

Marlborough Town Council



21 November 2023

To: Councillors serving on the Finance and Policy Committee – Councillors Kym-Marie Cleasby, Jane Davies, Mervyn Hall (Vice Chair), Andrew Ross, James Sheppard, Kelvyn Shantry, Caroline Thomas (Chair), and the Town Mayor, Councillor Nick Fogg

Dear Councillor

Finance and Policy Committee

You are **summoned** to attend the next meeting of the **Finance and Policy Committee**, which will be held on **Monday 27 November 2023** at **7pm** in the Council Chamber, Marlborough Town Hall.

Yours sincerely

Richard Spencer-Williams

Richard Spencer-Williams, PSLCC

Town Clerk

If members of the public wish to attend they should notify the Town Clerk of this by noon on the Friday prior to the meeting. Places will be allocated on a first come first served basis. Organisations and interest groups are asked to send one delegate.

If members of the public wish to attend and ask a question they should also notify the Town Clerk prior to the meeting and provide their question in writing at the same time. Some members of the public may not be allowed to attend if all the allocated seats are taken.

If members of the public wish to ask a question, but not attend, they can provide the question in writing to the Town Clerk by noon on the day of the meeting, and a written response will be provided.

PUBLIC QUESTION TIME

In accordance with Standing Order 3(f), members of the public may ask questions of the Finance and Policy Committee. The time allocated for this should not exceed 10 minutes and be limited to one question per person unless directed otherwise by the Chair. A full response may not be possible without further research, and the Chair may direct that a written or oral response be given.

AGENDA

- 1. Apologies for absence**
- 2. Declarations of interest**
To receive any declarations of interest or requests for dispensation
- 3. Chair's announcements**
- 4. Minutes**
To approve and sign the minutes of the meeting held 31 October 2023
- 5. Committee and Council Priorities**
To note the Committee's and Full Council's priorities for 2024-25
- 6. Staff Pay Settlement**
To note the pay award settlement for 2023-24
- 7. Budget and Precept**
To consider the budget and precept requirements for 2024-25 for recommendation to Full Council

To approve and sign the minutes of the meeting held 31 October 2023

Marlborough Town Council



Finance and Policy Committee

Minutes of a meeting of the Finance and Policy Committee held Monday, 30 October 2023 in the Council Chamber, Marlborough Town Hall at 7pm

PRESENT	Councillor Caroline Thomas	Chair
	Councillor Andrew Ross	
	Councillor Mervyn Hall	Vice Chair
	Councillor Kym-Marie Cleasby	
	Councillor Jane Davies	
	Councillor James Sheppard	
	Councillor Kelvyn Shantry	
	Richard Spencer-Williams	Town Clerk

ALSO

PRESENT Plus 1 member of the public

PUBLIC QUESTION TIME

There were no questions.

293/23 APOLOGIES

Apologies for absence were received from **The Town Mayor, Councillor Nicholas Fogg.**

294/23 DECLARATIONS

There were no declarations of interest or requests for dispensation.

295/23 CHAIR'S ANNOUNCEMENTS

There were no announcements.

296/23 MINUTES

RESOLVED: that the minutes of the meeting held 31 July 2023 were confirmed as a true record and signed by the Chair

Cllr Ross abstained

297/23 ACTION LOG

Members noted the updated action log. #171 Record of Town Hall artefacts was discussed.

RESOLVED: to refer #171 and the matter of how to store and display the Town Hall artefacts to Full Council.

298/23 YOUNG PEOPLE'S SERVICES

Members noted Councillor Thomas' report and considered principal support for funding an Apprentice Youth Worker and associated activities.

Discussion points included:

- The broad needs of young people
- Existing provision, mainly via sports
- The accessibility for different demographics of young people
- The benefits to council as a whole, and how the proposed apprenticeship position would help support and feed into other council and community events and activities
- That if agreed at Full Council this matter would then be referred to the Staffing Committee for more detailed work to progress the proposal
- How such a proposal would make clear the Council's intentions for young people
- That the apprentice would work under the supervision of the Town Clerk, who holds the necessary qualifications and is keen to support the initiative
- That the proposal would mean a 2.41 precept rise in itself

RESOLVED: to recommend to Full Council that in principle £30,000 funding is allocated from 2024/25 onwards to employ an Apprentice Youth Worker

299/23 COMMITTEE PRIORITIES

Members noted the agreed priorities for 2023-24 and considered the Committee's priorities for the 2024-25 budgeting process:

RESOLVED: that the following are adopted as the Committee's priorities for 2024 -25:

1. Ensuring a resource plan that supports and underpins the work and priorities of the whole council.
2. Support the development of policies to manage Marlborough Common (recognising that Full Council and the Amenities and Open Space Committee will have a role in this also)
3. To maintain oversight of the Council's policies, reviewing them as required 2024-25.
4. to support the advancement of cultural developments and events
5. Specifically the provision and updating of staff laptops and PCs, and server (or Cloud) storage arrangements
6. To support the enhancement of provision for Young People's needs in the community

300/23 QUARTERLY FINANCE REPORT AND 2024-25 BUDGET

Members noted the Finance Report for month 6 and considered Committee budget requirements for 2024-25.

