

## Comments regarding the Earmarked Reserves held by Bridgnorth Town Council

Earmarked Reserve Number and Project	Indicative Cost/ target figure/ Amount	Current Balance	Timescale /date to be used	Clerk/ RFO Comments	Other comments
EMR321- Community Infrastructure Levy		£12,962.50		This EMR is ringfenced against specific expenditure related to the impact of development. Currently, it is intended that the slow accumulation of funds here will be used to offset expenditure to increase burial capacity, be that buying extra land or reconfiguring the current layout. It might of course be used to pay for additional footpaths to connect communities that might be needed as a result of new houses.	
EMR325 – Equipment Repairs/Maintenance		£34,326.89		This is an amalgamation of several separate EMRs that previously existed; Cemetery Maintenance, Property Repairs, Christmas Lights, Severn Park Maintenance, Street Lighting Maintenance and New Equipment/Machinery - see separate report.	See table below for more detailed explanation of breakdown of costs anticipated/being planned for.
EMR327- Cemetery Land	£60,000	£40,000		Town Council contribution to cemetery land purchase project (circa £300k).	
EMR328- Grants		£8,680		Historic Grant funding ring fenced for a specific purpose – originally a bus stop on Whitburn Street but amended to include repairs to other bus stops maintained by the Town Council.	
EMR331- Elections	£15,000	6,500	May 2025	Savings pot for 4 yearly elections	

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<b>EMR334-</b> LJC Grant – Youth Partnership		£1,516.75	?	Ringfenced funding held since before 2014 for the LJC which now no longer exists. Internal Auditor advice required as to proper disposal of these funds.	
<b>EMR337-</b> LJC Grants – Events		£2,190	?	Ringfenced funding to purchase community equipment for events e.g. staging.	
<b>EMR338-</b> Arts Trail		£9,328.04	2023	Ringfenced funding for specific purpose.	
<b>EMR339-</b> S106 Gym		£2,795.85		Residue of Ringfenced funding for play/exercise equipment.	
<b>EMR340</b> S106Lodge Lane		-£10.53		Corrective action required at end of FY to return to zero balance (xfer from General Reserve). All funds spent on new play equipment and nature trail at the Grove.	
<b>EMR341-</b> Community Safety		£2,778.59		Residue of Ringfenced funding (not our money) following the disbandment of the Pubwatch scheme several years ago. Internal auditor advice to be sought as to proper disposal of the funds.	
<b>EMR342-</b> Local Plan Consultation		£3,000.00		This follows a Town Council resolution to support a community group to develop a Town Plan and respond to the Local Plan Consultation - the Council can redirect this funding, after informing the group, should the need arise.	
<b>EMR343</b> Marches LEP Grant Funding		£13,778.38		This is Grant money that we were given for a specific purpose. We have approached Shropshire Council, who administer the grant funding and audit expenditure against it, to see if we can utilise it to supplement some of the things that didn't come within the budget envelope for the recent £20k Welcome Back Fund. Any residue was bid for on the basis of replacing or adding street furniture	

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<b>EMR 345</b> Mayoral Allowance Unspent 2020/21		£384.21	2021	This can be recredited to the general reserve at the end of the FY as it is the unspent balance of the previous Mayor's Fund.	
<b>EMR346</b> Committed Funds 2020-21		£1,947.00	31 Mar 2021	This is the balance of £7,164 of funding set aside as a result of a number of accruals from last years accounts. Any residue at year end can be returned to the General Reserve.	
<b>EMR370-</b> Useable Capital Receipts		£172,632.85	??	Some of this funding has been identified for use with other projects. Useable Capital Receipts have some limitations on how they might be used. Light touch advice from our auditor recently says "Funds which derive from the proceeds of disposal of capital assets (usually land and buildings) exceeding £10,000 are posted to a Capital Receipts Unapplied reserve and they can only be used for capital expenditure or the repayment of borrowings. The legislation actually states : 'a capital receipt, or the balance of a capital receipt, to which this regulation applies may only be used for one or more of the following purposes— (a) to meet capital expenditure; (b) to repay the principal of any amount borrowed; or (c) to meet any liability in respect of credit arrangements, other than any liability which, in accordance with proper practices, must be charged to a revenue account".	See table below; a more detailed explanation of breakdown of costs anticipated/ being planned for.

