

SHAFTESBURY TOWN COUNCIL- FIRST DRAFT BUDGET AND PRECEPT 2016/2017

Agenda Item 6
Budget-Setting
Appendix B

	Actuals 2013/14 against budget	Actuals 2014/15	Budget 2015/16	Predicted out-turn	Proposed Budget 2016/17
Income					
Allotments	1610.00	1640.00	1676.00	1676.00	1676.00
Cemetery	2027.00	1889.00	2000.00	2523.50	2000.00
Precept	344230.00	379000.00	443791.00	443791.00	TBC
Finance	36.00	33.00	36.00	836.00	2850.00
General Grounds	550.00	700.00	400.00	470.00	600.00
Local Delivery Services	7486.00	7200.00	7500.00	7500.00	7500.00
NDDC SLA Income for Street Cleansing	9500.00	9825.00	9800.00	9956.00	TBC
Town Hall	43606.00	47319.00	48030.00	45434.00	45500.00
Total Income	409045.00	447606.00	513233.00	512186.50	60126.00
Expenditure					
Allotments	612.00	476.00	1000.00	1000.00	950.00
Cemetery	414.00	180.00	574.00	543.00	TBC
Civic & Councillors	6685.00	8745.00	7440.00	6375.00	TBC
Finance	1124.00	29185.00	3240.00	1080.00	3275.00
General Grounds	11831.00	17362.00	22385.00	22443.00	21898.00
General Running Costs	11831.00	10941.00	12550.00	12652.00	13800.00
Grants & SLA's	46426.00	41868.00	68497.00	68497.00	TBC
Legal and Professional	37482.00	38634.00	31600.00	31394.00	39700.00
Local Delivery Services	2000.00	0.00	4150.00	4000.00	4225.00
Staffing Costs	205930.00	217632.00	234897.00	227279.00	TBC
Toilets	6436.00	7806.00	12500.00	11183.00	TBC
Town Hall	13926.00	16682.00	21740.00	18122.00	TBC
Vehicles and Grounds Equipment	8446.00	7314.00	8660.00	8596.00	9160.00
Playgrounds	0.00	0.00	3350.00	3000.00	3000.00
Total Expenditure	353143.00	396825.00	432383.00	416164.00	96008.00
Capital Programme and Replacement Requirements	75000.00	67000.00	80650.00	TBC	TBC
Total	428143.00	463825.00	513233.00		

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	Income										
4000	Allotment Rents	1,610	1,640	1,676	20	1,657	1,676	1,676			Additional income from A30 allotments as yet unknown
4300/1	Cemetery	2,027	1,889	2,000	1,805	195	2,523	2,000			Unknown figure
4351	Mayors Charity Income	620	1,614		91		91				Income raised for Charity by Mayor
4400	Finance Precept	344,230	379,000	443,791	443,791		443,791	T.B.C			To be set
4401	Finance Council Tax Support Grant	18,180			4,545		4,545				Unknown figure, not guaranteed therefore not included in budget
4403	Finance Bank Int Received	36	33	36	18	18	36	36			Income based on funds in Reserve Account remaining the same
4402	Finance Misc Income	11,300	62,735								2013/14 Grants received for Trim Trail 2014/15 Park Walk Easement £35000, NDDC Land t/fers £27735
4404	S106		1,463								Allotment expenditure
	Capital Receipts	2,555	3,050								2013/14 Monument Donations 2014/15 Ins claim re van
4405	Neighbourhood Planning Group Grant				1,000		4,000				
4406	Finance - Football Club Income				100		800	2,399			Licence to occupy Club House and Rent for Pitch - New budget line
4407	Finance - Land & Recreation				70			416			Rents - New budget line previously included in Grounds Misc Income
4450	General Grounds Contr towards Services				957		957				Water/Electricity cost re-invoiced ref Barton Hill
4451	General Grounds Rent	550	700	400	200	200	470	600			Three fairs currently booked for Barton Hill next year
4452	General Ground Misc Income	2,737	1,386		23		23				Putting out blue bins for food festival
4650	Street Market Rents	7,486	7,200	7,500	3,720	3,780	7,500	7,500			Not anticipating any growth next year
4665	Misc Income				100		100				Donation for plants received 2015/16
4701	Staffing Costs Contribution to Street Cleaning	9,500	9,825	9,800	9,956	(-156)	9,956	10,055			Street Cleansing SLA currently under discussion.
4800	Town Hall - Hall Hire Income	23,491	26,984	27,500	14,562	12,938	24,598	25,000			Loss of weekly town hall hirer, no replacement found as yet
4801	Town Hall - Weddings Income	2,115	2,335	2,530	2,720	(-190)	2,836	2,500			we are now less competitive against the cost of a church wedding, due to fees charged by the Registrar. Grovenor Hotel has just obtained their licence to hold Wedding Ceremonies.
4802	Town Hall - Salt Cellar Rent	18,000	18,000	18,000	9,000	9,000	18,000	18,000			Lease due to renewed February 2018
4803	Town Hall - Solar Panels (electricity)						T.B.C	T.B.C			New Budget Line - no income received to date resolving red tape issues with British Gas currently amount unknown.
4720	Swimming Pool- Capital Receipts				19,418		19,418				Income from NDDC and Grant
4721	Swimming Pool- Reimbursements				2,841		2,841				
	Income			513,233	514,937		544,161				
	Expenditure										
7000	Allotments General Supplies	15		150	20	130	50	50			No new equipment anticipated
7001	Allotments repairs and Maintenance		8	350	0	350	350	350			Skip and mini digger required to clear and tidy
7002	Allotments Water Rates	597	468	500	340	160	600	550			15/16 Water leak at St James. Water turned off at Allotments from Oct to March
7103	Capital Programme Requirements- Grit Bins			1,000	0		1,000		T.B.C		Grit bins on order
7104	Capital Programme Requirements- Heritage Style Lanterns			10,000	0				T.B.C		Unspent 2015/16 suggest c/fwd 2016/17 plus P & H requested a budget of £10000 for 2016/17
7106	Capital Requirements - Notice Boards							1,000	T.B.C		
7107	Capital Requirements- Toilet Improvement Fund			8,000	5,000		3,000		T.B.C		£5000 vired to toilet repair and maintenance as agreed FC38 & G18 . ROSE recommended £0 8/09/15

