BRIDGNORTH TOWN COUNCIL



REPORT

Draft Budget Consideration for 2023/2024

Officer: Ros Williams – RFO
Date: 11th January 2023
Date of Meeting: 17th January 2023

Version: V1

The following report provides Councillors with updated information on the Draft Budget considerations for 2023/2024

Background

The Town Council is required to set its budget and confirm the level of precept before the end of January 2023.

The budget has continued to be monitored and the relevant amendments have been made to the predicted levels of expenditure and income for 2022/2023.

At the Town Council meeting held on 20/12/2023 Members were informed that a recommendation would be forth coming from the Finance Committee.

Background information on the 2022/2023 budget

Precept for FY 2022/2023 £684,300
Band D equivalent – annual £149.67
Band D equivalent – monthly £12.47
% increase 6.50%
Council Tax Base (CTB) 4572.09

The Band D equivalent is calculated by diving the precept (684,300) by the CTB (4572.09)

Draft budget proposal for 2023/2024

Precept for FY 2023/2024 £723,978
Band D equivalent – annual £155.73
Band D equivalent – monthly £12.98
% increase 4.04%
Annual increase of £6.06
Monthly increase of £0.51
Council Tax Base (CTB) £4648.91

Comments

This budget will enable the Town Council to continue providing all the current services along with provision to enhance community events and involvement: Allotments, maintenance on

town and Council buildings, CCTV provision, maintenance of Cemetery, burials, memorial provisions including benches, Christmas lighting, community hall/buildings, estate management, grass cutting, tree works, community events, floral provision including hanging baskets and displays, footway lighting, grants, Innage Lane youth centre, markets, parks, play parks and woodland trails, toilet provision.

The Finance Committee met on Tuesday 10th January 2023 and made the following recommendation to Council:

RESOLVED: to recommend to the next full Town Council meeting a precept requirement of £723,978 to continue Council services for 2023/2024 noting that this would mean an increase of 4.04%.

The recommendation was formulated following discussions on the inherent risks and based on providing a sound and prudent financial position.

The setting of the precept is being informed by the draft budget that was presented to Council at the December meeting

RFO Notes

Officers will continue to apply money saving initiatives throughout the year. However, the costs involved for the above projects cannot be underestimated. The RFO would recommend that the General Reserve is not used to lower the precept requirement for 2023/2024. The recommendation is based purely on the level of expenditure contained within the draft budget presented to Council in December 2022 and the deliberations of the Finance Committee. It appears to be the only prudent recommendation based on these factors.

Recommendation(s)

The Council are asked to consider the following recommendations from the RFO and Finance Committee

- Agree the attached draft budget for 2023/2024
- Agree the setting of the level of the precept for 2023/2024 at £723,978

End.

