

**BRIDGNORTH TOWN COUNCIL  
TOWN COUNCIL MEETING  
14 DECEMBER 2021**

RCW/2021

DATE: 7 DECEMBER 2021

REPORT TO TOWN COUNCILLORS

AGENDA ITEM 8 – BUDGET PREPARATION

AIM

1. To confirm transfers to Earmarked Reserves from the General Reserve for Christmas Lights £2,500 (should the recommendation from the Events and Christmas committee be approved).
2. To agree a final draft budget for FY 2022/2023 and to propose a level of precept for formal adoption at the January 2022 Town Council meeting.

BACKGROUND

3. The Town Council considered a draft budget at the Town Council meetings held on 19<sup>th</sup> October 2021 and 16<sup>th</sup> November 2021.

DISCUSSION/ COMMENT

4. At the town Council meeting held on 16<sup>th</sup> November 2021, Members considered a report on fees and asked Officers to bring back costings, for inclusion in the 2022/2023 budget, for the increase of fees for Severn Park parking and Cemetery in line with general inflation.
5. Under minute number 0239/2122 ii) the following resolution was passed:  
'RESOLVED: that cost centre 120 – Grants be increased to £25,000 in total with nominal code 4810 – Grants - Bridgnorth Twinning being incorporated into nominal code 4800 Grants – Other'.
6. Members also gave an indication to Officers to aim for a possible increase in the Band D equivalent in the range of £8 to £12 per annum. Members also asked that consideration be given to the following and that the draft budget be revised accordingly:
  - consider taking the purchase of new grounds equipment from General Reserve

- look to using either Useable Capital Receipts or existing Earmarked Reserves for expenditure where appropriate

7. The draft budget for 2022/2023 that was presented to Council on 16<sup>th</sup> November 2021 has been amended as follows:

Cost Centre	Nominal Code	Reason/Authorisation	From £	To £
Expenditure				
120 – Grants	4800 – Grants Other	Minute number 0239/2122 ii)	1,000	25,000
120 – Grants	4810 – Grants – BN Twinning	Minute number 0239/2122 ii)	3,000	0
291 – Town Services	4640 – Christmas Lighting	Minute number 0250/2122	18,000	20,500*
302 – Events	4635 – Town Events	Minute number 0171/2122	0	1,000
Income				
230 – Cemetery	1100 – Cemetery Fees	Minute number 0239/2122 i)	55,000	57,310
260 – Severn Park	1450 – Car Parking Fees	Minute number 0239/2122 i)	50,000	52,100

\*Subject to Full Council approval.

8. The net expenditure budgeted by the Town Council in FY 2022/2023 can be funded solely by the precept or in part by the General Reserve. While there is some opportunity to subsidise the level of taxation (the precept) the RFO would strongly advise Members to exercise caution when deciding on the level of the subsidy to be taken from the General Reserve (GR).
9. The Town Council could choose to reduce its net expenditure by reducing the level of some individual budget lines (those that are relatively discretionary).
10. Our current EMR's stand at £141,965.26 with £54,246.89 being allocated to specific projects only (ie: restricted funds). The remaining £87,718.37 is earmarked for specific projects (and are in effect savings pots).

## ACCOMPANYING DOCUMENTATION – (Attached)

11. A full budget by Cost Centre and Nominal Ledger code as produced from our accounts system – This is to provide Members with a full and complete amount for each budget line.
12. Summary Budgets x 3 – A one page overview of possible budgets for 2022/2023 which identify the level of precept, the level of taxation and the anticipated levels of the General Reserve.

## OPTIONS

13. Options include:

- a. Approve Flag 1 – balanced budget with a precept of £727,188 which retains a target General Reserve of £224,665. Band D equivalent increase £19.52.
- b. Approve Flag 2 - a deficit but above inflation budget with a precept of £684,523 which retains a target General Reserve of £182,000. Band D equivalent increase £10.13.
- c. Approve Flag 3 - a deficit in line with inflation budget with a precept of £663,523 which retains a target General Reserve of £161,000. Band D equivalent increase £5.50
- d. Approve any of the Flags 1-3 but reduce spend on discretionary items.

## RECOMMENDATION(s)

14. The Town Council is recommended to:

- a. Confirm transfers to Earmarked Reserves from the General Reserve for Christmas Lights £2,500 (should the recommendation from the Events and Christmas committee be approved).
- b. Agree a final draft budget for FY 2022/2023 and to propose a level of precept for formal adoption at the January 2022 Town Council meeting.

Ros Williams  
Deputy Town Clerk/Responsible Financial Officer

Borrow £42k from General Reserve

FLAG 2

**FY 2022/23 DRAFT BUDGET - ALL CURRENT SERVICES**

Cost Centre	Expenditure	20/21 Actual	21/22 Budget	21/22 Predicted spend/ income	22/23 Budget
101	Central Costs	290,905	276,360	286,406	297,453
110	Civic & Democratic	3,233	21,860	13,960	12,961
120	Grants	554	18,675	14,175	27,934
205	College House	17,951	19,400	20,166	24,803
206	Annexe	1,262	2,590	2,441	4,749
210	Town Hall	10,329	11,250	12,578	15,922
211	Market	1,137	1,250	1,343	1,274
215	Northgate	214	2185	385	2,195
230	Cemetery	4,968	7,352	7,418	7,146
231	Cemetery Lodge	3,457	1500	815	2,200
248	Cyclical Repairs	2235	7,000	7,000	7,000
249	Other Properties	0	10,500	10,500	1,000
250	Grounds	367,989	396,677	466,023	419,575
255	Allotments	352	638	638	1050
260	Severn Park	40,418	49,530	50,767	49,928
285	Public Conveniences	36,425	36,703	34,413	32,400
291	Town Services	31,136	28,510	26,010	31,010
294	Projects & Improvement	31	15,000	15,000	3,000
299	Castle Hall	28,731	37,393	32,048	38,194
301	CCTV	17,638	11,595	10,300	11,668
302	Events	920	3,700	3,700	4,800

