

## Brixham Town Council

|                         |                                |               |          |
|-------------------------|--------------------------------|---------------|----------|
| <b>Report No:</b>       | 01-2020                        |               |          |
| <b>Report Type:</b>     | Public                         |               |          |
| <b>Title:</b>           | 2020/21 Precept / Budget       |               |          |
| <b>To:</b>              | Full Council                   | <b>Date:</b>  | 16.01.20 |
| <b>Contact Officer:</b> | 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 2020/21.

### Budget Consultation Results

| Responses    |            |
|--------------|------------|
| Valid        | 83         |
| Invalid      | 17         |
| <b>Total</b> | <b>100</b> |

**When asked: Do you agree that we should continue to support the following organisations? Residents responded as follows:**

| Financial Support       | Yes | No | Increase | Decrease | No Change |
|-------------------------|-----|----|----------|----------|-----------|
| Brixham Does Care       | 71  | 2  | 16       | 9        | 33        |
| Brixham Heritage Museum | 69  | 0  | 30       | 5        | 25        |
| Brixham Foodbank        | 61  | 9  | 28       | 2        | 24        |
| Youth Genesis           | 58  | 6  | 12       | 2        | 40        |
| Shoalstone Pool         | 75  | 1  | 27       | 2        | 36        |

**When asked: What services would you like to see Brixham Town Council offer? Residents responded as follows:**

| Services                            | Yes | No | Increase | Decrease | No Change |
|-------------------------------------|-----|----|----------|----------|-----------|
| Town Lengthsman                     | 67  | 3  | 21       | 3        | 34        |
| Information Point                   | 46  | 18 | 4        | 12       | 33        |
| Seasonal Display                    | 60  | 7  | 8        | 14       | 38        |
| Community Grants, Projects & Events | 58  | 1  | 7        | 9        | 32        |

**When asked what services residents would like to see continued. The following responses were received:**

| <b>Torbay Council Services</b>       | <b>Yes</b> | <b>No</b> |
|--------------------------------------|------------|-----------|
| Maintaining Recreation and Landscape | 66         | 6         |
| Public Toilets                       | 66         | 7         |
| Basic Seafront Lights                | 61         | 11        |
| Floral Display and Open Spaces       | 58         | 12        |

**When asked: Do you think Brixham Town Council should consider financially supporting other community organisations? If so, who? Residents responded as follows:**

| <b>Community Organisation</b>            | <b>Reason</b>   |
|--|---|
| Brixham Bee Well                         | The number of people with mental health issues is a big problem   |
| Pride in Brixham                         | In absense of Torbay Council's floral displays etc.   |
| Pride in Brixham                         | In absense of Torbay Council's floral displays etc.   |
|  | Funding insufficient for all so should apply to organisations which benefit ALL residents. Not just for those with children, homeless etc. Whilst Shoalstone and Museum are threatened there is no excuse to give money to anything else. |
| Pride in Brixham & Middle Street Traders | Upkeep of town and harbour floral displays  |
| BDC & MHM                                | Want them to be self sufficient   |
| Torbay CAB                               | To help those in need to maximise income to spend in Town   |
| Y.E.S.                                   | It stages such a wide range of activities   |
| Admiral Swimming Centre                  | Everybody uses it all year  |
| CAB                                      | People need signposting   |
| Brixham Battery                          | Why is it not supported already?  |
| None                                     | Charities should raise funds themselves not via taxpayer  |
| Pride in Brixham / Brixham Theatre       | Attract Tourists / Important to community   |
| No                                       | Too expensive   |
| Brixham Future                           | They have produced exceptional community projects without funding to any degree   |
| Brixham Theatre                          | Key venue for local arts  |
| Y.E.S.                                   | An important community asset that needs supporting  |
| Y.E.S.                                   | It's a hub for many activities and base for many people providing needed support  |
| Y.E.S.                                   | Gives support and help to all vulnerable residents of Brixham   |
| Y.E.S.                                   |   |
| The Seal Project                         | They use their own money to monitor and protect Brixham's seals   |
| Pride in Brixham                         | Help them maintain their beautiful displays   |
| Brixham Art Society                      |   |