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7108	Project Requirements- Ground Cover Planting			2,000	191	1,809	191			T.B.C	Planting of the slopes along Park Walk was going to be considered, upon closer investigation this project was deemed unviable , as it would create extra work to maintain rather than save and would impact on the wild flowers currently there. £2000 requested for ROSE 8/09/15
7109	Capital Requirement- TownCentre Enhancement							10,000		T.B.C	
7110	Capital Requirements- Town Centre Signage & information Boards			2,000	1,295	705	2,000			T.B.C	£2000 for tourism requested by ROSE 8/9/15
7112	Project Programme Requirements - Tree Planting			1,500	0	1,500	1,500			T.B.C	£2000 requested by ROSE 8/09/15
7113	Project Programme Requirments - Tree Removal Hangings/Castle Hill			2,000		2,000	2,000			T.B.C	Quotes being sourced for the Hangings and Castle Hill to be reported in January 2016.ROSE recomends no budget for next year.
7114	Project Requirements- Cycle Route							1,500		T.B.C	ROSE has requested £10,000 for work on the Gillingham/Shafesbury Cycle Way. (£1500 c/fwd balance is for current cycle ways within the town)
7201	Capital Requirement- CCTV							4,000		T.B.C	
7203	Capital Requirements- Town Hall Energy Fund			5,000		5,000				T.B.C	Unspent 2015/16 suggest c/fwd 2016/17
7204	Capital Requirement- Gold Hill Wall							5,000		T.B.C	
7205	Capital Requirements- Ground Equipment			5,000	1,360	3,640	6,640			T.B.C	£1000 new water bowser, £3000 toward new van 2015/16
7207	Capital Requirements- Playground Equipment						30,000	30,000		T.B.C	ROSE has requested £30,000 for 2016/17
7208	Capital Requirements- Toilets							21,500		T.B.C	
7209	Capital Requirements-Street Furniture			4,150		4,150	4,150			T.B.C	Installation of finger post and fencing Coppice St corner. Purchase heavy duty litter bins- quotes to be sourced. ROSE request £4000 for Bin replacement and £10,000 for replacement of railings as agreed 8/09/15
7210	Capital Requirements - Swimming Pool			25,000	8,697	16,303				T.B.C	
7211	Capital Requirements-Town Hall Building Fund			10,000		10,000		25,000		T.B.C	Schedule of works and specifications to be sourced a.s.a.p to enable costings to be included in budget for 2016/17
7212	Capital Replacement - Vehicles			10,000		10,000	12,000			T.B.C	Ride on mower due for replacement 2017/18
7213	Capital Replacement - IT Equipment				2,415					T.B.C	PC replacement required - 3 of the Office computers all over 4 years old.
7670	Swimming Pool Set Up/Running costs				10,177	(-10,177)	TBC	35,000		T.B.C	Pool set up and running costs 2015/16 , offset also by income code 4721
7300	Cemetery General Supplies			200		200	185	200			Cemetery software
7301	Cemetery Rates	115	135	144	83	61	158	174			Based on same percentage increase as last year
7302	Cemetery Repairs and Maintenance	215		150		150	150	T.B.C			Restoration to lynch gate required, and possible new vehicle excess. Railings to be painted
7303	Cemetery Water Rates	84	45	80		80	50	50			Water bill not due until January - figure may need to be adjusted
7330	Councillor Basic Allowances	3,570	2,595	4,320	1,500	2,820	3,480	4,320			Allowing for maximum take up
7331	Councillor Training	21	704	500	405	95	525	600			Budget line increased
7332	Councillor Travel and Subsistance	923	376	400	35	365	150	400			New Cllr in house training carried out in 2016/17 hence travel budget underspend
7333	Civic - Hospitality	42	237	220	95	125	220	220			No change anticipated

