

Notes to accompany 2019-20 draft budget

Introduction

On 25.10.18 the Town Council agreed the following recommendation submitted by the Finance and Corporate Governance Committee following its meeting on 9.10.18

The Finance and Corporate Governance Committee consider the following budget codes at its January meeting and make income and expenditure recommendations for consideration by Full Council at the Annual Budget Meeting in January

- Staffing
- Administration
- Cllr Expenses

The Amenities and Services Committee consider the following budget codes at its December meeting and make income and expenditure recommendations for consideration by Full Council at the Annual Budget Meeting in January

- Cemetery
- Bus Shelters
- Toilets
- Street Lights
- Recreation
- Allotments

All other codes to be considered by the Full Council at the Annual Budget Meeting.

Following this resolution the Amenities and Services Committee met to consider its budget codes on 11.12.18 (Appendix B contains a copy of the Amenities and Services Committee meeting minutes) and the Finance and Corporate Governance committee met on 15.1.19 (Appendix A contains a copy of the committee minutes and confidential papers)

Outlined below are the recommendations from the committee for the Full Council to consider in relation to the budget headings accompanying the draft budget.

In order to draw up a provisional budget as a starting point for discussions I have included figures in the following budget headings based on 2018-19 budget figures

- Contributions
- Swimming Pool
- Wem Town Hall
- Town Transformation

In addition to this a request for budget allocation has been received by Wem Economic Forum Traffic Working Group.

Item	2019-2020 Budget notes
EXPENDITURE	
Public Lighting	Reduction in energy budget to reflect savings from LED lights. Please note it was originally intended that energy savings would be returned to reserves however due to the need to invest in existing assets the savings in energy costs could instead be diverted to upgrade play areas. Whitchurch Road Cemetery have requested an additional £300

Committee Recommendation	Recommendation that the Public Lighting Budget be set at £28,522 reduction of £4144 on 2018-19
Burial Ground	Increase in maintenance to replace wooden fence. A provisional figure has been allocated of £1700 for the Whitchurch Road Cemetery to match the contribution given to the Millennium Green however they have requested £2000 this year.
Committee Recommendation	Recommendation that the Burial Ground Budget be set at £7280 an Increase of £1510 on 2018-19
Allotments	Slight increase in provision to allow increases in water and maintenance.
Committee Recommendation	Recommendation that the Allotments Budget be set at £910 an Increase of £60 on 2018-19
Administration	Considered on 15.1.19 by Finance and Corporate Governance Committee copy of draft minutes can be found in appendix A
Committee Recommendation	Recommendation that the Administration Budget is set at £24480 a decrease of £920 on 2018-19 as no longer requirement to employ a Data Protection Officer.
Contributions	Youth Club has submitted a request for £2000 (£1500 in 2018/19) Christmas Lights have submitted request for £3000 (£1000 in 2018/19) Millennium Green £1700 request same as 2018/19
Small Grants	13 applications received. 2018-19 allocation £5000
Town Promotion	Allocation of £500 retained.
Wem Economic Forum	Request received to allocate £1000 towards Wem Economic Forum projects
Clerks recommendation	No recommendation on contributions budget. For draft budget purposes the figure has been set at £10,800 the same as 2018-19 at £10,800
Recreation	
WSSA	WSSA Funding request received from WSSA is reduced to £18,000.
Play Equipment	Investment required on play equipment. Need to replace see saw on recreation ground and build a small equipment reserve to replace items in the future Total Budget £3600, increase of £3400 on 2018-19
Repairs and Maintenance	Increase to allow the wet pour repairs identified in the Rospa report to continue Total Budget £5000, increase of £3000 on 2018-19
Tree Works	Due to overspend in recent years recommend this budget is increased to reflect this