|                       |   |
|-----------------------|---|
| Brixham Swimming pool | Safe environment and heated   |
| Brixham Swimming pool | They rely on volunteers and external support  |
| Youth organisations   | Keep youngsters out of trouble  |
| Churches              |   |
| No                    | Think they are well stretched with funds  |
| Time & Tide Bell      | It will be a new feature for Brixham  |
| Feed a child Torbay   |   |
| None                  | No more extra charges   |
|                       | Others that support the season round tourist industry should be considered as they will help to keep the shopping centre functioning for residents. |

### Other Proposed Services

| Other  | Reason  |
|--|---|
| Tourist Information  | Very unsatisfactory state of affairs; taken out of Museum but where is it officially?   |
| Support the remaining heritage boats   | They are an irreplaceable part of Brixham's heritage and a tourist attraction   |
|  | No more excessive increases in the budget especially when so little actual services are provided by BTC   |
| No   | We had visitors from America this year and they were very taken with Brixham comparing to New England, USA.   |
| No   | I am against BTC picking up any services being cut by Torbay Council as this sets a precedent. However, public toilets could either be made to be self-funding or local businesses (pubs / Cafes) could operate the scheme that many countries use – allow their customer toilets to be used for a small charge to people who don't want to stop for a drink. |
| Basic seafront Lights  | If spare monies in budget yes – but monies could be better spent in Fore Street   |
| Street Cleaning  | To keep the streets clean and appealing to residents and visitors   |
| Tourist information centre   | much needed. Fed up with being asked on daily basis when I'm busy in my gift shop   |
| Summer Court Car to be open  | too many near misses as cars parked all over the road   |
| Crossing support outside schools.  | Lollipop person on Ranscombe Road and Rea Barn Road missing in school opening times. I witnessed children and parents crossing dangerously all over the road coming out from parked cars. Lollipop person keeps them in order.  |
| As our elected "voice" you should be challenging the Government to ensure proper funding for our area. | We already pay more than many areas. We also have a different demographic.  |

## Responses received from residents who are a member of a Community Organisation

|               |           |
|---------------|-----------|
| Yes           | 34        |
| No            | 45        |
| Declined      | 1         |
| Not Disclosed | 3         |
| <b>Total</b>  | <b>83</b> |

## Budget

The F&GP Committee reviewed the current spend level on the budget adopted for 2019/20 and based upon this and the anticipated level of income / expenditure and remaining funds at the end of the financial year (31<sup>st</sup> March 2020) agreed the following budget.

Cost centres have, in some cases, been amalgamated to continue to ensure there is a good understanding of the Council's projected income and expenditure.

## Revenue Grants

In November, the Town Council adopted a revised Grants Policy. This included the need for community organisations to apply for revenue funding to ensure best practice for all grant applications. The Town Council is committed to continuing to support organisations and community groups in Brixham. However, the Finance and General Purposes Committee firmly believe that revenue funding should be awarded on a transitional basis only and therefore all organisations should be reminded that future revenue funding cannot be guaranteed.

The following table highlights the changes that are proposed by the committee for the 2020/21 budget.

| <b>Organisation</b>     | <b>2019/20 Budget</b> | <b>Application request</b> | <b>2020/21 Budget</b> |
|-------------------------|-----------------------|----------------------------|-----------------------|
| Brixham Does Care       | £17,000.00            | £14,000.00                 | £14,000.00            |
| Brixham Heritage Museum | £10,000.00            | £14,000.00                 | £14,000.00            |
| Brixham Food Bank       | £2,000.00             | £5,600.00                  | £5,600.00             |
| Youth Genesis           | £8,680.00             | £12,963.80                 | £12,963.80            |
| Shoalstone Pool         | £10,000.00            | £10,000.00                 | £7,500.00             |

The above revenue funding should be subject to a funding agreement, which should be considered and agreed by the Evaluation Committee. Subject to both parties agreeing and signing the agreement prior to the commencement of the financial year, revenue funding will be paid in quarterly payments in April, July, October and January.

