meeting**

Members **RESOLVED** to approve the minutes of the Finance and General Purposes Committee meeting, held on Monday, 20 October 2025.  
(moved Cllr. Hartnell, seconded Cllr. Pike)

**22. Public Question Time**

No members of the public were in attendance.

**23. Payments, receipts and unpaid invoices**

In line with the Council's Financial Regulations, Members reviewed and **RESOLVED** to ratify the receipts and payments made as of 31 December 2025 and noted there were no unpaid invoices. (moved Cllr. Burrows, seconded Cllr. Pike)

**24. Reconciliations**

Members **RESOLVED** to note and approve the following reconciliations as of 31 December 2025:

- Treasurers Account – Lloyds

- Public Sector Deposit Fund – CCLA
  - Petty cash
- (moved Cllr. Hartnell, seconded Cllr. Burrows)

## **25. Budgetary Report – Q3 2025-26**

Members reviewed the Council's budgetary position and earmarked reserves as at 31 December 2025. In particular, Members noted the monies due from the Gateway Theatre Company in the fourth quarter, in respect of their contribution to significant works carried out at the town hall in 2024-25 and 2025-26 and that financial updates had not yet been received from GTC as had previously been promised.

Members **RESOLVED** to:

- note the actual financial position, as against budget, as of 31 December 2025
- note the earmarked reserves as of 31 December 2025
- formally request that GTC to, confidentially, provide regular detailed financial reports and projections, to enable the Council to meaningfully assess any ongoing risks. (moved Cllr. Hartnell, seconded Cllr. Rowland)

Meeting closed at 6.30pm

**Chairman:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Bank Reconciliation up to 31/01/2026 for Cashbook No 1 - Current Bank A/c**

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
01/01/2026	DD	614.00		614.00		<input checked="" type="checkbox"/>	East Devon District Council
01/01/2026	Dividend		1,608.16	1,608.16		<input checked="" type="checkbox"/>	Receipt(s) Banked
10/01/2026	BACS	115.00		115.00		<input checked="" type="checkbox"/>	Seaton & District Window Clean
10/01/2026	BACS1	474.00		474.00		<input checked="" type="checkbox"/>	IAC Audit and Consultancy Ltd
10/01/2026	BACS2	350.00		350.00		<input checked="" type="checkbox"/>	Crazy Crabs Beach School
10/01/2026	BACS3	7.18		7.18		<input checked="" type="checkbox"/>	Abbots
10/01/2026	BACS4	96.00		96.00		<input checked="" type="checkbox"/>	Harcombe Engineering
10/01/2026	BACS5	96.00		96.00		<input checked="" type="checkbox"/>	Ex-Electrics Ltd
10/01/2026	BACS6	144.00		144.00		<input checked="" type="checkbox"/>	Euro Lifts Ltd
10/01/2026	DD	644.32		644.32		<input checked="" type="checkbox"/>	Eon
10/01/2026	DD1	74.80		74.80		<input checked="" type="checkbox"/>	Talk Talk
10/01/2026	VAT Refund		12,856.41	12,856.41		<input checked="" type="checkbox"/>	Receipt(s) Banked
10/01/2026	Gent, Mves		72.00	72.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
10/01/2026	Rent		3,440.83	3,440.83		<input checked="" type="checkbox"/>	Receipt(s) Banked
10/01/2026	PHN - Rent		3,440.83	3,440.83		<input checked="" type="checkbox"/>	Receipt(s) Banked
10/01/2026	Rent-CORR		-3,440.83	-3,440.83		<input checked="" type="checkbox"/>	Receipt(s) Banked
17/01/2026	BACS	13.50		13.50		<input checked="" type="checkbox"/>	Lloyds
17/01/2026	DC	54.66		54.66		<input checked="" type="checkbox"/>	The Edge
17/01/2026	DD	1,362.00		1,362.00		<input checked="" type="checkbox"/>	Core Office IT
17/01/2026	BACS	357.00		357.00		<input checked="" type="checkbox"/>	Axminster Town Council
17/01/2026	Bennett		36.00	36.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
17/01/2026	Nat Grid		18.94	18.94		<input checked="" type="checkbox"/>	Receipt(s) Banked
17/01/2026	Scribblers		24.00	24.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
29/01/2026	BACS	834.00			834.00	<input type="checkbox"/>	Astutis
29/01/2026	BACS1	237.12		237.12		<input checked="" type="checkbox"/>	Stephanie Jones
29/01/2026	BACS4	210.00			210.00	<input type="checkbox"/>	K's Cleaning
31/01/2026	DD	216.47		216.47		<input checked="" type="checkbox"/>	Copycare Ltd
31/01/2026	BACS	19,697.17			19,697.17	<input type="checkbox"/>	East Devon District Council
31/01/2026	BACS1	2,124.16		2,124.16		<input checked="" type="checkbox"/>	Euro Lifts Ltd
31/01/2026	BACS2	45.00		45.00		<input checked="" type="checkbox"/>	Tower Services (Seaton) Ltd
31/01/2026	BACS3	447.00		447.00		<input checked="" type="checkbox"/>	Signs South West
31/01/2026	BACS4	42.00		42.00		<input checked="" type="checkbox"/>	NALC
31/01/2026	BACS5	18.00		18.00		<input checked="" type="checkbox"/>	Devon Association of Local Cou
31/01/2026	BASC5	7,080.00		7,080.00		<input checked="" type="checkbox"/>	Mike Harding Lighting Solution
31/01/2026	BACS	44.43		44.43		<input checked="" type="checkbox"/>	Tower Services (Seaton) Ltd
		<u>35,397.81</u>	<u>18,056.34</u>				

