

**BRIDGNORTH TOWN COUNCIL  
TOWN COUNCIL MEETING  
20 July 2021**

**APPENDIX I**

RF/2021

20 July 2021

REPORT TO TOWN COUNCILLORS

AGENDA ITEM – UTILITY CHARGES FOR PUBLIC TOILETS

**AIM**

1. To consider a recommendation to set up two monthly variable direct debits for the collection of water and electricity charges by Everflow Water and British Gas for the Public Toilets.
2. To consider a recommendation to transfer monies from budget heading 4110/285 Buildings Rates, Public Conveniences to 4115/285 Water Rates & to new cost code Heat & Light 4120/285

**BACKGROUND**

3. Bridgnorth Town Council has recently entered a new contract for Public Toilets with Healthmatic. The new three-year contract does not include the payment of the utility costs for water and electricity.
4. Public Toilet building rates are not being charged for this financial year and last year's rates have been refunded.

**FINANCIALS**

5. The Direct Debit should be the cheapest method of payment and therefore contribute to an overall reduction in the annual bill.
6. The budget for Public Conveniences building rates is £6,953. We have received a refund of £9,637.26 which equates to £6,424.63 for 2020/2021 and the first payment of £3,212.63 for 2021/2022.

**SUMMARY**

7. The Direct Debit Guarantee. Ensures greater protection in respect of payments.
8. This method will enable a faster processing and therefore provide the timeliest form of payment.

**RECOMMENDATION(s)**

It is recommended that the Town Council RESOLVES:

- i) To delegate to the Financial Administrator the task of setting up direct debits with Everflow Water and British Gas for utility charges.
- ii) Vire an amount of £5,000 from cost code 4110/285 (buildings rates) with £3,000.00 to be apportioned to 4115/285 (water rates) and £2,000.00 to 4120/285 (heat & light).

Rachel Follette  
Financial Administrator