## Draft 2020/21 Budget

|                              | Actual<br>2018/19 | Budget<br>2019/20 | Year to date<br>2019/20 | Estimate<br>2019/20 | Budget<br>2020/21 |
|------------------------------|-------------------|-------------------|-------------------------|---------------------|-------------------|
| <b>INCOME</b>                |                   |                   |                         |                     |                   |
| Allotments                   | £4,640.83         | £4,000.00         | £6,250.14               | £6,250.00           | £5,000.00         |
| Newsletter                   | £4,279.42         | £4,000.00         | £2,074.78               | £2,600.00           | £4,000.00         |
| Projects                     | £13,092.53        | £0.00             | £640.00                 | £0.00               | £0.00             |
| Town Lengthsman              | N/A               | £2,200.00         | £2,035.00               | £2,200.00           | £2,200.00         |
| Seasonal Income              | £3,778.00         | £2,000.00         | £4,077.10               | £1,000.00           | £2,000.00         |
| Shoalstone                   | £38,902.54        | £0.00             | £11,589.55              | £11,589.55          | £0.00             |
| Town Hall (Rent & Room hire) | £64,902.63        | £70,000.00        | £57,457.06              | £65,000.00          | £65,000.00        |
| Information Point            | £0.00             | £1,800.00         | £0.00                   | £0.00               | £0.00             |
| Bank Interest                | £2,628.03         | £1,000.00         | £1,169.77               | £1,500.00           | £1,000.00         |
|                              | £132,223.98       | £85,000.00        | £85,293.40              | £90,139.55          | £79,200.00        |
| Precept                      | £253,972.00       | £317,372.00       | £317,372.00             | £317,372.00         | £355,005.80       |
|                              | £386,195.98       | £402,372.00       | £402,665.40             | £407,511.55         | £434,205.80       |

|                               | <b>Actual<br/>2018/19</b> | <b>Budget<br/>2019/20</b> | <b>Year to date<br/>2019/20</b> | <b>Estimate<br/>2019/20</b> | <b>Budget<br/>2020/21</b> |
|-------------------------------|---------------------------|---------------------------|---------------------------------|-----------------------------|---------------------------|
| <b>EXPENDITURE</b>            |                           |                           |                                 |                             |                           |
| <i>General Administration</i> |                           |                           |                                 |                             |                           |
| Audit                         | £1,120.00                 | £2,500.00                 | £1,760.00                       | £2,500.00                   | £2,500.00                 |
| Bank Charges                  | £92.00                    | £92.00                    | £82.00                          | £92.00                      | £92.00                    |
| Civic Award                   | £50.78                    | £100.00                   | £50.78                          | £50.78                      | £100.00                   |
| Civic Service                 | £100.00                   | £0.00                     | £0.00                           | £0.00                       | £0.00                     |
| Courses                       | £435.40                   | £800.00                   | £300.00                         | £800.00                     | £800.00                   |
| Election Expenses             | £0.00                     | £0.00                     | £0.00                           | £0.00                       | £0.00                     |
| Information Technology        | £6,456.55                 | £1,850.00                 | £1,624.63                       | £1,850.00                   | £2,000.00                 |
| Meetings                      | £1,508.08                 | £1,900.00                 | £1,501.10                       | £1,900.00                   | £1,900.00                 |
| Member Allowance              | £1,204.80                 | £2,250.00                 | £597.13                         | £1,250.00                   | £1,250.00                 |
| Newsletter                    | £11,536.78                | £11,800.00                | £7,474.09                       | £11,500.00                  | £11,800.00                |
| Noticeboards                  | £0.00                     | £0.00                     | £0.00                           | £0.00                       | £0.00                     |
| Post and Carriage             | £600.08                   | £500.00                   | £424.85                         | £500.00                     | £500.00                   |
| Professional Fees             | £0.00                     | £1,000.00                 | £208.32                         | £1,500.00                   | £3,000.00                 |
| Public Notices                | £0.00                     | £0.00                     | £0.00                           | £0.00                       | £0.00                     |
| Salaries: Cost of Employment  | £117,179.08               | £182,500.00               | £106,329.89                     | £160,000.00                 | £203,000.00               |
| Stationery                    | £916.00                   | £2,000.00                 | £790.70                         | £1,000.00                   | £2,000.00                 |
| Subscriptions                 | £7,929.45                 | £8,500.00                 | £4,001.67                       | £8,500.00                   | £8,500.00                 |
| Travel                        | £154.68                   | £400.00                   | £289.28                         | £400.00                     | £400.00                   |
|                               | £149,283.68               | £216,192.00               | £125,434.44                     | £191,842.78                 | £237,842.00               |

