

## Notes to accompany 2021-22 draft budget

### Introduction

The Amenities and Services Committee met to consider its budget codes on 8.12.20 marked in blue on the attached sheet (Appendix A contains a copy of the Amenities and Services Committee meeting minutes) and the Finance and Corporate Governance Committee met on 12.1.21 (Appendix B 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.

<b>Item</b>	<b>2021-2022 Budget notes</b>
<b>EXPENDITURE</b>	
<b>Public Lighting</b>  <b>Committee Recommendation</b>	Reduction loan charges to reflect decreasing loan payments. Lighting upgrade budget to be maintained. An additional allocation of £7403 will be made from existing earmarked reserves towards the 3 year column replacement programme as agreed in October 2020.  <b>Recommendation that the Public Lighting Budget is set at £26,000 in addition to this recommendation, £7403 is to be allocated from earmarked reserves as agreed by Full Council in October 2020 minutes 265/20 for the 2<sup>nd</sup> year of the column replacement programme. Total budget £33,403.</b>
<b>Burial Ground</b>  <b>Committee Recommendation</b>	Minor increase to cover rates increase. <b>Friends of Whitchurch Road Cemetery</b> have submitted request for £2000 same as 2020/21 which will be considered under agenda item 6a.  <b>Recommendation that the Burial Ground Budget be reduced to £6090 as no major maintenance projects are planned for 2021-22.</b>
<b>Allotments</b>  <b>Committee Recommendation</b>	Slight increase in provision to allow increases in water and maintenance.  <b>Recommendation that the Allotments Budget be maintained at £1000.</b>
<b>Administration</b>  <b>Committee Recommendation</b>	Considered on 12.1.21 by Finance and Corporate Governance Committee copy of draft minutes can be found in appendix A. Increase in membership and subscription costs to account for Parish Online subscription along with computer costs and office rent to allow for expansion of the staff team.  <b>Recommendation that the Administration Budget is increased to £26490.</b>
<b>Contributions</b>	<b>Please note some contribution allocations fall under different budget headings but for ease they are all listed here;</b> <b>Millennium Green</b> £1700 request same as 2020/21

	<p><b>Wem Youth Club</b> Current allocation £2000, Wem Youth Club has explained that as financial support from Shropshire Council (currently £6000) is to be withdrawn they will need to find £6000 from another source. Therefore subject to Town Council approval and an appropriate service level agreement being drawn up, £8000 has been allocated.</p> <p><b>Christmas Lights and Festival Group</b> have submitted request for £3000 (£3000 in 2020/21)</p>
<b>Christmas Lights</b>	New budget allocation £1156 which is the cost of the 2 <sup>nd</sup> year of a 3 year lease of the 3 lamppost lights and lighting unit across the road. This is to be partially paid from earmarked reserves of £606 with a Town Council contribution of £550 as agreed September 2020 minute point 247/20.
<b>Remembrance</b>	2020/21 allocation of £200 retained in current budget. Additional £300 to be allocated at year end in earmarked reserves for lamppost column poppies as agreed November 2020 minute point 285/20.
<b>Small Grants</b>	2020/21 allocation of £5000 retained in current budget.
<b>Town Promotion</b>	2020/21 allocation of £500 retained in current budget.
<b>Wem Economic Forum</b>	2020/21 allocation £1000 this amount has been retained in the 2021/22 budget.
<b>Climate Change</b>	2020/21 allocation of £1000 to cover small climate change initiatives in the town (moved from admin budget code).
<b>Clerks notes</b>	<b>No recommendation made on contributions budget. However for draft budget purposes the figure has been set at £21,856 an increase of £8456. Please note requests from groups wanting larger contributions is considered under agenda item 5</b>
<b>Recreation WSSA</b>	Funding request received from WSSA is that funding is maintained at £19,000, £500 to go towards the equipment fund and £500 for general running costs.
<b>Play Equipment</b>	Maintain at same level as 2020/21 and that any underspend from the 2020/21 budget is earmarked for replacement of the slide unit on the recreation ground <b>Total Budget £3600</b>
<b>Repairs and Maintenance</b>	Maintain at same level as 2020/21 and that any underspend from the 2020/21 budget is earmarked for replacement of the slide unit on the recreation ground <b>Total Budget £5000</b>
<b>Tree Works</b>	Maintain at same level as 2020/21 <b>Total Budget £1500</b>
<b>Inspections</b>	Maintain at same level as 2020/21 <b>Total Budget £600</b>
<b>Bin emptying</b>	Maintain at same level as 2020/21 <b>Total Budget £900</b>