Page 1

11/01/2023 Bridgnorth Town Council

14:42

Forward Budget Detail - By Centre

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
101	Central Costs						
1870	Interest Received	200	40,000	35,000	30,000	30,000	30,000
1900	Precept	684,300	0	0	0	0	0
1300	Total Income	684,500	40,000	35,000	30,000	30,000	30,000
1000		162,847	169,390	179,553	188,531	197,958	207,856
4000	Salaries	16,595	15,245	16,160	16,968	17,816	18,707
4001	National Insurance Costs	30,127	33,878	35,911	37,706	39,592	41,571
4002	Pension Costs	6,000	0	0	07,100	10,000	10,000
4005	Pension Deficit	17,000	34,927	30,000	20,000	0	0
4020	Pay award - Contingency	2,040	2,000	1,500	1,500	1,500	1,500
4030	Staff Training		2,000	275	275	275	275
4040	Travel and Subsistence	510 510	500	500	700	700	700
4060	Courses and Conferences	510		400	400	400	400
4090	Personnel Costs	510	300		23,000	23,000	25,000
4130	Insurance	19,380	20,000	23,000	23,000 500	500	500
4185	Equipment	510	500	3,500		3,310	3,350
4400	Stationery	2,800	3,080	3,280	3,280		439
4425	Advertising	550	300	330	363	399	500
4426	Adverts - Recruitment	1,025	1,000	500	500	500	
4440	Telecoms/IT	7,300	8,030	4,500	4,900	5,350	5,850
4455	Postage	1,300	1,430	1,430	1,430	1,500	1,550
4460	Subscriptions	3,000	4,042	4,244	4,668	5,134	5,647
4480	Computing Costs	1,314	2,000	2,100	4,000	2,500	2,750
4482	Computer Support	6,600	7,260	7,260	7,260	7,260	7,260
4486	Website Costs	650	900	990	1,089	1,198	1,318
4550	Bank Charges	1,400	1,400	1,435	1,450	1,470	1,490
4555	Legal Costs	2,040	2,300	2,500	2,500	2,500	3,000
4560	Accountancy	950	1,100	1,125	1,175	1,210	1,230
4580	Audit	3,570	3,000	3,600	3,600	3,600	3,600
4585	Professional Costs	8,160	8,300	8,500	8,750	9,000	9,300
4899	Miscellaneous	765	0	0	0	0	0
	Total Overhead Expenditure	297,453	321,157	332,593	334,545	336,672	353,793
	Net Income over Expenditure	387,047	(281,157)	(297,593)	(304,545)	(306,672)	(323,793)
110	Civic and Democratic						
4001	National Insurance Costs	469	460	460	460	460	460
4031	Training - Members	1,500	1,000	800	3,000	1,000	800
4032	Election Expenses	4,000	8,000	8,000	8,000	8,000	8,000
4500	Mayor's Allowance	2,300	2,300	2,300	2,300	2,300	2,300
4530	Hospitality	1,122	1,200	1,250	1,300	1,350	1,400
4535	Civic and Ceremonial	5,570	3,100	3,150	3,200	3,250	3,400
	Total Overhead Expenditure	14,961	16,060	15,960	18,260	16,360	16,360
	Net Income over Expenditure	(14,961)	(16,060)	(15,960)	(18,260)	(16,360)	(16,360)
120	Grants						
	Floodlighting-St Mary's	102	165	170	175	185	200
4292 4293	Floodlighting-St Leonard's	332	450	495	545	600	660
	•	23,000	13,686	13,686	13,686	13,686	13,686
4800	Grants - Others	20,000	10,000	10,000	,	-,	

14:42

Bridgnorth Town Council

Forward Budget Detail - By Centre

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4820	Grants - Carnival	2,500		0	0	0	0
4830	Grants - Youth Provision	0	16,300	17,930	19,723	21,695	23,864
	Total Overhead Expenditure	25,934	30,601	32,281	34,129	36,166	38,410
	Net Income over Expenditure	(25,934)	(30,601)	(32,281)	(34,129)	(36,166)	(38,410)
205	College House						
1000	Lettings	50	0	0	0	0	0
1032	Lettings-Flat, College House	5,614	6,237	6,237	6,237	6,237	6,237
1033	Lettings-Offices, College Hse	7,900	8,835	8,835	8,835	8,835	8,835
1050	Recharge	260	320	320	330	340	355
	Total Income	13,824	15,392	15,392	15,402	15,412	15,427
4110	Rates	4,000	4,400	4,620	4,851	5,094	5,348
4115	Water Rates	637	720	756	794	834	876
4120	Heat and Light	5,500	9,125	10,038	11,042	12,146	13,361
4150	Cleaning Contract	7,650	8,800	9,240	9,702	10,187	10,696
4155	Cleaning Materials	255	400	400	400	400	400
4157	Waste Disposal Litter	661	550	650	660	675	700
4170	Repairs	6,000	6,000	1,500	1,500	1,500	1,500
4185	Equipment	100	500	1,000	1,000	1,000	1,000
	Total Overhead Expenditure	24,803	30,495	28,204	29,949	31,836	33,881
	Net Income over Expenditure	(10,979)	(15,103)	(12,812)	(14,547)	(16,424)	(18,454)
206	College House Annexe						
1000	Lettings	1,200	300	300	300	300	300
	Total Income	1,200	300	300	300	300	300
4110	Rates	700	770	809	849	891	936
4115	Water Rates	116	140	147	154	162	170
4120	Heat and Light	765	819	901	992	1,092	1,202
4150	Cleaning Contract	168	0	0	0	0	0
4170	Repairs	3,000	2,500	700	750	750	775
	Total Overhead Expenditure	4,749	4,229	2,557	2,745	2,895	3,083
	Net Income over Expenditure	(3,549)	(3,929)	(2,257)	(2,445)	(2,595)	(2,783)
210	Town Hall						
1000	Lettings	6,000	7,100	6,000	6,000	6,500	6,500
1400	Market Fees	22,660	22,660	22,600	22,600	23,000	23,000
1800	Miscellaneous Income	120	0	0	0	0	0
1000	Total Income	28,780	29,760	28,600	28,600	29,500	29,500
4110	Rates	3,000	3,100	3,255	3,418	3,589	3,768
4115	Water Rates	550	578	607	638	700	735
4120	Heat and Light	1,320	4,419	4,861	5,347	5,882	6,470
	*	950	0	0	0	0	0
	Cleaning Contract						
4150 4155	Cleaning Contract Cleaning Materials	102	120	125	130	140 1,400	150 1,500

