

Numbers Sheet Name

Numbers Table Name

Budget 2024

Table 1

Income

Table 1

Expenditure

Table 1

Advertising invoices

Table 1

Excel Worksheet Name

Budget 2024

Income

Expenditure

Advertising invoices

Table 1

Festival of Chichester Budget 2024		Draft awaiting final comments and approval from Committee meeting 4 November 2023		
Confirmed November 2023		Approved December subject to re-forecasting		
1st January 2024 - 31 December 2024		Notes	period 12	
Income sources -estimated		Budget end of year turn out	Budget 2024	Actual 2023
Grant from Chichester City Council/CDC	£2,000.00 20% less than 2023	Income	£9,975.00	£9,112.30
		Costs/expenses	£11,515.00	£8,457.13
Friends subscriptions	£0.00 0 received 2023	Surplus / Deficit	-£1,540.00	£655.17
Advertising from festival website & printed brochure	£6,000.00 Up from £4,800 2023 more focus on selling smaller local ads in brochure with bigger distribution in 2024	Notes: We are hopeful for a bigger Festival for 2024 Increased costs are budgeted to offer a improved quality online presents and wider distribution of brochures. Covid permitting and current fiscal head winds we have budgeted for a loss in 2024 of around £1,540		
Participant donations	£1,900.00 Up from £1,625 in 2023 hopefully more this year due extra events and increased entry price			
Other	individual or stakeholders donations			
Interest/Received	£75.00 Interest received on reserve account			
Sub Total	£9,975.00			
Cost/expenses- budget				
Printing & Banners brochure	£6,000.00 Include design. £4,900 in 2023			
Web site management & festival 2024 design	£2,200.00 Annual management and updating increase due to the web site becoming more sophisticated £1,475			
Advert subscription to Music Portsmouth	£15.00 Same as last year			
Distribution of brochures	£400.00 New cost for wider better distribution			
Social media promotion	£300.00 New spend since 2022			
Commission for selling advertising	£250.00 Cost of selling both web site and printed advertising less than 2023			
One off costs of new banners & promo materials	£1500.00			
Misc costs	£200.00 Gifts and rewards			
Hospitality & travelling costs	£200.00 During festival increased from 2022 & 23 spend			
Insurance public liability	£250.00 Small increase on 2023			
Launch events ?	£200.00 Cost of promoting festival launch			

Sub Total

£11,515.00

YTD
£13,436.74
£15,395.41
-£1,958.67

Total	£4005.00	£8762.85	£2039.00	£144.79	£13,046.71
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Table 1

Festival of Chichester 1st Jan 2024	Barclays business account	Reserve account	Item
	Invoice Number	Detail/Ref	
247 Creative	1	Alex	£120.00
TO Hosts	2	Simon	£57.46
Zoom annual	3	Simon	£155.88
247 Creative	FOC/24/4	Alex	£120.00
Brunch	FOC/24/5	Nick	£62.50
Mark Elliot	FOC4/3//24	Mark	£56.95
Music in Portsmouth	4/3/24	Nick	£22.00
Bishops printers	04/03/2024/ 005	Mark	£3800.00
Simon O Hea	5/3/24	Simon	£27.50
Olivia Stevens	6/3/24	Nick	£843.00
247 Creative	11/4/24	Alex	£120.00
James Lomont	27/3/24	Mark	£1200.00
247 Creative	1/4/24	Alex	£120.00
Phill Hewitt	5/4/24	Phil	£14.50
247 Creative	25/4/24	Simon	£240.00
247 Creative	03/05/2024/ 000973	Alex	£120.00
Simon O Hea	7/5/24	Simon	£30.00
D I Lambe	7/5/24	Mark	£24.00
S Bakose	5/4/24	Nick	£191.76
Simon O Hea	23/5/24	Simon	£303.54
Simon O Hea	28/5/24	Simon	£351.00
Simon O Hea	4/6/24	Simon	£7.50
247 Creative	04/06/2024	Alex	£120.00
Michelle Sinclair	8/6/24	Nick	£256.89
Robins Row	12/6/24	Nick	£142.97
Signquick	15/6/24	Simon	£236.40
Visit chichester	25/6/24§	Jen	£200.00
247 Creative	25/6/24	Alex	£120.00
247 Creative	2/8/24	Alex	£120.00
247 Creative	2/9/24	Alex	£120.00
247 Creative	16/09/2024	Alex/Simon	£2400.00

247 Creative	2/10/24	Simon	£120.00	Web site support
247 Creative	2/11/24	Simon	£120.00	Web site support
TO Hosts	1/11/24	Simon	£9.54	Hosting web site 1 year
247 Creative	7/12/24	Alex	£120.00	Web site support
247 Creative	7/12/24	Alex/Simon	£96.08	Web site support plug in
247 Creative	7/12/24	Alex/Simon	£2819.92	Balance of new web site inc extra plug ins
WP host engine	7/12/24	Simon	£288.00	Web site support plug in
Mailchimp	7/12/24	Simon	£43.02	Mailing list subscription
WP host engine	9/12/24	Simon	£75.00	Hosting emails 1 year

£8781.88 Web site, IT Support

£1242.28 Signs & Printing

£843.00 Commission

£114.00 Misc

£3800.00 Brochures

£43.02 Mailing list

£142.97 Insurance

£222.00 Avertising

£206.26 Launch entataiment/drinks

total	£15395.41	£0.00	£15395.41 New web site £5219.82
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Table 1

Festival of Chichester	Company/Advertise	Invoiced	Invoice Number	Amount Paid	Date	Notes
Date	Detail/Ref					
04/03/24	CFT purchase order number 36489	£250.00		£250.00	01/04/24	
24/03/24	Kenton Budd	£1500.00	1	£1500.00	04/04/2024	
24/03/24	Timothy Roe	£750.00	2	£727.95	22/03/2024	Net after costs £22.05
25/03/24	Edward Cooke	£650.00	3	£650.00	11/04/2024	
26/03/24	Pallant House Gallery	£500.00	4	£500.00	05/04/2024	
27/03/24	Brighton Festival Dome	£500.00	5	£500.00	04/04/2024	
28/03/24	Bellway Homes	£500.00	6		28/03/2024	
29/03/24	Nyton House	£500.00	7	£500.00	10/04/2024	
30/03/24	West Dean College	£475.00	8	£475.00	04/04/2024	
	CFT purchase order number 36489	FOC				
01/04/24	Novium	FOC				
02/04/24	The Bell Inn	£300.00	11	£300.00	04/04/2024	
03/04/24	Chichester Canal	£300.00	12	£300.00		
04/04/24	Pzazz Singers	£300.00	13	£300.00	24/06/2025	
05/04/24	Blue Spire	£150.00	14	£150.00	12/04/2024	
06/04/24	Chichester Symphony Orchestra	£150.00	15	£150.00	09/05/2024	
07/04/24	Prebendal School	£150.00	16	£150.00	15/05/2024	
08/04/24	Children's bookfest	£150.00	17	£150.00	27/03/2024	
09/04/24	Weald Contemporary Gallery	£150.00	18	£150.00	08/05/2024	accounts@prebendalschool.org.uk
	Total	£7275.00		£6752.95 Bal/outstanding		£522.05 Less £22.05 commission payment

total

£14550.00

152

£13505.90

681340

£522.05

0