

Full Council Meeting of Witney Town Council



Monday, 8th January, 2024 at 7.00 pm

To members of the Full Council - O Collins, G Meadows, J Aitman, T Ashby, D Enright, R Smith, D Temple, A Bailey, L Cherry, R Crouch, G Doughty, J Doughty, D Edwards-Hughes, D Newcombe, J Robertshaw, S Simpson and J Treloar

You are hereby summonsed to the above meeting to be held in the **Gallery Room, The Corn Exchange, Witney** 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.

Numbers of the public will be limited, with priority given to those who have registered to speak on an item on the agenda. Any member of the public wishing to attend the meeting should contact the Committee Clerk derek.mackenzie@witney-tc.gov.uk in advance.

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.

Agenda

1. Apologies for Absence

To consider apologies and reasons for absence.

Committee members who are unable to attend the meeting should notify the Committee Clerk derek.mackenzie@witney-tc.gov.uk **prior to the meeting**, stating the reason for absence.

Standing Order 30(d)(v) permits the appointment of substitute Councillors to a Committee whose role is to replace ordinary Councillors at a meeting of a Committee if ordinary Councillors of the Committee have confirmed to the Proper Officer **before** the meeting that they are unable to attend.

2. Declarations of Interest

Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct.

3. Public Participation

The meeting will adjourn for this item.

Members of the public may speak for a maximum of **five minutes** each during the period of public participation, in line with Standing Order 42. Matters raised shall relate to the following items on the agenda.

4. **Council Budget: Revised Budget 2023/24 and Estimate 2024/25** (Pages 3 - 80)

To receive and consider the report of the RFO along with the draft revised budget for 2023/24 and the estimates for 2024/25.

5. **To formally Declare the Precept for 2024/25** (Pages 81 - 82)

To receive and consider the report of the RFO and if appropriate, declare the precept for 2024/25



Town Clerk

FULL COUNCIL

Date:	Monday 8 January 2024
Title:	Revised Budget 2023/24 and Estimates 2024/25
Contact Officer:	Responsible Financial Officer

Background

The purpose of this report is to provide an overview of the revised budget for 2023-24 and the estimates for 2024-25 in order for the Council to make an informed decision about the level of the Precept demand to be served on West Oxfordshire District Council at the next agenda item.

Draft budgets are prepared based upon current activities and patterns of income and expenditure, as well as projects and priorities identified by the spending Committees throughout the year. The budget needs to be realistic, achievable, and affordable and the RFO believes that Members can have confidence in adopting this budget which will reasonably meet the Council's aspirations.

A copy of the detailed draft budget –by Committee, (see Appendix A) with some narrative explanation provided later in this report. The format of the detailed budget estimates report is straightforward. For each budget line, last year's figures are in the first two columns. The current year shows the original estimate for 2023-24 including any in year adjustments such as virements between budgets shown as TOTAL, followed by ACTUAL YTD figures (based on month 8 – up to 30 November 2023), and then the revised estimate PROJECTED. This revised estimate is based upon income and expenditure during the year to date and known and expected variations relating to the remainder of the financial year. The committed column is not currently used. The final columns, on the far-right hand side of each schedule, shows the estimate for 2024-25 – the agreed (proposed) estimate to be funded from in-year revenue; EMR which shows expenditure to be funded from earmarked reserves and a Carried Forward column which is not currently used.

Note that all the revenue growth and capital items recommended by the spending committees have now been incorporated into the estimates.

Budget deliberations by the spending Committees from October to December 2023

During October and November each of the Committees met and considered to their revenue and capital budgets for 2024/25. During this time further work took place to check the

estimates and to incorporate the latest information available. This means that the estimates have been presented in several drafts; the latest/final is draft 3.

OVERVIEW OF REVENUE BUDGET – REVISED 2023-24 AND ESTIMATES 2024-25

Members should 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.

Budget parameters

When considering the estimates, the RFO has examined each individual budget line, looking at the historic trends and known future developments; a flat percentage is not applied uniformly across the estimates. There remains some uncertainty in relation to inflation, reflecting the international situation.

Public sector wage inflation, although lower than that in the private sector, is currently 6.8% (August 2023). The pay increase for 2023-24 was agreed in October 2023 at £1,925 across all pay grades, the equivalent to £1 per hour. In percentage terms this is equivalent to 10.4% for the lowest of the NALC (National Association of Local Councils) pay points and 6.4% for the highest. The 2023-24 revised gross expenditure budget indicates that employment costs account for 55% of the budget so inflationary pressure in this area is an important consideration. This is a figure which is typical of a service-based business where staff are necessary to deliver services but has risen in the last year as the grounds maintenance work was taken in house meaning that the contractors' staff previously undertaking Town Council work (and shown as non-staffing expenditure) are now directly employed. Early in the budget cycle the RFO projected wage inflation for 2024-25 at 6.7%; this has now been revised down to 4.0%.

There is much uncertainty regarding energy prices. However, for the purposes of the budget for 2024-25 an inflationary increase of 10% over 2023-24 projected has been assumed. Gas and electricity accounts for 4% of the Council's gross expenditure budget (revised 2023-24).

For other budget lines, where a cost-of-living increase has been applied, 6.7% has been used for 2024-25.

Finally, and for information, the latest inflation indicators are: CPI (Consumer Prices Index) is 4.2% (November 2023, published on 20 December) and RPI (Retail Prices Index) is 5.3% (November 2023, published on 20 December).

Revenue budget – general comments

Members may wish to note the following:

1. Year to date figures (including salaries, wages and overhead allocations) represent receipts and payments for the eight-month period 1 April to 30 November 2023.

2. The estimates reflect energy costs much lower than budgeted for this time last year, this having a significant impact on the bottom line.
3. On several nominal codes where expenditure is likely to be under-budget the revised budget is retained at the original. A proposal will come forward at final accounts stage for the difference between spend and budget to then be transferred to the earmarked reserve at year end, consequently not impacting on the projected bottom line.
4. Conversely over-spends on nominal budgets may be met from earmarked reserves. With one exception at cost centre 104 (Corn Exchange) any proposed transfers from earmarked will be made at final accounts stage although the favourable position with regard to the general fund your officers may recommend that such transfers are either not made or are limited for 2023-24.
5. There may now be some YTD figures which are higher than projected year end for 2023-24. This will occur because the revised estimates for 2023/24 were being drafted from September but on reviewing these the RFO does not consider they have a material impact on the “bottom line” and so have not been amended.
6. Change in insurance costs reflect the result so the revaluation of the Council’s buildings for reinstatement purposes from 1 October 2023.
7. The proposed increase in fees and charges for all services for 2024-25 is 6.7%. The increase reflects the inflationary pressures felt by the Council during the last year.
8. There has been a full review of estimates since the last figures were last presented to the Policy, Governance and Finance Committee in November 2023. Whilst some changes have been made and there are some budget lines where your officers have identified likely under/over budgets the view has been taken that overall the likely impact is neutral and therefore the “bottom line” estimate for 2024-25 remains as previously stated.

BUDGET REVIEW BY COMMITTEE

COMMITTEE: PARKS & RECREATION COMMITTEE

201 – SPLASHPARK

This shows the expenditure relating to the Splashpark at the Leys Recreation Ground. Code 4012/201 – Splashpark water rates. Members will be aware of the significant challenges in operating the Splashpark this year. The facility was open during the summer season but the problems with the plant resulted in a much higher water rates charge than

has been anticipated (£35,996 compared with £12,000). The general fund position is such that it is not now proposed that this be funded from the earmarked reserve. For 2024/24 the water charge will reduce back to previous levels assuming that the major planned works are undertaken.

An EMR (A/c 361) for the eventual replacement was set up when the Splashpark was opened in 2015 – with consideration that the facility would last approx. 10 years. £25,000 has been set aside each year and added to the precept. Some works have been undertaken during 2023/24 leaving a current balance of £157,600 which it is intended to use for works during 2025/26.

202 – THE LEYS RECREATION GROUND

This includes all income from sports/ground hire and expenditure relating to the management of the Leys including the adventure play area.