RESOLVED: that the proposed budget figures as stated in the Town Clerk's finance report be adopted by the Committee for consideration as part of the 2024-25 Council budget

301/23 CIL FUNDS AND S106 PROJECTS

Members noted the Community Infrastructure Levy (CIL) funds position at 11 October 2023 and considered future projects.

Cllr Ross enquired about the CIL funds that may arise from the former St Peter's school development.

ACTION: Town Clerk to email the Committee information regarding CIL funds attributed to St Peters school development

302/23 AGAR CONCLUSION OF AUDIT

Members noted the External Auditor had issued the Section 3 External Auditor's Report and Certificate 2022/23 - Annual Governance and Accountability Return (AGAR) with no issues arising.

The Committee asked that their thanks be conveyed to the staff involved in the AGAR process.

303/23 POLICIES UPDATE

Members noted the Town Clerk's report listing the Town Council's policies and discussed their review status:

- It was noted that the Code of Conduct was reviewed and adopted in March 2023 by Full Council
ACTION: the Town Clerk to amend the record
- Best practice requires the policies relating to information management to be also reviewed by both the Finance and Policy Committee and then Full Council (as all policies)
ACTION the Town Clerk to present the Information Management policies to the Committee in January

RESOLVED: That polices, unless otherwise required, should be reviewed every three years

304/23 GRANTS POLICY

Members considered proposed amendments to the Town Council's Grants Policy with a few additions to clarify the Council's application criteria, namely that grants are awarded:

- In line with the Council's priorities
- To applications that have a specific benefit to residents of Marlborough
- To defined projects
and that

- Grants are not made retrospectively or for projects that have already been completed

RESOLVED: to refer the updated Grants Policy, with amendments, to Full Council for adoption

305/23 SMALL GRANT SCHEME

Members considered an application for a small grant of £736 for Alzheimer’s Support to enable Home Support Service to continue to support Marlborough residents living with dementia and their carers.

The application was deferred to the next Finance and Policy Committee meeting.

306/23 EMR REQUEST

Members considered a request for £625 from the Highways Ear Marked Reserve (EMR) to pay for solar power equipment for the mobile Speed Indicator Device.

RESOLVED: to support the use of the Highways EMR to fund a solar power pack for the portable SID

The meeting closed at 9.00 pm

ITEM 7

COMMITTEE PRIORITIES

To note the Committees’ priorities for 2024-25

Finance & Policy Committee

- Ensuring a **resource plan** that supports and underpins the work and priorities of the whole council
- Support the development of **policies** to manage Marlborough Common (recognising that Full Council and the Amenities and Open Spaces Committee will have a role in this also)
- **To maintain oversight of the Council’s policies**, reviewing them as required 2024-25
- to support the advancement of **cultural developments and events**
- Specifically, the provision and updating of **staff laptops and PCs, and server (or Cloud) storage** arrangements
- **To support the enhancement of provision for young people’s** needs in the community

A&OS Committee

1. **Cemetery extension** (2022-27) – consultation and feasibility assessment to be funded from Cemetery EMR and possible contribution from precept. Main project costs to be funded by Public Works Loan
2. **Workshop Extension** – site clearance as a priority project. Costs will be mainly staffing time, but will require skip hire (to be taken from the New Workshop EMR)
3. **Grounds works vehicle replacement** (5-year leases) 2024-29
 - Husqvarna ride on mower

- Iseki ride on mower
 - Kawasaki mule
4. **Grounds staff PPE and protective workwear uniform**
 5. **Biodiversity management (2024-25)** – pending commissioned feasibility assessment
 6. **Rabley View/land at Tin Pit** - site management plan
 7. **Parking arrangements on Marlborough Common** – policy and site management, installation, and ground preparation
 8. **Salisbury Road Recreation Ground (2024-25)** - subject to s106 funds confirmation/CIL funds
 9. **Training Area on the Common (ongoing as needed)**

Property Committee

1. **Maintain existing properties**
2. **Town hall heating system (in progress)**
3. **Workshop extension (provide for via EMR £264,272) (in progress)**
4. Kingsbury Street windows refurbishment and remedial work
5. Insulation of tenancies (In progress)
6. Property valuations -needed for insurance and land registry purposes (Completed)

ITEM 8

STAFF PAY SETTLEMENT

To note the pay award settlement for 2023-24

We have now received advice from the NJC that the pay increase for this year has been agreed.

The pay offer was for a flat rate payment of £1,925 on each scale point up to SCP 43, and for those above SCP 43 a 3.88% was awarded. All are with effect from 1st April 2023.

The total arrears for the staffing bill came to £17,021 to date. The overall annual gross increase/cost for the year will be £29,178. We budgeted last year for a 6% increase, which equates to £30,881.

