

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1200	Grants Income	100	Professional Services & Admin	Generally grants received would be offset against specific projects and activity.
4001	Agency/Contract Staffing	100	Professional Services & Admin	Agency Staff costs otherwise met under code 4000
4003	Contracted Services	100	Professional Services & Admin	Agency staff covering vacancies.
4120	Energy Costs	100	Professional Services & Admin	Cointingency for unknown energy costs increases
4480	IT Equipment	100	Professional Services & Admin	rolling upgrade and replacement. Provision for new council.
4481	Web Sites (FTC, Craft etc)	100	Professional Services & Admin	Refresh of some elements. External costs
4482	IT Support	100	Professional Services & Admin	IT support contract plus extra works as required. More use of IT services.
4555	Legal & professional Fees	100	Professional Services & Admin	Assets' licences transfers, advice etc. Combined with professional fees 4585.
4560	Bookkeeping, accounts, payroll	100	Professional Services & Admin	Book-keeping, + accountancy month end/year end/payroll costs - bookkeeping prev coded to 4001
4570	Audit Fees	100	Professional Services & Admin	Covers internal and external audit fees.
1600	Mayor's Charity	110	Governance & Democratic	No budgetted income. Paid into separate Mayor's Charity account and redistributed.
4000	Salaries	110	Governance & Democratic	Vacancy in 2022/23
4001	Agency/Contract Staffing	110	Governance & Democratic	Agency Staff costs generally covering vacancies and probationary period for outside staff
4101	Venue hire	110	Governance & Democratic	Covers Annual Town Meeting, celebratory receptions as needed
4130	Insurance	110	Governance & Democratic	New tender 2023/24. Increase expected.
4170	Property Maintenance/Refurbish	110	Governance & Democratic	Office and depot
4400	Stationery	110	Governance & Democratic	Paper costs for agendas etc
4425	Advertising	110	Governance & Democratic	Annual meeting etc. Additional newspaper and other promotion through lockdown in 2020
4426	Publicity and newsletter	110	Governance & Democratic	Vantage Point, Residents Guide, newsletter formerly 4822
4455	Postages & Distribution	110	Governance & Democratic	Residents' Guide etc
4460	Subscriptions & Memberships	110	Governance & Democratic	Inlcudes NALC/SALC/SLCC/and LGA associate
4525	Members' Training	110	Governance & Democratic	Induction in 2023/24. Additional training as required. Reduction with training covered at WBC too
4541	Christmas Civic Carol Service	110	Governance & Democratic	Aim to cover with sponsorship
4001	Agency/Contract Staffing	120	Office & Customer Services	Agency Staff costs otherwise met under code 4000 - prev bookkeeping but now shown under 4560
4003	Contracted Services	120	Office & Customer Services	Office cleaning WBC
4140	Office costs / consumables	120	Office & Customer Services	Increased to include budget from 4176

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4195	Alarms - Fire, Security	120	Office & Customer Services	Fire, intruder and keyholding service
4804	Small Grants	130	Grants	Up to £250 during the year per request
4821	Elections	141	Elections	Expected to be £40,000 in 2023, costs covered by earmarked reserve.
1200	Grants Income	142	Neighbourhood Plan	benches etc
4000	Salaries	142	Neighbourhood Plan	Could increase significantly if Review agreed
4001	Agency/Contract Staffing	142	Neighbourhood Plan	Covers advice for Local Plan issues.
1900	Precept	150	Other Operating Income/Costs	Council Tax base of 17973.5 (98% collection rate) at Nov 2022 (up from 17654.4 at £69.76 in 2021/22)
1905	Local Parish Council Tax Grant	150	Other Operating Income/Costs	Waverley confirmed grant phased out by 2023/24
1910	Interest Received	150	Other Operating Income/Costs	interest on investments assumes increasing rates.
1911	Dividends received	150	Other Operating Income/Costs	Local authority property Fund. Income holding up. Future dividends uncertain.