Code 4110/202 Subsidised lettings the Leys. The expenditure of £4,545 in the year to date is in relation to the use of the Leys in relation to the Witney Pride, Witney Music Festival and Witney Carnival. The income code 1051 – ground hire, is credited with the same amount.

4110 – Subsidised Lettings it has been assumed that the Council will offer subsidised use of the Leys Recreation Ground for third-party events such as the Witney Carnival, Witney Pride and Witney Music Festival if they all go ahead in 2024; a corresponding income entry is provided under 1052/202.

203 – WEST WITNEY SPORTS GROUND

This includes all income from sports, and the various tenants, as well as the expenditure relating to the management of the site, including the Clubhouse.

Code 4036/203 property maintenance West Witney. Budget £1,500, spend to date £3,522. This is higher than budget due to the installation of the new water pump/ irrigation system for the bowls greens, costing £2,516. This was agreed by the Committee on 6 March 2023 (minute PR118).

Code 4046/203 sports equipment West Witney. Spend £1,354 but no budget. This relates to the purchase of the cricket boundary rope and winder system, as agreed by the Committee at its meeting of 6 March 2023 (minute PR117).

204 – BURWELL (QE2) SPORTS GROUND

This includes all income from football and the cost of maintaining the recreation ground including the play area/MUGA.

205 – KING GEORGES V /NEWLAND

This includes income from football and the cost of maintaining the recreation ground including the play area.

The following cost centres (207 to 217) relate to the cost of maintaining the Council's play areas – there are no significant changes that require pointing out as part of this report. In relation to nominal codes 4047 – play equipment maintenance. As previously advised a budget is allocated to each of the play areas on an annual basis. This is not always required and so at the year-end any underspend is transferred to the appropriate earmarked reserve. However, when spending is required it will sometimes exceed the annual budget amount allocated to the relevant site for that year and so the difference is funded either through the earmarked reserve or from a virement from underspent budgets on other sites.

- 207 – MOORLAND ROAD PLAY AREA
- 208 – WOOD GREEN PITCHES/PLAY AREA
- 209 – ETON CLOSE PLAY AREA & TINY FOREST
- 210 – OXLEASE PLAY AREA
- 211 – FIELDMERE PLAY AREA
- 212 – QUARRY ROAD PLAY AREA
- 213 – RALEIGH CRESCENT PLAY AREA
- 214 – PARK ROAD PLAY AREA
- 215 – CEDAR DRIVE PLAY AREA
- 216 – UNTERHACHING PLAY AREA
- 217 – WATERFORD LANE PLAY AREA

The Council has included an additional £3,300 in the budget ongoing revenue costs following the adoption of Cedar Drive, Unterhaching and Waterford Lane play areas. The other play area due to be adopted – Raleigh Crescent – already has a budget.

SPORTS PITCH INCOME

During the budget cycle the RFO reviewed the income in relation to use of sports pitches. The estimates were increased across many of these income lines at all the sites, reflecting strong demand in particular for football.

COMMITTEE: HALLS, CEMETERIES & ALLOTMENTS

102 – LANGDALE HALL

This cost centre relates to the property currently leased to the ICE Centre. This includes costs incurred under landlord's responsibilities as well as recharges made to the tenant. The lease with the ICE centre provides for a rent review in March 2024 and stipulates that this is based on the RPI in the previous three-year period. This results in an increase in rent from £20,302 to £26,007.

103 – BARS

This cost centre relates to the direct costs for the café/bar 1863 in the Corn Exchange, as well as the bar within the Burwell Hall, and the income derived from this operation.

The projected costs of operating the bar reflect the appointment of the bar manager and the impact on staffing across the halls service and the overheads applied.

104 – CORN EXCHANGE.

This includes all income from hall hire, as well as the expenditure relating to the management of the building.

Members will be considering the business plan for the Corn Exchange at the meeting of the Halls, Cemeteries and Allotments Committee on 22 January 2024. It has required investment of both capital and revenue to develop the facilities. In particular there have been higher employee costs reflecting the increased activity in the halls but employment of direct staffing means that reduced overhead is deployed from central services. Income has also increased. The challenge now is to maximise use and therefore reduce the relative deficit on the facility. Work is ongoing in this area.

The budget estimates have been drafted based on current activity with limited adjustments in relation to income, café margins, overheads and staffing.

The agreement and implementation of the Business Plan which is being brought forward for approval should have a positive impact on budget but cannot be fully incorporated into the budget for 2024-25.

105 – BURWELL HALL

This includes all income from hall hire, as well as the expenditure relating to the management of the Burwell Hall. Within earmarked reserves (EMR) (A/c 372) £30,000 was set aside for the replacement of the heating system and this work was undertaken as part of the current year capital programme.

106 – MADLEY PARK COMMUNITY CENTRE

This cost centre relates to the property currently leased to the Madley Park Trust. This includes costs incurred under landlord's responsibilities as well as recharges made to the tenant.

An Earmarked Reserve (EMR) is held (A/c 329) which currently stands at £18,780 as a contingency should anything structural go wrong with the building.

301 – TOWER HILL CEMETERY

This cemetery is closed to new reservations for burials as it is full, although there is still some space for the burial of ashes – and pre-existing reservations. However, there remain substantial running costs of maintaining the Cemetery despite it being closed.

Revised income during 2023-24 at Tower Hill is higher than budget - £42,380 compared with £31,889. The 2024-25 estimates are based on these patterns although it can be anticipated that this income will fall away in future years as ore-existing reservations are utilised. Current year expenditure at Tower Hill is estimated now at £135,624 (original £148,995). The 2024-25 estimate is £157,636, based on the works team being fully staffed per the agreed establishment.

Within the Cemetery there is the Cemetery Lodge which is leased by the Co-operative Funeral Company with rental income shown at budget line 1050/301. There are also two Chapels – one is operational and available for use by the public for the funeral services. The other Chapel was part of the lease to the Co-operative but was handed back a few years ago when the terms of the lease was renewed.

An EMR for Memorial Maintenance is held (A/c 318) this has accumulated over time whereby the Council transfers unspent budget line 4355 Memorial Maintenance into this reserve because to commission the topple testing is costly but an essential requirement at set intervals. It is therefore proposed that any expenditure is funded from the EMR.

302 – WINDRUSH CEMETERY

This cost centre shows income from burials and the cost of maintaining the site. There has been a considerable increase in the Income from burial fees at budget line 1100/302. Revised income during 2023-24 at the Windrush Cemetery is revised at £58,261 compared with the original budget of £46,500 and the same pattern is assumed for 2024/25.

Current year expenditure at Windrush Cemetery is projected at £203,246 (original £223,981). The 2024-25 estimate is £236,617, based on the works team being fully staffed per the agreed establishment.

With the development of the land adjoining the Cemetery and the dialogue with the developers to provide an alternative access road off the development there may be some significant expenditure required in the coming years to provide for the road infrastructure. The Officers continue to work on the mapping of the burial ground in order to digitise the records as well as lay out the remaining burial plots. An EMR is held (A/c 327) amounting to £145,853.

303 – CLOSED CHURCHYARDS ST MARY'S & HOLY TRINITY

By law the Council is responsible for maintaining closed churchyards although there are some maintenance items within the churchyards for which the Council does not bear a responsibility.

Part of the Council's responsibility in maintaining the churchyards for part of the boundary wall and due to some deterioration, a condition survey was commissioned to establish what works were required under health and safety to safeguard the Council from any claims,

particularly as there is a high footfall through the churchyard. The Council has therefore established an earmarked reserve (A/c 376) which currently stands at £35,000. As agreed by Committee provision is made for one-year increased in the budget at 4036 from £11,000 to £16,000 for 2024-25.

305 – ALLOTMENTS

Four allotment sites are under the management of the Witney Allotments Association. The revenue cost of service is budgeted to increase from £6,893 to £7,047 for 2024-25.

The Council also holds funds on its balance sheet in respect of improvements to existing and new allotments which stands at £190,703 as at 1 April 2023 (deferred grant/s.106). Current year spending of £9,323 will be sourced from these funds.