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

Bank Reconciliation up to 28/02/2026 for Cashbook No 1 - Current Bank A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
29/01/2026	BACS	834.00		834.00		R <input checked="" type="checkbox"/>	Astutis
29/01/2026	BACS4	210.00		210.00		R <input checked="" type="checkbox"/>	K's Cleaning
31/01/2026	BACS	19,697.17		19,697.17		R <input checked="" type="checkbox"/>	East Devon District Council
01/02/2026	BACS	462.00		462.00		R <input checked="" type="checkbox"/>	Harcombe Engineering
01/02/2026	DC	99.72		99.72		R <input checked="" type="checkbox"/>	Tool Store
01/02/2026	DC	100.00		100.00		R <input checked="" type="checkbox"/>	Canva
01/02/2026	BACS	115.00		115.00		R <input checked="" type="checkbox"/>	Seaton & District Window Clean
01/02/2026	BACS1	198.00		198.00		R <input checked="" type="checkbox"/>	Euro Lifts Ltd
01/02/2026	DD	1,362.00		1,362.00		R <input checked="" type="checkbox"/>	Core Office IT
01/02/2026	Sealey		48.60	48.60		R <input checked="" type="checkbox"/>	Receipt(s) Banked
01/02/2026	Gent. Mves		48.00	48.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
02/02/2026	Dividend		1,426.08	1,426.08		R <input checked="" type="checkbox"/>	Receipt(s) Banked
09/02/2026	s106 Grant		44,030.00	44,030.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
16/02/2026	BACS	557.46		557.46		R <input checked="" type="checkbox"/>	Hampshire Flag Company
16/02/2026	BACS1	120.00		120.00		R <input checked="" type="checkbox"/>	Crazy Crabs Beach School
16/02/2026	BACS2	1,496.24		1,496.24		R <input checked="" type="checkbox"/>	Scalwell Lane Nursery
16/02/2026	BACS3	59.27		59.27		R <input checked="" type="checkbox"/>	Viking Stationery
16/02/2026	BACS	2,000.00			2,000.00	<input type="checkbox"/>	Seaton Cricket Club
16/02/2026	GRANT	2,000.00		2,000.00		R <input checked="" type="checkbox"/>	Axe Valley Runners
16/02/2026	Driscoll		28.80	28.80		R <input checked="" type="checkbox"/>	Receipt(s) Banked
19/02/2026	DD	505.76		505.76		R <input checked="" type="checkbox"/>	Eon
19/02/2026	BACS	10.25		10.25		R <input checked="" type="checkbox"/>	Lloyds Bank
23/02/2026	Scibblers		48.00	48.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
25/02/2026	DD	243.72		243.72		R <input checked="" type="checkbox"/>	Eon
25/02/2026	DC	174.50		174.50		R <input checked="" type="checkbox"/>	TV Licensing
28/02/2026	BACS	280.00		280.00		R <input checked="" type="checkbox"/>	K's Cleaning
28/02/2026	DD	78.10		78.10		R <input checked="" type="checkbox"/>	Copycare Ltd
28/02/2026	May		48.00	48.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>30,603.19</u>	<u>45,677.48</u>				

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....

