

## Brixham Town Council

<b>Report No:</b>	06/2018		
<b>Report Type:</b>	Public		
<b>Title:</b>	2018 / 19 Budget and Precept	<b>Minute No:</b>	
<b>To:</b>	Full Council	<b>Date:</b>	22.02.18
<b>Contact Officer:</b>	Brixham Town Clerk	Tracy Hallett	
<b>Contact Details:</b>	info@brixhamtowncouncil.gov.uk	01803 859678	

### Purpose of Report

To set out the budget and precept for agreement by Brixham Town Council for the financial year 2018 to 2019.

### Budget

The F&GP Committee reviewed the current spend level on the budget adopted for 2017/18 and based upon this and the anticipated level of expenditure and remaining funds at the end of the financial year (March 31<sup>st</sup> 2018) agreed the categories as cost centres and the budget for those categories as set out below.

Additional cost centres have been created to continue to ensure there is a good understanding of where the budget is being spent.

	<b>Budget 2017/18</b>	<b>2018/19 Budget</b>
<b>INCOME</b>		
Allotments	£3,800.00	£3,800.00
Newsletter Advertising	£5,000.00	£4,000.00
Projects	£0.00	£0.00
Seasonal Income	£1,170.00	£1,170.00
Shoalstone	£0.00	£0.00
Town Hall (Rent & Room hire)	£70,000.00	£70,000.00
Information Point	£3,750.00	£1,800.00
Interest	£0.00	£1,000.00
	£83,720.00	£81,770.00
Precept	£253,972.00	£280,852.00
	£337,692.00	£362,622.00

## EXPENDITURE

### *General Administration*

Audit	£1,600.00	£2,000.00
Bank Charges	£92.00	£92.00
Civic Award	£100.00	£100.00
Civic Service	£850.00	£850.00
Courses	£800.00	£800.00
Election Expenses	£0.00	£0.00
Information Technology	£3,400.00	£1,000.00
Meetings	£1,900.00	£1,900.00
Member Allowance	£1,500.00	£1,500.00
Newsletter	£11,800.00	£11,800.00
Noticeboards	£0.00	£0.00
Post and Carriage	£850.00	£750.00
Professional Fees	£1,000.00	£1,000.00
Public Notices	£250.00	£250.00
Salaries: Cost of Employment	£107,500.00	£94,000.00
Stationery	£2,500.00	£2,000.00
Subscriptions	£2,600.00	£9,000.00
Travel	£400.00	£400.00
	<hr/>	<hr/>
	£137,142.00	£127,442.00

### *Community Projects*

Brixham Does Care	£5,000.00	£17,000.00
Brixham Heritage Museum	£4,000.00	£15,000.00
General	£13,635.00	£15,000.00
Theatre		£6,000.00
Youth Genesis	£4,365.00	£8,680.00
Community Bus		£10,000.00
	<hr/>	<hr/>
	£27,000.00	£71,680.00

*Council Services*

*Lengthsman*

Equipment / Materials	£3,000.00	£2,000.00
Vehicle Insurance / Maintenance		£1,500.00
Salary: Cost of Employment	£0.00	£8,000.00

*Information Point*

Salary: Cost of Employment	£8,000.00	£8,000.00
Office Supplies	£8,250.00	£1,500.00
Kiosk	£3,750.00	

*Other Projects*

Planning and Regeneration Budget	£2,500.00	£0.00
Community Services Committee Budget	£2,500.00	£0.00
Youth Projects	£1,000.00	£0.00
	<hr/>	<hr/>
	£29,000.00	£21,000.00

*Premises*

Town Hall:	£0.00	£0.00
Health & Safety / Fire Prevention / Scheduled Inspections	£16,000.00	£16,000.00
Insurance	£4,000.00	£4,500.00
Rates	£6,000.00	£15,000.00
Repairs and Renewals	£17,550.00	£17,500.00
Service Level Agreements	£26,000.00	£26,000.00
Utilities	£27,000.00	£23,000.00
	<hr/>	<hr/>
	£96,550.00	£102,000.00

*Community and the Environment*

Allotments	£3,500.00	£3,500.00
Community Events	£10,000.00	£10,000.00
Grants	£20,000.00	£15,000.00
Foodbank	£2,000.00	£2,000.00
Seasonal Displays	£20,000.00	£20,000.00
Shoalstone Pool	£12,500.00	£10,000.00
	<hr/>	<hr/>
	£68,000.00	£60,500.00

Total Expenditure	£357,692.00	£382,622.00
Less Income	£83,720.00	£81,770.00
From Reserves	£20,000.00	£20,000.00
Precept	<hr/>	<hr/>
	<b>£253,972.00</b>	<b>£280,852.00</b>

The budget has been set in accordance with proposed future projects taken from the Strategy Document and the results of the 2017 budget consultation.

As part of this format, £20,000 is to be taken from the reserves and predicted income has been used to offset against the precept.

The recommended precept of £280,852 shows an increase from 2017/18 of 10.58% and gives the level of payment for an average Band D property of £46.78, which equates to 90p per week. This is an increase of 7p per week compared to 2017/18. This is based on the taxbase of 6004.

During the setting of the budget, the F&GP Committee has also reviewed the reserves policy. This policy is still under review with the following proposals for earmarked funds. The F&GP Committee will continue to discuss the reserves policy and make recommendation to Full Council at a later meeting.