COMMITTEE: STRONGER COMMUNITIES

402 – COMMUNITY INFRASTRUCTURE

This cost centre relates to the infrastructure found in the town including bus shelters, bins, benches, cycle racks, defibrillators, church clock, Christmas Lights and floral displays.

The Council holds an infrastructure EMR has been set up (A/c 369) and the balance at 1 April 2023 was £59,944. A sum of £9,171 was utilised this year as match funding towards new bus shelters. Note that within the EMR there is funding for the replacement of the Welch Way Planters so that a concrete planter can be created which will be more permanent than the wooden one currently in place. Other assets within this EMR include bins, benches, slat bins, bus shelters, defibs – and this is where budgets haven't yet been spent.

1052 – Expenses recovered. This income line relating to recharges for memorial benches has been introduced for 2024-25 with a budget of £1,336. The expenditure will be part of 4200/402.

1171 – Donations received. Budget line of £1,334 for 2024-25 relates to Christmas lights sponsorship.

4035 – Bus shelter maintenance. Increase in budget from £2,000 to £3,000 as recurring revenue growth item requested by Committee.

4067 – Tree Survey A tree survey has been commissioned to commence in January 2024, at a cost of £5,500. The Council sets aside a sum of £8,000 towards surveys and related works such as load-testing of trees.

4105 – Xmas Lights Tree & Infrastructure The Christmas Lights working party requested an increase in budget from £44,000 to £55,000 for 2024-25. Of the additional £11,000 of revenue growth, £10,000 is to be treated as a contingency. By way of reminder the Council's contract with its suppliers/installers ends after the current lights season and therefore the

Council will be reviewing its Christmas lights ahead of going out to tender in time for Christmas 2024.

4200 – Street Furniture Revenue growth item to increase budget from £1,000 to £5,000 to provide for and maintain street furniture, the current budget now being inadequate.

4990 – Contribution to CCTV Scheme since the Town Centre CCTV Scheme was established back in 2003 the Town Council has contributed £10,000 towards the scheme and this sum is included in the 2024/25 budget.

408 – COMMUNITY ACTIVITIES

This relates to community events including the Advent Fayre, Remembrance Sunday parade, anniversaries, as well as supporting the Youth Council.

4001/2/3 – Salaries & Associated Costs Note that this budget line supports a portion of the pay costs of the Venue & Events Officer in respect of time spent on third party events.

4103 – Grant Youth Council this has been increased to £1,350 to allow for training.

4104 – Grant Carnival/Xmas Rotary Club next year's budget has been based on the continuation of supporting both the Carnival and Xmas Light Switch-on event via a grant with a cost of living increase should it be requested. Anything above and beyond this specific budget will need to be met from the Grants General Budget at A/c 4100/407.

4106 – Grant – Play Day next year's budget has been based on the continuation of supporting the annual OPA play day with a grant of £1,000.

4111 – Water Safety/Education Continued budget of £2,000 allowed for.

4141 – Events this budget line covers several community events the Council funds and has been increased from £9,000 to £10,000.

4148 – D-Day Anniversary Commemoration A budget of £1,500 has been set aside for this commemoration due in June 2024.

4149 – WTC 50th Anniversary 2024 is the 50th anniversary of the establishment of Witney Town Council, following the local government restructure. A sum of £5,000 is allowed to mark this anniversary.

4154 – Experience Oxfordshire membership The budget line of £1,200 for 2024-25 allows the Council to become members of Experience Oxfordshire. Whilst treated as a recurring item in the schedule the Committee will review the membership as part of the 2025-26 budget deliberations.

4167 – Bus Service budget set aside for £21,000, based on the existing level of grant since 2020. On 28 December 2023 your officers received a request from West Oxfordshire

Community Transport to increase the grant to £23,500. Your officers suggest that this request be considered by the committee at its next meeting and any increase be met from the general grants budget (code 4100/407).

4169 – Children & Youth Provision this budget line has been retained at £40,000 for 2024/25.

COMMITTEE: POLICY, GOVERNANCE & FINANCE

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 (INC GPC/S137)

This includes the various grants the Council awards annually as well as the general grant budget.

4100 – Grants General the current level of grant funding of £20,000 has been retained for the 2024/25 financial year.

There are also specific budget lines within this cost centre for Citizens Advice Bureau £2,000; Witney Dementia Alliance £1,000; Volunteer Link-Up £2,000. These are additional to the grants included in cost centre 408.

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 income from the sublets of the retail units below it.

4036 – Property Maintenance Members will be aware from previous reports that the Town Hall building needs external decoration as part of the terms of the lease. An EMR is held for Town Hall Maintenance (A/c 321) and the balance currently stands at £60,885.

503 – AGENCY SERVICES

This cost centre relates to the Grounds Maintenance Contract which ended at 30 September 2022 and is therefore no longer used. The expenditure in this cost centre has been superseded by cost centres 604 – Works Depot/Vehicles; 605 - General Maintenance and 606 – Grounds Maintenance.

505 – PRECEPT

This relates to the annual Precept agreed, being the amount raised from Council Tax by the District Council on behalf of the Town Council. This is paid into the Council's accounts in two-equal instalments in April and October. For the purposes of the budget papers only, the precept shown for 2024-25 is based on the same Council Tax level as for 2023-24, £166.83 (Band D) at the 2024-25 estimated Council tax base.

506 – INTEREST RECEIVED Accounts for bank charges and also interest received from the Council's surplus balances held in CCLA and Barclays. Interest received this year is higher than anticipated but is projected to fall back from £62,047 to £39,804 in 2024/25 as interest rates fall and Council balances reduce due to expenditure on major capital projects.

601 – WORKS DEPARTMENT Due to the restructure from bringing the grounds maintenance in house this cost centre has been redundant since 30 September 2022 but remains in the budget reports due to 2022/23 expenditure. It will drop out of reports next financial year.

The costs are now included in Cost Centres: 604 – Works Depot/Vehicles; 605 - General Maintenance and 606 – Grounds Maintenance.

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.

4001 – Salaries, 4002 – ER'S NIC, 4003 – ER'S Superannuation There have been several vacancies which have not been filled for all or part of the year; this has been reflected in the revised budget.

A full staffing complement is assumed for 2024/25; in line with the budget parameters a 4% pay increase has been applied.

4023 – Stationery Revenue growth item to increase budget from £2,500 to £3,000 reflecting increased costs in this area as prices have risen.

4028 - IT with the introduction of MS365, upgrading systems and the increase in the numbers on the network, IT costs have increased considerably and the budget has been increased from £18,000 to £21,340 to reflect this. Note also the separate capital bid of £25,000 at code 4967/800.

4892 and 4893 – staffing and overhead recharges Your officers have undertaken an annual review of allocations of staff time between services and adjustments are reflected in the revised estimates for 2023-24 and the estimates for 2024-25.

604 – WORKS DEPOT/VEHICLES; 605 – GENERAL MAINTENANCE; 606 – GROUNDS MAINTENANCE (EX-AGENCY)

The Council has now directly delivered grounds maintenance services for over 14 months and therefore the various budgets in the above cost centres reflect the actual expenditure incurred.

With regard to departments 605, general maintenance and 606, grounds maintenance, your officers propose that these two cost centres are merged in 2024/25. The division is now no longer meaningful as the two teams effectively operate as one and there is much overlap in tasks undertaken.

700 – STRATEGIC PLANNING INITIATIVES

Major projects take time to come to fruition and a significant amount of time is spent on strategic planning. This needs to be accounted for and this is through a recharge from Central Support.

701 – CORPORATE MANAGEMENT

This cost centre relates to the Council's Corporate Management costs in terms of officer times as well as audit fees and related insurances and advertising.

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.

4180 – Election Expenses – The budget of £15,000 for 2023-24 reflects the additional costs which have been incurred “in-year” for the ordinary elections which take place every 4 years. For 2024/25 the budget will fall back to £5,124. This would pay for any by-election and would be rolled over into an earmarked reserve if not required.

