

# Public Document Pack

## Policy, Governance & Finance Committee Meeting of Witney Town Council



**Monday, 23rd November, 2020 at 6.00 pm**

To members of the Policy, Governance & Finance Committee - L Ashbourne, J Aitman, O Collins, H Eaglestone, V Gwatkin, A D Harvey, M Jones and R Smith (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Virtual Meeting Room via Zoom** for the transaction of the business stated in the agenda below.

### **Admission to Meetings**

All Council meetings are open to the public and press unless otherwise stated.

Admission to this meeting will be online by virtue of The Local Authorities & Police & Crime Panels (Coronavirus)(Flexibility of Local Authority & Police & Crime Panels Meetings)(England & Wales) Regulations 2020.

Zoom login details of this meeting will be published on the Council's website prior to the meeting.

### **Recording of Meetings**

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Town Clerk or Democratic Services Officer know before the start of the meeting.

### **Supplementary Agenda Documents**

- a) **Revised revenue budget 2020-21 and base revenue budget for 2021-22** (Pages 3 - 16)

To receive and consider the report of the Town Clerk/RFO and the Draft Revised Revenue Budget for 2020-21 and Draft Budget for 2021-22

13. **Property & Legal Matters** (Pages 17 - 50)

To receive and consider the confidential report of the Town Clerk relating to various property and legal matters.

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Town Clerk

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## **POLICY, GOVERNANCE & FINANCE COMMITTEE**

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**Date:** Monday 23 November 2020

**Title:** Financial Report: (a) Revised Budget 2020/21 and Proposed Budget 2021/22

**Contact Officer:** Town Clerk/RFO – Sharon Groth

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### **Background**

The purpose of this report is to present to Members the revised budget for 2020/21 and the first draft revenue budget for 2021/22. Additionally, the Town Clerk/RFO will try to explain the key variances in the various budget lines within each cost centre for information so that members can try to understand how the accounts are formed, and why she has taken the action she has.

### **Recharge from Works Department, Central Support and for the Grounds Maintenance**

In order to get a true cost of its services, the Council recharges the total cost of its Works Department (Cost Centre 601) and Central Support (Cost Centre 602) across its services. For the Works Department this is done based on the weekly time sheets, and for the Central Support is based on the apportionment of responsibilities of the Officers – time spent administering each department or service of the Council.

It should be noted when reviewing the accounts that the recharge from the Works Department and Central Support are yet to be made in this financial year and therefore these accounts have been excluded from this summary. Only when the budget for both these departments have been agreed by this Committee will the Town Clerk/RFO be in the position to calculate the revised recharges and the estimates for 2021/22. However, there is an added complication/delay this year with the Council currently undergoing an organisational review which will undoubtedly have an impact on pay costs – until the new staffing structure is agreed the Town Clerk is unable to calculate salary costs – however for the purposes of the draft budgets presented herewith the Town Clerk has retained the original salary costs in the current year and inflated them by 2½% for the time being in order that Members can compare like for like.

Similarly with regard to the Grounds Maintenance Contract – [shown as 4891- Agency Services Recharge] – Members will note that the present contract comes to an end 30 September 2021 and this Committee agreed a root and branch review of this contract at the last meeting- so for the purposes of this report the current year’s figures have been retained in order to be able to make comparison on a like for like basis across the two years. The review and appointing consultants will be considered at a later agenda item – at which point the Committee may wish to consider making a contingency for increase in costs in next years estimates if it is deemed appropriate.

Members should also remember that with regard to patterns of income and expenditure, there will always be some variations over the course of the year and for that reason the Council works to annual budgets rather than monthly or quarterly.