4002	Actuarial Contribution	150	Other Operating Income/Costs	Previous Triennial Actuarial Review impact - No contribution for 2018/19 or 19/20
4910	Loan Repayments	150	Other Operating Income/Costs	Public Works Loan Board fully repaid. If FTC were to borrow for eg Gostrey cafe add £25k per annum
1999	Miscellaneous Income	155	Covid-19	Defra Grant for supporting hardship. Ringfenced.
4000	Salaries	155	Covid-19	Management of Support Fund. Partly offset by external grant claim in 2022/23
4070	Protective Clothing	155	Covid-19	Additional wet weather clothing etc
4425	Advertising	155	Covid-19	Hardship fund and other promotion. Some costs covered by ERDF grant.
4999	Miscellaneous Expenses	155	Covid-19	To be reallocated against grants received
1000	Hall & Room Lettings Income	160	Wrecclesham Community Centre	Review of Lease due in 2023/24
4170	Property Maintenance/Refurbish	160	Wrecclesham Community Centre	Covers FTC landowner's responsibilities
4195	Alarms - Fire, Security	160	Wrecclesham Community Centre	Fire and intruder alarms and keyholding service for landlord.
4440	Telephones	160	Wrecclesham Community Centre	Covers security/CCTV bandwidth cost
4440	Telephones	170	Community Development	Covers high bandwidth broadband for CCTV monitoring

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<b>4806</b>	Hale Community Centre/Sandy Hi	<b>170</b>	Community Development	NB other activity there also funded from grants
<b>4120</b>	Energy Costs	<b>171</b>	Community Safety & Well-being	CCTV cameras
<b>4190</b>	CCTV / crime prevention	<b>171</b>	Community Safety & Well-being	Camera repairs/maintenance/improvement.
<b>4196</b>	Crime Prevention	<b>171</b>	Community Safety & Well-being	Grant for community group to cover printing etc
<b>4807</b>	Environmental/community Initia	<b>175</b>	Localism - New Initiatives/Pro	Towards climate challenge/community initiatives and top up principal authority services
<b>4182</b>	Equipment Purchase	<b>176</b>	Younger People projects	New cost centre for Younger people projects
<b>4630</b>	Events Costs	<b>176</b>	Younger People projects	New cost centre for Younger people projects to be agreed
<b>1920</b>	Sale Of Assets	<b>200</b>	Grounds Services	Van sold in 2021.
<b>4000</b>	Salaries	<b>200</b>	Grounds Services	increase in sites managed and activity
<b>4001</b>	Agency/Contract Staffing	<b>200</b>	Grounds Services	Staffing costs otherwise met from 4000 200 for temporary cover
<b>4003</b>	Contracted Services	<b>200</b>	Grounds Services	Office cleaning WBC
<b>4030</b>	Staff Training	<b>200</b>	Grounds Services	Additional costs met from general staff training budget
<b>4070</b>	Protective Clothing	<b>200</b>	Grounds Services	Heath and Safety requirements etc
<b>4195</b>	Alarms - Fire, Security	<b>200</b>	Grounds Services	Alarm system maintenance and monitoring, keyholding at Depot
<b>4205</b>	Waste Disposal	<b>200</b>	Grounds Services	Skips etc for collected flytipping etc
<b>4300</b>	Vehicle Costs - Fuel	<b>200</b>	Grounds Services	Fuel costs increasing significantly
<b>4302</b>	Vehicle Costs - Maintenance	<b>200</b>	Grounds Services	3 vehicles MOT and servicing reflects usage
<b>4310</b>	New Vehicles/Machinery	<b>200</b>	Grounds Services	Replacement programme
<b>4440</b>	Telephones	<b>200</b>	Grounds Services	Depot broadband (cctv) and mobiles
<b>4460</b>	Subscriptions & Memberships	<b>200</b>	Grounds Services	Surrey Wildlife Trust
<b>4610</b>	Horticultural Supplies	<b>200</b>	Grounds Services	Includes tree guards and responsibility for open spaces taken on from WBC etc
<b>1202</b>	Income - Contributions	<b>201</b>	Highways	No agreement for future funding
<b>1522</b>	Surrey Highways Contract	<b>201</b>	Highways	No agreement for future contributions
<b>4175</b>	Graffiti Removal	<b>201</b>	Highways	FTC meets cost of graffiti on highways property
<b>4611</b>	Plants/Flowers/bulbs	<b>201</b>	Highways	Programme to machine plant bulbs at entrances to Town

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4170	Property Maintenance/Refurbish	205	War Memorial	Work on Hale in 2022