|   | <b>Actual<br/>2018/19</b> | <b>Budget<br/>2019/20</b> | <b>Year to date<br/>2019/20</b> | <b>Estimate<br/>2019/20</b> | <b>Budget<br/>2020/21</b> |
|---|---------------------------|---------------------------|---------------------------------|-----------------------------|---------------------------|
| <i>Community Projects</i>                                 |                           |                           |                                 |                             |                           |
| Brixham Does Care   | £17,000.00                | £17,000.00                | £12,750.00                      | £17,000.00                  | £14,000.00                |
| Brixham Heritage Museum                                   | £15,000.00                | £10,000.00                | £7,500.00                       | £10,000.00                  | £14,000.00                |
| General   | £2,334.90                 | £5,000.00                 | £3,650.82                       | £5,000.00                   | £5,000.00                 |
| Theatre   | £0.00                     | £0.00                     | £0.00                           | £0.00                       | £0.00                     |
| Youth Genesis   | £8,680.00                 | £8,680.00                 | £8,680.00                       | £8,680.00                   | £12,963.80                |
| Foodbank  | £0.00                     | £2,000.00                 | £2,000.00                       | £2,000.00                   | £5,600.00                 |
| Town Hall Regeneration                                    | N/A                       | £10,000.00                | £0.00                           | £0.00                       | £10,000.00                |
| Shoalstone Pool   | £29,453.82                | £10,000.00                | £23,156.55                      | £10,000.00                  | £7,500.00                 |
|   | £72,468.72                | £62,680.00                | £57,737.37                      | £52,680.00                  | £69,063.80                |
| <i>Council Services</i>                                   |                           |                           |                                 |                             |                           |
| <i>Lengthsman</i>   |                           |                           |                                 |                             |                           |
| Equipment / Materials                                     | £2,232.59                 | £5,000.00                 | £963.74                         | £1,613.00                   | £5,000.00                 |
| Vehicle Insurance / Maintenance                           | £1,580.58                 | £1,500.00                 | £941.42                         | £2,124.00                   | £3,000.00                 |
| <i>Information Point</i>                                  |                           |                           |                                 |                             |                           |
| Office Supplies   | £0.00                     | £1,500.00                 | £0.00                           | £0.00                       | £0.00                     |
| Kiosk   | £0.00                     | £0.00                     | £0.00                           | £0.00                       | £0.00                     |
|   | £3,813.17                 | £8,000.00                 | £1,905.16                       | £3,737.00                   | £8,000.00                 |
| <i>Premises</i>   |                           |                           |                                 |                             |                           |
| Town Hall Refunds   | £495.00                   | £0.00                     | £83.33                          | £900.00                     | £0.00                     |
| Health & Safety / Fire Prevention / Scheduled Inspections | £9,410.68                 | £16,000.00                | £3,309.12                       | £16,000.00                  | £16,000.00                |
| Insurance   | £3,025.90                 | £4,500.00                 | £4,578.89                       | £4,578.89                   | £4,800.00                 |
| Rates   | £5,640.00                 | £12,000.00                | £10,556.50                      | £10,556.50                  | £12,000.00                |
| Repairs and Renewals                                      | £21,752.10                | £17,500.00                | £5,310.59                       | £17,500.00                  | £17,500.00                |
| Service Level Agreements                                  | £26,016.27                | £3,000.00                 | £612.91                         | £3,000.00                   | £3,000.00                 |
| Utilities   | £18,185.32                | £25,000.00                | £16,224.75                      | £22,000.00                  | £25,000.00                |
|   | £84,525.27                | £78,000.00                | £40,676.09                      | £74,535.39                  | £78,300.00                |

