

Bury St Edmunds Town Council Budget 2018- 2019

EXPENDITURE		Last Year (to 31.03.17)	Current Year (to 31 March 2018)				Next Year (01.04.18)	Notes
		Actual	Agreed Budget*	Actual to Dec 17	Committed Expenditure	Projected Year End	Budget	
4000	Staff Salaries Gross	£55,095	£71,191	£40,415	£21,788	£62,203	£64,069	Includes provision for incremental increase and 2% wage increase
4001	Employers National Insurance	£4,711	£4,390	£3,420	£1,881	£5,301	£5,460	
4002	Employers Pension Costs	£13,333	£17,798	£10,104	£5,447	£15,551	£16,018	2018/19 25% of gross salary
4003	Agency/Temporary Staff	£0	£600	£0	£0	£0	£0	
4004	Staff Travel	£55	£350	£24	£326	£350	£350	
4005	Training & Other Staff Costs	£200	£3,000	£425	£2,575	£3,000	£3,000	Move to BACS authorisation of payroll - costs currently unknown
4006	Recruitment Advertising	£2,459	£0	£0	£0	£0	£0	
4106	Allowance - Chairman	£188	£230	£106	£124	£230	£500	
4110	Annual Report to Residents	£500	£715	(650)	£662	£662	£715	
4112	Audit - Independent	£295	£350	£0	£350	£350	£350	
4113	Audit -External	£800	£800	£0	£800	£800	£800	
4115	Bank Charges	£236	£350	£59	£27	£86	£300	
4118	Business Rates	£2,711	£198	£198	£0	£198	£4,750	Eligibility for Small Business Rates relief on office premises unconfirmed but rates payable in respect of car parking space. BID levy £175 01.04.18
4124	Cleaning	£353	£380	(28)	£380	£380	£500	
4125	Computer Mtce incl Phones	£4,328	£4,300	£2,901	£1,438	£4,339	£4,500	£352 per month plus call charges £50 per annum; website hosting £60
4126	Computer Software	£260	£245	£245	£274	£519	£524	"Omega" financial software and support £250; Office 365 licences x4
4128	Election Expenses	£3,559	£6,000	£0	£0	£0	£6,500	
4131	Emergency repairs/maintenance	£0	£520	£0	£520	£520	£530	
4132	Health & Safety	£65	£200	£0	£200	£200	£250	
4133	Insurance	£2,712	£4,820	£3,648	£0	£3,648	£3,000	
4136	Legal Expenses	£0	£1,050	£0	£1,050	£1,050	£1,200	
4140	Office Equipment	£11	£0	£353	£473	£826	£550	
4141	Office Rental	£11,175	£11,175	£11,175	£0	£11,175	£11,175	Rent review on 10th anniversary i.e. 18 December 2019
4142	Office Service Charge	£3,982	£3,981	£3,479	£2,654	£6,133	£5,654	(Heating, lighting, water and all services provided under the terms of the lease). INCREASED TO £1,326.75 PER QUARTER FOLLOWING SERVICE CHARGE RECONCILIATION
4145	Professional Fees	£420	£440	£225	£225	£450	£450	Clerk & Asst. Clerk membership of SLCC
4146	Petty Cash	£537	£500	£170	£330	£500	£400	
4148	Photocopy Costs	£113	£190	£29	£100	£129	£150	£0.005717 per copy from 31.1.18
4153	Stationery	£322	£600	£482	£118	£600	£650	All stationery items including printer toner cartridges and postage stamps
4154	Subscriptions	£3,269	£3,100	£3,024	£35	£3,059	£3,250	SALC subscription; Data Protection fee under new legislation likely to be more than current £35
4162	Training - Councillors	£0	£2,000	£60	£1,940	£2,000	£2,000	
4203	Bury in Bloom Basic	£6,120	£6,120	£5,370	£750	£6,120	£6,120	
4236	Tourism - Destination Management Organisation (DMO)	£20,000	£20,000	£0	£0	£0	£20,000	AGREEMENT WAS £20,000 PER YEAR FOR THREE YEARS - 2016/17, 2017/18 AND 2018/19. 2016/17 PAYMENT MADE BUT 2017/18 PAYMENT NOW NOT REQUIRED. THE REMAINING TWO PAYMENTS ARE DUE IN 2018/19 and 2019/20 INSTEAD
4282	Spd Indctor Dvice (use 4359)	£2,875	£0	£0	£0	£0	£0	CODE NOT USED