COMMITTEE: CLIMATE, BIODIVERSITY & PLANNING

206 – WITNEY COUNTRY PARK

This cost centre relates to the maintenance of the lake and country park. Members will recall that the Open Spaces Strategy identified the need for an officer to manage the lake and country park as well as supporting the Council achieve its biodiversity aspirations. This position is held by the Biodiversity and Green Spaces Officer and the staff member has been in place since July 2022.

4036 Property Maintenance, 4040 Arboriculture, 4042 Equipment –these budget lines support the improvements and ongoing maintenance of the lake and country park. The Council therefore needs to make sure there is a sufficient budget to undertake the necessary works. The Climate, Biodiversity & Planning Committee considered the Management Plan Summary 2024-2034 at its meeting in November 2023 and the revenue budget, alongside

the funds already allocated in the earmarked reserves, allows for implementation of agreed actions during 2024/25.

In respect of budget line 4042 Equipment part of this budget line relates to the continual maintenance of the paths around the lake which almost annually require attention due to flooding and paths being naturally eroded. The other more substantial part of the budget is for bank erosion works as well managing/increasing the biodiversity of the lake and country park. It also ensures funding is available for replacement life buoys which often are damaged or vandalised.

It should also be noted that within Earmarked Reserve 366 – Climate/Biodiversity there is a sum of £23,050 set aside for biodiversity and bank stabilisation works around the lake.

CAPITAL & SPECIAL REVENUE PROJECTS

Capital projects are shown in the budget estimates at cost centre 800.

Income to the cost centre (codes 1170-1200) shows the source of non-precepted funding. The expenditure items are then shown from codes 4291 through to 4996.

As Members will be aware your officers have made some changes to the way in which fixed assets and earmarked reserve movements are accounted for. Further advice is awaited from the software suppliers regarding how this is shown in cost centre 800 and so there will be some post-budget adjustments. These will not affect the “bottom-line.” The attached spreadsheet shows the capital and special revenue projects for the current year and the estimates for 2024-25 and future years.

Post-budget some further items will likely be added, including the Lake and Country Park items. These are provided for in existing revenue and earmarked reserves so should not impact on the “bottom-line.”

Should any further capital projects be forthcoming in the course of the year this will be met from the Rolling Capital Fund (A/C 315) or the General Fund as a supplementary estimate.

SUMMARY AND BOTTOM LINE

Overall, the budget estimates for the whole Council, as they stand, show the net revenue requirement (defined as gross revenue-funded expenditure less non-precepted income) :

Original 2023-24 budget: £1,955,834

Revised 2023-24 budget: £1,757,875

Proposed 2024-25 budget: £2,108,927

FUNDING OF THE COUNCIL'S BUDGET

The Council now needs to agree how the budget requirement for 2024-25 should be met.

For information, for 2023-24 the Council's net expenditure requirement was funded as follows:

Net expenditure requirement		£1,955,836
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Funded by:

Use of General Revenue Reserve	£94,128	
Precept	£1,861,708	£1,955,836

Note that the precept resulted in a Council Tax in Band D of £166.83, based on a tax base of 11,159.31.

The net expenditure requirement may be met through a combination of sources.

EARMARKED RESERVES (EMR)

The RFO has referred to some EMR's in the report. EMRs are an important source of funding for Capital and Special Revenue Projects and are already accounted for at cost centre 800.

A summary of the EMRs for Member's information together with a list of section 106 funds currently held (Appendix C).

GENERAL FUND (A/C 310)

It is good practice and recommended to keep a minimum of 3 months net revenue expenditure in the General Fund. Based on the 2024-25 estimates, this amounts to £479,610.

As at 1 April 2023 the balance on the General Fund was £549,164. When setting the budget for 2023/24 it was estimated the Council would need to use £106,128 from the General Fund to balance the budget. The projected budget suggests that in fact the Council can actually transfer £103,833 into the General Fund. Taking all the above into account the closing balance as at 31 March 2024 on the General Fund is estimated to be £652,997.

PRECEPT (FUNDS RAISED FROM THE COUNCIL TAX)

In relation to the precept Appendix B shows a range of options as to how the £2,108,927 may be funded from a combination of precept and general fund balances. This is based on the assumption that all other income and expenditure variables are now, in effect, fixed.

Members may also find it helpful to refer to the presentation given by the RFO to the Council meeting on 11 December 2023.

The Council's aim is to agree the precept on 8 January 2024 but legally it is entitled to set a precept as late as February (the precept must be issued before March each year).

Environmental impact

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

Within the budget there is financial provision for various projects to assist the Council in achieving its objectives. These extend to upgrading of some of its vehicles, making buildings more energy efficient, as well as using green utility companies.

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.

Proper and sound financial management is necessary as all Councillors are collectively responsible for the budget, particularly expenditure and ensuring it is expended lawfully and in line with the Council's Financial Regulations.

It is the task of the Responsible Financial Officer to advise accordingly, in line with Financial Regulations and Statute. He has carried out extensive scrutiny of the Council's income and expenditure and is confident in the accuracy of the estimates.

Financial implications

This report forms part of the Council's due diligence and a process in line with its Financial Regulations. The financial implications are detailed above and in the attached appendices.

Recommendations

Members are invited to note the report and

1. adopt the revised budget for 2023/24 as presented;

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2. adopt the budget for 2024/25 as presented and agree its funding, including the amount of precept requested and reserve movements.

Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>Policy, Governance & Finance</u>										
401	<u>CIVIC ACTIVITIES</u>									
1099	MISCELLANEOUS INCOME	0	33	0	0	0	0	0	0	0
	Total Income	0	33	0	0	0	0	0	0	0
4000	MAYORS ALLOWANCE	3,000	943	3,000	671	3,000	0	3,000	0	0
4150	CIVIC FUNCTIONS	2,500	1,266	2,000	440	2,000	0	2,000	0	0
4152	MAYOR'S CHAIN	300	100	300	0	300	0	300	0	0
4153	ANNUAL CIVIC AWARDS	200	0	200	0	200	0	200	0	0
4495	TFR FROM EARMARKED R	-500	0	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	33,086	27,715	35,934	21,598	33,059	0	36,861	0	0
4893	C/S O'HEAD RCHG	9,181	9,065	10,352	7,649	10,248	0	10,429	0	0
	Overhead Expenditure	47,767	39,089	51,786	30,358	48,807	0	52,790	0	0
	Movement to/(from) Gen Reserve	(47,767)	(39,056)	(51,786)	(30,358)	(48,807)		(52,790)		
407	<u>GRANTS & DONATIONS</u>									
1171	DONATIONS RECEIVED	0	0	0	33	0	0	0	0	0
	Total Income	0	0	0	33	0	0	0	0	0
4100	GRANTS GENERAL	23,740	5,703	20,000	14,110	20,000	0	20,000	0	0
4101	GRANT CAB	2,000	2,000	2,000	0	2,000	0	2,000	0	0
4105	XMAS LIGHTS, TREE & INFRASTRUC	0	-14,414	0	1,287	0	0	0	0	0
4107	Witney Dementia Alliance	1,000	0	1,000	0	1,000	0	1,000	0	0
4110	SUBSIDIZED LETTINGS	1,800	1,123	1,800	816	1,800	0	1,800	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4160	TOWN TWINNING	0	500	0	-500	0	0	0	0	0
4162	GRANT VOLUNTEER LINK-UP	2,000	2,000	2,000	2,000	2,000	0	2,000	0	0
4495	TFR FROM EARMARKED R	-11,240	0	0	0	0	0	0	0	0
Overhead Expenditure		19,300	-3,087	26,800	17,713	26,800	0	26,800	0	0
Movement to/(from) Gen Reserve		(19,300)	3,087	(26,800)	(17,680)	(26,800)		(26,800)		
502	<u>TOWN HALL MAINTENANCE</u>									
1050	RENT RECEIVED	13,950	19,950	13,950	0	19,950	0	19,950	0	0
1052	EXPENSES RECOVERED	0	-109	0	0	0	0	0	0	0
Total Income		13,950	19,841	13,950	0	19,950	0	19,950	0	0
4013	RENT PAID	15,500	16,500	16,500	6,875	16,500	0	16,500	0	0
4014	ELECTRICITY	0	848	0	-848	0	0	0	0	0
4025	INSURANCE	925	934	1,000	1,085	1,086	0	1,087	0	0
4036	PROPERTY MAINTENANCE	4,500	4,323	6,500	7,016	8,300	0	4,500	0	0
4038	OTHER MAINTENANCE	2,000	1,776	2,000	568	2,000	0	2,000	0	0
4041	EQUIPMENT HIRE	2,000	594	1,000	500	1,000	0	1,000	0	0
4059	OTHER PROF FEES	2,500	0	2,500	0	2,500	0	2,500	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	1,031	3,141	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	210	1,378	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	4,136	3,464	4,492	2,700	4,132	0	4,608	0	0
4893	C/S O'HEAD RCHG	1,148	1,133	1,294	956	1,281	0	1,304	0	0
4896	MTCE STAFF RECHARGE	0	7,807	1,277	1,154	1,034	0	1,256	0	0
4897	MTCE O'HEAD RECHARGE	0	1,285	125	44	107	0	115	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4899	DEPOT REALLOCATION	0	0	133	150	223	0	228	0	0
	Overhead Expenditure	33,950	43,185	36,821	20,201	38,163	0	35,098	0	0
	Movement to/(from) Gen Reserve	(20,000)	(23,344)	(22,871)	(20,201)	(18,213)		(15,148)		
503	<u>AGENCY SERVICES (TO 30/09/22)</u>									
4300	AGENCY MAINT'CE (TO 30/09/22)	198,257	198,257	0	0	0	0	0	0	0
4891	AGENCY R/C (TO 30/09/22)	-198,257	-198,257	0	0	0	0	0	0	0
	Overhead Expenditure	0	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	0	0	0	0		0		
505	<u>PRECEPT</u>									
1176	PRECEPT	1,829,398	1,829,398	1,861,708	1,861,708	1,861,708	0	1,870,790	0	0
	Total Income	1,829,398	1,829,398	1,861,708	1,861,708	1,861,708	0	1,870,790	0	0
	Movement to/(from) Gen Reserve	1,829,398	1,829,398	1,861,708	1,861,708	1,861,708		1,870,790		
506	<u>INTEREST RECEIVED</u>									
1190	INTEREST RECEIVED	2,500	23,207	36,000	37,247	62,047	0	39,804	0	0
	Total Income	2,500	23,207	36,000	37,247	62,047	0	39,804	0	0
4051	BANK CHARGES	2,000	2,581	3,000	2,078	3,174	0	3,387	0	0
	Overhead Expenditure	2,000	2,581	3,000	2,078	3,174	0	3,387	0	0
	Movement to/(from) Gen Reserve	500	20,626	33,000	35,169	58,873		36,417		
601	<u>WORKS DEPARTMENT (TO 30/09/22)</u>									