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7334	Civic - Mayors/Civic Allowance	2,129	4,833	2,000	744	1,256	2,000	2,000			No change anticipated
7350	Finance - Contingency	1,124	29,185	3,000	260	2,740	840	3,000			Monument storage costs
7352	Finance - Bank Charges			240	10	230	240	275			Online banking (to be sorted)Credit card charges
7353	Mayors Charity Payment				321						Non budget line- monies raised by Mayor for charity
7401	General Grounds -Electricity	435	929	500	(-420)	920	500	500			Unexpected credits received against prior year in 2015/16
7402	General Grounds -equipment Hire	588	501	1,000		1,000	1,000	1,000			High of chipper, and possible equipment in connection with proposed new verge work
7403	General Grounds -General supplies	1,221	1,267	150	48	102	150	150			No change anticipated
7405	General Grounds -PPE	559	689	650	488	162	800	550			Chain saw trousers, clothes, jackets and waterproofs purchased 2015/16. All current grounds team (3) have substainual clothing
7406	General Grounds -Rates	(-5,327)	1,447	2,750	1,396	1,354	2,750	3,018			% increase applied
7407	General Grounds -Rent Unit 9C		4,260	7,250	5,298	1,952	7,110	7,110			No change anticipated -
7408	General Grounds-Refuse Collection	2,213	2,061	2,100	1,698	402	2,498	2,400			Pallett of bin liners purchased £873.81 should last 14months
7409	General Grounds -Repairs and Maintenance	3,515	2,337	2,570	634	1,936	1,500	1,750			Reduced budget due to having separate playground repair and maintenance line
7410	General Grounds -Alarm costs		210	215	144	71	215	220			Slight increase
7411	General Grounds -Sub Contractors	609	720	1,000	280	720	1,000	1,000			Hedge cutting by Contractors
7412	General Grounds -Tree Work and Fencing	420	241	4,000		4,000	4,000	4,000			£3000 to date (hawes) plus Wincombe rec , Ash tree St Johns
7413	General Grounds- Water Rates	2,271	4,147	200	(-815)	(-615)	200	200			Credit recived against last years invoice
7500	General Running Costs-Advertising	1,088	975	1,000		1,000	900	1,000			Grounds person and Apprentice vacancy to be advertised
7501	General Running Costs-General Supplies	251	156	150	125	25	125	150			
7502	General Running Costs-IT software	2,293	2,099	2,800	1,435	1,365	3,200	3,900			Payroll, accounts, planning, mailstore, bookings and allotment programmes, also allowance has been made for updating the microsoft licences.
7503	General Running Costs-IT Support	900	900	1,000	567	433	1,017	1,250			IT procurement exercise to be undertaken
7504	General Running Costs-Office Equipment	292	380	750	289	461	750	650			No major equipment anticipated
7505	General Running Costs-Postage	723	961	800	379	421	800	800			No change anticipated
7506	General Running Costs-Printing	2,224	2,557	2,400	1,168	1,232	2,300	2,300			Photocopier lease to be reviewed
7507	General Running Costs-Stationery	1,775	1,222	1,200	782	418	1,200	1,200			No change anticipated
7508	General Running Costs-Telephone	1,937	1,691	1,700	1,203	497	1,700	1,800			New telephone system purchased
7509	General Running Costs - Website			750	330	420	660	750			No change anticipated
7550/60	Grants and SLA's - community Grants/section 137	11,999	10,371	12,000	11,500	500	11,800	T.B.C			
7570	Grants and SLA's-SLA's	34,427	31,497	56,497	30,997	25,500	56,497	T.B.C			Includes £10,000 to the swimming pool
	Community Chest	3,000	3,000					T.B.C	3,000		
7575	Legal and Professional-Audit	4,504	5,901	2,200	(-1,088)	3,288	2,700	2,500			£468 BDO answering electors questions 2015/16, Internal audiotor procurement exercise to be conducted.
7576	Legal and Professiona- Books and Subscriptions	3,001	1,488	1,400	1,081	319	1,400	1,500			Slight increase
7577	Legal and Professiona- Election Costs	2,329	1,978	2,000		2,000	4,200	4,200			Election costs have doubled due to re-organisation of town ward boundaries (now 2 wards not 4)
7578	Legal and Professional - Insurance	17,484	18,803	19,000	20,341	(-1,341)	19,341	21,500			Procurement exercise being undertaken, liability insurance for pool to be included.
7579	Legal and Professional - Legal Fees	3,902	2,657	3,000		3,000	3,000				See note below