Seaton Town Council  
MARSHLANDS CENTRE  
HARBOUR ROAD  
SEATON  
DEVON  
EX12 2LT

## Your Account

**Sort Code** 30-90-37  
**Account Number** 00881651

## BUSINESS ACCOUNT

01 March 2026 to 31 March 2026

<b>Money In</b>	£23,310.82	<b>Balance on 01 March 2026</b>	£139,510.63
<b>Money Out</b>	£56,864.59	<b>Balance on 31 March 2026</b>	£105,956.86

## Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
02 Mar 26	LUBBE & SONS BULBS 400000001730068574	FPO		960.00	138,550.63
02 Mar 26	SOUTH WEST WATER B 300000001728621614	FPO		161.82	138,388.81
02 Mar 26	EAST DEVON DISTRIC 400000001730069410 40072472	FPO		19,339.11	119,049.70
02 Mar 26	CLAIRE GRAYSMARK 100000001716074855 CG34	FPO		200.00	118,849.70
02 Mar 26	SLCC 600000001725006984 BK225136/225137 608301 10	FPO		186.60	118,663.10
03 Mar 26	CCLA INVESTMENT MA PS3078953, SEATON	FPI	1,276.18		119,939.28
03 Mar 26	GENTLE MOVES INV 217 600000001725552264 309897	FPI	96.00		120,035.28
03 Mar 26	U3A SEATON INV 218 500000001725825703 776317	FPI	156.00		120,191.28
04 Mar 26	TALKTALK BUSINESS 01404315/882	DD		74.80	120,116.48
04 Mar 26	L BENNETT YOGA FEB INV 220 100000001717117703 309037	FPI	36.00		120,152.48
06 Mar 26	DEVON CC 2603042-410	BGC	24.00		120,176.48
11 Mar 26	S W HYGIENE LTD C3VNSMQ	DD		390.07	119,786.41
11 Mar 26	ZOMENTUM GH8MBF.Z10000PQ6UC	DD		1,362.00	118,424.41
12 Mar 26	U3A SEATON INV 211 100000001721216211 776317	FPI	138.00		118,562.41
12 Mar 26	INTERCOM TRUST 222 2277715261412130HC 405240	FPI	12.00		118,574.41
13 Mar 26	ICO ZA240202	DD		47.00	118,527.41

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## BUSINESS ACCOUNT

Sort Code 30-90-37  
Account Number 00881651

## Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
16 Mar 26	SEATON GATEWAY THE INV 205 300000001736155363	FPI	19,386.44		137,913.85
16 Mar 26	ABBOTTS DIY 300000001736312129	FPO		22.29	137,891.56
16 Mar 26	HARCOMBE ENGINEERI 400000001737755929 8838	FPO		96.00	137,795.56
16 Mar 26	MR. J. WIDGER 200000001728917105	FPO		3,423.02	134,372.54
16 Mar 26	MR. R. HARDY 300000001736312528 2026	FPO		115.00	134,257.54
16 Mar 26	SECUREFORCE UK LTD 200000001728917378 SM38563	FPO		492.00	133,765.54
16 Mar 26	SOUTH WEST WATER B 100000001723758416	FPO		23.85	133,741.69
16 Mar 26	L BENNETT YOGA MARCH INV 300000001736379242 309037	FPI	48.00		133,789.69
16 Mar 26	L BENNETT YOGA JAN INV 600000001732787187 309037	FPI	48.00		133,837.69
17 Mar 26	SERVICE CHARGES REF : 479179076	PAY		9.35	133,828.34
20 Mar 26	FRANCES SHEPHERD SCRIBBLERS	FPI	48.00		133,876.34
20 Mar 26	GENTLE MOVES INV225 600000001734778576 309897	FPI	120.00		133,996.34
23 Mar 26	SEATON MARTIAL ART 208 SMAC RENT	FPI	561.27		134,557.61
23 Mar 26	DEVON CC 2603182-953	BGC	559.21		135,116.82
24 Mar 26	E.ON NEXT LTD A-9ECC9737- 001	DD		330.04	134,786.78
25 Mar 26	LNK POST OFFICE CD 6839 25MAR26	CPT		150.00	134,636.78
25 Mar 26	CLAIRE GRAYSMARK 500000001737632949 CG42.43	FPO		462.50	134,174.28
25 Mar 26	CLARKE BROTHERS BU 500000001737633123 00866	FPO		1,302.00	132,872.28
25 Mar 26	DALC 100000001728504551 7512 308467 10 25MAR26	FPO		114.00	132,758.28
25 Mar 26	FINN GRAYSMARK 600000001737399862 FG17	FPO		300.00	132,458.28
26 Mar 26	1ST SEATON SCOUT G INVOICE 210	FPI	561.27		133,019.55
26 Mar 26	EAST DEVON DISTRIC 500000001738017125 40072592	FPO		20,051.76	112,967.79

(Continued on next page)