Page 3

Bridgnorth Town Council 11/01/2023 Forward Budget Detail - By Centre

14:42

4720	Telecoms/IT Licences	Current Year Budget 1,000	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4720	Licences						
4720	Licences		1,000	1,000	1,000	1,000	1,000
211		0	0	1,700	0	0	1,700
	Total Overhead Expenditure	16,922	14,217	12,748	11,833	12,711	15,323
	Net Income over Expenditure	11,858	15,543	15,852	16,767	16,789	14,177
	Market						
1700	Market Fees	7,800	8,800	8,800	8,950	9,050	1,000
	Total Income	7,800	8,800	8,800	8,950	9,050	1,000
		376	400	410	425	435	450
	Subscriptions	898	974	974	974	974	974
4899	Miscellaneous Total Overhead Expenditure	1,274	1,374	1,384	1,399	1,409	1,424
	Total Overnead Expenditure	1,201 -					(40.4)
	Net Income over Expenditure	6,526	7,426	7,416	7,551	7,641	(424)
215	Northgate						
1046	Lettings-Northgate Museum	1	1	1	1	1	1
	Total Income	1	1	1	1	1	1
4115	Water Rates	195	328	345	362	380	400
	Repairs	2,000	1,500	500	1,000	1,000	1,000
	Total Overhead Expenditure	2,195	1,828	845	1,362	1,380	1,400
	Net Income over Expenditure	(2,194)	(1,827)	(844)	(1,361)	(1,379)	(1,399
230	Cemetery						
1100	Cemetery Fees	57,310	45,000	35,000	30,000	25,000	25,000
	Cemetery Memorial Plaques	1,234	1,000	1,000	1,000	1,000	1,000
	Total Income	58,544	46,000	36,000	31,000	26,000	26,000
4120	Heat and Light	250	335	369	406	447	492
4405	Equipment Leasing/Hire	500	500	550	600	650	700
	Computing Costs	296	400	325	330	345	360
4589	Memorial Plagues	100	110	110	110	110	110
4899	Miscellaneous	6,000	6,500	5,500	5,000	2,000	2,000
	Total Overhead Expenditure	7,146	7,845	6,854	6,446	3,552	3,662
	Net Income over Expenditure	51,398	38,155	29,146	24,554	22,448	22,33
231	Cemetery Lodge						
1034	Lettings-Cemetery Lodge	5,700	6,930	7,277	7,641	8,023	8,424
	Total Income	5,700	6,930	7,277	7,641	8,023	8,424
4170	Repairs	2,200	1,000	1,000	3,000	1,000	1,000
	Total Overhead Expenditure	2,200	1,000	1,000	3,000	1,000	1,000
	Net Income over Expenditure	3,500	5,930	6,277	4,641	7,023	7,424

