

**BRIDGNORTH TOWN COUNCIL
TOWN COUNCIL MEETING
TUESDAY 21 NOVEMBER 2017**

Agenda Item: 16

Report: Budget Setting Process Proposals for 2018/19 Budget and Precept

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Preparation of the budget would usually start in October.

Due to the time and resourcing pressures currently facing the Council The Locum Town Clerk's key priority is developing a draft budget for Council to consider.

It is proposed to hold an Extraordinary Council meeting on Tuesday 19th December commencing at 7.15pm devoted to analysing the first draft budget and considering factors influencing the budget.

Currently the calendared Budget and Precept setting meeting is Tuesday 16th January. Although it is intended to work to meet this target date for finalising the budget and agreeing the precept demand, Councillors can be reassured that statutorily the information does not have to be provided to Shropshire Council before the end of February.

The Locum Town Clerk has started to discuss the operational budget with staff members responsible for areas of council operations and factor in any known increases or decreases in costs.

New projects not featured in the current budget are being listed and resource needs identified.

The status of existing projects are being reviewed.

It is intended to review the costs associated with the fees and charges currently applied to help Council understand the level of subsidy that is actually given to any apparent income.

A decision by council to curtail, end or increase an existing activity or to provide a new service or facility may well affect the pattern of spending and estimates of probable expenditure and probable income from all sources other than the precept need to be made. In the absence of standing committees with delegated responsibility and budget for specific areas of council operation, all Councillors are asked to consider what their project proposals are for the coming financial year together with indications of likely resourcing and cost implications.

Members of the Quinquennial Working Party in particular are asked to review the status of work identified in the Quinquennial Report published in 2016 to determine the status of works identified and the priorities for repair and refurbishment for the coming financial year.

Members are asked to forward any proposals to the Locum Town Clerk by 11th December for circulation with the first budget report to enable them to be given some consideration before the 19th December meeting.

A decision on how to progress any further work on the budget will be made at the 19th December.