## BUSINESS ACCOUNT

Sort Code 30-90-37  
Account Number 00881651

## Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
26 Mar 26	KAY CLARK 200000001734044851 STC112	FPO		280.00	112,687.79
26 Mar 26	STEPHANIE HIDSON-J 100000001728888553	FPO		533.52	112,154.27
26 Mar 26	SUEZ 500000001738017548 33396970 601043 10	FPO		28.31	112,125.96
27 Mar 26	U3A SEATON INV 235 100000001729843265 776317	FPI	162.00		112,287.96
27 Mar 26	JULIA MAY INV 224 ROOM HIRE O13PVQJ3JML3WN06JL	FPI	48.00		112,335.96
30 Mar 26	TALKTALK BUSINESS 01404315/882	DD		81.74	112,254.22
30 Mar 26	EW + MR SAUN 240 RP4679966836707900 203047	FPI	30.45		112,284.67
31 Mar 26	HARCOMBE ENGINEERI 300000001744559807 8842/8844	FPO		4,327.81	107,956.86
31 Mar 26	SEATON CRICKET CLU 600000001740902897	FPO		2,000.00	105,956.86

## Transaction types

<b>BGC</b> Bank Giro Credit	<b>BP</b> Bill Payments	<b>CHG</b> Charge	<b>CHQ</b> Cheque
<b>COR</b> Correction	<b>CPT</b> Cashpoint	<b>DD</b> Direct Debit	<b>DEB</b> Debit Card
<b>DEP</b> Deposit	<b>FEE</b> Fixed Service	<b>FPI</b> Faster Payment In	<b>FPO</b> Faster Payment Out
<b>MPI</b> Mobile Payment In	<b>MPO</b> Mobile Payment Out	<b>PAY</b> Payment	<b>SO</b> Standing Order
<b>TFR</b> Transfer			

**SALES LEDGER 1 UNPAID INVOICES BY DATE**

<u>Invoice Date</u>	<u>Invoice No</u>	<u>A/c Code</u>	<u>A/c Name</u>	<u>Net Value</u>	<u>VAT</u>	<u>Invoice Total</u>	<u>Balance</u>
26/11/2025	191	WEST001	WESTMOOR CRT MGT	12.00	0.00	12.00	12.00
<b>TOTAL INVOICES</b>				<b>12.00</b>	<b>0.00</b>	<b>12.00</b>	<b>12.00</b>

**Bank Reconciliation Statement as at 31/03/2026  
for Cashbook 1 - Current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	31/03/2026		105,956.86
			<u>105,956.86</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			105,956.86
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			105,956.86
		<b>Balance per Cash Book is :-</b>	<b>105,956.86</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

**Bank Reconciliation Statement as at 31/03/2026  
for Cashbook 4 - Petty Cash**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	31/03/2026		138.45
			<hr/> 138.45
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			138.45
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			138.45
		<b>Balance per Cash Book is :-</b>	<b>138.45</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

**Bank Reconciliation Statement as at 31/03/2026  
for Cashbook 3 - CCLA-Public Sector Deposit Fnd**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA-Public Sector Deposit Fnd	31/03/2026		442,001.00
			442,001.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			442,001.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			442,001.00
		<b>Balance per Cash Book is :-</b>	<b>442,001.00</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....



## Seaton Allotments

### Annual Statement of Accounts 2025/26

<b>INCOME</b>	<b>£</b>
Allotment fees	5,556
Water rates recharge	-
<b>Total</b>	<b>£5,556</b>
<b>EXPENDITURE</b>	
Nominal administration charge & software	1,000
Water rates	340
Maintenance & repairs	23
Annual Grounds Contract	1,243
<b>Total</b>	<b>£2,606</b>
<b>Surplus/deficit</b>	<b>£2,950</b>

<b>Allotments EMR</b>	
Opening balance as at 1.4.2025	£838
Surplus/deficit	£2,950
<b>Closing Balance as at 31.3.2026</b>	<b>£3,788*</b>

- \* EMR – as at 1 April 2025, the Council held £3,788 in an earmarked reserve that reflected unspent fees for previous years. At the end of each financial year, the EMR is adjusted to reflect the deficit or surplus for any given year. Therefore, as at 31 March 2026, the said reserve will stand at £3,788 (amended to reflect expenditure over/under income received in the preceding year) going forward into the 2026/27 financial year.