1201	Sponsorship Income (+VAT)	210	Farnham In Bloom	Target income to pre-covid levels.
1202	Income - Contributions	210	Farnham In Bloom	Targetted contributions for baskets, troughs and planters
1203	Donations - Income	210	Farnham In Bloom	No budgetted income as donations not guaranteed
1990	Insurance claim income	210	Farnham In Bloom	Greenhouse fire
4003	Contracted Services	210	Farnham In Bloom	In Bloom Video production and misc photography
4020	Additional Staffing & Events	210	Farnham In Bloom	Costs allocated across each event as used
4170	Property Maintenance/Refurbish	210	Farnham In Bloom	Amalgamated with 4610
4415	Printing & Design (External)	210	Farnham In Bloom	leaflets, Briefing packs, etc
4425	Advertising	210	Farnham In Bloom	Children's workshops etc
4540	Civic & Community Functions	210	Farnham In Bloom	Covers launch, awards event, community events etc
4610	Horticultural Supplies	210	Farnham In Bloom	Expenditure covers non-plants related costs mostly in last quarter of year
4611	Plants/Flowers/bulbs	210	Farnham In Bloom	Mostly covered by sponsorship income
4613	Community Events/FIB Friends	210	Farnham In Bloom	Covers sustenance for volunteers and miscellaneous expenses
4615	Trees/hedging	210	Farnham In Bloom	statement trees and hedging replacement
4830	Blackwater Valley CMS	220	Other Open Spaces	Annual contribution for advice and work done in area.
1204	Bookings/Hire	225	Gostrey Meadow	Relates to coffee/ice cream concessions
1202	Income - Contributions	230	Library Gardens	Ceased maintenance 1/12/13 as Surrey would not cover costs (their costs then increased to c £10k!
1080	Allotment Rents Income	240	Allotments	In crease in current year includes receipts in advance for 23/24 (October to October billing)
1081	Allotment admin fee	240	Allotments	£40 sadmin fee for new tenancies
1209	Seeds income	240	Allotments	Offset by expenditure
1999	Miscellaneous Income	240	Allotments	Seed sales
4130	Insurance	240	Allotments	Public liability for allotment holders. Recharged
4140	Office costs / consumables	240	Allotments	Annual lecture and meetings.

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<b>4415</b>	Printing & Design (External)	<b>240</b>	Allotments	Newsletter, show booklets etc
<b>4455</b>	Postages & Distribution	<b>240</b>	Allotments	Newsletter etc
<b>4614</b>	Allotment seed costs recharged	<b>240</b>	Allotments	Met from income.
<b>4000</b>	Salaries	<b>250</b>	Public Conveniences	Weekend allocation now under contract code 4003, potentially partly back in house.
<b>4001</b>	Agency/Contract Staffing	<b>250</b>	Public Conveniences	Costs deducted from WBC contract as these relate to cover for gaps in service provision.
<b>4003</b>	Contracted Services	<b>250</b>	Public Conveniences	Contract for offices and conveniences cleaning. Will move in-house in 2022/23
<b>4176</b>	Cleaning consumables	<b>250</b>	Public Conveniences	FTC now responsible for cleaning again
<b>1300</b>	Banners Income	<b>260</b>	Town Centre & Rural Dev	Income offsets costs - aims for breakeven
<b>4650</b>	Street Furniture	<b>260</b>	Town Centre & Rural Dev	Replace finger posts, bus stops etc vinyl wrapping
<b>4655</b>	Banners	<b>260</b>	Town Centre & Rural Dev	Installation costs met by income
<b>1245</b>	Advertising income	<b>300</b>	Tourism	Relates to brochures.
