

			Bridgnorth Town Council									
			Forward Budget Detail - By Combined Account Code							APPENDIX 1		
			Ros Williams - Deputy Town Clerk									
			Last Years	Current Year	Next Year					Year 2	Year 3	
			Actuals	Budget	Budget					Budget	Budget	
			2022/2023	2023/2024	2024/2025	Difference	COMMENTS			2025/2026	2026/2027	
	Budget Income											
1000	Lettings		35974	25400	26650	1250	College House/Annexe/Castle Hall/Town Hall/Severn Park (assumes 1 funfair per year)- Theatre on the Steps £2,912 per annum			26808	26972	
1031	Lettings-Hive Works		8000	8000	10250	2250	Rent review due 2024 - Negotiations started for new tenant at an annual rent of £10,250			10660	11086	
1032	Lettings-Flat, College House		6237	6237	6237	0	Top floor flat on long lease - £519.75 p/m			6237	6237	
1033	Lettings-Offices, College Hse		8268	8835	8979	144	2 leases - 6 year tenancies wef 2019 - Reviewed at regular intervals - Wallace Crooke £5,900 for 2023/2024 & 2024/2025. BN Homecare is increased annually by RPI			8979	8979	
1034	Lettings-Cemetery Lodge		6482	6930	6930	0	Annual rent review in December for February next year - Managed by agents - 10% fee - 90% occupancy assumed for budget purposes			7207	7495	
1040	Lettings-1a High Street		7731	7788	7944	156	Initial 5 year lease wef Sept 2016 - Lease not renegotiated due to Covid - Regular rent reviews undertaken with annual RPI increase in August			8262	8592	
1042	Lettings-Stanley Lane		13055	13000	13000	0	Leased to Shropshire Council - Next rent review March 2028			13000	13000	
1044	Lettings-Bylet Island		1500	1500	1500	0	Rent last reviewed 2020			1500	1500	
1045	Lettings-Crown Meadow		2493	2285	2354	69	Crown Meadow - AFC BN - 3% increase YoY			2448	2546	
1046	Lettings-Northgate Museum		0	1	1	0	BN Historical Society			1	1	
1050	Recharge		7934	19048	20303	1255	Bridgnorth Community Hall / College House contributions from tenants for shared facilities and cleaning			20303	20303	
1080	Allotment Fees		1126	1100	1100	0	Invoiced January each year - 12 months notice required for increases - 2% applied wef January 2020			1100	1100	
1100	Cemetery Fees		47915	45000	47000	2000	Limited burial space - Cremations are now more popular than burials			44000	40000	
1120	Plant Sponsorship		1065	1000	1065	65	TFM - Planters on Hollybush Road			1065	1065	
1130	Cemetery Memorial Plaques		1430	1000	1000	0	Hanging baskets/Memorial wall and chapel x 17			1040	1082	
1400	Market Fees		32242	31460	34588	3128	Market - High Street (65 feet - 48 weeks charged for per foot) & Town Hall (20 stalls - 48 weeks charged for per stall) - Subject to annual review by Council - Sunday hand made market £2.5K			34588	34588	

						Largely Shropshire Council contracts - Reviewed annually in line with wage inflation - BN Library/Youth Centre/verges/roundabouts/weed spraying £3287 to be added for roundabouts and approx £4K for		
1405	Grounds Maintenance Income	19793	23616	30616	7000	Palemeadow	31841	33115
1410	Concessions	6950	5250	5850	600	Open to sealed bids annually - income fluctuates	5850	5850
1411	Licences and Rents	910	963	1011	48	BN Rugby Club - 5% increase YoY	1051	1093
1450	Car Parking Fees	76146	73000	93000	20000	Severn Park - Increases applied 2022	93000	93000
1455	Fishing Fees	380	760	785	25	Licences x 2 re-issued on 6 year term in 2022 both at £380 each - Annual inflationary increase	816	849
1458	Sponsored Benches	443	420	420	0	Invoiced annually x 13	420	420
1500	Public Toilet Income	530	450	450	0	Listley Street FOC since 2021 - others retain payment to acces	530	530