<b>SEATON TOWN COUNCIL (‘the Council’) FINANCE &amp; GENERAL PURPOSES COMMITTEE</b>	
<b>Date of report</b>	<b>20 April 2026</b>
<b>Item of business</b>	<b>26 F&amp;GP 08</b>
<b>Details</b>	<b>Report on Council’s budgetary position at year end 2025-26</b>
<b>Purpose of Report</b>	<b>To note the Council’s financial position as against budget, and earmarked reserves as at 31 March 2026</b>
<b>Power/authority</b>	<b>Local Audit &amp; Accountability Act 2014 &amp; Seaton Town Council Financial Regulations</b>
<b>Recommendations</b>	<p>It is <b>RECOMMENDED</b> that Members:</p> <ul style="list-style-type: none"> <li>• note the actual financial position, as against budget, as at the year-end on 31 March 2026</li> <li>• note the earmarked reserves, as at the year-end on 31 March 202 to be carried forward into 2026-27</li> </ul>

## **1. Overview**

As required by the Council’s Financial Regulations, statements of all receipts and payments as against the annual budget are presented regularly to the Council, via the Finance & General Purposes Committee. This enables underspends to be identified, and adjustments made, where Members believe funds could be more appropriately allocated, and ensures that Members are kept updated on any substantive material variances (ie those in excess of 15% of the requisite budget), leading to balanced budgets at the financial year end.

Attached, as Appendix 1 to this report, Members will find details of all income and expenditure as at the financial year end at 31 March 2026. Income stands at 112.9% over budget; expenditure stands at 100.5% of budget. It should be noted that some budget lines, such as bin emptying and professional subscriptions are paid annually. In these cases, individual expenditure codes may exceed the 15% material variance but, as these are annual payments, these do not present cause for concern; others stand at

zero expenditure as they too are annual fees that have not yet become due at this point in the year. As such, these have not been included in the variances noted in the report.

Additionally, the Council should regularly review the need for existing earmarked reserves and whether these should be adjusted. This is also addressed in the report.

## **2. Review of income and expenditure, as against budget as at 31 March 2026**

Expenditure during 2025-26 was almost exactly in line with the approved budget.

Income was higher than anticipated, primarily due to:

- a grant of £44,040 from developer contributions
- rental income at Marshlands being greater than the budget estimate. By way of explanation, the projected rental income had been set conservatively as, at the time the budget was set, it was not known when the library would take up occupation and rent become payable.
- a payment received for works to the town hall, under the lease with GTC, being higher than anticipated. Again, the projected income was set at less than was likely to be due, to avoid a deficit in the Council's finances, should GTC require further time to meet its commitments, after the enforced shutdown for safety works to be undertaken at the town hall.

## **3. General & Earmarked Reserves**

### General Reserves

As at the end of the financial year, the Council's average monthly expenditure in 2025-26 was £41,000. The Council holds at least 4 months average monthly expenditure in general reserves. This currently equates to a minimum of £164,000.

### Earmarked Reserves

As at the year end, the Council held £532,165 in earmarked reserves. These were increased significantly, by decision of the Council on 8 December 2025, to prepare for potential asset transfers over the transitional period in advance of local government reorganisation. A list of earmarked reserves as at 31 March is attached as Appendix 2.

## **4. Cash holdings as at end of Q4**

As at 31 March 2026, the Council held **£548,095** in cash, comprised the following amounts:

- Treasurer's Account – Lloyds - £105,956
- Petty cash - £138
- Public Sector Deposit Fund – CCLA - £442,001

## 5. Summary

Therefore, in conclusion, in 2025-26 the Council delivered a balanced budget, with a small combined underspend/surplus of £66,455 (accounted for by the additional unexpected income, as detailed at paragraph 2 above).

This is in line with forecasts provided throughout the year and mirrors the projections in the 2026-27 budget planning process, thereby demonstrating sound financial management by the Council.

## 6. Financial requirements going forward into 2026-27

The Council has resolved that it requires **£1,179,165** going forward into the new financial year comprising:

- Estimated annual operating costs £483,000
- Earmarked reserves £532,165
- General reserves (4 months) £164,000

This will be met from:

- Cash holdings as at 31.3.2026 £548,095
  - Precept £619,640
  - Other income £ 56,547
- TOTAL £1,224,282**

Members will note that, due to the additional income received in 2025-26, income is likely to exceed expenditure and required reserves so any excess will be invested and form part of the consideration in the next round of budget setting to ensure future rises in the precept can be kept as low as possible. It should also be noted that, depending on the speed at which asset transfers occur, the earmarked reserves will be subject to regular review and the LGR reserve may well be carried forward into the next financial year.

## 7. Transfers

In accordance with the Council's investment policy and previous resolutions, the Town Clerk arranges for amounts in excess of 4 months average expenditure, to be transferred from the Council's business account to the CCLA Public Sector Deposit Fund to maximise income streams, by way of dividends payable on that investment.