<b>4000</b>	Salaries	<b>300</b>	Tourism	Split allocation with events 310
<b>4415</b>	Printing & Design (External)	<b>300</b>	Tourism	New Visitor Guide and Residents' Guide, walks leaflets
<b>4455</b>	Postages & Distribution	<b>300</b>	Tourism	Deliver leaflets to every household
<b>4460</b>	Subscriptions & Memberships	<b>300</b>	Tourism	visit surrey
<b>4805</b>	Farnham Carnival	<b>300</b>	Tourism	Shared weekend with Picnic in the Park - now shown in code 311
<b>1200</b>	Grants Income	<b>301</b>	Hidden Heritage Project	One-off project. Completed in 2019.
<b>1204</b>	Bookings/Hire	<b>302</b>	West Street Market	Contributions from 3rd party organisers
<b>4020</b>	Additional Staffing & Events	<b>302</b>	West Street Market	Partly offset by event income
<b>4020</b>	Additional Staffing & Events	<b>309</b>	Jubilee	Coronation 2023
<b>1201</b>	Sponsorship Income (+VAT)	<b>310</b>	Events	Sponsorship allocated to individual events.
<b>1202</b>	Income - Contributions	<b>310</b>	Events	Covered under hire. 1204 225
<b>4000</b>	Salaries	<b>310</b>	Events	Staff time for tourism/business support activity
<b>4020</b>	Additional Staffing & Events	<b>310</b>	Events	Costs allocated across each event as used

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<b>4600</b>	Tourism Developments & Events	<b>310</b>	Events	Allows for new developments and coronation in 2023
<b>4630</b>	Events Costs	<b>310</b>	Events	Emerging events
<b>1202</b>	Income - Contributions	<b>311</b>	Carnival Weekend (prev PITP)	Stall income
<b>1203</b>	Donations - Income	<b>311</b>	Carnival Weekend (prev PITP)	No budgetted income as donations not guaranteed
<b>4020</b>	Additional Staffing & Events	<b>311</b>	Carnival Weekend (prev PITP)	Costs allocated across each event as used
<b>4702</b>	Equipment hire/replacement	<b>311</b>	Carnival Weekend (prev PITP)	Staging, toilets etc.
<b>4003</b>	Contracted Services	<b>312</b>	Food Festival	Road closure, First aid etc. Cancelled events in 2020
<b>4020</b>	Additional Staffing & Events	<b>312</b>	Food Festival	Temporary help for event (staff/external) paid from events. L
<b>4205</b>	Waste Disposal	<b>312</b>	Food Festival	Not held 2020
<b>1202</b>	Income - Contributions	<b>313</b>	Music in the Meadow / Vineyard	Stall income
<b>4020</b>	Additional Staffing & Events	<b>313</b>	Music in the Meadow / Vineyard	Costs allocated across each event as used
<b>4625</b>	Entertainment - Performers	<b>313</b>	Music in the Meadow / Vineyard	Contributions for performers. incl Music in Vineyard.
<b>1201</b>	Sponsorship Income (+VAT)	<b>314</b>	Christmas Switch-on	Total split between Christmas activities
<b>1204</b>	Bookings/Hire	<b>314</b>	Christmas Switch-on	Stall income
<b>4020</b>	Additional Staffing & Events	<b>314</b>	Christmas Switch-on	Temporary help for event (staff/external) paid from events
<b>4702</b>	Equipment hire/replacement	<b>314</b>	Christmas Switch-on	Staging toilets etc. Beacon hire
<b>4415</b>	Printing & Design (External)	<b>315</b>	Heritage Open Days	Brochure paid for by FTC
<b>1201</b>	Sponsorship Income (+VAT)	<b>316</b>	Christmas Market	Total between Christmas activities
<b>1204</b>	Bookings/Hire	<b>316</b>	Christmas Market	Stall income
<b>4003</b>	Contracted Services	<b>316</b>	Christmas Market	Road Closure, first aid.
<b>4020</b>	Additional Staffing & Events	<b>316</b>	Christmas Market	Temporary help for event (staff/external) paid from event code.
<b>4702</b>	Equipment hire/replacement	<b>316</b>	Christmas Market	Staging, toilets etc.
<b>1203</b>	Donations - Income	<b>317</b>	Spring & Sustainability Festiv	No budgetted income as donations not guaranteed
<b>4020</b>	Additional Staffing & Events	<b>317</b>	Spring & Sustainability Festiv	Costs for temporary help for event (staff or external)

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<b>4702</b>	Equipment hire/replacement	<b>317</b>	Spring & Sustainability Festiv	Event shared with Community Farm. Stall income to them.