### **Format of the Council’s Base Revenue Budget**

With regard to the Halls, Cemeteries and Allotments budget, the Committee’s services are divided into 12 base revenue cost centres, responsibilities as follows:

<b><u>Cost Centre</u></b>	<b><u>Area</u></b>	<b><u>Description</u></b>
401	Civic Activities	This cost centre relates to the Council’s Civic Activities through the Office of the Mayor and the costs associated with this position of Office – maintaining the chain, civic functions such as the Annual Civic Reception which is a Town Council function hosted by the Mayor.
407	Grants & Donations	This includes the various grants the Council awards annually as well as the general grant budget.
502	Town Hall Maintenance	The Town Hall is leased from the Town Hall Charity – this cost centre therefore provides for the maintenance of the building and accounts for the include from the sublets of the retail units below.
503	Agency Services	This cost centre relates to the Grounds Maintenance Contract which is then charged out across the various services and functions.
505	Precept	This relates to the annual Precept agreed and the Council Tax Reduction Grant – both received in to the Council’s bank account in April and October.
506	Interest Received	Accounts for bank charges and also interest received from the Council’s surplus balances held in CCLA and Barclays.
601	Works Department	This relates to the costs of the Council’s direct work force – and as explained in the introduction is charged back over the various cost centres analysed from the workmen’s time sheets, in order to show a true cost of each service and function.
602	Central Support	This relates to the costs of the Council’s Central Admin Support – and as explained in the

introduction will be charged back over the various cost centres.

700	Strategic Planning Initiatives	Many projects take time to come to fruition and therefore a lot of time is spent on strategic planning and this needs to be accounted for – this is done as a recharge from Central Support.
701	Corporate Management	This cost centre relates to the Council’s Corporate Management covering things like the annual external audit fees.
702	Democratic Representation & Management	This cost centre relates to the Democratic part of the Council’s business – which supports the Councillors and the running of meetings.

### **Budget Parameters – Draft Estimates 2021-22**

Draft budgets are prepared on current activities and patterns of income and expenditure – in a normal year! Obviously COVID-19 has impacted on the generation of income from the Council’s facilities significantly due to the lockdown earlier in the financial year, and continues to be affected due to government guidelines operating within COVID-19 safe measures. In some areas additional expenditure has also been incurred.

Members will note from budget reports presented to the other spending Committees the significant loss of income from its Public Halls Service as well as the fees from Sports such as Football and Cricket for the year – and given the current second lockdown this situation will only continue to impact the Councils income for the remainder of the financial year.

The Town Clerk has pointed out that at this stage she is unable to account for the salary and on-costs of the new organisation structure and has therefore retained the original budgets agreed for 2020/21 and increased them by 2½% based on the current years NJC Salary Cost of Living Increase.

The format of this report is quite straightforward; the first two columns relate to the original budget from 2019/20 against the actual figures for last year. The middle section of three columns relate to the current years original budget, actual expenditure year to date, the projected budget to 31st of March 2021. The remaining section of the report relates to the draft budget for 2021/22.

The Committee’s revenue budget growth items for 2021/22, and its capital/special revenue projects programme for 2021/22 and beyond are dealt with as a separate budget item, and include the requests from all the spending Committees. However as part of the Organisational Review one of the recommendations is to agree and take forward a strategic plan on what the administration wish to achieve in the remainder of its term of office – and it is therefore advisable that before agreeing an extensive and ambitious capital programme the strategic plan is put in place – this will then enable the Town Clerk/RFO to be able to draft a Medium Term Financial Strategy and plan or control future Precept increases accordingly.

**At the time of writing the report the Town Clerk/RFO has not received the tax base data from West Oxfordshire District Council for 2021/22 – and therefore without this information, along with the outcome of Organisation Review, it is likely that the Council will not be in a position to agree its budget at the Extra Ordinary Council meeting scheduled to be held on 14 December 2020 – there is the likelihood that this will have to be postponed until January 2021.**

### **Revenue Budget Summary**

The Base Revenue Budget for this Committee is summarised on the last page of the attached schedules.

Members should note that the Precept is received into Cost Centre 505 – therefore it looks like overall this offsets the expenditure of this Committee leaving it in credit! However, in summary, taking the Precept out of the accounts net expenditure has increased by £21268 if comparing the original estimate for 2020/21 with the draft budget for 2021/22.

### **Cost Centre 401 Civic Activities**

Due to COVID-19 the Council has been unable to hold its annual Civic Reception and Remembrance Sunday, so the Civic Functions budget line at 4100 has been reduced by £3000.

### **Cost Centre 407 Grants & Donations**

As the Council has the General Power of Competence most grants unless there is a specific power, are given under the GPC.

4099 - Miscellaneous. This budget line is in respect of a donation towards the Madley Park Play Area which was refurbished earlier in the year. The previous Council administration pledged this support a couple of years ago when the Residents Association started its fundraising campaign. The money was paid over to WODC who procured the play area.