## 8. Recommendations

It is **RECOMMENDED** that Members:

- note the actual financial position, as against budget, as at the year-end on 31 March 2026
- note the earmarked reserves, as at the year-end on 31 March 2026 to be carried forward into 2026-27

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2026

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>Precept</u>							
1076 Precept	466,748	466,748	0			100.0%	
Precept :- Income	<b>466,748</b>	<b>466,748</b>	<b>0</b>			<b>100.0%</b>	<b>0</b>
<b>Net Income</b>	<b>466,748</b>	<b>466,748</b>	<b>0</b>				
<u>110</u> <u>Staffing</u>							
4000 Salaries	176,554	190,025	13,471		13,471	92.9%	
4005 HMRC - Employer NIC	22,730	18,183	(4,547)		(4,547)	125.0%	
4010 Pensions	38,665	38,161	(504)		(504)	101.3%	
Staffing :- Indirect Expenditure	<b>237,949</b>	<b>246,369</b>	<b>8,420</b>	<b>0</b>	<b>8,420</b>	<b>96.6%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(237,949)</b>	<b>(246,369)</b>	<b>(8,420)</b>				
<u>120</u> <u>Core Costs</u>							
1089 Misc income	726	0	(726)			0.0%	
1090 Dividends/interest	15,968	21,000	5,032			76.0%	
1110 EDDC Plan Holding Fees	2,628	2,576	(52)			102.0%	
1705 Grants Received	44,030	4,000	(40,030)			1100.8%	
Core Costs :- Income	<b>63,352</b>	<b>27,576</b>	<b>(35,776)</b>			<b>229.7%</b>	<b>0</b>
4060 Training & Resources	2,130	2,000	(130)		(130)	106.5%	
4065 Travel & Misc. Expenses	245	515	270		270	47.6%	
4075 Payroll Services	478	468	(10)		(10)	102.2%	
4080 Equipment	693	0	(693)		(693)	0.0%	693
4110 Telephone/Wifi	754	850	96		96	88.7%	
4120 Stationery/Postage	800	1,236	436		436	64.7%	
4125 Professional Subscriptions	1,947	2,060	113		113	94.5%	
4130 Website	2,207	2,472	265		265	89.3%	
4135 Photocopier (inc. lease)	1,525	2,575	1,050		1,050	59.2%	
4170 Audit Fees	2,155	2,060	(95)		(95)	104.6%	
4175 Legal and Professional Fees	14,746	25,000	10,254		10,254	59.0%	
4177 Storage rental	959	1,450	491		491	66.2%	
4180 Bank & Finance Charges	176	0	(176)		(176)	0.0%	
4190 IT Support & Software	13,780	14,264	484		484	96.6%	
4195 Accounts Software & Support	2,348	2,500	152		152	93.9%	
4425 Vehicle (inc. insurance)	3,406	3,000	(406)		(406)	113.5%	
4485 Insurance	14,938	15,317	379		379	97.5%	
4950 General Sundries	677	500	(177)		(177)	135.4%	
Core Costs :- Indirect Expenditure	<b>63,963</b>	<b>76,267</b>	<b>12,304</b>	<b>0</b>	<b>12,304</b>	<b>83.9%</b>	<b>693</b>
<b>Net Income over Expenditure</b>	<b>(611)</b>	<b>(48,691)</b>	<b>(48,080)</b>				
6000 plus Transfer from EMR	693	0	(693)				
<b>Movement to/(from) Gen Reserve</b>	<b>82</b>	<b>(48,691)</b>	<b>(48,773)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2026