<b>1201</b>	Sponsorship Income (+VAT)	<b>318</b>	Gin & Fizz Festival	Based on one day event
<b>1204</b>	Bookings/Hire	<b>318</b>	Gin & Fizz Festival	Cancelled 2021 and 2022. Assumption that activity may go ahead in 2022
<b>1205</b>	Ticket sales	<b>318</b>	Gin & Fizz Festival	Cancelled in 2021 & 22. Based on 2 sessions.Event not yet confirmed.
<b>4020</b>	Additional Staffing & Events	<b>318</b>	Gin & Fizz Festival	Temporary help for event (staff/external) paid from event code.
<b>4101</b>	Venue hire	<b>318</b>	Gin & Fizz Festival	Hire of venue or staging etc for Gostrey depending on location
<b>4415</b>	Printing & Design (External)	<b>318</b>	Gin & Fizz Festival	Cancelled in 2022
<b>4625</b>	Entertainment - Performers	<b>318</b>	Gin & Fizz Festival	Cancelled in 2021. Based on 2 sessions.
<b>4630</b>	Events Costs	<b>318</b>	Gin & Fizz Festival	Cancelled 2021 & 2022
<b>4003</b>	Contracted Services	<b>319</b>	Walking Festival	Shakespeare walk production (balance carriedover from cancelled event 2020)
<b>4415</b>	Printing & Design (External)	<b>319</b>	Walking Festival	Brochure
<b>1204</b>	Bookings/Hire	<b>320</b>	Farmers' Market	£40 per pitch
<b>4025</b>	Farmers' Market Supervision	<b>320</b>	Farmers' Market	Set up, market management and dismant
<b>4425</b>	Advertising	<b>320</b>	Farmers' Market	Banners, adverts etc
<b>4461</b>	Licences	<b>320</b>	Farmers' Market	Waverley Borough Council charge of £10 per stall per market, plus other licences
<b>1201</b>	Sponsorship Income (+VAT)	<b>321</b>	Literary Festival	New event. 2nd year.
<b>4000</b>	Salaries	<b>321</b>	Literary Festival	New 2021
<b>4003</b>	Contracted Services	<b>321</b>	Literary Festival	Co-ordinator honorarium/costs
<b>4101</b>	Venue hire	<b>321</b>	Literary Festival	venue hire, Staging, sound hire etc
<b>1200</b>	Grants Income	<b>330</b>	Christmas Lights	Tender planned for 2022
<b>1201</b>	Sponsorship Income (+VAT)	<b>330</b>	Christmas Lights	Looking to replace lights in 2023/24
<b>4641</b>	Christmas Lights - Install	<b>330</b>	Christmas Lights	Sum included for scheme replacement/expansion. New scheme 2023/24.
<b>4643</b>	Christmas Lights 2023	<b>330</b>	Christmas Lights	Removed for 2023/24 as new scheme expected.
<b>4001</b>	Agency/Contract Staffing	<b>350</b>	Craft Town/Craft Cities	Co-ordinator for World Craft Town and Craft Month
<b>4003</b>	Contracted Services	<b>350</b>	Craft Town/Craft Cities	Additional filming vignettes.

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<b>4540</b>	Civic & Community Functions	<b>350</b>	Craft Town/Craft Cities	Launch etc
<b>1999</b>	Miscellaneous Income	<b>355</b>	Business Support	Will be reallocated
<b>1030</b>	Commercial Lettings Income	<b>400</b>	Cemeteries	West Street Chapel
<b>1060</b>	Section 106 contributions	<b>400</b>	Cemeteries	Agreed 106 projects (Cemetery railings/environmental projects) to be offset by expenditure
<b>1100</b>	Interment Fees Income	<b>400</b>	Cemeteries	Income fluctuates.
<b>1105</b>	MOJ Reclaim/Grant	<b>400</b>	Cemeteries	New legislation allows reclaim for infant burials.
<b>1120</b>	Grave Purchases Income	<b>400</b>	Cemeteries	Income fluctuates. Discount for Farnham residents.