Town Clerk 14 11 23

To consider the budget and precept requirements for 2024-25 for recommendation to Full Council

1. In readiness for the precept setting in January Members are asked to consider the annual budget for the year 2024-25, considering the existing and possible new budget allocations needed.
2. When considering the budget, the Committee will need to allow for:
 - Inflation, currently 6.7% (November 2023 / Source: Bank of England)
 - Local Government Pay increases, (to be agreed, but assumed to be up to 5%, and is likely to mirror the last two pay awards)
 - Staff incremental rises, and on costs
3. In addition to maintaining existing services, the Committee will need to consider new or aspirational projects or areas of service delivery, notably but not definitively:
 - Staff IT equipment and server or cloud solution
 - New works vehicles/machinery
 - Parking management on the Common
 - Youth provision and apprenticeship
 - Civil war reenacted event
4. The Council has a required General Reserve of £403,554. The reserve at the same time in the previous year was £344,543. The sum of £856,835 is also held in reserve and allocated as a set of Ear Marked Reserves (EMRs) which support future Council needs and existing projects (e.g., new Workshop, cemetery extension, play areas), and provide some contingency for equipment or existing assets. The EMRs allocations will be checked and appropriately re-allocated at year end.
5. It should be noted that the Council is required to protect 3-8 months of running costs in its general reserve to ensure business continuity. The current reserve provides for about 4 months.
6. Where there are developments, additional or extended services not yet identified and agreed, the Council will need to consider associated costs, or strategies for either realising or sustaining these aspirations.
7. The Council's precept increase for 2023/24 was agreed at 3.21% on a Band D equivalent which equated to an additional £7.21 per household. The total income received from the 2023/24 precept raised £827,301.
8. Last year's tax base was 3,569.02. Wiltshire Council are currently consulting on proposed changes to the council tax benefit system which affect the tax base calculations. **The outcome and tax calculation will not be available to us until 13th December. They have advised the 2023-24 tax base will be between 3,581.77 and 3,604.99. Either scenario is a**

slight increase on last year.

9. Preliminary considerations by the Council and the Committees have scrutinised the Council’s budget needs.
10. The budget proposal should also be viewed alongside the proposed use of projected savings, CIL funds, and possible re-allocation of some EMRs to enable the delivery of some projects. It should be noted also that many of the projects agreed last year will run into 2024/25; and these projects have already allocated funds as part of the financial planning and budgeting process last year. The Committees have tried to keep ambitions realistic so as to not over commit the Council.
11. The table below outlines three scenarios for a precept rise accounting for the potential additional costs. It also details the precept requirement for each proposed item:

Existing Operational Commitments	COST
Staffing	£36,029
IT replacement/Cloud or server	£10,000
General cost increases	£20,150
TOTAL	£63,179
Requested operational requirements	
Ground vehicles	£12,360
Highways	£1,000
TOTAL	£13,360
Proposed Developments, Events & Projects	
Town Hall ‘Hidden Room’ feasibility study	£3,000
Youth work apprenticeship & provision	£30,000
Re-enactment event	£20,000
TOTAL	£53,000
TOTAL PROPOSED REQUEST	£129,539

NB All calculations on current precept of £827,301 and do not have the tax base factored into the calculations, and as such are indicative. The 2024 25 tax base will affect the equation of the precept calculation and the % figures should alter and reduce slightly accordingly. Hence these figures should be seen as a ‘worst case scenario’ i.e., if the tax base rises, albeit slightly, the % increases will lessen slightly also.

12. Below are examples of other councils’ precepts set for 2023-24:

Bradford on Avon	6.00%
Chippenham	6.64%
Devizes	4.21%
Corsham	2.90%
Malmesbury	4.25%
Salisbury	43.80%
Trowbridge	10.10%
Calne, Melksham and Warminster	0%

13. Please also refer to the associated budget spreadsheet for further budget analysis (see appendix).
14. Members are asked to consider and agree the budget, priorities areas, and indicative precept for 2024-25 for recommendation to Full Council on 8th January 2022 when a final decision based on the actual calculations will be made.

Town Clerk 14 11 23

Marlborough Town Council Budgets for Precept 2024/25

KEY

Possible saving 2023 24
Cost Increase
Saving 2024 25

2022/23		2022/23		2023/24		Actual Year		2024/25		2024/25		2024/25		
Budget	Actual	%	Budget	To Date Mth	6 YTD %	PROPOSED	% change	PROPOSED	% change	PROPOSED	% change			
						EXISTING COMMITMENTS		REQUESTED OPERATIONAL		COUNCIL LED DEVELOPMENTS				
						Inc Savings		COMMITMENTS ADDED		ADDED				