<p><b>Skate Area</b></p> <p><b>Committee Recommendation</b></p>	<p>Maintain at same level as 2020/21 <b>Total Budget £2000</b></p> <p><b>Recommendation that the Recreation Budget is maintained at £32,600</b></p>
<p><b>Swimming Pool</b></p> <p><b>Clerks notes</b></p>	<p>Contribution request of £55,000 received same as 2020/21 and all other allocations remain the same.</p> <p><b>Contribution Request to be considered under agenda item 6a. For indicative purposes the swimming pool budget has been maintained at £64,300.</b></p>
<p><b>Salaries</b></p> <p><b>Committee Recommendation</b></p>	<p>The Finance and Corporate Governance Committee considered staff salaries at its meeting on 12.1.21. Salary budgets have been adjusted to show estimated overtime payments and as a national agreement on local government pay scales has not been agreed therefore we have been advised to allow for a 2% increase in salaries of staff on NJC contracts along with any incremental increase.</p> <p>Budget also includes provision to employ a new member of staff for 10 hours a week.</p> <p><b>Recommendation that Staffing budget is increased by £7770 to £116,174.</b></p>
<p><b>Cllr Expenses Training</b></p> <p><b>Travel Expenses</b></p> <p><b>Committee Recommendation</b></p>	<p>No change from 2020/21 budget of £1000.</p> <p>No change from 2020/21 budget of £75.</p> <p><b>Recommendation that Cllr Expenses budget is retained at £1075</b></p>
<p><b>Toilets</b></p> <p><b>Committee Recommendation</b></p>	<p>3 year toilet cleaning contract started 1.5.19.</p> <p>Decrease in budget to reflect that £1000 for maintenance is built into the Healthmatic budget and this is currently underspent.</p> <p><b>Recommendation that Public Toilets budget is decreased to £12,500.</b></p>
<p><b>Bus Shelters</b></p> <p><b>Committee Recommendation</b></p>	<p>Minor increase, total budget £1400, increase of £180 on 2020/21 to allow for roof cleaning and more minor maintenance works.</p> <p><b>Recommendation that Bus Shelters budget is increased to £1400.</b></p>
<p><b>Misc Floral Planters</b></p>	<p>Increase to allow for purchase of a new 3 tiered planter and possible entrance planter on the Shawbury Road <b>Increase of £500 on 2020/21 budget.</b></p>

<b>Committee Recommendation</b>	<b>Recommendation that the Town Council approve increase in Floral Planters budget to £5500</b>
<b>CCTV</b>	No change on 2020/21 budget. <b>Total budget £5000.</b>
<b>Old Toilet Block</b>	Reduce to £1000 on the proviso that £5000 is earmarked from the Business Rates grant to go towards the reopening/conversion/demolition of this building. <b>Recommendation the Old Toilet Block budget is decreased to £1000 on but that £5000 from the Business Rates Grant is earmarked for works on this building.</b>
<b>Wem Town Hall</b>	Year 3 of service level agreement which started 1.4.19. <b>Allocation maintained at £22,000.</b>
<b>Town Transformation</b>	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 Morgan Library. Currently £23,000 is held in reserves.
<b>Clerks notes</b>	<b>Clerks recommendation that the allocation is reduced to £7000.</b>
<b>Youth Provision</b>	Moved to contributions budget code.
<b>Clerks notes</b>	<b>Reduction of misc. allocations budget of £12,500, is mainly due to the movement of the youth services budget code to contributions and reduction in Town Transformation budget.</b>
<b>Expenditure Budget</b>	<b>Expenditure budget £357,388 an increase of £8339 on 2020/21.</b>
<b>Income</b>	
<b>Interest</b>	Amount reduced by £950 to reflect poor interest rates.
<b>Allotments</b>	Increased to £1780 to reflect rent increases
<b>Committee Recommendation</b>	<b>Allotment rental income is increased.</b>
<b>Burials</b>	Increased to £11,250 to reflect price increase and more burials taking place.
<b>Committee Recommendation</b>	<b>Cemetery rents are increased.</b>
<b>Toilet income</b>	Reduced to £1,500 to reflect uncertainties around usage once restrictions are lifted.
<b>Committee Recommendation</b>	<b>Budget reduced by £500.</b>
<b>Story of Wem</b>	Book sales poor following launch of Victorian County History Society book no allocation.
<b>Income Budget not including precept</b>	<b>£15,080 an increase of £80 on 2020/21.</b>

<b>Contribution from reserves</b>	<b>£606 for Christmas lights lease £300 Lamp post poppies £7403 Column replacement</b>
<b>Precept</b>	<b>The suggested figure of £333,999 equates to an increase of 1.99% on 2020/21 (see explanation in agenda item 7)</b>