## EMR325 –

### Explanation as to the level of the EMR totalling £34,326 and its envisaged uses

Project	Indicative Cost/ target figure	Amount notionally earmarked	Timescale /date to be used	Clerk/ RFO Comments	Other comments
Replace Christmas lights	£25K	£3,000	2024 - 2027	<p>The previous separate fund stood at £3,000</p> <p>It was intended to be used as a savings scheme for a large-scale upgrade of the Christmas lighting infrastructure. The majority of the current lights have been up for many years and it will not be long before an almost entire upgrade indeed the annual repair costs are slowly creeping up there comes a time when replacing is more cost effective than ad-hoc repairs.</p>	Ideally this would sit at £15k with us adding £1k per annum
Property Repairs	£20k	£1,876	2023 – 2030	<p>The previous separate fund balance stood at £3,426. A further £2,000 was added to the EMR in June. In the past week we have paid an invoice of £3,550 for building drawings for all our buildings.</p> <p>It was envisaged that this fund would be added to over time to absorb some significant cyclical works or serious/priority unplanned maintenance. The Town Hall is need of repaint externally and next year would not be too soon. The likely cost of a complete repaint (lime paint, scaffolding, road closure, specialist labour) is likely to be in excess of £10k are more likely to be approaching £20k. Furthermore, the current and recent revenue budgets for building repairs are likely to only be able to</p>	Ideally this would have at least £20k in it until all buildings have been tended to.

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				<p>fund emergency or high priority works (as identified by the 5-yearly inspection report) – We are currently tendering for the next 5-yearly report which is likely to identify many items in need of some priority maintenance (the current budgets only allow us to tend to the high priority items; it is assumed that the low priority jobs that have not been tended to in recent years will become a higher priority).</p> <p>We have many buildings with asbestos that are likely to require some specialised maintenance/disposal and repair.</p>	
Cemetery Maintenance	£20k	£3,500	2023 to 2030	<p>Previous separate fund balance stood at £3,500</p> <p>The fund in part is intended to be a savings scheme to be able to resurface the internal cemetery roads (to resurface is likely to be between £10k and £50k depending on specification (kerbed or not, dig up and re-lay or top cover) and have the opportunity to extend the electric to reach our compound (estimate to dig trench and lay cable a few years ago was circa £30k). Ideally, we would wish for a percentage of cemetery income each year to be directed to future routine grounds maintenance. Currently we fund grass cutting within year income – when the cemetery is full there will be no in year income but the liability to cut the grass etc will continue in perpetuity.</p>	<p>Ideally this would have had a significant percentage of the Exclusive rights of Burial fees obtained over the years and should stand at something like £1m in it – that horse bolted long ago (1850) and this would sit in a savings account whose interest might pay for most of the in year revenue costs.</p> <p>It really needs to be at least £40k if we are to press ahead in future years to purchase and develop additional land.</p> <p>It also would benefit from having another £30k in it before we stop contributing to it through the revenue budget</p>