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1099	MISCELLANEOUS INCOME	0	341	0	0	0	0	0	0	0
	Total Income	0	341	0	0	0	0	0	0	0
4001	SALARIES	97,515	97,515	0	0	0	0	0	0	0
4002	ER'S NIC	9,327	9,327	0	0	0	0	0	0	0
4003	ER'S SUPERANN	19,055	19,055	0	0	0	0	0	0	0
4007	PROTECTIVE CLOTHING	3,093	2,444	0	0	0	0	0	0	0
4008	TRAINING	5,178	4,957	0	0	0	0	0	0	0
4009	TRAVELLING	1,000	1,430	0	0	0	0	0	0	0
4014	ELECTRICITY	500	-756	0	0	0	0	0	0	0
4016	CLEANING MATERIALS	273	222	0	0	0	0	0	0	0
4017	CONTRACT CLEAN/WASTE	3,297	2,437	0	0	0	0	0	0	0
4021	TELEPHONE/FAX	1,253	1,029	0	0	0	0	0	0	0
4022	POSTAGE	0	0	0	50	0	0	0	0	0
4023	STATIONERY	29	29	0	0	0	0	0	0	0
4025	INSURANCE	120	0	0	0	0	0	0	0	0
4028	I.T.	750	330	0	0	0	0	0	0	0
4029	INTERVIEW EXPENSES	422	423	0	0	0	0	0	0	0
4030	RECRUITMENT ADVT'G	2,304	2,304	0	0	0	0	0	0	0
4036	PROPERTY MAINTENANCE	110	38	0	0	0	0	0	0	0
4041	EQUIPMENT HIRE	612	527	0	0	0	0	0	0	0
4042	EQUIPMENT	1,469	1,469	0	0	0	0	0	0	0
4043	SMALL TOOLS & EQUIPT	923	662	0	0	0	0	0	0	0
4044	FUEL	3,250	2,124	0	0	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4045	LICENCES	1,344	1,344	0	0	0	0	0	0	0
4050	VEHICLE MAINTENANCE	3,423	2,193	0	0	0	0	0	0	0
4052	VEHICLE INSURANCE	2,673	0	0	0	0	0	0	0	0
4064	HEALTH & SAFETY	85	85	0	0	0	0	0	0	0
4143	REFRESHMENT COSTS	3	3	0	0	0	0	0	0	0
4400	COVID-19 EXPENDITURE	0	370	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-2,175	0	0	0	0	0	0	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	-355,650	-125,896	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	-72,562	-31,158	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	20,679	8,017	0	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	5,738	1,993	0	0	0	0	0	0	0
	Overhead Expenditure	-245,962	2,515	0	50	0	0	0	0	0
	Movement to/(from) Gen Reserve	245,962	(2,175)	0	(50)	0		0		
602	<u>CENTRAL SUPPORT</u>									
1052	EXPENSES RECOVERED	0	-225	0	0	0	0	0	0	0
1099	MISCELLANEOUS INCOME	0	12	0	0	0	0	0	0	0
	Total Income	0	-213	0	0	0	0	0	0	0
4001	SALARIES	312,488	263,007	340,761	205,928	314,751	0	350,135	0	0
4002	ER'S NIC	33,280	26,866	34,467	20,214	30,870	0	35,042	0	0
4003	ER'S SUPERANN	67,809	56,568	73,944	43,837	67,505	0	75,566	0	0
4008	TRAINING	6,800	3,958	7,500	2,458	7,500	0	7,500	0	0
4009	TRAVELLING	3,500	366	1,500	149	1,500	0	1,500	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4010	MISC STAFF COSTS	200	42	200	0	200	0	200	0	0
4011	RATES	21,530	18,463	21,000	14,891	18,613	0	19,860	0	0
4012	WATER RATES	450	283	550	241	431	0	460	0	0
4014	ELECTRICITY	8,000	9,355	24,000	5,876	13,184	0	14,502	0	0
4016	CLEANING MATERIALS	1,000	23	1,000	251	1,000	0	1,000	0	0
4017	CONTRACT CLEAN/WASTE	3,950	1,488	2,200	1,401	1,706	0	1,821	0	0
4018	PHOTOCOPIER COSTS	1,500	1,879	1,500	1,653	2,048	0	2,185	0	0
4020	COPIER RENTAL	4,200	0	4,000	0	4,000	0	4,000	0	0
4021	TELEPHONE/FAX	5,500	6,246	6,000	4,437	6,078	0	6,485	0	0
4022	POSTAGE	3,500	1,521	2,000	1,153	1,700	0	1,814	0	0
4023	STATIONERY	2,500	2,910	2,500	2,102	2,500	0	3,000	0	0
4024	SUBSCRIPTIONS	0	79	0	118	118	0	0	0	0
4025	INSURANCE	2,885	3,134	3,250	3,291	3,291	0	3,511	0	0
4026	BOOKS/PUBLICATIONS	300	140	300	44	300	0	300	0	0
4028	I.T.	12,750	15,659	18,000	17,755	20,000	0	21,340	0	0
4029	INTERVIEW EXPENSES	234	234	0	0	0	0	0	0	0
4030	RECRUITMENT ADVT'G	2,040	1,224	2,500	0	2,500	0	2,500	0	0
4036	PROPERTY MAINTENANCE	0	24	0	330	0	0	0	0	0
4038	OTHER MAINTENANCE	0	518	0	337	337	0	0	0	0
4042	EQUIPMENT	5,500	3,430	5,000	2,207	5,000	0	5,000	0	0
4045	LICENCES	250	0	0	0	0	0	0	0	0
4054	INTERNAL AUDIT	2,300	1,920	2,300	1,000	2,300	0	2,300	0	0
4055	ACCOUNTANCY FEES	7,000	8,770	3,500	3,568	3,500	0	1,000	0	0
4059	OTHER PROF FEES	20,000	31,142	20,000	32,110	30,000	0	30,000	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4064	HEALTH & SAFETY	250	18	250	79	250	0	250	0	0
4099	MISCELLANEOUS	45	14	50	0	50	0	50	0	0
4143	REFRESHMENT COSTS	300	251	300	155	300	0	300	0	0
4400	COVID-19 EXPENDITURE	100	0	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-4,050	0	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	-413,577	-346,441	-449,172	-269,979	-413,126	0	-460,761	0	0
4893	C/S O'HEAD RCHG	-114,760	-113,306	-129,400	-95,606	-128,406	0	-130,360	0	0
Overhead Expenditure		-2,226	-213	0	0	0	0	500	0	0
Movement to/(from) Gen Reserve		2,226	0	0	0	0		(500)		
604	<u>WORKS DEPOTIVEH (FR. 01/10/22)</u>									
1099	MISCELLANEOUS INCOME	0	524	0	93	100	0	0	0	0
Total Income		0	524	0	93	100	0	0	0	0
4014	ELECTRICITY	0	7,433	4,000	14,657	20,166	0	22,125	0	0
4016	CLEANING MATERIALS	27	358	400	1,362	1,332	0	1,421	0	0
4017	CONTRACT CLEAN/WASTE	351	2,388	2,000	5,538	6,656	0	4,872	0	0
4021	TELEPHONE/FAX	747	2,111	2,250	1,894	2,802	0	2,990	0	0
4023	STATIONERY	121	0	150	0	50	0	150	0	0
4025	INSURANCE	0	272	250	141	141	0	141	0	0
4028	I.T.	0	705	1,250	688	1,250	0	1,250	0	0
4036	PROPERTY MAINTENANCE	1,890	681	2,000	716	1,000	0	2,000	0	0
4038	OTHER MAINTENANCE	1,500	3,045	1,750	218	1,000	0	1,750	0	0
4041	EQUIPMENT HIRE	388	2,383	3,500	2,255	2,800	0	3,500	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4042	EQUIPMENT	31	464	2,250	1,840	2,776	0	2,964	0	0
4043	SMALL TOOLS & EQUIPT	77	640	1,500	1,436	1,941	0	1,500	0	0
4044	FUEL	0	7,155	14,000	9,702	14,738	0	15,725	0	0
4045	LICENCES	156	605	2,000	2,065	2,694	0	2,874	0	0
4050	VEHICLE MAINTENANCE	1,577	6,094	5,000	18,411	15,368	0	12,000	0	0
4052	VEHICLE INSURANCE	327	2,673	3,500	2,727	2,727	0	3,500	0	0
4059	OTHER PROF FEES	0	2,319	0	0	0	0	0	0	0
4064	HEALTH & SAFETY	165	0	250	28	250	0	250	0	0
4099	MISCELLANEOUS	0	0	0	-135	0	0	0	0	0
4899	DEPOT REALLOCATION	0	0	-46,050	-63,450	-77,591	0	-79,014	0	0
Overhead Expenditure		7,357	39,325	0	93	100	0	-2	0	0
Movement to/(from) Gen Reserve		(7,357)	(38,801)	0	0	0		2		
605	<u>GENERAL MAINT. (FR.01/10/22)</u>									
4001	SALARIES	172,485	101,179	326,143	179,829	270,678	0	329,013	0	0
4002	ER'S NIC	18,073	9,296	43,752	17,096	27,257	0	32,847	0	0
4003	ER'S SUPERANN	39,195	21,821	70,773	36,496	58,737	0	71,395	0	0
4007	PROTECTIVE CLOTHING	2,407	4,214	4,000	1,191	4,000	0	4,000	0	0
4008	TRAINING	822	1,420	6,000	808	6,000	0	6,000	0	0
4009	TRAVELLING	0	219	0	27	27	0	0	0	0
4017	CONTRACT CLEAN/WASTE	352	0	4,000	0	0	0	0	0	0
4029	INTERVIEW EXPENSES	0	392	0	0	0	0	0	0	0
4030	RECRUITMENT ADVT'G	0	682	0	0	0	0	0	0	0
4040	ARBORICULTURE	350	0	0	0	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4143	REFRESHMENT COSTS	147	0	200	0	200	0	200	0	0
4892	C/S STAFF RCHG	0	9,305	22,459	13,499	20,662	0	23,038	0	0
4893	C/S O'HEAD RCHG	0	3,672	6,470	4,780	6,405	0	6,518	0	0
4896	MTCE STAFF RECHARGE	0	-132,296	-440,668	-233,421	-356,672	0	-433,263	0	0
4897	MTCE O'HEAD RECHARGE	0	-19,905	-43,129	-20,305	-37,294	0	-39,748	0	0
	Overhead Expenditure	233,831	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(233,831)	0	0	0	0		0		
606	<u>GROUNDS MAINT. (FR 01/10/22)</u>									
1099	MISCELLANEOUS INCOME	0	0	0	121	121	0	0	0	0
	Total Income	0	0	0	121	121	0	0	0	0
4001	SALARIES	0	30,620	128,859	32,055	73,387	0	142,859	0	0
4002	ER'S NIC	0	2,590	11,504	2,750	8,244	0	13,436	0	0
4003	ER'S SUPERANN	0	6,644	27,963	6,956	15,924	0	31,000	0	0
4007	PROTECTIVE CLOTHING	0	1,139	3,000	1,108	3,000	0	3,000	0	0
4008	TRAINING	0	492	4,500	1,694	4,500	0	4,500	0	0
4017	CONTRACT CLEAN/WASTE	0	1,557	4,000	3,943	4,016	0	4,285	0	0
4030	RECRUITMENT ADVT'G	0	942	500	0	0	0	500	0	0
4039	HORTICULTURE	0	6,524	45,000	46,946	53,470	0	57,052	0	0
4062	SPORTS PITCH MATERIALS	0	10,093	5,000	3,436	7,500	0	8,003	0	0
4143	REFRESHMENT COSTS	0	0	150	0	150	0	160	0	0
4330	AGENCY CANCELLATION SAVINGS	105,547	0	0	0	0	0	0	0	0
4894	GROUNDS STAFF RECHARGE	0	-39,854	-168,326	-41,760	-97,555	0	-179,606	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4895	GROUNDS O'HEAD RECHARGE	0	-20,748	-62,150	-57,006	-72,515	0	-85,189	0	0
	Overhead Expenditure	105,547	0	0	121	121	0	0	0	0
	Movement to/(from) Gen Reserve	(105,547)	(0)	0	0	0		0		
700	<u>STRATEGIC PLANNING INITIATIVES</u>									
4892	C/S STAFF RCHG	31,018	25,983	33,688	32,398	49,575	0	55,291	0	0
4893	C/S O'HEAD RCHG	8,607	8,498	9,705	11,473	15,409	0	15,643	0	0
	Overhead Expenditure	39,625	34,481	43,393	43,870	64,984	0	70,934	0	0
	Movement to/(from) Gen Reserve	(39,625)	(34,481)	(43,393)	(43,870)	(64,984)		(70,934)		
701	<u>CORPORATE MANAGEMENT</u>									
4022	POSTAGE	300	128	300	0	150	0	300	0	0
4025	INSURANCE	2,105	2,082	2,225	1,982	1,982	0	2,114	0	0
4031	OTHER ADVERTISING	2,250	1,123	250	793	793	0	250	0	0
4057	AUDIT FEES	2,500	2,520	2,520	0	2,520	0	2,689	0	0
4250	BAD DEBTS	0	12,000	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-2,000	0	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	70,308	58,895	76,359	45,896	70,250	0	78,329	0	0
4893	C/S O'HEAD RCHG	19,509	19,262	21,998	16,253	21,678	0	22,161	0	0
	Overhead Expenditure	94,972	96,009	103,652	64,925	97,373	0	105,843	0	0
	Movement to/(from) Gen Reserve	(94,972)	(96,009)	(103,652)	(64,925)	(97,373)		(105,843)		
702	<u>DEMOCRATIC REP'N & MGMT</u>									
4008	TRAINING	5,000	30	2,500	1,370	2,500	0	2,500	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4024	SUBSCRIPTIONS	6,000	5,924	6,250	5,374	6,011	0	6,414	0	0
4028	I.T.	3,250	2,049	4,000	4,790	5,503	0	5,872	0	0
4034	NEWSLETTER	3,000	3,337	3,000	-500	3,500	0	3,798	0	0
4120	ROOM HIRE/MEETING EXPS	2,000	2,520	2,250	2,034	3,476	0	3,709	0	0
4155	MODERN GOV/MTNG DIGITALISATION	7,605	8,556	9,500	0	9,411	0	9,788	0	0
4180	ELECTION EXPENSES	4,500	13,916	15,000	0	15,000	0	5,124	0	0
4495	TFR FROM EARMARKED R	-2,500	0	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	62,243	52,139	67,600	40,632	62,192	0	69,344	0	0
4893	C/S O'HEAD RCHG	17,271	17,053	19,474	14,389	19,192	0	19,618	0	0
Overhead Expenditure		108,369	105,523	129,574	68,087	126,785	0	126,167	0	0
Movement to/(from) Gen Reserve		(108,369)	(105,523)	(129,574)	(68,087)	(126,785)		(126,167)		
Policy, Governance & Finance - Income		1,845,848	1,873,131	1,911,658	1,899,203	1,943,926	0	1,930,544	0	0
Expenditure		444,530	359,408	395,026	247,497	406,307	0	421,517	0	0
Movement to/(from) Gen Reserve		1,401,318	1,513,723	1,516,632	1,651,706	1,537,619		1,509,027		
<u>Parks & Recreation</u>										
201	<u>SPLASHPARK</u>									
4012	WATER RATES	12,000	10,196	12,000	35,996	31,900	0	12,000	0	0
4016	CLEANING MATERIALS	275	174	300	348	300	0	300	0	0
4036	PROPERTY MAINTENANCE	5,000	1,311	5,000	0	5,000	0	5,000	0	0
4047	PLAY EQUIP MAINTENCE	2,500	13	2,500	0	2,500	0	2,668	0	0
4048	ENG.INSPEC.(VARIABLE)	500	434	500	432	432	0	500	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	7,646	6,298	0	0	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4890	O/S O'HEAD RCHG (TO 30/09/22)	1,560	1,457	0	0	0	0	0	0	0
4896	MTCE STAFF RECHARGE	0	2,224	9,474	2,616	7,673	0	9,315	0	0
4897	MTCE O'HEAD RECHARGE	0	220	927	264	797	0	854	0	0
4899	DEPOT REALLOCATION	0	0	990	1,219	1,663	0	1,699	0	0
Overhead Expenditure		29,481	22,326	31,691	40,874	50,265	0	32,336	0	0
Movement to/(from) Gen Reserve		(29,481)	(22,326)	(31,691)	(40,874)	(50,265)		(32,336)		
202	<u>THE LEYS RECREATION GROUND</u>									
1020	SPORTS - FOOTBALL	1,000	1,143	2,000	1,400	3,200	0	3,400	0	0
1043	GREEN FEES - WTBC	4,620	4,620	5,080	5,080	5,080	0	5,420	0	0
1050	RENT RECEIVED	3,080	1,000	1,000	1,000	1,000	0	1,000	0	0
1051	GROUND HIRE	11,175	18,017	15,000	15,534	15,534	0	16,038	0	0
1052	EXPENSES RECOVERED	150	977	150	60	150	0	160	0	0
1058	WATER RECOVERED	150	175	150	175	175	0	190	0	0
1059	ELECTRICITY RECOVER	0	0	20,000	6,162	14,200	0	0	0	0
Total Income		20,175	25,933	43,380	29,411	39,339	0	26,208	0	0
4012	WATER RATES	3,000	6,687	0	1,269	3,000	0	3,000	0	0
4014	ELECTRICITY	7,000	8,755	24,800	-364	17,600	0	5,202	0	0
4017	CONTRACT CLEAN/WASTE	9,500	10,265	10,000	7,871	12,000	0	13,800	0	0
4021	TELEPHONE/FAX	0	18	0	0	0	0	0	0	0
4025	INSURANCE	240	224	240	224	224	0	256	0	0
4036	PROPERTY MAINTENANCE	7,500	1,401	7,500	1,318	7,500	0	7,500	0	0
4037	GROUNDS MAINTENANCE	5,000	4,588	5,000	280	5,000	0	5,000	0	0