<b>1130</b>	Memorials Income	<b>400</b>	Cemeteries	Income fluctuates. Propose reducing cost of Garden of Reflection Memorial to increase use.
<b>4001</b>	Agency/Contract Staffing	<b>400</b>	Cemeteries	Additional maintenance bought in
<b>4115</b>	Water Charges	<b>400</b>	Cemeteries	Reflecting cemetery water costs
<b>4170</b>	Property Maintenance/Refurbish	<b>400</b>	Cemeteries	Ongoing programme to improve paths, railings etc
<b>4205</b>	Waste Disposal	<b>400</b>	Cemeteries	Special waste
<b>4220</b>	Memorials & Plaques	<b>400</b>	Cemeteries	offset by income.
<b>4225</b>	Cemetery Memorial Maintenance	<b>400</b>	Cemeteries	Ongoing memorial fixing programme
<b>4482</b>	IT Support	<b>400</b>	Cemeteries	Epitaph software
<b>4611</b>	Plants/Flowers/bulbs	<b>400</b>	Cemeteries	New code to reflect greening of cemeteries.
<b>1920</b>	Sale Of Assets	<b>901</b>	Green Lane Chapel	Sale of Green Lane Chapel - moved to ringfenced reserve
<b>4003</b>	Contracted Services	<b>903</b>	Hale Chapels	capital project
<b>4170</b>	Property Maintenance/Refurbish	<b>904</b>	Victoria Garden	Contribution from trustees to assist with costs in donations.
<b>1060</b>	Section 106 contributions	<b>905</b>	Conservation Area Capital Proj	Section 106 funding for Maltings Railings project. Final elements to be completed.
<b>1200</b>	Grants Income	<b>906</b>	Craft Town 2019	One-off project funding application for 2019.
<b>4001</b>	Agency/Contract Staffing	<b>906</b>	Craft Town 2019	Funded by Arts council grant 2019/20



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<b>4182</b>	Equipment Purchase	<b>906</b>	Craft Town 2019	Met from Arts Council grant
<b>4415</b>	Printing & Design (External)	<b>906</b>	Craft Town 2019	Funded 2019 by Arts Council
<b>4810</b>	Externally funded grant	<b>906</b>	Craft Town 2019	Grants paid out of grant income received
<b>1200</b>	Grants Income	<b>910</b>	Wrecclesham Community Centre R	Retained grants for refurbishment project
<b>1202</b>	Income - Contributions	<b>910</b>	Wrecclesham Community Centre R	Refurbishment project contributions
<b>4003</b>	Contracted Services	<b>921</b>	Central Carpark Toilets Projec	Capital project
<b>4170</b>	Property Maintenance/Refurbish	<b>921</b>	Central Carpark Toilets Projec	budget against 4170 250
<b>4003</b>	Contracted Services	<b>922</b>	UCA Riverside Sculpture Proj	Capital project funded by Section 106
<b>1200</b>	Grants Income	<b>930</b>	Farnham Support Fund (covid+)	Grants towards Hardship Fund. Ringfenced.
<b>1203</b>	Donations - Income	<b>930</b>	Farnham Support Fund (covid+)	Community contributions to Hardship Fund. Ringfenced for grants.
<b>4815</b>	Hardship Fund Grants	<b>930</b>	Farnham Support Fund (covid+)	Ringfenced and covered by grant income unless specific allocation by FTC
<b>4999</b>	Miscellaneous Expenses	<b>930</b>	Farnham Support Fund (covid+)	Hardship grants/ related support, met from donated income
<b>4003</b>	Contracted Services	<b>935</b>	Business Improvement District	Covers Mosaic and co-ordinator partly funded by grant income.
<b>1060</b>	Section 106 contributions	<b>950</b>	S106 and CIL	Applied for £19,500 sculpture, £10,500 ironstones, £3,200 signs.
<b>1065</b>	Community Infrastructure Levy	<b>950</b>	S106 and CIL	Income for specified projects ...to be offset by expenditure. Goes to Earmarked reserve
<b>4000</b>	Salaries	<b>950</b>	S106 and CIL	Estimated cost of administration of Task Group and projects run by FTC