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4290	St Edmunds Day Celebrations	£609	£675	£602	£0	£602	£2,500	Includes West Suffolk College Prize Award £200
4301	Allotments	£6,884	£5,200	£3,339	£1,861	£5,200	£10,000	Routine maintenance (grass cutting, hedge cutting); water charges; annual cost of land leased from SEBC at Cotton Lane site; emergency repairs. INCREASE TO COVER COST OF SKIPS; HIGHER COST OF REMOVING ASBESTOS AND OUTSTANDING TREE WORKS
4350	Police Community Support Officer	£7,850	£39,247	£23,549	£7,850	£31,399	£31,398	Annual cost of one PCSO is £31,398 (payable in 4 equal instalments of £7,849.50 per year in Feb/May/Aug/Nov). Current PCSO's 2 year contract terminates on 31 December 2018 but 2018/19 budget figure includes provision to fund the contract until 31 March 2019. THIS 2018/19 BUDGET DOES NOT INCLUDE PROVISION FOR A 2ND PCSO
4351	Locality budgets	£39,056	£42,500	£13,318	£0	£51,299	£42,500	£2,500 per Councillor
4353	Grant Funding - general	£54,466	£54,026	£24,205	7,450	£31,655	£26,000	2017/18 COMMITTED EXPENDITURE INCLUDES £6.5k EASTGATE BRIDGE and £950 ST EDMUND'S DAY DINNER. CURRENT YEAR'S UNSPENT BUDGET £22,371 TO BE ALLOCATED TO HIGHWAYS 2018/19 BUDGET
4354	Grant Funding - sports	£18,229	£20,000	£20,370	£0	£20,370	£20,000	N.B. £9,630 ALREADY COMMITTED TO ABBEYCROFT LEISURE FOR THE CLOSED ROAD CYCLE RIDE EVENT 2018
4355	Grant Funding - well being	£66,782	£20,000	£11,880	£0	£11,880	£20,000	
NEW	Theatre Royal	£0	£0	£0	£0	£0	£10,000	FUNDING APPROVED RESOLUTION NO. BSETC/105/13/Dec/17 FOR ASSOCIATE ARTS PROGRAMME 2018
4357	Town Centre Masterplan	£12,899	£0	(10,000)	£10,000	£10,000	£0	
4358	Magna Carta Trust	£0	£1,200	£6	£1,194	£1,200	£1,200	
4359	Speed Indicator Devices	£0	£200	£98	£3,427	£3,525	£200	
4386	Litter Bins	£4,421	£11,000	£2,038	£3,178	£5,216	£5,300	Weekly emptying of all litter bins and dog bin (28 bins £1,019 per quarter) and provision for new
4390	Remembrance Day Service	£392	£420	£390	£30	£420	£180	2018 expenditure is lower as we will not hold a separate event because Armistice Day is on Remembrance Sunday. Poppy wreaths x9 at £20 each
4391	Salt/Grit Bins	£40	£1,000	£0	£1,000	£1,000	£1,000	New/replacement bins, cost of filling bins on unadopted roads
4395	War Memorials	£1,233	£5,500	£1,200	£4,300	£5,500	£3,500	Annual cleaning prior to Remembrance Day services
NEW	General Data Protection Regulation compliance	£0	£0	£0	£0	£0	£2,000	
NEW	Highways	£0	£0	£0	£0	£0	£150,000	£100,000 WAS AGREED BY FULL COUNCIL ON 13 DECEMBER 2017. THIS £50K INCREASE TO £150,000 TO BE FUNDED FROM GENERAL RESERVES
NEW	Armed Forces Day 2018	£0	£0	£0	£0	£0	£25,000	
		£353,545	£366,561	£186,907	£84,756	£309,645	£514,493	

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INCOME		Last Year (to 31.03.17)	Current Year (to 31 March 2018)				Next Year (01.04.18)	Notes
		Actual	Agreed Budget	Actual to Dec 17	Anticipated income	Projected Year End	Next Year Budget	
1076	Precept Received	£302,466	£316,389	£316,389	£0	£316,389	£434,015	37.0% BAND D INCREASE TO £33.30 (2018/19 tax base 13,033.47)
1077	LCTS Compensation Grant	£4,830	£0	£0	£0	£0	£0	
1090	Bank & Investment Interest	£1,473	£1,500	£800	£15	£815	£600	
1091	Barclays Loyalty Reward	£48	£0	£13	£5	£18	£0	
1102	Other Income	£5,410	£0	£0	£0	£0	£0	
1301	Allotment Income	£14,799	£17,389	£17,742	£15	£17,757	£17,956	
1405	St Edmund's Day DONATIONS	£75	£0	£300	£0	£300	£0	
		£329,100	£335,278	£335,244	£35	£335,279	£452,571	

SURPLUS/DEFICIENCY FOR YEAR **-£24,445** **-£31,283** **£25,634** **-£61,922** (TO BE FUNDED FROM GENERAL RESERVES)

PROJECTED GENERAL RESERVES AS AT 31 MARCH 2018

Balances carried forward at 31st March 2017 **£168,073**

LESS

Ear marked Reserves (see separate sheet for details) **£12,000**
 Ring fenced Reserves (see separate sheet for details) **£25,000**
 Minimum protected level of reserves **£75,000**

PLUS

Projected surplus for current (2017/18) year **£25,634**

PROJECTED GENERAL RESERVES **£81,707**

***EXPLANATORY COMMENTS RELATING TO 2017/18 BUDGET**

Total expenditure in the original budget was £366,561. This figure is increased by the £8,799 unspent locality budgets		
4118	Business Rates	Original budget was £4,675. £4,477 vired to 4353
4350	Police Community Support Officer	Original budget was £64,000. £23,549 vired to 4353
4351	Locality budgets	Original budget was £42,500 (£2,500 per Councillor) but increased by £8,799 due to carry forward of unspent 16/17 budgets
4353	Grant Funding - general	Original budget was £26,000. Increased by £28,026 to £54,026 following virement of underspent budgets from PCSO (£23,549) and Business rates (£4,477)

BURY ST EDMUNDS TOWN COUNCIL - RESERVES

EAR MARKED RESERVES		CURRENT AMOUNT	PROPOSED AMOUNT
Risks identified in risk assessment		£10,000	£10,000
Office redecoration (per lease)		£2,000	£2,000
		<u>£12,000</u>	<u>£12,000</u>

RING FENCED RESERVES		CURRENT AMOUNT	PROPOSED AMOUNT
Details	Resolution		
Destination Management Plan for Bury St Edmunds	126/15/Oct/14	£3,000	£0
War Memorials repairs and restoration		£25,000	£25,000
		<u>£28,000</u>	<u>£25,000</u>

MINIMUM LEVEL OF GENERAL RESERVES

CURRENT AMOUNT	CURRENT AMOUNT
<u>£75,000</u>	<u>£75,000</u>

ALL RESERVES TOTAL

<u>£115,000</u>	<u>£112,000</u>
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