Expenditure Sub Total	859,885	959,668	1,016,086	996,262
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**Income other than precept**

101	Central Costs	51,340	1,700	5,793	200
205	College House	14,431	13,960	13,954	13,824
206	Annexe	-158	500	3,400	1,200
210	Town Hall	19,261	30,750	25,453	28,760
211	Market	4,025	9,880	9,000	7,800
215	Northgate	0	1	0	1
230	Cemetery	57,744	51,210	56,123	58,544
231	Cemetery Lodge	2,780	5,500	5,500	5,700
249	Other Properties	16,375	15,240	15,560	15,240
250	Grounds	46,183	40,918	80,449	42,095
255	Allotments	1385	1,000	1,000	1,000
260	Severn Park	62,381	50,873	59,353	55,940
285	Public Conveniences	2,518	250	10,188	250
291	Town Services	1,836	420	420	420
296	Low Town Comm Hall	15,300	20,400	20,400	20,400
299	Castle Hall	12,889	22,500	12,018	15,000
302	Events	-115	2,700	2,689	2,700

Real figure off the Balance Sheet as at 31 March 2021

This is the estimated balance of the General Fund as at 1 April 2022.

Income Sub total	308,175	267,802	321,300	269,074
<b>Net Expenditure Total</b>	<b>551,710</b>	<b>691,866</b>	<b>694,786</b>	<b>727,188</b>

General Reserve	248,771	224,665
Plus in year transfers to EMR	32,182	0
Precept	638,498	684,523
Sub Total	919,451	909,188
Less net expenditure	694,786	727,188
<b>Balance in hand</b>	<b>224,665</b>	<b>182,000</b>

This is the desired level of General Fund at 31 March 2023.

Current year Band D Equivalent	£140.53
Council Tax Base (CTB)	4543.64
Projected Band D equivalent	£150.66

Percentage increase	7.21%
Numerical Increase	£10.13

Balanced Budget

FLAG 1

## FY 2022/23 DRAFT BUDGET - ALL CURRENT SERVICES

Cost Centre	Expenditure	20/21 Actual	21/22 Budget	21/22 Predicted spend/income	22/23 Budget
101	Central Costs	290,905	276,360	286,406	297,453
110	Civic & Democratic	3,233	21,860	13,960	12,961
120	Grants	554	18,675	14,175	27,934
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230	Cemetery	4,968	7,352	7,418	7,146
231	Cemetery Lodge	3,457	1500	815	2,200
248	Cyclical Repairs	2235	7,000	7,000	7,000
249	Other Properties	0	10,500	10,500	1,000
250	Grounds	367,989	396,677	466,023	419,575
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Expenditure Sub Total	859,885	959,668	1,016,086	996,262
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## Income other than precept

101	Central Costs	51,340	1,700	5,793	200
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General Reserve	248,771	224,665
Plus in year transfers to EMR	32,182	0
Precept	638,498	727,188
Sub Total	919,451	951,853
Less net expenditure	694,786	727,188
<b>Balance in hand</b>	<b>224,665</b>	<b>224,665</b>

This is the target level of General Fund at 31 March 2023.

Current year Band D Equivalent	£140.53
Council Tax Base (CTB)	4543.64
Projected Band D equivalent	£160.05

Percentage increase	13.89%
Numerical increase	£19.52

In line with inflation

FLAG 3

**FY 2022/23 DRAFT BUDGET - ALL CURRENT SERVICES**

Cost Centre	Expenditure	20/21 Actual	21/22 Budget	21/22 Predicted spend/ income	22/23 Budget
101	Central Costs	290,905	276,360	286,406	297,453
110	Civic & Democratic	3,233	21,860	13,960	12,961
120	Grants	554	18,675	14,175	27,934
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301	CCTV	17,638	11,595	10,300	11,668
302	Events	920	3,700	3,700	4,800

Expenditure Sub Total	859,885	959,668	1,016,086	996,262
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Income other than precept					
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<b>Net Expenditure Total</b>	<b>551,710</b>	<b>691,866</b>	<b>694,786</b>	<b>727,188</b>
General Reserve			248,771	224,665
Plus in year transfers to EMR			32,182	0
Precept			638,498	663,523
Sub Total			919,451	888,188
Less net expenditure			694,786	727,188
<b>Balance in hand</b>			<b>224,665</b>	<b>161,000</b>

This is the desired level of General Fund at 31 March 2023.

Current year Band D Equivalent	£140.53
Council Tax Base (CTB)	4543.64
Projected Band D equivalent	£146.03
Percentage increase	3.92%
Numerical increase	£5.50