1800	Miscellaneous Income	75177	4500	5700	1200	Castle Grounds - Coffee van/Advertising banners - Town Hall	5928	6165
1810	Christmas Lights Event	3491	2700	3500	800		3500	3600
1830	Teddys Bears Picnic	0		350	350		350	360
1870	Interest Received	9995	40000	35000	-5000	Budget set by the Finance Committee - CCLA/Unity/HSBC	35000	35000
1900	Precept	684300	723978	0			0	0
	Total Income	1059567	1054221	365583			365484	364528
	Budget Expenditure							
4000	Salaries	425203	441963	484629	42666	Based on information that went to Town Council in April 2023 plus discussions with the Town Clerk	507831	523510
4001	National Insurance Costs	38368	41390	49635	8245	Circa 9%/11% - wages plus overtime, first aid payments and on call - NI contribution threshold fixed until April 2028	51972	53027
4002	Pension Costs	79107	89430	98349	8919	Based on 20% contribution from 2023/2024 - includes overtime , first aid payments and on call payment	102988	106124
4005	Pension Deficit	5600	0	0	0	Reviewed every 3 years - due for 2023 then 2026	0	0
4019	Salaries-Overtime Pay	7521	7110	7110	0	Watering/Interments/Bank holiday cover/Events	7110	7110
4020	Pay award - Contingency-23/24		34927	0	-34927			
4020	Pay award - Contingency-24/25	0	0	29000	29000	4.5% across the board including overtime - includes add on's at 30%	30450	32000
4030	Staff Training	8371	4800	6300	1500	23/24-SALC refresher course x 6 @ £30 each - Ad hoc training, RBS, CiLCA - DLF training - Riverside training required 2024/2025. New staff will be requiring training.	6552	6814
4031	Training - Members	435	1000	1000	0	SALC/NALC courses	1040	1082
4032	Election Expenses	100	8000	4000	-4000	£4K per annum for casual vacancy and £4K to EMR for 4-yearly elections	8000	8000
4040	Travel and Subsistence	303	585	605	20	Increased by 10% based on predicted 22/23 figures - More meetings now conducted using TEAMS/ZOOM	629	654
4060	Courses and Conferences	0	500	500	0	NALC Conf - Town Clerk	500	500
4070	Workwear	2111	1840	1840	0	New staff will require full uniform	1914	1991

						Fire risk assessments, clothing, life jackets servicing, LOLER inspection, vehicle books - New system being looked at by		
4080	Health and Safety	1911	2200	7200	5000	Town Clerk	7488	7788
4090	Personnel Costs	519	500	600	100	Occupational Health referrals, eye tests/glasses	624	649
4099	Repayments PWLB			37000		25 year term	37000	37000
						Severn Park leased from the Francis Wheeler charity - RPI increase every 3 years/Land leased for allotments from		
4100	Rent	25602	25602	28100	2498	Gouldburn Estates	28104	28108
4110	Rates	13835	15185	15945	760	5% increase YoY	16629	17343
4115	Water Rates	8968	10988	10889	-99	5% increase YoY	11332	11793
4120	Heat and Light	20941	48263	52244	3981	Contracts expiring in 2024	54335	56508
						WPS 3 year contract expires July 2023 - Substantial increase anticipated		
4130	Insurance	19815	20000	24031	4031		24992	25992
						Provac-College House/Sanitary disposal - 5% increase		
4150	Cleaning Contract	9607	9800	9240	-560	Castle Hall PHS £663 San disposal and nappy bins £246	9610	9994
4155	Cleaning Materials	1155	1560	1360	-200	All sites, liquid soap, washing up liquid etc	1414	1470
4156	Bus Shelters	302	1000	300	-700		312	324
4157	Waste Disposal Litter	8048	10200	12550	2350		13052	13574
4160	Public Conveniences-Contract	22160	22100	22100	0	July 2021 - 3 year contract - £22,100 - Expires June 2024	31200	32448
						Town Hall - external paint 2023?Cost likely to be in excess of £15K - fund from EMR? Foyer carpet - College House?		