14:42

Bridgnorth Town Council Forward Budget Detail - By Centre

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		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4893	Repairs-Buildings	7,000	7,000	7,000	7,000	7,000	7,000
	Total Overhead Expenditure	7,000	7,000	7,000	7,000	7,000	7,000
	Net Income over Expenditure	(7,000)	(7,000)	(7,000)	(7,000)	(7,000)	(7,000)
249	Other Properties						
1031	Lettings-Hive Works	8,000	8,000	11,000	11,000	11,000	11,000
1040	Lettings-1a High Street	7,240	7,788	7,944	8,103	8,265	8,430
1040	Total Income	15,240	15,788	18,944	19,103	19,265	19,430
4172	Repairs-Misc Properties	1,000	1,000	1,000	1,000	1,000	1,000
7172	Total Overhead Expenditure	1,000	1,000	1,000	1,000	1,000	1,000
	Net Income over Expenditure	14,240	14,788	17,944	18,103	18,265	18,430
	Net income over Expenditure	17,270			S		
250	Grounds					47.000	47.000
1042	Lettings-Stanley Lane	13,000	13,000	13,000	17,000	17,000	17,000
1044	Lettings-Bylet Island	1,500	1,500	1,500	1,500	1,500	1,500
1045	Lettings-Crown Meadow	2,217	2,285	2,354	2,425	2,498	2,573
1120	Plant Sponsorship	1,000	1,000	1,000	1,000	1,000	1,000
1140	Traffic Island Sponsorship	4,288	0	0	0	0	0
1405	Grounds Maintenance Income	15,000	23,616	30,616	30,616	30,616	30,616
1455	Fishing Fees	590	760	785	810	838	865
1800	Miscellaneous Income	4,500	4,500	4,500	4,500	4,500	4,500
	Total Income	42,095	46,661	53,755	57,851	57,952	58,054
4000	Salaries	241,784	260,998	276,658	290,490	305,015	320,266
4001	National Insurance Costs	22,600	22,860	24,269	25,514	26,821	28,194
4002	Pension Costs	45,655	50,800	53,932	56,698	59,603	62,653
4019	Salaries-Overtime Pay	5,000	3,000	3,000	3,000	3,000	3,000
4030	Staff Training	5,000	2,500	4,000	4,000	4,000	3,500
4040	Travel and Subsistence	150	260	280	290	300	310
4070	Workwear	1,836	1,840	1,840	1,840	1,840	1,840
4080	Health and Safety	2,040	2,200	2,200	2,200	2,200	2,200
4090	Personnel Costs	0	200	200	200	200	200
4115	Water Rates	350	437	459	482	506	532
4120	Heat and Light	4,800	8,665	9,532	10,485	11,530	12,683
4155	Cleaning Materials	510	600	600	625	635	650
4157	Waste Disposal Litter	6,000	5,000	6,000	6,000	6,000	6,000
4180	Equipment Repairs	4,264	4,000	4,000	4,000	4,000	4,000
4185	Equipment	2,000	2,000	2,000	2,000	2,000	2,000
4200	Grounds Planting	13,000	13,000	13,000	13,000	13,000	13,000
4201	Grounds Stock	1,000	1,300	1,500	1,500	1,500	1,500
4202	Tree Management	10,000	8,000	8,000	8,000	8,000 5,750	8,000
4204	Maintenance General	5,000	5,500	5,500	5,600	5,750	5,900
4230	Play Area Maintenance	2,000	2,350	2,350	2,350	2,375	2,400
4300	Motor Vehicle Repairs	2,040	3,000	3,000	3,000	3,000	3,000
4320	Vehicle Leasing	19,971	19,971	21,000	23,000	23,000	23,000
4330	Fuel	6,300	8,700	8,500	8,500	8,500	8,500 4,500
4405	Equipment Leasing/Hire	1,275	1,500	1,500	1,500	1,500	1,500
4899	Miscellaneous	0	0	0	0	0	9,700