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7580	Legal and Professional -Professional Fees	6,262	7,807	4,000	3,267	733	4,000	10,000			Professional and Legal to be counted as one. £10,000 budget recommended by P & H
7600	Local Delivery Services - Car Parking Contribution	2,000		2,000		2,000	2,000	2,000			Rates for Barton Hill
7601	Local Delivery Services -CCTV Running Cost			2,000		2,000	2,000	2,000			Currently in progress, action depending on outcome of Dorset Police PAN Report.
7602	Local Delivery Services - Bus Shelter Maintenance			150		150	-	225			Increase due to additional shelter
7620	Playground - Repairs and Maintenance			3,000	777	2,223	3,000	3,000			No change anticipated
7621	Playground - Inspections	300		350	300	50	297	350			New play inspection company to be sourced.
7650	Staffing Costs - Employers Pension Contributions	31,027	26,164	37,244	18,474	18,770	38,916	T.B.C			Pension deficit montly payment 16/17 £691.67 per month (£8000)
7651	Staffing Costs - Employers NI	11,064	11,803	12,209	6,097	6,112	11,674	T.B.C			NI increasing 2016/17
7652	Staffing Costs - Salaries	162,654	178,101	184,244	87,779	96,465	169,480	T.B.C			Acutals based on no increment increases this current year
7653	Staffing Costs - Staff Training	487	524	1,000	438	562	1,000	1,000			No change anticipated
7654	Staffing Costs - Staff Travel and Subsistance	698	1,040	200	335	(-135)	600	T.B.C			Included fuel cost for Locum TC 2014/15 and travel claims for TC 2015/17
7565	Staffing Costs- Prior Year Pension Defict Payment				3,526						Included in Employers Pension Contribution for 2016/17
7700	Toilets - Cleaning Supplies	1,258	1,169	1,000	551	449	1,000	1,000			No change anticipated
7701	Toilets - Electricity	641	629	565	626	(-61)	720	750			Ammended in line with current usage
7702	Toilets - Equipment Purchases		187	150	114	36	150	150			No change anticipated
7703	Toilets - General Supplies	174	73	50		50	50	50			No change anticipated
7704	Toilets - Rates and Services	2,356	1,675	2,420	1,468	952	2,448	2,686			Percentage increase applied
7705	Toilets - Repairs and Maintenance	592	2,544	1,815	4,127	4,127	4,815	2,000			£3000 vired from Toilet refurbishment fund 2015/16. Included maintenance contract for hand driers.
7706	Toilets - Water Rates	1,415	1,529	1,500	1,029	471	2,000	2,000			Revised in line with actuals
7707	Toilet Cleaning Contract				2,100	(-2,100)	2,100	T.B.C			£2000 vired from Toilet improvement fund
7750	Town Hall - Wedding Costs	530	635	500	1,000	333	500	650			Actuals include prepayment of £666 for wedding licence to 2018. Chair covers and sashes to be purchased
7751	Town Hall - Cleaning Supplies	555	404	450	143	307	286	350			Reduction in cost due to outsource cleaning
7752	Town Hall - Electricity	1,525	1,606	1,800	441	1,359	1,600	1,800			To be offset from income from Solar Panels
7753	Town Hall - Equipment	180		200	90	110	200	T.B.C			Re-upholster/spring brown chairs
7754	Town Hall - Gas	2,149	1,215	1,500	(-657)	(-2,157)	500	1,500			Unexpected credits received against prior year in 2015/16
7755	Town Hall - General Supplies	278	290	200	48	152	200	200			No change anticipated
7756	Town Hall - Rates	6,885	7,497	7,100	4,320	2,780	7,200	7,500			Percentage increase applied
7757	Town Hall - Repairs and Maintenance	1,546	4,841	3,000	1,532	1,468	3,000	3,000			New carpet for Office to be purchased 2015/16
7758	Town Hall - Alarm Cost			1,200	704	496	1,200	1,200			New budget code created 2015/16, no change anticipated
7759	Town Hall - Clock			150		150	150	150			Annual service - no change anticipated
7760	Town Hall - Water Rates	277	194	300	384	(-84)	500	400			leak 2015/16 now repaired
7761	Town Hall - Trinity Car Parking Space			440	210	230	420	420			No change anticipated