	<b>2017/18</b>	<b>2018/19</b>
General Reserve	£84,000.00	£84,000.00
<i>Ear Marked Reserves:</i>		
Shoalstone Pool Maintenance Fund	£15,000.00	£5,000.00
Town Hall Contingency Fund	£40,000.00	£40,000.00
Neighbourhood Plan	£5,573.46	£5,248.15
Town Emergency Fund	£3,000.00	£3,000.00
Community Emergency Response Team	£207.96	£207.96
Town Hall Sustainability Fund	£42,735.56	£41,016.96
Road Signage at North Furzeham Rd / Northfields Lane	£0.00	£0.00
Planning & Regeneration Project	£5,000.00	£5,000.00
Community Projects Fund (Belly Bin Project)	£8,959.32	£8,959.32
Seasonal Display	£3,814.80	£0.00
Community Events Fund (Volunteers Day)	£80.00	£57.53
Information Technology	£6,798.50	£4,362.50
Brixham Future (uncleared cheque)	£2,000.00	£0.00
Election	£20,000.00	£20,000.00
	<b><u>£237,169.60</u></b>	<b><u>£216,852.42</u></b>

### Brixham Does Care

The allocation of £5,000 per year from the Community Projects Fund was **resolved** at the F&GP Committee on 5<sup>th</sup> May 2016. The following is an extract from the minutes:

*Members considered report no. 10/2016 and following discussions it was **resolved** to award a grant of £5,000 per year for the next three years towards the annual rent of The Old Market Hall which will be re-evaluated in the first quarter after the next Town Council elections. This will be shown in the budget as a grant from the Community Projects Fund.*

*It was further **resolved** that the grant must also be subject to an annual financial review in April, where Brixham Does Care must provide their financial statements.*

In the 2017 Budget Consultation, the community was asked if they would support Brixham Does Care with further funding. The results of the consultation showed support for a total of £17,000 to be allocated in the 2018/19 budget.

### Youth Genesis

Youth Genesis and the Town Council entered into a Service Level Agreement (SLA) in October for six months.

It is too early to report on well this relationship is working. However, it is firmly believed that this will benefit the youth of the town by helping to continue with the Streetbase sessions and target anti-social behaviour and engage with young people encouraging them to take part in local activities and citizenship opportunities.

Youth Genesis is currently located at the United Reformed Church in New Road, Brixham and will continue to offer its services from this location. They are not associated with this or any church, but work with most churches in the Town to deliver the above services.

The current SLA will need to be reviewed prior to October to ensure the current agreement is being worked on or working towards before an agreement is set for a 12 month SLA at a cost £8,680, which is shown within the budget.

### Brixham Museum

Brixham Museum has requested financial support from the Town Council. The grant from Torbay Council is being reduced for 2018/19 by approximately 50%. They have advised that for this new financial year, they have a projected shortfall between their income (including the grant from Torbay Council) and their expenditure of £15,000, this is an increase of £11,000 from the Town Council's 2017/18 support.

In the 2017 Budget Consultation, the community was asked if they would like to support the Heritage Museum. The results of the consultation showed support for a total of £15,000 to be allocated in the 2018/19 budget.

### **Statement**

The Statement for inclusion into the Torbay Council Performance & Council Tax summary leaflet 2017/18 to read:

Brixham Town Council was established in May 2007. The Town Council precepts Torbay Council as a billing authority to fund its activities. This precept is received from the Council Tax payers in the area covered by Brixham Town Council, which are based on the wards of Berry Head with Furzeham and St Marys with Summercombe.

## Analysis of the budget requirement for Brixham Town Council

The table below shows the 2018 / 2019 total budget requirements.

	<b>Total Expenditure £000's</b>
<b>General Administration</b>	127.4
<b>Community Projects</b>	71.7
<b>Council Services</b>	21.0
<b>Premises</b>	102.0
<b>Community and the Environment</b>	60.5
<b>Less Income &amp; money from Reserves</b>	101.7
<b>Total Budget Requirement 2018/19</b>	<b>280.9</b>

The Town Council has continued working towards its aims and objectives from the adopted Strategy Document. These aims and objectives are to explore all avenues to provide a better quality of life for all residents of Brixham ensuring a value for money service to the community and a strong voice is heard in Torbay.

In order to ensure that the wishes of the community, Brixham Town Council has held a budget consultation to establish the community's expectations from the Town Council.

As part of that strategy the Council has opened an Information Point, which supports the existing information centre, but also allows opportunities to work in partnership with other agencies and offer residents a hub of information. This year the budget also supports local services such as Brixham Does Care, Brixham Theatre, Brixham Heritage Centre and Youth Genesis.

As always, the budget set will enable the Town Council to fulfil their strategy objectives in conjunction with the Strategy Document.

The Town Council can be contacted at Brixham Town Council, First Floor, Brixham Town Hall, New Road, Brixham, TQ5 8TA. Telephone number **01803 859678** and e-mail **info@brixhamtowncouncil.gov.uk** or visit the Town Council website: **www.brixhamtowncouncil.gov.uk**

### **Recommendation**

It is recommended that this Council adopts the budget as proposed by the Finance and General Purposes Committee (F&GP) and agrees a precept of **£280,852.00**.

It is recommended that this Council approves the statement for entry into the Torbay Council Performance & Council Tax summary leaflet 2018/19.