14:42

Bridgnorth Town Council Forward Budget Detail - By Centre

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
	Total Overhead Expenditure	402,575	428,681	453,320	474,274	494,275	524,528
	Net Income over Expenditure	(360,480)	(382,020)	(399,565)	(416,423)	(436,323)	(466,474)
255	Allotments						
1080	Allotment Fees	1,000	1,100	1,100	1,100	1,100	1,100
1000	Total Income	1,000	1,100	1,100	1,100	1,100	1,100
			100	100	100	100	100
4100	Rent	100 200	1,000	400	420	441	463
4115	Water Rates	750	500	500	500	500	500
4204	Maintenance General						
	Total Overhead Expenditure	1,050	1,600	1,000	1,020	1,041	1,063
	Net Income over Expenditure	(50)	(500)	100	80	59	37
260	Severn Park						
1000	Lettings	0	2,400	2,400	2,400	2,400	2,400
1410	Concessions	2,550	5,250	5,250	5,250	5,250	5,250
1411	Licences and Rents	890	963	1,011	1,062	1,115	1,171
1450	Car Parking Fees	52,100	73,000	73,000	73,000	73,000	73,000
1800	Miscellaneous Income	400	0	0	0	0	0
1000	Total Income	55,940	81,613	81,661	81,712	81,765	81,821
4100	Rent	25,502	25,502	28,000	28,000	28,000	30,000
4110	Rates	150	165	173	181	191	200
4157	Waste Disposal Litter	5,100	4,000	5,200	5,300	5,400	5,500
4204	Maintenance General	1,020	1,500	1,500	1,800	1,800	1,800
4210	Maintenance - Car Park Eqpt	7,650	7,000	7,000	7,000	7,000	7,000
4215	Hire/Maintenance-SP Toilets	3,570	1,900	2,090	2,299	2,529	2,782
4216	Car Park-Locking Gates	3,366	0	0	0	0	0
4217	Car Park Collections	2,000	2,000	2,500	2,500	2,500	2,500
4219	Car Park Enforcement	1,500	1,595	1,595	1,595	1,595	1,595
4720	Licences	70	70	70	70	70	70
	Total Overhead Expenditure	49,928	43,732	48,128	48,745	49,085	51,447
	Net Income over Expenditure	6,012	37,881	33,533	32,967	32,680	30,374
285	Public Conveniences						
1500	Public Toilet Income	250	450	450	450	450	450
	Total Income	250	450	450	450	450	450
4115	Water Rates	5,000	5,600	5,880	6,174	6,483	6,808
4120	Heat and Light	2,800	9,000	9,900	10,890	11,979	13,177
	Public Conveniences-Contract	22,100	22,100	30,000	30,000	30,000	30,000
4160		2,500	2,000	2,000	2,500	2,500	2,500
4160 4170	Repairs						
4160 4170	Repairs Total Overhead Expenditure	32,400	38,700	47,780	49,564	50,962	52,485