4170	Repairs	13850	22000	0	-22000		0	0
4172	Repairs-Misc Properties	0	1000	0	-1000		0	0
4175	Maintenance Contract	2253	2650	4700	2050	CCTV	4700	4700
4179	General Property Repairs	0	0	16550	16550		20000	20000
4180	Equipment Repairs	4982	4700	4700	0	In year repairs - Strimmers/mowers etc	4888	5083
4185	Equipment	1417	3000	3000	0		6760	7031
4187	Grants - Bridgnorth BID	18225			0			
						Hanging baskets/planters/bedding plants/winter bedding -		
4200	Grounds Planting	12388	13000	13000	0	Contract expires	13520	14061
						Stock items from screws to cable ties/from hammers to litter pickers		
4201	Grounds Stock	856	1300	1500	200		2080	2163
						£3K tree survey from SC - tree surgeons - First signs of Ash dieback 2022		
4202	Tree Management	3150	8000	6000	-2000		8000	9000
						Covers all sites - hedge cutting, pot holes, repairs to gates & fences, etc etc		
						Allotments - fenceline and fencing and will major maintenance on a few years. The Grove and Welmeadow cut & collect		
4204	Maintenance General	42886	7500	7500	0	£1,400	7880	8112
4210	Maintenance - Car Park Eqpt	3962	7000	7000	0		7280	7571
						Spring to early Autumn hire of mobile toilets x 3 and twice weekly clean - Problems encountered 2023/2024 - More toilets needed		
4215	Hire/Maintenance-SP Toilets	4020	1900	5000	3100		5200	5408

4217	Car Park Collections	1792	2000	6000	4000	Mi Permit transaction fees	6500	6500
4219	Car Park Enforcement	0	1595	0	-1595	Shropshire Council	0	0
4230	Play Area Maintenance	2009	2350	4000	1650		4160	4326
4290	Street Lighting Electric	4879	12025	13228	1203	Quote received for 2023/2024 - 10% thereafter	13757	14307
4291	Street Lighting Maintenance	4045	5500	6000	500		6240	6490
4292	Floodlighting-St Mary's	0	165	0	-165	Management through MOU	0	0
4293	Floodlighting-St Leonard's	209	450	495	45		545	600
4300	Motor Vehicle Repairs	574	3000	3000	0		3120	3245
4320	Vehicle Leasing	18772	19971	19971	0	In contract until February (Citreon) and May 2025. New contract to be looked into	23000	23000
4330	Fuel	7923	8700	8500	-200	Projected for 2022/2023 plus 10% - Gas oil 2000 ltrs, fuel for jerry cans and mowers	8840	9194
4400	Stationery	3016	3080	3000	-80	22/23 budget plus 10% but plan to reduce	3411	3547
4405	Equipment Leasing/Hire	785	2000	2050	50	Hire of telehandler/chipper/jack hammer/shutters etc	2132	2217
4425	Advertising	493	300	400	100	Annual Town meeting	416	433
4426	Adverts - Recruitment	2200	1000	1000	0	Contingency	1040	1082
4436	Retaining wall	0	0	2500	2500	Survey costs	2600	2704
4440	Telecoms/IT	7448	9030	8530	-500	Covers all sites - Upgrade to due to copper wire becoming obsolete before end 2024 - plus monthly service costs - Mobiles x 12, equipment rental with PEAC	9391	9767
4455	Postage	1666	1430	1500	70	22/23 plus 10% but plan to reduce - invitations sent by email/Online payments instead of cheques - Franking machine rental 4 x £45 plus top up of £208 each time	1560	1622
4460	Subscriptions	3120	4442	4654	212	ICCM £95, ICCO £35, ALC fees £3284, Comm Bus £20, SSLC DTC & FA £608, NABMA - 5% increase YoY	4840	5034