4100 – Grants General. Members will be aware that this budget line was increased last year upto £10000. The underspend of £5000 was rolled over into the current year at year end, however given the situation around COVID not many grant applications have been received. The Town Clerk suggests in order to identify savings – this budget line could be cut in this financial year with only 4 months remaining. Do Members consider this budget line should be reduced in the current year?

4101 – Grants CAB. Members agreed to increase the grant to the Citizen Advice Bureau to £2000 – this will be paid over shortly. It is assumed the Council considers the same level should be budgeted for in the next financial year.

4104 – Grant Carnival/Xmas Rotary Club; 4105 – Xmas Lights & Advent Fayre; 4107 – Witney Dementia Alliance; 4108 – Grant OPA; 4160/4161 – Town Twinning; 4167 – Bus Service; 4169 – Children & Youth Provision. All these budget lines fall under the responsibility of the

Stronger Communities Committee and it considered these at its meeting on 16 November – the decision of which are reflected in the budget accordingly.

### **Cost Centre 502 Town Hall Maintenance**

This Cost Centre shows the base revenue budget relating to the Town Hall. From previous reports and a later agenda item, Members will be aware of the situation relating to the empty unit below the Town Hall Offices.

Obviously rental income at 1050 has been affected quite considerably. 4011 – Rates; 4013 – Rent Paid and 4059 – Other Professional Fees make up the bulk of the costs and are still subject to change whilst the Town Clerk negotiates the rent with the Council's landlord and further consideration is given to the empty unit.

### **Cost Centre 503 Agency Services**

This Cost Centre relates to the external grounds maintenance contract. These costs are fully recharged to the other cost centres on a costs basis. Members will be aware from previous reports and a later agenda item that the contract is due to end on 30 September 2021, and Council have agreed to carry out a full root and branch review in order to take into account the climate emergency declaration and to ensure that the maintenance is being undertaken in the most efficient way. For the purpose of the revised and estimated budget the current years actual figures have been retained – although Members may wish to make some contingency in case there is a rise in costs especially if some or all of the contract is taken back in house.

### **Cost Centre 505 Precept**

For the purpose of this budget report the current years level of precept has been retained – no provision for growth has been assumed at this stage. The Town Clerk has requested the tax base information from WODC however due to COVID there seems to be some delay. Until this is known the Town Clerk would suggest the setting of the budget and Precept is delayed.

It is assumed that the Council Tax Reduction Scheme Grant may be withdrawn by WODC for next year given the financial situation – and it is not known how the Council tax benefits system will impact on the taxbase.

### **Cost Centre 506 Interest Received**

Income from the Council's investments with CCLA have been impacted by the rate of return due to COVID. The Town Clerk has increased bank charges as it is planned to move to internet banking as agreed by this Committee some time ago and there are bank charges related to the system identified. The Council has been in the fortunate position for many years to pay just minimal bank charges.

### **Cost Centre 601 Works Department**

The costs of the works team are recharged to the various services as already explained. The biggest cost is obviously salaries and on costs – for the time being the current years salary information has been retained and inflated by 2½% due to the staffing review.

### **Cost Centre 602 Central Support**

As with the Works department the costs of Central Support are fully recharges back to the various services. Salary and on costs have been retained for the current year and inflated as per the Works.

### **Cost Centre 700 Strategic Planning Initiatives**

This cost centre is subject to a recharge from Central Support for Officer time spent on strategic planning initiatives and projects before they come to fruition.

### **Cost Centre 701 Corporate Management**

Nothing significant to report on this Cost Centre.

### **Cost Centre 702 Democratic Representation & Management**

Nothing significant to report on this Cost Centre.

### **Environmental impact**

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

As mentioned in the introduction the Council will be undertaking a root and branch review of its grounds maintenance contract. By reviewing the grounds maintenance contract this will enable the Council to take into consideration greener measures in order to work towards its objective for carbon neutrality by 2028.

### **Risk**

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

All the Council's Committees receive financial reports in order to carry out its checks and balances. The Town Clerk has approached the budget with prudence so as accurate budget as possible can be set. However at this stage of the budget setting cycle there are still many unknowns – particularly around future staff costs.

