

Brixham Town Council

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Report Type:	Public		
Title:	2019 / 20 Budget and Precept	Minute No:	
To:	Full Council	Date:	18.01.19
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Purpose of Report

To set out the budget and precept for agreement by Brixham Town Council for the financial year 2019 to 2020.

Budget

The F&GP Committee reviewed the current spend level on the budget adopted for 2018/19 and based upon this and the anticipated level of expenditure and remaining funds at the end of the financial year (March 31st 2019) agreed the following budget.

Cost centres have been created to continue to ensure there is a good understanding of the Council's projected income and expenditure.

	2018/19 Budget	2019/20 Budget
INCOME		
Allotments	£3,800.00	£4,000.00
Newsletter	£4,000.00	£4,000.00
Projects	£0.00	£0.00
Town Lengthsman		£2,200.00
Seasonal Income	£1,170.00	£2,000.00
Shoalstone	£0.00	£0.00
Town Hall	£70,000.00	£70,000.00
Information Point	£1,800.00	£1,800.00
Interest	£1,000.00	£1,000.00
	£81,770.00	£85,000.00
Precept	£280,852.00	£307,372.00
	£362,622.00	£392,372.00

EXPENDITURE

General Administration

Audit	£2,000.00	£2,500.00
Bank Charges	£92.00	£92.00
Civic Award	£100.00	£100.00
Civic Service	£850.00	£0.00

Courses	£800.00	£800.00
Election Expenses	£0.00	£0.00
Information Technology	£1,000.00	£1,850.00
Meetings	£1,900.00	£1,900.00
Member Allowance	£1,500.00	£2,250.00
Newsletter	£11,800.00	£11,800.00
Noticeboards	£0.00	£0.00
Post and Carriage	£750.00	£500.00
Professional Fees	£1,000.00	£1,000.00
Public Notices	£250.00	£0.00
Salaries: Cost of Employment	£94,000.00	£145,000.00
Stationery	£2,000.00	£2,000.00
Subscriptions	£9,000.00	£8,500.00
Travel	£400.00	£400.00
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	£127,442.00	£178,692.00

Community Projects

Brixham Does Care	£17,000.00	£17,000.00
Brixham Heritage Museum	£15,000.00	£10,000.00
General	£15,000.00	£5,000.00
Theatre	£6,000.00	£0.00
Youth Genesis	£8,680.00	£8,680.00
Community Bus	£10,000.00	£0.00
Brixham Food Bank	£2,000.00	£2,000.00
Town Hall Regeneration		£10,000.00
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	£73,680.00	£52,680.00

Council Services

Lengthsman

Equipment / Materials	£2,000.00	£5,000.00
Vehicle Insurance / Maintenance	£1,500.00	£1,500.00
Salary: Cost of Employment	£8,000.00	£21,000.00

Information Point

Salary: Cost of Employment	£8,000.00	£16,500.00
Office Supplies	£1,500.00	£1,500.00
Kiosk		£0.00

Other Projects

Planning and Regeneration Budget	£0.00	£0.00
Community Services Committee Budget	£0.00	£0.00
Youth Projects	£0.00	£0.00
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	£21,000.00	£45,500.00

Premises

Town Hall:	£0.00	£0.00
Health & Safety / Fire Prevention / Scheduled Inspections	£16,000.00	£16,000.00

Insurance	£4,500.00	£4,500.00
Rates	£15,000.00	£12,000.00
Repairs and Renewals	£17,500.00	£17,500.00
Service Level Agreements	£26,000.00	£3,000.00
Utilities	£23,000.00	£25,000.00
	<u>£102,000.00</u>	<u>£78,000.00</u>
<i>Community and the Environment</i>		
Allotments	£3,500.00	£3,500.00
Community Events	£10,000.00	£10,000.00
Grants	£15,000.00	£14,000.00
Seasonal Displays	£20,000.00	£20,000.00
Shoalstone Pool	£10,000.00	£0.00
	<u>£58,500.00</u>	<u>£47,500.00</u>
Total Expenditure	£382,622.00	£402,372.00
Less Income	£81,770.00	£85,000.00
From Reserves	£20,000.00	£10,000.00
Precept	<u>£280,852.00</u>	<u>£307,372.00</u>

The budget has been set in accordance with proposed future projects taken from the Strategy Document and the results of the 2018 budget consultation.