4480	Computing Costs	912	2325	2500	175	New PCs and laptops in 2021 - potential replacements required 2025/2026 - Antivirus, Emails, Micosoft, mail back up, maintenance and support	2600	2704
4482	Computer Support	2490	7260	8000	740	RBS - 3 year contract issued March 2021 - Potential increases 2024/2025. Annual charges plus additional costs	8320	8653
4486	Website Costs	637	900	2000	1100	Via Auberguine from September 2020 - 22/23 Hosting/support £299 - Quarterly WCAG compliance £299/Planning portal £50	2000	2000
4500	Mayor's Allowance	857	2300	2300	0	Discretionary amount thru' Council - No increase since at least before 2018	2300	2300
4530	Hospitality	1133	1200	1250	50	Freeman ceremonies/annual town meeting/meetings	1300	1352
4535	Civic and Ceremonial	3946	3100	3150	50	Mayor Making/Civic Sunday/Citizen awards/Past Mayors badges/repairs to regalia/Town Marshall	3276	3407
4550	Bank Charges	961	1400	1435	35	Unity £478 service charge/cash/cheques - HSBC £6.50/£20 - Corporate Card £3 x 12 - £35 BACS payment	1492	1552
4555	Legal Costs	12935	2300	2500	200	Lease renewals/rent reviews/letting agents/valuations of buildings/land registry fees	2600	2704

4560	Accountancy	558	1100	1150	50	RBS year end closedown/VAT partial exemption audit	1195	1220
4580	Audit	2842	3000	3600	600	External (£1,600) & Internal Audit (£1,125 for 2022/23, 2023/24 & 2024/25	3744	3894
4585	Professional Costs	12195	8300	8500	200	HR/Payroll/H&S contracts - Property valuations fro Asset register - Sladen Assoc for Lavington Gardens monitoring	8840	9194
4586	Benches	326	600	0	-600		0	0
4589	Memorial Plaques	312	110	0	-110		0	0
4635	Town Events	316	2000	0	-2000	Bunting	2000	2000
4640	Christmas Lighting	16170	20000	20000	0	Potential upgrade 2024? Put on hold? 3 year contract issued 2022	20000	25000
4645	Teddy Bear's Picnic	0	800	1000	200	Resurrected in 2023	1040	1082
4646	Christmas Event	3779	4100	4200	100		4368	4543
4720	Licences	798	860	2640	1780	Current wedding licence expires April 2025 - Renewal happens 6 months in advance	978	1017
4800	Grants - Others	6326	13686	7240	-6446	1% of precept from year before?	7240	7240
4810	Grants - Twinning	750	0	0	0		0	0
4830	Grants - Youth Provision	0	16300	18000	1700	Increase by 5% YoY	18900	19845
4893	Repairs-Buildings	2125	7000	7000	0	Cyclical repairs - Works as guided by Quinquennial report - Opportunity/priority basis	7000	7000
4899	Miscellaneous	44285	7474	8974	1500	Fee payable to landlord of old Nat West building for market pitch that we sublet/Grave digging contractor	8397	8733
	Total Overhead Expenditure			1163744			1234528	1276440
	Total Budget Income			365583			365484	364528
				798161			869044	911912
						<i>Excluding loan repayments</i>		
	Volatile/uncertain - Very high risk					Current year Band D equivalent	155.73	
	Uncertain - especially future years - High risk					Council Tax Base (CTB)	4660.39	
	Reasonable prediction - Moderate risk					Projected Band D	163.33	
	Predictable - Low risk							
						Percentage increase	4.88%	
						Numerical increase	£7.60	
						<i>Including loan repayments</i>		
						Current year Band D equivalent	155.73	
						Council Tax Base (CTB)	4660.39	
						Projected Band D	171.26	
						Percentage increase	9.98%	
						Numerical increase	£15.53	