INCOME														
1010	INCOME-MISCELLANEOUS	£ 100.00	£ 23,913.00	23913%	£ -	£ 5,368								
1176	PRECEPT RECEIVED	£ 790,937.00	£ 790,937.00	100%	£ 827,301	£ 827,301	100%			£ -		£ -		
1190	BANK INTEREST	£ 100.00	£ 2,811.00	2811%	£ 750	£ 4,132	5.50933333	£ 3,000	300.00%	£ 3,000	300%	£ 3,000	300%	
1191	MARKET INCOME	£ 1,500.00	£ 2,130.00	142%	£ 1,500	£ 1,055	0.70333333	£ 2,000	33.33%	£ 2,000	33%	£ 2,000	33%	Switch on event stall bookings
												£ -		
EXPENDITURE														
4001	SALARIES/NI/SUPERAN				£ 514,699	£ 231,783	0.45032728	£ 550,728	7.00%	£ 550,728	7%	£ 550,728	7%	7 % for on costs, increments, and pay awards
4005	ELLIS WHITTAM	£ 2,700.00	£ 3,083.00	114%	£ 3,300	£ 3,259	0.98757576	£ 3,630	10.00%	£ 3,630	10%	£ 3,630	10%	10% increase
4009	TRAVEL	£ 500.00	£ 205.00	0.41	£ 400	£ 52	0.13	£ 400	0.00%	£ 400	0%	£ 400	0%	
4010	STAFF MOBILE PHONES	£ 3,200.00	£ 3,561.00	111%	£ 3,300	£ 1,757	0.53242424	£ 3,500	6.06%	£ 3,500	6%	£ 3,500	6%	6% increase
4011	BUSINESS RATES	£ 8,200.00	£ 6,238.00	76%	£ 32,905	£ 16,122	0.48995593	£ 32,905	0.00%	£ 32,905	0%	£ 32,905	0%	
4016	CLIMATE EMERGENCY	£ -	£ -		£ -	£ 1,896		£ -		£ -		£ -		EMR transfer
4022	PETTY CASH	£ 700.00	£ 397.00	57%	£ 500	£ 140	0.28	£ 500	0.00%	£ 500	0%	£ 500	0%	
4023	STATIONERY/PUBLICS.	£ 2,200.00	£ 1,257.00	57%	£ 1,100	£ 398	0.36181818	£ 1,100	0.00%	£ 1,100	0%	£ 1,100	0%	
4024	SUBSCRIPTIONS	£ 5,000.00	£ 4,136.00	83%	£ 5,200	£ 3,334	0.64115385	£ 3,250	-37.50%	£ 3,250	-38%	£ 3,250	-38%	SAVING GWW £1750
4025	INSURANCE	£ 16,000.00	£ 12,082.00	76%	£ 16,000	£ 11,743	0.7339375	£ 17,000	6.25%	£ 17,000	6%	£ 17,000	6%	Action - Property Agent and Insurer have advised to keep increase values for Merchant hs & Town Hall;check in with Conservation Officers
4026	PHOTOCOPIER	£ 5,000.00	£ 4,885.00	98%	£ 5,000	£ 2,327	0.4654	£ 5,000	0.00%	£ 5,000	0%	£ 5,000	0%	
4028	POSTAGE	£ 600.00	£ 663.00	111%	£ 600	£ 18	0.03	£ 300	-50.00%	£ 300	-50%	£ 300	-50%	Reduce to £300
4029	NEWSLETTER	£ 1,800.00	£ 646.00	36%	£ 1,000	£ -	0	£ -	-100.00%	£ -	-100%	£ -	-100%	SAVING £1000 (Printing Costs) - If do the Annual report, print on request
4038	MAINTENANCE OFFICE	£ 2,000.00	£ 1,776.00	89%	£ 1,500	£ 337	0.22466667	£ 1,500	0.00%	£ 1,500	0%	£ 1,500	0%	
4039	PERSONNEL CLOTHING	£ -	£ -		£ 1,300	£ 266	0.20461538	£ 1,300	0.00%	£ 1,300	0%	£ 1,300	0%	MTC branded clothing
4041	TRAINING STAFF	£ 5,000.00	1377	0.2754	£ 4,000	£ 700	0.175	£ 3,000	-25.00%	£ 3,000	-25%	£ 3,000	-25%	SAVING £2500
4046	TOURISM	£ 5,000.00	3843	0.7686	£ 5,000	£ 1394	0.2788	£ 1,500	-70.00%	£ 1,500	-70%	£ 1,500	-70%	POSSIBLE SAVING £3000
														Reduce due to changed relevance
4054	LEGAL	£ -	0		£ 14,000	£ 4515	0.3225	£ 14,000	0.00%	£ 14,000	0%	£ 14,000	0%	
4055	PROFESSIONAL	£ 7,000.00	5077	0.7252857	£ 10,000	£ 8780	0.878	£ 10,000	0.00%	£ 10,000	0%	£ 10,000	0%	No extra uplift; use Workshop EMR
4057	AUDIT FEE	£ 4,000.00	3420	0.855	£ 4,000	£ 2580	0.645	£ 4,000	0.00%	£ 4,000	0%	£ 4,000	0%	
4059	BANK CHARGES	£ 600.00	238	0.3966667	£ 500	£ 111	0.222	£ 250	-50.00%	£ 250	-50%	£ 250	-50%	Saving
4063	OFFICE GENERAL	£ 500.00	348	0.696	£ 500	£ 245	0.49	£ 500	0.00%	£ 500	0%	£ 500	0%	
4064	ARCHIVE STORAGE	£ 460.00	417	0.9065217	£ 460	£ 209	0.45434783	£ 460	0.00%	£ 460	0%	£ 460	0%	
4067	CCTV	£ 3,000.00	2333	0.7776667	£ 3,000	£ 3253	1.08433333	£ 4,000	33.33%	£ 4,000	33%	£ 4,000	33%	INCREASE & review service 2024 25
4071	OFFICE EQUIPMENT	£ 1,200.00	117	0.0975	£ 1,200	£ 91	0.07583333	£ 1,200	0.00%	£ 1,200	0%	£ 1,200	0%	SAVING £500
4072	EQUIPMENT	£ -	0		£ 3,300	£ 211	0.06393939	£ 3,300	0.00%	£ 3,300	0%	£ 3,300	0%	General equipment for AOS and Property
4075	SOFTWARE & FEES	£ 8,000.00	10381	1.297625	£ 9,200	£ 5412	0.58826087	£ 10,120	10.00%	£ 10,120	10%	£ 10,120	10%	10% Increase Payroll, Adobe, Zoom, ICT licences
4076	HEALTH & SAFETY	£ 500.00	253	0.506	£ 500	£ 94	0.188	£ 500	0.00%	£ 500	0%	£ 500	0%	Possible Saving
4079	ELECTION COSTS	£ -	1075		£ -	£ -	0%	£ 3,000	0.00%	£ 3,000	0%	£ 3,000	0%	ELECTION COSTS - any savings build up an EMR
4153	EVENTS	£ 4,000.00	13845	3.46125	£ 2,000	£ 20650	0	£ 3,000	50.00%	£ 3,000	50%	£ 3,000	50%	Inc D Day 80th
4154	SWITCH ON EVENT	£ 6,000.00	4267	0.7111667	£ 6,000	£ 0	0.125	£ 6,000	0.00%	£ 6,000	0%	£ 6,000	0%	
4224	YOUTH COUNCIL	£ 500.00	0	0	£ -	£ 0	0	£ 250	0.00%	£ 250	0%	£ 250	0%	NEW 2024 25
4228	WEBSITE/BROADBAND	£ 2,500.00	1446	0.5784	£ 2,200	£ 750	0.23136364	£ 2,200	0.00%	£ 2,200	0%	£ 2,200	0%	Possible Saving?
														Saving this year - check re roll fwd