Page 6

11/01/2023 Bridgnorth Town Council

14:42

Forward Budget Detail - By Centre

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
1458	Sponsored Benches	420	420	420	420	420	420
	Total Income	420	420	420	420	420	420
4450	Due Chalters	500	1,000	300	300	300	500
4156	Bus Shelters	4,400	12,025	13,228	14,551	16,006	5,91
4290	Street Lighting Electric	4,590	5,500	6,000	6,000	6,200	6,20
4291	Street Lighting Maintenance	1,020	600	600	600	600	60
4586	Benches Christmas Lighting	20,500	20,000	40,000	24,200	26,620	20,00
4640	Total Overhead Expenditure	31,010	39,125	60,128	45,651	49,726	33,21
	Net Income over Expenditure	(30,590)	(38,705)	(59,708)	(45,231)	(49,306)	(32,79
	Not moonle ever Expension	(40,000)					
294	Projects and Improvements			_	0	0	
4433	Cemetery Extension	3,000	0	0	0	0	
	Total Overhead Expenditure	3,000	0	0	0	0	
	Net Income over Expenditure	(3,000)	0	0	0	0	
296	Low Town Community Centre						
1050	Recharge	17,010	18,728	18,728	18,728	18,728	18,72
	Total Income	17,010	18,728	18,728	18,728	18,728	18,72
	Net Income over Expenditure	17,010	18,728	18,728	18,728	18,728	18,72
299	Castle Hall						
1000	Lettings	15,000	15,600	15,600	15,600	15,600	15,60
	Total Income	15,000	15,600	15,600	15,600	15,600	15,60
4000	Salaries	9,632	11,575	12,270	12,883	13,527	14,20
4001	National Insurance Costs	2,935	2,825	2,902	2,969	3,040	3,11
4002	Pension Costs	4,187	4,752	4,880	4,994	5,113	5,23
4019	Salaries-Overtime Pay	3,000	4,110	4,110	4,110	4,110	4,11
4030	Staff Training	500	300	300	350	350	38
4040	Travel and Subsistence	200	50	50	50	60	6
4110	Rates	3,500	3,300	3,465	3,638	3,820	4,01
4115	Water Rates	1,365	1,900	1,995	2,095	2,199	2,30
4120	Heat and Light	5,000	9,500	10,464	11,510	12,776	14,05
4150	Cleaning Contract	950	1,000	0	0	0	
4155	Cleaning Materials	375	420	435	475	500	52
4157	Waste Disposal Litter	900	650	700	720	750	78
4170	Repairs	4,000	1,000	1,500	1,500	1,500	1,50
4180	Equipment Repairs	750	700	700	700	700	70
4435	Marketing	220	0	0	0	0	
4720	Licences	680	790	800	810	820	83
	Total Overhead Expenditure	38,194	42,872	44,571	46,804	49,265	51,78
	Net Income over Expenditure	(23,194)	(27,272)	(28,971)	(31,204)	(33,665)	(36,184
301	CCTV						

Bridgnorth Town Council

Page 7

Forward Budget Detail - By Centre

14:42

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4115	Water Rates	262	285	300	315	331	348
4120	Heat and Light	2,800	6,400	7,040	7,744	8,518	9,370
4150	Cleaning Contract	510	0	0	0	0	C
4155	Cleaning Materials	100	20	30	30	30	30
4170	Repairs	2,040	3,000	2,150	2,150	2,150	2,150
4175	Maintenance Contract	2,456	2,650	2,700	2,750	2,800	2,850
	Total Overhead Expenditure	11,668	15,805	15,843	16,793	17,823	18,942
	Net Income over Expenditure	(11,668)	(15,805)	(15,843)	(16,793)	(17,823)	(18,942)
302	Events						
1810	Christmas Lights Event	2,700	2,700	3,000	3,000	3,000	3,000
	Total Income	2,700	2,700	3,000	3,000	3,000	3,000
4635	Town Events	1,000	2,000	0	1,700	0	(
4645	Teddy Bear's Picnic	0	800	1,000	1,000	1,000	1,00
4646	Christmas Event	3,800	4,100	4,200	4,200	4,500	4,500
	Total Overhead Expenditure	4,800	6,900	5,200	6,900	5,500	5,500
	Net Income over Expenditure	(2,100)	(4,200)	(2,200)	(3,900)	(2,500)	(2,500
	Total Budget Income	950,004	330,243	325,028	319,858	316,566	309,25
	Expenditure	980,262	1,054,221	1,118,396	1,141,419	1,169,658	1,215,300
N/I	ovement to/(from) Gen Reserve	(30,258)	(723,978)	(793,368)	(821,561)	(853,092)	(906,045