Project	Indicative Cost/ target figure	Amount notionally earmarked	Timescale /date to be used	Clerk/ RFO Comments	Other comments
Severn Park Maintenance	£20k	£950	2035	<p>Previous separate fund balance stood at £950</p> <p>Intended for use for catastrophic failure of parking meter equipment and saving fund for resurfacing of gravel car park and internal roads. Only a small balance as we used a large amount only 2 years ago to resurface the entrance road. Internal Road resurfaced in 2019 at a cost of circa £20k unlikely to need resurfacing again for 10 or more years.</p>	
Street lighting maintenance	£5k	£5,000	2022-2024	<p>Previous separate fund balance stood at £5,000</p> <p>Intended use: to pay for replacement lamps as a result of road traffic collisions where the culprit is not identified and we are unable to claim on the insurance or where there is structural report recommending replacement. A lamp post, lantern and installation is in the region of £2k a time.</p>	£5k is a suitable amount to accommodate a couple of replacement columns per year – it should be topped up over a period of 2 years every time we spend out of it e.g. if we spend £2k on a new lamp then we increase the revenue budget by £1k for the next 2 years - or when have an underspend in the revenue budget we transfer it to the EMR if we get to a figure of £7-10k then we can cut the revenue budget to its bare bones.
Replacement tractor/ machinery Fund	£25K	£16,000	2022 – 2030	<p>Original fund (325) stood at £3,000</p> <p>Previous separate fund balance stood at £3k.</p> <p>A further £10k was transferred in June 2021 (the amount budgeted in the previous FY for that purpose).</p> <p>A tractor might cost as much as £40k. In addition, we have 3 ride on mowers that can cost between £3k and</p>	<p>While I call the fund the tractor fund it is not solely for a tractor.</p> <p>We have £13k set a sided currently to provide for either a replacement ride on mower and mini digger or a part payment for a tractor. If the tractor fails first then it is possible (but not</p>

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				<p>£10k a mower with a larger span is more efficient but more expensive. A tractor has a long life span ride on mowers less and we might expect to replace a mower every 3- 7 years depending on use. Low cost hand held tools, blowers, strimmers, push mowers are budgeted for in the annual revenue budget.</p> <p>We do have a mini digger that we use for digging graves and that will fail on is sometime in the future, indicative costs circa £3.5k</p>	<p>recommended) that useable capital receipts could be used (as the value of the asset will be over £10k). Other machinery is below £10k and could not be funded through capital receipts.</p> <p>If this was at £25k (because most of our equipment is relatively old / worn) then the revenue budgets could be trimmed in future years.</p>
Resurface Castle Grounds footpath	£25K	Nil	2022-2030	Nothing set aside for this project. We can repair segments over a number of years. There are many cracks in the current paths which detract from our beautiful park (and have the potential to become trip hazards)	If this was set at £10k then there would probably be enough (if the general reserve was healthy (circa £200k) and there was a tiny bit of fat in the revenue budget
Lavington Gardens	£5k	£2,000	2022 – 2060	This is difficult to predict – we have responsibility for the structural integrity of the Lavington Gardens. We monitor its movement through regular inspections – we have recently increased monitoring because there has been some movement! This has the potential to be an enormous expense or a quick fix e.g. to net a part of the cliff face it we fear that it is splintering. Of course a large scale piece of work costing £50k plus might best be paid for by a PWLB	
DLF Training	£2k	£2,000		Contingency for non-cyclical training (H&S) - new staff.	
SUB TOTALS	£147K	£34,326			

## EMR370 – Useable Capital Receipts

Explanation as to the level of the EMR totalling £172,632.85 and its envisaged uses

Project	Indicative Cost/ target figure	Amount notionally earmarked	Timescale /date to be used	Clerk/ RFO Comments	Other comments
Cemetery Land/ Development	£65,000			Contribution to cemetery extension project circa £300k.	
Going Green	£20,000			A significant sum ought to be earmarked for provision of electric charging points for future replacement vehicle (if we are wanting to go electric).	
Going Green/Building efficiency	£20,000			A significant sum might be set aside for redevelopment of DLF canteen/store (or even to relocate to a new building).	
Going Green/Building efficiency	£15,000			A significant sum might be used for a complete overhaul of College House, the Annexe and Castle Hall to reduce energy costs.	
Opportunities to acquire assets	£50,000			Residue of funds to allow the Council to take opportunities to purchase assets without the need to completely fund such things through a Public Works Loan Board.	