4301	FIRE EXTINGUISHERS	£ 300.00	£ 230.00	77%	£ 1,550	0	0	£ 1,550	0.00%	£ 1,550	0%	£ 1,550	0%	Consolidation	
4308	IT EQUIPMENT	£ 5,000.00	£ 2,853.00	57%	£ 5,000	509	0	£ 5,000	0.00%	£ 5,000	0%	£ 5,000	0%	New laptops / PCs required circa £4500	
4309	IT SUPPORT PACKAGE	£ 2,500.00	£ 2,254.00	90%	£ 2,500	0	0	£ 2,650	6.00%	£ 2,650	6%	£ 2,650	6%	6% Increase	
4311	RECRUITMENT	£ 300.00	£ -	0%	£ -	0	0	£ -	0.00%	£ -	0%	£ -	0%		
4317	HERITAGE PROJECT	£ 3,000.00	£ 2,500.00	83%	£ 1,000	0	0	£ -	-100.00%	£ -	-100%	£ -	-100%	SAVING £1000	Use EMR for project proposal
4152	REMEMBRANCE DAY	£ 2,000.00	1268	63%	£ 2,000	0	0	£ 2,000	0.00%	£ 2,000	0%	£ 2,000	0%	SAVING £700	
4061	CHRISTMAS LIGHTS	£ 15,000.00	12250	82%	£ 15,000	626	0.04173333	£ 15,000	0.00%	£ 15,000	0%	£ 15,000	0%	REVIEW 2024 25	
4151	GRANTS	£ 7,000.00	4300	61%	£ 7,000	236	0.03371429	£ 7,000	0.00%	£ 7,000	0%	£ 7,000	0%		
4100	MAYORS ALLOWANCE	£ 3,400.00	3400	100%	£ 3,400	1700	0.5	£ 3,400	0.00%	£ 3,400	0%	£ 3,400	0%		
4101	MAYORS TRAVEL	£ 650.00	0	0%	£ 300	77	0.25666667	£ 300	0.00%	£ 300	0%	£ 300	0%		
4102	MAYOR MAKING EXPS	£ 2,000.00	1955	98%	£ 2,000	1246	0.623	£ 2,000	0.00%	£ 2,000	0%	£ 2,000	0%	SAVING £750	
4078	TRAINING-COUNCILLORS	£ 1,500.00	0	0%	£ 750	0	0	£ 500	-33.33%	£ 500	-33%	£ 500	-33%	SAVING £500	Reduce as online is much cheaper
4103	MEMBERS TRAVEL	£ 500.00	0	0%	£ 200	0	0	£ 200	0.00%	£ 200	0%	£ 200	0%	SAVING £200	
4105	CIVIC HOSPITALITY	£ 2,000.00	376	19%	£ 1,500	533	0.35533333	£ 1,000	-33.33%	£ 1,000	-33%	£ 1,000	-33%	Saving	
4110	TOWN CRIER/MACE BEAR	£ 1,200.00	500	42%	£ 1,200	31	0.02583333	£ 1,200	0.00%	£ 1,200	0%	£ 1,200	0%		
4113	INSIGNIA FUNDS	£ 2,000.00	£ 229.00	11%	£ 1,000	40	0.04	£ 500	-50.00%	£ 500	-50%	£ 500	-50%	SAVING £750	Use Civic fund EMR to any excess required
4012	WATER/SEWERAGE CHGS	£ 530.00	£ 221.00	42%	£ 4,400	1440	0.32727273	£ 4,400	0.00%	£ 4,400	0%	£ 4,400	0%		
4014	ELECTRICITY	£ 3,750.00	£ 3,166.00	84%	£ 30,396	£ 11,534	38%	£ 30,396	0.00%	£ 30,396	0%	£ 30,396	0%	Consolidated	
4015	GAS	£ 1,250.00	£ 1,173.00	94%	£ 35,222	£ 8,451	24%	£ 35,222	0.00%	£ 35,222	0%	£ 35,222	0%	Consolidated	
4020	TELEPHONE	£ 7,000.00	£ 6,977.00	100%	£ 7,000	£ 4,100	59%	£ 7,000	0.00%	£ 7,000	0%	£ 7,000	0%		
NEW	SERVER or CLOUD MIGRATION							£ 10,000		£ 10,000		£ 10,000			
NEW	YOUTH WORK									£ -		£ 30,000			
NEW	RE-ENACTMENT EVENT									£ -		£ 10,000		Underwrite 50% subject to Costed proposal accepted by MTC;	
	Income	£ 792,637.00	£ 819,791.00	103%	£ 829,551	£ 837,856		£ 5,000		£ 5,000		£ 5,000			
	Expenditure	384780	360891	94%	£ 774,082	£ 352,950		£ 817,711		£ 817,711		£ 857,711			