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Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4038	OTHER MAINTENANCE	4,000	142	2,500	0	2,500	0	2,500	0	0
4046	SPORTS EQUIPMENT	4,000	3,425	4,000	0	4,000	0	4,000	0	0
4047	PLAY EQUIP MAINTENANCE	5,000	475	5,000	233	5,000	0	5,000	0	0
4048	ENG.INSPEC.(VARIABLE)	430	499	550	989	989	0	1,055	0	0
4049	PLAY RISK ASSESSMENT	1,000	126	500	135	135	0	144	0	0
4059	OTHER PROF FEES	10,000	0	0	0	0	0	0	0	0
4062	SPORTS PITCH MATERIALS	0	0	0	900	900	0	0	0	0
4110	SUBSIDIZED LETTINGS	10,000	5,343	10,000	4,545	4,544	0	10,000	0	0
4215	IN BLOOM - INC SCHOOLS CHALLENGE	1,000	0	1,000	0	1,000	0	1,000	0	0
4495	TFR FROM EARMARKED R	-3,500	0	0	0	0	0	0	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	33,680	10,964	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	6,872	3,237	0	0	0	0	0	0	0
4891	AGENCY R/C (TO 30/09/22)	34,101	34,101	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	16,543	13,858	17,967	10,799	16,529	0	18,431	0	0
4893	C/S O'HEAD RCHG	4,590	4,532	5,176	3,824	5,124	0	5,214	0	0
4894	GROUNDS STAFF RECHARGE	0	5,580	23,566	4,574	13,668	0	25,145	0	0
4895	GROUNDS O'HEAD RECHARGE	0	2,905	8,701	5,425	10,180	0	11,926	0	0
4896	MTCE STAFF RECHARGE	0	14,369	41,731	22,788	33,802	0	41,030	0	0
4897	MTCE O'HEAD RECHARGE	0	2,064	4,084	2,237	3,512	0	3,764	0	0
4899	DEPOT REALLOCATION	0	0	4,361	8,777	6,769	0	7,483	0	0
	Overhead Expenditure	159,956	133,557	176,676	75,824	153,976	0	171,450	0	0
	Movement to/(from) Gen Reserve	(139,781)	(107,624)	(133,296)	(46,413)	(114,637)		(145,242)		
203	WEST WITNEY SPORTS GROUND									