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>130 Grants</u>							
4220 Grants & Donations Paid	11,902	8,000	(3,902)		(3,902)	148.8%	5,652
Grants :- Indirect Expenditure	<b>11,902</b>	<b>8,000</b>	<b>(3,902)</b>	<b>0</b>	<b>(3,902)</b>	<b>148.8%</b>	<b>5,652</b>
<b>Net Expenditure</b>	<b>(11,902)</b>	<b>(8,000)</b>	<b>3,902</b>				
6000 plus Transfer from EMR	5,652	0	(5,652)				
<b>Movement to/(from) Gen Reserve</b>	<b>(6,250)</b>	<b>(8,000)</b>	<b>(1,750)</b>				
<u>140 Local Democracy</u>							
4225 Chairman's Allowance	76	250	174		174	30.3%	
4230 Civic Expenses	28	500	472		472	5.6%	
4250 Civic Regalia	0	100	100		100	0.0%	
Local Democracy :- Indirect Expenditure	<b>104</b>	<b>850</b>	<b>746</b>	<b>0</b>	<b>746</b>	<b>12.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(104)</b>	<b>(850)</b>	<b>(746)</b>				
<u>165 Play Parks &amp; Open Spaces</u>							
4365 Seaton Down	1,156	1,155	(1)		(1)	100.1%	
4370 Cliff Field Gardens	10,715	10,664	(51)		(51)	100.5%	
4375 Elizabeth Road Play Park	2,213	2,212	(1)		(1)	100.0%	
4377 Underfleet Play Park	1,499	1,489	(10)		(10)	100.7%	
4380 RoSPA/Tree Inspections	1,280	247	(1,033)		(1,033)	518.2%	
4675 General Maintenance	45,292	15,000	(30,292)		(30,292)	301.9%	44,030
Play Parks & Open Spaces :- Indirect Expenditure	<b>62,154</b>	<b>30,767</b>	<b>(31,387)</b>	<b>0</b>	<b>(31,387)</b>	<b>202.0%</b>	<b>44,030</b>
<b>Net Expenditure</b>	<b>(62,154)</b>	<b>(30,767)</b>	<b>31,387</b>				
6000 plus Transfer from EMR	44,030	0	(44,030)				
<b>Movement to/(from) Gen Reserve</b>	<b>(18,124)</b>	<b>(30,767)</b>	<b>(12,643)</b>				
<u>170 Amenities - General</u>							
1088 Amenities Hire Fees /Misc. inc	60	150	90			40.0%	
1515 Planter Sponsorship	782	600	(182)			130.4%	
Amenities - General :- Income	<b>842</b>	<b>750</b>	<b>(92)</b>			<b>112.3%</b>	<b>0</b>
4002 EDDC Contribution	0	7,725	7,725		7,725	0.0%	
4045 Contractor/ materials	908	6,000	5,092		5,092	15.1%	
4400 Bin Emptying	5,408	4,262	(1,146)		(1,146)	126.9%	
4405 Maintenance (inc street furnit	0	1,000	1,000		1,000	0.0%	
4422 Footpaths	1,071	1,071	0		0	100.0%	
4605 Signage & Noticeboards	33	2,000	1,968		1,968	1.6%	

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2026

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4880 Contractor - Planting and Wate	15,220	15,100	(120)		(120)	100.8%	
Amenities - General :- Indirect Expenditure	<b>22,640</b>	<b>37,158</b>	<b>14,518</b>	<b>0</b>	<b>14,518</b>	<b>60.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(21,798)</b>	<b>(36,408)</b>	<b>(14,611)</b>				
<u>190 Marshlands</u>							
1089 Misc income	341	0	(341)			0.0%	
1300 Function room hire income	5,447	5,000	(447)			108.9%	
1360 Rental Income	22,741	8,000	(14,741)			284.3%	
Marshlands :- Income	<b>28,528</b>	<b>13,000</b>	<b>(15,528)</b>			<b>219.4%</b>	<b>0</b>
4500 Business Rates	8,230	13,200	4,970		4,970	62.4%	
4505 Gas	2,493	4,000	1,507		1,507	62.3%	
4510 Electricity	2,579	3,000	421		421	86.0%	
4515 Water	800	800	(0)		(0)	100.0%	
4520 Cleaning & Hygiene	5,044	5,865	821		821	86.0%	
4555 Electrical PAT Testing	166	250	84		84	66.5%	
4560 Fire Inspections & Servicing	1,010	927	(83)		(83)	109.0%	
4610 Kitchen Supplies & General Sun	242	498	256		256	48.7%	
4625 Alarm Contract & Maintenance	713	500	(213)		(213)	142.6%	
4675 General Maintenance	16,035	11,000	(5,035)		(5,035)	145.8%	
Marshlands :- Indirect Expenditure	<b>37,313</b>	<b>40,040</b>	<b>2,727</b>	<b>0</b>	<b>2,727</b>	<b>93.2%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(8,785)</b>	<b>(27,040)</b>	<b>(18,255)</b>				
<u>195 Town Hall &amp; other leases</u>							
1310 Town Hall Income	19,386	5,000	(14,386)			387.7%	
1320 Other leases	1,123	0	(1,123)			0.0%	
Town Hall & other leases :- Income	<b>20,509</b>	<b>5,000</b>	<b>(15,509)</b>			<b>410.2%</b>	<b>0</b>
4675 General Maintenance	26,433	8,000	(18,433)		(18,433)	330.4%	
Town Hall & other leases :- Indirect Expenditure	<b>26,433</b>	<b>8,000</b>	<b>(18,433)</b>	<b>0</b>	<b>(18,433)</b>	<b>330.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(5,924)</b>	<b>(3,000)</b>	<b>2,924</b>				
<u>200 Town Development &amp; Tourism</u>							
1089 Misc income	130	200	70			65.1%	
Town Development & Tourism :- Income	<b>130</b>	<b>200</b>	<b>70</b>			<b>65.1%</b>	<b>0</b>
4275 General Town Marketing (inc. T	595	6,000	5,405		5,405	9.9%	
Town Development & Tourism :- Indirect Expenditure	<b>595</b>	<b>6,000</b>	<b>5,405</b>	<b>0</b>	<b>5,405</b>	<b>9.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(465)</b>	<b>(5,800)</b>	<b>(5,335)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2026