AMENITIES AND OPEN SPACES

INCOME														
1101	INCOME-CEMETERY		£ 13,125.00	£ 13,754.00	105%	£ 14,437	£ 12,639	88%	£ 15,880	10.00%	£ 15,880	10%	£ 15,880	10%
1100	INCOME-ALLOTMENTS		£ 1,150.00	£ 1,851.00	161%	£ 1,265	£ 53	4%	£ 1,391	9.96%	£ 1,391	10%	£ 1,391	10%
1102	INCOME-GOLF CLUB													
1103	INCOME OPEN SPACES		£ 2,500.00	£ 5,996.00	240%	£ 8,250	£ 1,724	21%	£ 9,075	10.00%	£ 9,075	10%	£ 9,075	10%
1106	INCOME - SHOWMENS GUILD		£ 2,300.00	£ 2,300.00	100%	£ 2,300	£ -	0%	£ 2,438	6.00%	£ 2,438	6%	£ 2,438	6% 6% increase
1111	INCOME - RUGBY CLUB													
EXPENDITURE														
4011	BUSINESS RATES		£ 440.00	£ 505.00	115%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4036	OLD CEMETERY		£ 1,000.00	£ 294.00	29%	£ 500	£ 447	89%	£ 500	0.00%	£ 500	0%	£ 500	0%
4038	MAINTENANCE		£ 5,000.00	£ 5,068.00	101%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4006	ST JOHNS TRUST		£ 250.00	£ 250.00	100%	£ 250	£ 250	100%	£ 250	0.00%	£ 250	0%	£ 250	0%
4012	WATER/SEWERAGE CHGS		£ 500.00	£ -	0%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4038	MAINTENANCE		£ 200.00	£ 158.00	79%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4009	TRAVEL		£ 200.00	£ -	0%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4011	BUSINESS RATES		£ 2,850.00	£ 2,645.00	93%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4012	WATER/SEWERAGE CHGS		£ 500.00	£ 264.00	53%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4014	ELECTRICITY		£ 3,125.00	£ 2,170.00	69%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4027	INTRUDER ALARM		£ 2,000.00	£ 1,782.00	89%	£ 2,000	£ 1,002	50%	£ 2,100	5.00%	£ 2,100	5%	£ 2,100	5% INCREASE
4031	BIODIVERSITY PLAN		£ -	£ -		£ 5,000	£ -	0%	£ -	-100.00%	£ -	-100%	£ -	-100% Commissioned Nature Beureau
4038	MAINTENANCE		£ 1,500.00	£ 1,739.00	116%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4039	PERSONNEL CLOTHING		£ 800.00	£ 517.00	65%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4042	PERSONAL PROTECTIVE EQUIPMENT		£ 500.00	£ 904.00	181%	£ 500	£ 140	28%	£ 1,000	100.00%	£ 1,000	100%	£ 1,000	100% INCREASE
4043	PICK-UP LEASE		£ 600.00	£ 545.00	91%	£ 600	£ 545	91%	£ 600	0.00%	£ 600	0%	£ 600	0%
4044	VEHICLE TAX/INS.		£ 500.00	£ 290.00	58%	£ 350	£ 320	91%	£ 400	14.29%	£ 400	14%	£ 400	14% INCREASE
4045	VEHICLE PETROL/DERV		£ 6,500.00	£ 7,196.00	111%	£ 6,000	£ 4,512	75%	£ 9,000	50.00%	£ 9,000	50%	£ 9,000	50% INCREASE
4047	WORKSHOP TOOLS ETC		£ 2,000.00	£ 1,824.00	91%	£ 2,000	£ 1,684	84%	£ 3,000	50.00%	£ 3,000	50%	£ 3,000	50% INCREASE
4048	VEHICLE MAINTENANCE		£ 4,000.00	£ 3,220.00	81%	£ 12,000	2657	0.22141667	£ 12,000	0.00%	£ 12,000	0%	£ 12,000	0%