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Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1020	SPORTS - FOOTBALL	3,000	7,024	6,500	4,038	8,000	0	8,536	0	0
1021	SPORTS - CRICKET	1,751	1,464	1,500	1,374	1,374	0	1,500	0	0
1041	RENTAL - TENNIS CLUB	4,520	4,520	4,970	0	0	0	0	0	0
1042	RENTAL- PROJ.RANGE	2,650	2,650	2,915	2,915	2,915	0	3,110	0	0
1044	GREEN FEES - WMBC	2,770	2,770	3,050	3,050	3,050	0	3,254	0	0
1045	GREEN FEES - WWBC	2,770	2,770	3,050	3,050	3,050	0	3,254	0	0
1050	RENT RECEIVED	21,820	15,268	9,850	8,169	10,366	0	10,366	0	0
1052	EXPENSES RECOVERED	0	929	0	2,143	2,143	0	0	0	0
1054	EASEMENTS/WAYLEAVES	6	6	6	6	0	0	6	0	0
1058	WATER RECOVERED	500	0	0	0	0	0	0	0	0
1060	INSURANCE RECOVERED	350	363	400	435	435	0	427	0	0
Total Income		40,137	37,763	32,241	25,181	31,333	0	30,453	0	0
4012	WATER RATES	750	0	0	0	0	0	0	0	0
4025	INSURANCE	590	676	725	749	749	0	774	0	0
4036	PROPERTY MAINTENANCE	1,500	891	1,500	3,522	3,643	0	1,500	0	0
4037	GROUNDS MAINTENANCE	2,500	806	2,500	1,531	2,500	0	2,500	0	0
4046	SPORTS EQUIPMENT	1,000	2,462	0	1,354	1,354	0	1,000	0	0
4048	ENG.INSPEC.(VARIABLE)	175	175	200	185	185	0	213	0	0
4059	OTHER PROF FEES	7,000	250	2,000	1,745	2,000	0	2,000	0	0
4062	SPORTS PITCH MATERIALS	0	0	0	900	900	0	0	0	0
4495	TFR FROM EARMARKED R	-2,000	0	0	0	0	0	0	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	10,242	5,528	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	2,090	1,496	0	0	0	0	0	0	0
4891	AGENCY R/C (TO 30/09/22)	26,486	26,486	0	0	0	0	0	0	0