The Council Officers continue to keep under review the guidance and regulations relating to COVID-19 in order to safeguard staff and the public from contracting the virus – this may result in additional unplanned expenditure – for the time being the Town Clerk has tried to best account in the current year making contingencies.



### **Financial implications**

This report forms part of the Council's mechanisms for budgetary control, as it enables income and expenditure incurred to be reviewed and to be compared with the Council's budgets.

### **Recommendations**

Members are invited to note the report and

1. Consider the level of budget for the Grants – General (4100/407);
2. agree in principal that the revised base revenue budget for 2020/21 and the estimated base revenue budgets for 2021/22, as detailed in the draft estimates be approved – subject to any further adjustments necessary – particularly when unknown factors have been confirmed.

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<i>Policy, Governance &amp; Finance</i>		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>			<u>Next Year</u>
		Budget	Actual	Total	Actual		Agreed
					YTD	Projected	
<b>401</b>	<b><u>CIVIC ACTIVITIES</u></b>						
4000	MAYORS ALLOWANCE	3000	1643	4000	-458	3000	3000
4150	CIVIC FUNCTIONS	3000	824	4000	30	1000	2000
4152	MAYOR'S CHAIN	200	106	200	382	200	200
4153	ANNUAL CIVIC AWARDS	200	0	400	30	100	200
4491	TFR TO EARMARKED RES	0	3200	0	0	0	0
4495	TFR FROM EARMARKED R	-1000	-1000	-3200	-3200	-3200	0
	<b>Total Expenditure</b>	5400	4773	5400	-3216	1100	5400
	<b>NET COST to the Council</b>	-5400	-4773	-5400	3216	-1100	-5400
<b>407</b>	<b><u>GRANTS &amp; DONATIONS (INC S137)</u></b>						
1171	DONATIONS RECEIVED	0	1000	0	0	0	0
	<b>Total Income</b>	0	1000	0	0	0	0
4099	MISCELLANEOUS	0	0	0	10000	10000	0
4100	GRANTS GENERAL	4266	4490	15000	360	15000	10000
4101	GRANT CAB	500	500	2000	0	2000	2000
4104	GRANT CARNIVAL/XMAS ROTARY CLB	2800	2800	3100	0	0	3100
4105	XMAS LIGHTS & ADVENT FAYRE	35000	29366	40000	9494	40000	35000
4107	Witney Dementia Alliance	1000	414	1000	0	0	1000
4108	GRANT OPA	1000	1000	1000	0	0	1000
4110	SUBSIDIZED LETTINGS	2800	805	1800	0	500	1800
4160	TOWN TWINNING	500	500	1500	0	1500	500
4161	TOWN TWINNING ROOM HIRE	65	53	500	0	0	500
4162	GRANT VOLUNTEER LINK-UP	500	500	500	0	500	500
4164	MADLEY PARK TRUST GRANT	0	0	5000	0	5000	0
4167	BUS SERVICE	15000	18000	21000	9000	18000	21000
4168	WRFC Fireworks	500	0	0	0	0	0
4169	CHILDREN & YOUTH PROVISION	500	0	30000	7605	30000	30000
4491	TFR TO EARMARKED RES	0	5000	0	0	0	0
4495	TFR FROM EARMARKED R	-1706	-1706	-5000	-5000	-5000	0
	<b>Total Expenditure</b>	62725	61722	117400	31459	117500	106400
	<b>NET COST to the Council</b>	-62725	-60722	-117400	-31459	-117500	-106400