<p>Inspections</p> <p>Bin emptying</p> <p>Committee Recommendation</p>	<p>Total Budget £1500, Increase of £500 on 2018-19 Addition of Wilmott Meadow Public Open Space. Total Budget £600, Increase of £100 on 2018-19</p> <p>Addition of Wilmott Meadow bin emptying Total Budget £850, Increase of £150 on 2018-19</p> <p>Recommendation that the Recreation Budget increases by £5150 to £29550</p>
<p>Swimming Pool</p> <p>Clerks Recommendation</p>	<p>Contribution request of £58,000 received no increase on 2018-19 contribution.</p> <p>Recommendation that the Swimming Pool Budget is maintained at £67300</p>
<p>Salaries</p> <p>Committee Recommendation</p>	<p>Finance and Corporate Governance committee reviewed staff salaries at its meeting on 15.1.19 and the increase reflects regrading of all staff salaries in line with NALC and SLCC National Agreement on Salaries and Conditions in Service of Local Council Clerks.</p> <p>Budget also includes provision to employ a new member of staff for up to 10 hours a week.</p> <p>Also increase training budget to £1000 to allow for training of new staff member on finance package.</p> <p>Recommendation that Staffing budget is increased by £15,262 to £100,356</p>
<p>Cllr Expenses Training</p> <p>Travel Expenses</p> <p>Committee Recommendation</p>	<p>No change of 2018-19 budget of £1000</p> <p>No change on 2018-19 budget of £75</p> <p>Recommendation that Cllr Expenses budget is retained at £1075</p>
<p>Toilets</p> <p>Committee Recommendation</p>	<p>New 3 year toilet cleaning contract starting 1.5.19 is currently being advertised</p> <p>Recommendation that Public Toilets budget is increased by £950 to £14500 to allow for increase in contract costs and enable painting of woodwork.</p>
<p>Bus Shelters</p> <p>Committee Recommendation</p> <p>+</p>	<p>Minor Increase, Total Budget £1020, Increase of £20 on 2018-19</p> <p>Recommendation that Bus Shelters budget is increased to £1020</p>
<p>Misc Floral Planters</p>	<p>Anticipated increase due to undertaking watering of gardening club troughs</p>

CCTV	Increase of £250 on 2018-19 budget CCTV increased to reflect increased service charge with ORP and need to update cameras Increase total budget to £5000, Increase of £2000 on 2018-19
Committee Recommendation	Recommendation that the Town Council approve increase in CCTV and Floral Planters budgets
Wem Town Hall	Allocation to be decided as part of larger contribution discussions .
Clerks recommendation	For discussion purposes allocation maintained at 2018-19 level of £22,000
Town Transformation	This budget code was created to provide funds for specialist works associated with the development of new services / facilities in the town – e.g. reopening the Old Toilet Block / Morgan Library. To offset other increases and minimise any increases in the precept there is scope to reduce this allocation by £5000.
Clerks recommendation	Total Budget £10,000, decrease of £5000 on 2018-19
Additional Budget requests received	
Wem Economic Forum Traffic Working Group	Request received that the Town Council allocated £2600 in its 2019-20 budget to fund a pilot study into the reversal of the one way priorities on Drawwell Lane /Chapel Street and Leek Street one way priorities for a period of up to 1 year. After which additional funding of up to £8000 would need to be found to make the situation permanent if deemed appropriate. Copy of email and map in can be found in Appendix C
Expenditure Budget	£326,543 an increase of £11,106 on 2018-19
Income	
Interest	Amount increased to £500 to reflect better interest rates.
Allotments	Increased to £1275 to reflect number of allotment holders
Burials	Increase to £10000 to reflect increase in number of burials in recent years.
Toilet income	Estimated at £43 / week.
Income Budget not including precept	£14,095 an increase of £1,425 on 2018-19
Precept	It should be noted that due to an increase in the tax base of 1.48 (see Shropshire Council letter (Appendix D)). In order to set a 0% increase in the precept a precept of £307,239 would need to be set. This is a £4472 increase on the 2018-19 precept.

	<p>Every increase of £1000 in the precept will equate to an increase in the Council Tax on a band D property of 50 pence per annum.</p> <p>Every increase of £100 in the precept will equate to an increase in the Council Tax on a band D property of 5 pence per annum.</p>
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