4049	TRACTOR MAINTENANCE		£ 5,000.00	£ 7,343.00	147%	£ -	£ -	0	£ -	0.00%	£ -	0%	£ -	0%
4050	WORKSHOP MISC		£ 200.00	£ 196.00	98%	£ 200	£ 120	60%	£ 1,000	400.00%	£ 1,000	400%	£ 1,000	400% SKIP HIRE
4301	FIRE EXTINGUISHERS		£ 300.00	£ 334.00	111%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4315	REFUSE COLLECTION		£ 3,000.00	£ 3,050.00	102%	£ 3,000	£ 2,422	81%	£ 4,000	33.33%	£ 4,000	33%	£ 4,000	33% INCREASE
4320	MOWER	lease Y	£ 4,200.00	£ 4,095.00	98%	£ 4,200	£ 2,048	49%	£ 4,200	0.00%	£ 4,200	0%	£ 4,200	0%
4321	PICK UP MAINTENANCE		£ 3,000.00	£ 1,263.00	42%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4323	MISTUBISHI LEASE		£ 2,259.00	£ 2,354.00	104%	£ 2,259	£ 1,130	50%	£ 2,400	6.24%	£ 2,400	6%	£ 2,400	6%
4332	WESSEX MOWER LEASE		£ -	£ -		£ 7,000	£ 3,378	48%	£ 7,000	0.00%	£ 7,000	0%	£ 7,000	0%
4339	ISEKI TRACTOR LEASE 2023		£ -	£ -		£ 10,000	£ 5,258	53%	£ 10,000	0.00%	£ 10,000	0%	£ 10,000	0%
4024	SUBSCRIPTIONS		£ 200.00	£ 95.00	48%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4038	MAINTENANCE		£ 5,000.00	£ 6,639.00	133%	£ 7,200	£ 5,547	77%	£ 9,000	25.00%	£ 9,000	25%	£ 9,000	25% INCREASE - leased equipment has to be maintained
4054	LEGAL		£ 7,000.00	£ 2,690.00	38%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4072	EQUIPMENT		£ 1,500.00	£ 990.00	66%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%
4220	OPEN SPACES PLANTS		£ 5,500.00	£ 5,535.00	101%	£ 4,800	£ 3,345	70%	£ 4,800	0.00%	£ 4,800	0%	£ 4,800	0%
4223	PLAY EQUIP/MAINT/REPLACEMENT		£ 2,500.00	£ 905.00	36%	£ 2,500	£ 2,641	106%	£ 3,500	40.00%	£ 3,500	40%	£ 3,500	40% INCREASE - costs increase; saving can feed the EMR
4314	AOS PROJECTS		£ 10,000.00	£ 22,065.00	221%	£ 10,000	1284	0.1284	£ 10,000	0.00%	£ 10,000	0%	£ 10,000	0% Servicing at the Rec. - bill to come in
4318	TREE SURVEY & WORKS		£ 15,000.00	£ 19,881.00	133%	£ 15,000	2680	0.17866667	£ 17,500	16.67%	£ 17,500	17%	£ 17,500	17% INCREASE Timing
4324	RTV VEHICLE		£ 3,500.00	£ 748.00	21%	£ 3,500	0	0	£ 3,500	0.00%	£ 3,500	0%	£ 3,500	0%
4325	STONEBRIDGE MEADOWS		£ 1,500.00	£ 4,176.00	278%	£ 1,000	750	0.75	£ 1,000	0.00%	£ 1,000	0%	£ 1,000	0%
4326	BRITAIN IN BLOOM		£ 300.00	£ -	0%	£ -	0	0	£ -	0.00%	£ -	0%	£ -	0%
4327	ISEKI TRACTOR TG6490	LEASE	£ 7,000.00	£ 6,146.00	88%	£ 7,000	2377	0.33957143	£ 7,000	0.00%	£ 7,000	0%	£ 7,000	0%
4330	MULTI PURPOSE MOWER	LEASE	£ 3,100.00	£ 3,097.00	100%	£ 3,100	1242	0.40064516	£ 3,100	0.00%	£ 3,100	0%	£ 3,100	0%
4331	FRONT LOADER/BACK HOE LEASE		£ 3,200.00	£ 3,144.00	98%	£ 3,200	1048	0.3275	£ 3,200	0.00%	£ 3,200	0%	£ 3,200	0%