<i>Policy, Governance &amp; Finance</i>		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>			<u>Next Year</u>
		Budget	Actual	Total	Actual		Agreed
					YTD	Projected	
<b>502</b>	<b><u>TOWN HALL MAINTEN'CE</u></b>						
1011	HALL LETTINGS	150	60	50	0	0	0
1050	RENT RECEIVED	37503	20505	19950	0	13950	19950
	<b>Total Income</b>	37653	20565	20000	0	13950	19950
4001	SALARIES	5011	5011	0	1160	2500	2565
4002	ER'S NIC	352	352	0	81	200	210
4003	ER'S SUPERANN	944	944	0	252	560	585
4011	RATES	0	0	10000	0	0	0
4013	RENT PAID	13750	13750	13750	6875	15750	15000
4014	ELECTRICITY	0	508	0	604	750	0
4025	INSURANCE	1070	1058	1130	1211	1211	1250
4036	PROPERTY MAINTENANCE	4100	2072	4100	1898	4100	4100
4038	OTHER MAINTENANCE	1750	1828	1750	294	1750	1750
4059	OTHER PROF FEES	5000	8	10000	1170	10000	0
4400	COVID-19 EXPENDITURE	0	0	0	164	500	0
4491	TFR TO EARMARKED RES	0	7000	0	0	0	0
4495	TFR FROM EARMARKED R	0	0	-5000	-5000	-5000	0
	<b>Total Expenditure</b>	31977	32531	35730	8709	32321	25460
	<b>NET COST to the Council</b>	5676	-11966	-15730	-8709	-18371	-5510
<b>503</b>	<b><u>AGENCY SERVICES</u></b>						
4300	AGENCY MAINT'CE	345115	343887	355470	180099	368151	362951
4310	AGENCY MAINT'CE V O	5000	4820	10000	0	0	5000
4320	AGENCY SPECIAL ADVCE	200	54	200	795	1363	200
4891	AGENCY SERVICES RECHARGE	-345117	-348708	-365670	-180099	-368151	-368151
	<b>Total Expenditure</b>	5198	54	0	795	1363	0
	<b>NET COST to the Council</b>	-5198	-54	0	-795	-1363	0
<b>505</b>	<b><u>PRECEPT</u></b>						
1176	PRECEPT	1435067	1435067	1628699	1628699	1628699	1659153
1177	PRECEPT SUPPORT GRANT	29330	29327	30454	30454	30454	0
	<b>Total Income</b>	1464397	1464394	1659153	1659153	1659153	1659153
	<b>TOTAL PRECEPT</b>	1464397	1464394	1659153	1659153	1659153	1659153
<b>506</b>	<b><u>INTEREST RECEIVED</u></b>						
1190	INTEREST RECEIVED	9000	11827	8000	2694	4500	4500
	<b>Total Income</b>	9000	11827	8000	2694	4500	4500
4051	BANK CHARGES	1000	1001	1200	480	800	2000
	<b>Total Expenditure</b>	1000	1001	1200	480	800	2000
	<b>NET COST to the Council</b>	8000	10826	6800	2214	3700	2500

<i>Policy, Governance &amp; Finance</i>		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>			<u>Next Year</u>
		<b>Budget</b>	<b>Actual</b>	<b>Total</b>	<b>Actual</b>		<b>Agreed</b>
					<b>YTD</b>	<b>Projected</b>	
<b>601</b>	<b><u>WORKS DEPARTMENT GEN</u></b>						
1052	EXPENSES RECOVERED	0	8	0	0	0	0
1099	MISCELLANEOUS INCOME	0	723	0	0	0	0
1175	ASSET DISPOSALS	0	40	0	0	0	0
	<b>Total Income</b>	0	771	0	0	0	0
4001	SALARIES	206750	176967	264341	111299	264341	271000
4002	ER'S NIC	17800	15729	21807	10016	21807	22350
4003	ER'S SUPERANN	44900	38402	53023	24152	53023	54350
4007	PROTECTIVE CLOTHING	2000	1875	2500	741	2500	2500
4008	TRAINING	3500	2108	6400	4660	6400	5000
4009	TRAVELLING	1000	1506	1000	744	1000	1000
4014	ELECTRICITY	6000	7378	6500	1595	6500	6500
4016	CLEANING MATERIALS	300	128	750	324	556	300
4017	CONTRACT CLEAN/WASTE	2500	0	6500	600	6500	4000
4021	TELEPHONE/FAX	2000	1828	2375	736	2000	2000
4023	STATIONERY	150	0	150	0	150	150
4025	INSURANCE	0	112	200	119	119	125
4028	I.T.	650	746	1000	416	650	650
4030	RECRUITMENT ADVT'G	500	307	500	0	500	500
4036	PROPERTY MAINTENANCE	1000	283	1700	867	1700	1000
4038	OTHER MAINTENANCE	1500	714	1500	240	1500	1500
4040	ARBORICULTURE	175	0	350	0	350	175
4041	EQUIPMENT HIRE	500	0	1000	696	1000	500
4042	EQUIPMENT	1360	848	1960	429	1960	1360
4043	SMALL TOOLS & EQUIPT	1000	1182	1000	181	1000	1000
4044	FUEL	4000	3327	4000	1839	4000	4000
4045	LICENCES	1500	1211	1500	1226	1500	1500
4050	VEHICLE MAINTENANCE	6000	4191	6500	1706	6500	5000
4052	VEHICLE INSURANCE	2500	3359	3550	3133	3133	3400
4059	OTHER PROF FEES	800	800	0	0	0	0
4143	REFRESHMENT COSTS	100	53	100	57	100	100
4400	COVID-19 EXPENDITURE	0	0	0	736	1500	0
4491	TFR TO EARMARKED RES	0	27375	0	0	0	0
4495	TFR FROM EARMARKED R	0	0	-27375	-27375	-27375	0
	<b>Total Expenditure</b>	308485	290429	362831	139137	362914	389960
	<b>NET COST to the Council</b>	-308485	-289658	-362831	-139137	-362914	-389960