The recommended precept of £307,372 shows an increase from 2018/19 of 6.19% and gives the level of payment for an average Band D property of £49.67, which equates to 96p per week. This is an increase of 6p per week compared to 2018/19 and is based on the tax base of 6187.87.

Proposed ongoing Support to Organisations

The Town Council is committed to continuing to support organisations and community groups in Brixham. The following table highlights the changes that are proposed:

Organisation	2018/19 Budget	2019/20 Budget
Brixham Does Care	£17,000	£17,000
Brixham Heritage Museum	£15,000	£10,000
Brixham Food Bank	£2,000	£2,000
Youth Genesis	£8,680	£8,680
Brixham Theatre	£6,000	£0
Shoalstone Pool	£10,000	£0

Brixham Heritage Museum budget heading has been reduced by £5,000. This is because at the time of setting the 2018/19 budget there was some uncertainty that they would receive financial support from Torbay Council. However, Torbay Council were able to financially support them and have guaranteed this for a two-year period ending 31st March 2020. The financial support for Brixham Heritage Museum is to ensure they are able to meet the difference between their expenditure and income.

Shoalstone Pool's financial support has been reduced to zero. This is because they have not used the budget from the current financial year. It is therefore proposed that the balance of the 2018/19 budget heading is moved to ear marked reserves giving Shoalstone Pool an opportunity to request financial support should there be a need.

Brixham Theatre CIO's financial support has been reduced to zero. This is because the Town Council only agreed to provide support in their first year of managing the Theatre.

Other Changes

There has been the introduction of a cost centre for the Town Hall Regeneration. The value set in the budget will cover potential loan repayments, subject to public support and Council resolution. This was believed to be the most financially viable way of showing that the Town Council is committed to the regeneration of the Town Hall.

Election expenses have been retained at zero because there are sufficient funds in the ear marked reserves to cover this expected expenditure with a small balance remaining. However, future budgets will need to ensure that the ear marked reserves are built up to cover expenses for the next election.

To ensure a clear level of transparency in the budget a new income cost centre has been created for the Town Lengthsman to show any income received for this service.

The salaries cost centre has been increased for the following reasons:

- National Pay Awards
- Employers pension contribution
- Maternity cover for the Receptionist / Information Assistant;
- Hall keeper - the proposal by Evaluation Committee to bring the service in house. (Please note: The Service Level Agreement cost centre has been reduced accordingly.)
- Town Lengthsman service increased to a full-time equivalent position

The members allowance has also been increased. Due to the elections it is not known how many Councillors will request a members allowance. Therefore, the Evaluation Committee agreed to budget for $\frac{3}{4}$ of members requesting the allowance. This increase allows for a potential increase in the number of members requesting the allowance. NOT an increase to the amount that a member will receive.

Statement

The Statement for inclusion into the Torbay Council Performance & Council Tax summary leaflet 2019/20 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 2019 / 2020 total budget requirements.

	Total Expenditure £000's
General Administration	178.7
Community Projects	52.7
Council Services	45.5
Premises	78
Community and the Environment	47.5
Less Income	85
Total Budget Requirement 2019/20	317.4

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.

Brixham Town Council has held a budget consultation to establish the community's expectations from the Town Council. The results of which have been considered as part of the budget planning and precept setting process.

As part of that strategy the Council has agreed to continue to provide the Information Point service and increase the Town Lengthsman Service. The Town Council will continue to support local services such as Brixham Does Care, 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 **£307,372.00**.

It is recommended that this Council approves the statement for entry into the Torbay Council Performance & Council Tax summary leaflet 2019/20.