4335	FREES AVENUE TREES		£ 1,000.00	£ 749.00	75%	£ 1,000	0	0	£ 1,000	0.00%	£ 1,000		£ 1,000		Amalgamate with Trees 4318
4337	SKATE PARK LIGHTING		£ 500.00	£ -	0%	£ 500	£ -	0%	£ 500	0.00%	£ 500		£ 500		
NEW	HUSGVARNA RIDE ON MOWER	LEASE									£ 4,000		£ 4,000		PER ANNUM
NEW	ISEKI RIDE-ON MOWER	LEASE									£ 3,000		£ 3,000		PER ANNUM
NEW	KAWASAKI MULE	LEASE									£ 5,360		£ 5,360		Productivity gains
NEW	TRAFFIC MANAGEMENT										£ 1,500		£ 1,500		CONES,BARRIERS,SANDBAGS
		Income	£ 42,075.00	£ 48,854.00	116%	£ 49,330	£ 51,862	105%	£ 51,862		£ 51,862		£ 51,862		
		Expenditure	299072	306891	103%	£ 114,659	£ 46,827	41%	£ 121,550		£ 135,410		£ 135,410		

4014	ELECTRICITY		£ 2,375.00	£ 2,160.00	91%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%		
4015	GAS		£ 2,000.00	£ 2,516.00	126%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%		
4019	CLEANING MATERIALS		£ 1,000.00	£ 206.00	21%	£ 500	£ 100	20%	£ 400	-20.00%	£ 400	-20%	£ 400	-20%		
4030	INTRUDER ALARM		£ 2,000.00	£ 2,116.00	106%	£ 2,000	£ 1,055	53%	£ 2,000	0.00%	£ 2,000	0%	£ 2,000	0%		
4035	SANITARY DISPOSAL		£ 750.00	£ 234.00	31%	£ 750	£ 266	35%	£ 750	0.00%	£ 750	0%	£ 750	0%		
4037	LIFT MAINTENANCE		£ 750.00	£ 618.00	82%	£ 850	£ 293	34%	£ 850	0.00%	£ 850	0%	£ 850	0%		
4039	PERSONNEL CLOTHING		£ 150.00	£ 18.00	12%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%		
4072	EQUIPMENT TOWN HALL		£ 1,000.00	£ 146.00	15%	£ 500	£ 56	11%	£ 500	0.00%	£ 500	0%	£ 500	0%		
4301	FIRE EXTINGUISHERS		£ 250.00	£ -	0%	£ -	£ -	0%	£ -	0.00%	£ -	0%	£ -	0%		
4304	LICENCES/PERFORMING		£ 200.00	£ 258.00	129%	£ 720	£ 56	8%	£ 300	-58.33%	£ 300	-58%	£ 300	-58%		
4329	MC and YC		£ 2,000.00	£ 3,688.00	184%	£ 1,000	£ 764	76%		-100.00%		-100%	£ -	-100%	Combine with Property Maintenance 4038 and increase that line	
NEW	FEASIBLTIY TOWN HALL 'HIDDEN ROOM'														IF AGREE - use of Heritage EMR	£3,000
		Income	£ 120,190.00	£ 108,096.00	90%	£ 120,190	£ 61,696	51%	£ 129,330		£ 129,330		£ 129,330			
		Expenditure	£ 192,075.00	£ 167,759.00	87%	£ 101,520	£ 34,101	34%	£ 101,500		£ 106,500		£ 106,500			

2022/23	2022/23		2023/24	Actual Year		2024/25	2024/25	2024/25
Budget	Actual	%	Budget	To Date Mth 6 YTD %		PROPOSED EXISTING COMMITMENTS Inc Savings	% change REQUESTED OPERATIONAL COMMITMENTS ADDED	PROPOSED COUNCIL LED DEVELOPMENTS ADDED

PLANNING

EXPENDITURE												
NEW HIGHWAYS	£ -	£ -		£ -	£ 1,346				£ 1,000		£ 1,000	SIGNS, LITTER PICKING, SID MAINTENANCE
4120 STREET FURNITURE	£ 2,000.00	£ 3,721.00	186%	£ 2,000	£ 208	10%	£ 2,000		£ 2,000		£ 2,000	
4400 LHFIG	£ 7,500.00	£ 690.00	9%	£ 7,500	£ -	0%	£ 7,500		£ 7,500		£ 7,500	
Income	£ -	£ -		£ -	£ -							
Expenditure	£ 9,500.00	£ 4,411.00		£ 9,500	£ 1,554	16%	£ 9,500		£ 10,500		£ 10,500	Total possible saving 12650

	Actual		Current	Actual Year		2024 25		2024 25		2024 25
	Last Year		Annual	To Date		Proposed		Proposed		Proposed
Grand Totals:- Income			£999,071	£951,414	95.23%	£ 186,192		£ 186,192		£ 186,192
Expenditure			£999,761	£435,432	43.55%	£ 1,050,261		£ 1,070,121		£ 1,110,121
BALANCE			-£690	£515,982		£ 864,070		£ 883,930		£ 923,930
% INCREASE						4.44 %		6.84%		11.68%
Per Household										