Month No: 12

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>210 Allotments</u>							
1130 Allotment Fees	5,556	6,200	644			89.6%	
Allotments :- Income	<u>5,556</u>	<u>6,200</u>	<u>644</u>			<u>89.6%</u>	<u>0</u>
4515 Water	340	0	(340)		(340)	0.0%	
4675 General Maintenance	23	3,000	2,977		2,977	0.8%	
4680 Administration Cost	0	1,000	1,000		1,000	0.0%	
4730 Annual Grounds Contract	1,243	1,314	71		71	94.6%	
Allotments :- Indirect Expenditure	<u>1,606</u>	<u>5,314</u>	<u>3,708</u>	<u>0</u>	<u>3,708</u>	<u>30.2%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>3,950</u>	<u>886</u>	<u>(3,064)</u>				
<u>227 Events</u>							
4265 Events Budget - General	2,430	5,000	2,570		2,570	48.6%	
4840 Christmas Lights	10,079	11,000	921		921	91.6%	
Events :- Indirect Expenditure	<u>12,508</u>	<u>16,000</u>	<u>3,492</u>	<u>0</u>	<u>3,492</u>	<u>78.2%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(12,508)</u>	<u>(16,000)</u>	<u>(3,492)</u>				
<u>280 Community</u>							
1089 Misc income	412	0	(412)			0.0%	
1370 CIL Levy Funding	446	0	(446)			0.0%	446
1372 Beach School Fees	366	550	184			66.5%	
Community :- Income	<u>1,224</u>	<u>550</u>	<u>(674)</u>			<u>222.5%</u>	<u>446</u>
4835 Banners, Flags & Bunting	1,640	1,500	(140)		(140)	109.4%	
4879 Community engagement	5,395	5,500	105		105	98.1%	
4882 Beach School	6,772	6,798	26		26	99.6%	
Community :- Indirect Expenditure	<u>13,807</u>	<u>13,798</u>	<u>(9)</u>	<u>0</u>	<u>(9)</u>	<u>100.1%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(12,583)</u>	<u>(13,248)</u>	<u>(665)</u>				
6001 less Transfer to EMR	446	0	(446)				
<b>Movement to/(from) Gen Reserve</b>	<u>(13,029)</u>	<u>(13,248)</u>	<u>(219)</u>				
Grand Totals:- Income	<u>586,889</u>	<u>520,024</u>	<u>(66,865)</u>			<u>112.9%</u>	
Expenditure	<u>490,973</u>	<u>488,563</u>	<u>(2,410)</u>	<u>0</u>	<u>(2,410)</u>	<u>100.5%</u>	
<b>Net Income over Expenditure</b>	<u>95,916</u>	<u>31,461</u>	<u>(64,455)</u>				
plus Transfer from EMR	<u>50,375</u>	<u>0</u>	<u>(50,375)</u>				
less Transfer to EMR	<u>446</u>	<u>0</u>	<u>(446)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>145,845</u>	<u>31,461</u>	<u>(114,384)</u>				

**Earmarked Reserves**

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<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR Disability Access	4,000.00		4,000.00
321 EMR Fisherman's Gap Imprvmts	25,000.00		25,000.00
322 EMR Play Parks Maintenance Fun	112,643.50	12,356.50	125,000.00
324 EMR Snow & Flood Warden	1,500.00		1,500.00
325 EMR Election Expenses	10,000.00		10,000.00
326 EMR Street Furniture	2,500.00		2,500.00
327 EMR Equipment Replacement	2,000.00	4,306.72	6,306.72
328 EMR General Asset Maintenance	127,450.00	22,550.00	150,000.00
329 EMR Youth Projects	9,276.00	-5,652.00	3,624.00
330 EMR Local Gov Reorganisation	0.00	170,000.00	170,000.00
331 EMR CIL Funding	0.00	446.22	446.22
332 EMR Vehicle Replacement Fund	2,000.00	8,000.00	10,000.00
333 EMR Allotments	838.00	2,950.00	3,788.00
336 EMR Legal fees- leases	20,000.00		20,000.00
	<b><u>317,207.50</u></b>	<b><u>214,957.44</u></b>	<b><u>532,164.94</u></b>