|                                      | <b>Actual<br/>2018/19</b> | <b>Budget<br/>2019/20</b> | <b>Year to date<br/>2019/20</b> | <b>Estimate<br/>2019/20</b> | <b>Budget<br/>2020/21</b> |
|--------------------------------------|---------------------------|---------------------------|---------------------------------|-----------------------------|---------------------------|
| <i>Community and the Environment</i> |                           |                           |                                 |                             |                           |
| Allotments                           | £3,308.79                 | £3,500.00                 | £4,801.18                       | £5,000.00                   | £3,500.00                 |
| Community Events                     | £9,251.89                 | £10,000.00                | £3,000.00                       | £8,000.00                   | £7,500.00                 |
| Grants                               | £11,058.80                | £14,000.00                | £11,780.00                      | £14,000.00                  | £14,000.00                |
| Seasonal Displays                    | £24,470.94                | £20,000.00                | £21,093.38                      | £20,000.00                  | £26,000.00                |
|                                      | £48,090.42                | £47,500.00                | £40,674.56                      | £47,000.00                  | £51,000.00                |
| Total Expenditure                    | £358,181.26               | £412,372.00               | £266,427.62                     | £369,795.17                 | £444,205.80               |
| Less Income                          | £132,223.98               | £85,000.00                | £85,293.40                      | £90,139.55                  | £79,200.00                |
| From Reserves                        | £0.00                     | £10,000.00                | £0.00                           | £0.00                       | £10,000.00                |
| Precept                              | <b>£225,957.28</b>        | <b>£317,372.00</b>        | <b>£181,134.22</b>              | <b>£279,655.62</b>          | <b>£355,005.80</b>        |

### **Taxbase**

The taxbase for 2020/21 is 6261.12 and the budget of £355,005.80 equates to £56.70 per annum. This is an increase from the 2019/20 precept of 10p per week.

## Statement

The Statement for inclusion into the Torbay Council Performance & Council Tax summary leaflet 2020/21 to read:

Brixham Town Council precepts Torbay Council as a billing authority to fund its activities. This precept is received from the Council taxpayers in the area covered by Brixham Town Council, which are based on the wards of Berry Head with Summercombe and St Marys with St. Peters.

## Analysis of the budget requirement for Brixham Town Council

The table below shows the 2020 / 2021 total budget requirements.

|   | <b>Total Expenditure<br/>£000's</b> |
|---|-------------------------------------|
| <b>General Administration</b>           | 237.8                               |
| <b>Community Projects</b>               | 69.1                                |
| <b>Council Services</b>                 | 8                                   |
| <b>Premises</b>                         | 78.3                                |
| <b>Community and the Environment</b>    | 51                                  |
| <b>Less Income</b>                      | 89.2                                |
| <b>Total Budget Requirement 2019/20</b> | <b>355</b>                          |

The Town Council exists to improve the economic, social and environmental well-being of the people who live and work in Brixham, providing leadership through community engagement and development in a democratic and representational way.

They will work constructively with Torbay Council to encourage them to meet their duties to Brixham residents as well as many other bodies working within Brixham

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 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:

1. adopts the budget as proposed by the Finance and General Purposes Committee (F&GP) and agrees a precept of **£355,006**.
2. adopts the policy of transitional funding for all revenue applications
3. gives delegated powers to the Evaluation Committee to discuss and agree the contents of the funding agreement prior to signing the revenue funding agreements
4. agrees that revenue funding will not be paid until the revenue funding agreement has been signed by both parties

5. approves the statement for entry into the Torbay Council Performance and Council Tax summary leaflet 2019/20, which will be available to view on Torbay Council's website