<i>Policy, Governance &amp; Finance</i>		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>			<u>Next Year</u>
		<u>Budget</u>	<u>Actual</u>	<u>Total</u>	<u>Actual</u>		<u>2021-22</u>
					<u>YTD</u>	<u>Projected</u>	
<b>602</b>	<b><u>CENTRAL SUPPORT (Ex 501)</u></b>						
1099	MISCELLANEOUS INCOME	0	40	0	0	0	0
	<b>Total Income</b>	0	40	0	0	0	0
4001	SALARIES	178750	172472	190160	88978	190160	200000
4002	ER'S NIC	18700	18028	20285	9333	20285	21000
4003	ER'S SUPERANN	38800	37426	41266	19308	41266	42300
4004	CHILD CARE VOUCHERS	1	0	0	0	0	0
4008	TRAINING	6600	2751	9000	515	9000	6000
4009	TRAVELLING	7500	1933	7500	636	2000	3500
4010	MISC STAFF COSTS	200	118	200	0	200	200
4011	RATES	7910	7856	8092	4788	8207	8237
4012	WATER RATES	400	355	400	272	400	450
4014	ELECTRICITY	4000	10224	4000	1741	4000	5000
4016	CLEANING MATERIALS	1000	49	550	88	1000	1000
4017	CONTRACT CLEAN/WASTE	1250	1167	1500	487	1500	4000
4018	PHOTOCOPIER COSTS	1000	1524	2000	339	1000	1000
4020	COPIER RENTAL	3100	2695	3100	1367	2800	3500
4021	TELEPHONE/FAX	5750	9062	5750	1686	3500	4000
4022	POSTAGE	7500	10516	7000	-2897	7000	7000
4023	STATIONERY	2500	2503	2500	1400	2500	2500
4025	INSURANCE	4350	3614	3800	3243	3243	3350
4026	BOOKS/PUBLICATIONS	300	82	300	0	300	300
4028	I.T.	9000	8647	9000	6426	9000	9000
4030	RECRUITMENT ADVT'G	4500	154	4500	0	4500	2500
4042	EQUIPMENT	2250	1889	2250	303	2250	2250
4045	LICENCES	250	216	250	220	220	250
4054	INTERNAL AUDIT	1950	1780	2200	0	2200	2200
4055	ACCOUNTANCY FEES	12000	7952	6000	2887	6000	3000
4059	OTHER PROF FEES	25340	13197	32100	13897	32100	20000
4143	REFRESHMENT COSTS	300	65	300	17	300	300
4400	COVID-19 EXPENDITURE	0	0	0	478	1000	0
4490	CAP EXP FUNDED FROM RCP	0	-897	0	0	0	0
4491	TFR TO EARMARKED RES	0	21100	0	0	0	0
4495	TFR FROM EARMARKED R	-16100	-16100	-21100	-21100	-21100	0
	<b>Total Expenditure</b>	329101	320378	342903	134412	334831	352837
	<b>NET COST to the Council</b>	-329101	-320338	-342903	-134412	-334831	-352837
<b>700</b>	<b><u>STRATEGIC PLANNING INITIATIVES</u></b>						
4892	C/S STAFF RCHG						
4893	C/S O'HEAD RCHG						
	<b>Total Expenditure</b>	0	0	0	0	0	0
	<b>NET COST to the Council</b>	0	0	0	0	0	0

<i>Policy, Governance &amp; Finance</i>		<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>			<u>Next Year</u>
		Budget	Actual	Total	Actual		Agreed
					YTD	Projected	
<b>701</b>	<b><u>CORPORATE MANAGEMENT</u></b>						
4019	BEST VALUE EXPENSES	0	1	0	0	0	0
4022	POSTAGE	50	187	200	0	200	200
4025	INSURANCE	1600	1728	1820	1979	1979	2050
4031	OTHER ADVERTISING	250	131	250	50	250	250
4057	AUDIT FEES	2000	2000	2250	-2000	2250	2500
4099	MISCELLANEOUS	150	65	150	0	150	150
	<b>Total Expenditure</b>	4050	4112	4670	29	4829	5150
	<b>NET COST to the Council</b>	-4050	-4112	-4670	-29	-4829	-5150
<b>702</b>	<b><u>DEMOCRATIC REP'N &amp; MGMT</u></b>						
4008	TRAINING	2800	1329	3900	397	3900	2500
4009	TRAVELLING	100	67	100	0	0	100
4024	SUBSCRIPTIONS	5000	5554	6000	4449	6000	6000
4028	I.T.	1600	2216	1855	1878	2500	2500
4034	NEWSLETTER	4500	3040	4000	0	2000	3000
4099	MISCELLANEOUS	0	38	0	0	0	0
4120	ROOM HIRE/MEETING EXPS	1000	1582	2000	0	1000	2000
4155	MODERN GOV/MTNG DIGITALISATION	0	12086	6000	299	6299	6000
4180	ELECTION EXPENSES	3000	13209	3000	0	3000	3000
4491	TFR TO EARMARKED RES	0	2400	0	0	0	0
4495	TFR FROM EARMARKED R	-1500	-11709	-2400	-2400	-2400	0
	<b>Total Expenditure</b>	16500	29812	24455	4623	22299	25100
	<b>NET COST to the Council</b>	-16500	-29812	-24455	-4623	-22299	-25100
	<b>Stronger Communities - Income</b>	1511050	1498597	1687153	1661847	1677603	1683603
	<b>Expenditure</b>	764436	744812	894589	316428	877957	912307
	<b>OVERALL NET COSTS</b>	746614	753785	792564	1345419	799646	771296

<i>Policy, Governance &amp; Finance</i>	<u>Last Year 2019-20</u>		<u>Current Year 2020-21</u>			<u>Next Year</u>
	<b>Budget</b>	<b>Actual</b>	<b>Total</b>	<b>Actual YTD</b>	<b>Projected</b>	<u>2021-22</u> <b>Agreed</b>
<i>SUMMARY</i>						
401 CIVIC ACTIVITIES	-5400	-4773	-5400	3216	-1100	-5400
407 GRANTS & DONATIONS (INC S137)	-62725	-60722	-117400	-31459	-117500	-106400
502 TOWN HALL MAINTEN'CE	5676	-11966	-15730	-8709	-18371	-5510
503 AGENCY SERVICES	-5198	-54	0	-795	-1363	0
505 PRECEPT	1464397	1464394	1659153	1659153	1659153	1659153
506 INTEREST RECEIVED	8000	10826	6800	2214	3700	2500
601 WORKS DEPARTMENT GEN	-308485	-289658	-362831	-139137	-362914	-389960
602 CENTRAL SUPPORT (Ex 501)	-329101	-320338	-342903	-134412	-334831	-352837
700 STRATEGIC PLANNING INITIATIVES	0	0	0	0	0	0
701 CORPORATE MANAGEMENT	-4050	-4112	-4670	-29	-4829	-5150
702 DEMOCRATIC REP'N & MGMT	-16500	-29812	-24455	-4623	-22299	-25100
<b>OVERALL NET COST</b>	<b>746614</b>	<b>753785</b>	<b>792564</b>	<b>1345419</b>	<b>799646</b>	<b>771296</b>



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