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Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4894	GROUNDS STAFF RECHARGE	0	5,580	23,566	6,551	13,668	0	25,145	0	0
4895	GROUNDS O'HEAD RECHARGE	0	2,905	8,701	6,781	10,180	0	11,926	0	0
4896	MTCE STAFF RECHARGE	0	10,560	12,690	14,684	10,278	0	12,477	0	0
4897	MTCE O'HEAD RECHARGE	0	1,444	1,242	1,439	1,068	0	1,145	0	0
4899	DEPOT REALLOCATION	0	0	1,326	5,516	2,227	0	2,275	0	0
Overhead Expenditure		50,333	59,259	54,450	44,957	48,752	0	60,955	0	0
Movement to/(from) Gen Reserve		(10,196)	(21,496)	(22,209)	(19,776)	(17,419)		(30,502)		
204	<u>BURWELL (QE2) SPORTS GROUND</u>									
1020	SPORTS - FOOTBALL	3,500	5,982	3,850	3,763	7,500	0	8,000	0	0
Total Income		3,500	5,982	3,850	3,763	7,500	0	8,000	0	0
4036	PROPERTY MAINTENANCE	1,000	13	1,000	0	1,000	0	1,000	0	0
4037	GROUNDS MAINTENANCE	1,000	0	0	420	420	0	0	0	0
4046	SPORTS EQUIPMENT	2,000	1,431	3,000	0	3,000	0	2,000	0	0
4047	PLAY EQUIP MAINTENANCE	2,000	160	2,000	0	2,000	0	2,000	0	0
4048	ENG.INSPEC.(VARIABLE)	475	499	550	529	587	0	587	0	0
4049	PLAY RISK ASSESSMENT	100	63	100	68	68	0	100	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	2,596	3,843	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	530	981	0	0	0	0	0	0	0
4891	AGENCY R/C (TO 30/09/22)	12,350	12,350	0	0	0	0	0	0	0
4894	GROUNDS STAFF RECHARGE	0	3,985	16,833	2,791	9,763	0	17,961	0	0
4895	GROUNDS O'HEAD RECHARGE	0	2,075	6,215	3,230	7,271	0	8,519	0	0
4896	MTCE STAFF RECHARGE	0	5,298	3,217	6,161	2,605	0	3,163	0	0

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Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4897	MTCE O'HEAD RECHARGE	0	788	315	612	270	0	290	0	0
4899	DEPOT REALLOCATION	0	0	336	2,033	564	0	577	0	0
	Overhead Expenditure	22,051	31,484	33,566	15,844	27,548	0	36,197	0	0
	Movement to/(from) Gen Reserve	(18,551)	(25,502)	(29,716)	(12,081)	(20,048)		(28,197)		
205	<u>KING GEORGE V / NEWLAND</u>									
1020	SPORTS - FOOTBALL	1,600	1,106	1,000	912	1,600	0	1,700	0	0
	Total Income	1,600	1,106	1,000	912	1,600	0	1,700	0	0
4036	PROPERTY MAINTENANCE	500	0	500	0	500	0	534	0	0
4037	GROUNDS MAINTENANCE	2,000	0	2,000	140	1,800	0	2,000	0	0
4047	PLAY EQUIP MAINTENCE	500	0	500	642	642	0	500	0	0
4048	ENG.INSPEC.(VARIABLE)	400	412	450	437	437	0	480	0	0
4049	PLAY RISK ASSESSMENT	100	63	100	68	68	0	100	0	0
4100	GRANTS GENERAL	1,000	0	500	0	500	0	500	0	0
4495	TFR FROM EARMARKED R	-500	0	0	0	0	0	0	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	8,464	1,246	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	1,727	191	0	0	0	0	0	0	0
4891	AGENCY R/C (TO 30/09/22)	5,926	5,926	0	0	0	0	0	0	0
4894	GROUNDS STAFF RECHARGE	0	1,196	5,050	870	2,929	0	5,388	0	0
4895	GROUNDS O'HEAD RECHARGE	0	622	1,865	1,170	2,182	0	2,556	0	0
4896	MTCE STAFF RECHARGE	0	631	10,487	4,070	8,494	0	10,311	0	0
4897	MTCE O'HEAD RECHARGE	0	92	1,026	385	882	0	946	0	0
4899	DEPOT REALLOCATION	0	0	1,096	1,741	1,841	0	1,881	0	0

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Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Overhead Expenditure		20,117	10,380	23,574	9,522	20,275	0	25,196	0	0
Movement to/(from) Gen Reserve		(18,517)	(9,274)	(22,574)	(8,609)	(18,675)		(23,496)		
207	<u>MOORLAND ROAD PLAY AREA</u>									
4047	PLAY EQUIP MAINTENCE	500	0	500	0	500	0	500	0	0
4048	ENG.INSPEC.(VARIABLE)	250	239	275	253	253	0	293	0	0
4049	PLAY RISK ASSESSMENT	100	63	100	68	68	0	100	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	2,240	0	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	457	-56	0	0	0	0	0	0	0
4896	MTCE STAFF RECHARGE	0	0	2,775	647	2,247	0	2,728	0	0
4897	MTCE O'HEAD RECHARGE	0	0	272	61	233	0	251	0	0
4899	DEPOT REALLOCATION	0	0	290	327	487	0	498	0	0
Overhead Expenditure		3,547	246	4,212	1,355	3,788	0	4,370	0	0
Movement to/(from) Gen Reserve		(3,547)	(246)	(4,212)	(1,355)	(3,788)		(4,370)		
208	<u>WOOD GREEN PITCHES/PLAY AREA</u>									
4047	PLAY EQUIP MAINTENCE	500	0	500	103	500	0	500	0	0
4048	ENG.INSPEC.(VARIABLE)	260	260	300	276	276	0	300	0	0
4049	PLAY RISK ASSESSMENT	100	63	100	68	68	0	100	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	2,667	61	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	544	-45	0	0	0	0	0	0	0
4891	AGENCY R/C (TO 30/09/22)	1,167	1,167	0	0	0	0	0	0	0
4894	GROUNDS STAFF RECHARGE	0	1,196	5,050	485	2,929	0	5,388	0	0
4895	GROUNDS O'HEAD RECHARGE	0	622	1,865	271	2,182	0	2,556	0	0

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Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4896	MTCE STAFF RECHARGE	0	356	3,305	769	2,677	0	3,249	0	0
4897	MTCE O'HEAD RECHARGE	0	54	323	72	277	0	298	0	0
4899	DEPOT REALLOCATION	0	0	345	389	579	0	592	0	0
Overhead Expenditure		5,238	3,735	11,788	2,433	9,488	0	12,983	0	0
Movement to/(from) Gen Reserve		(5,238)	(3,735)	(11,788)	(2,433)	(9,488)		(12,983)		
209	<u>ETON CLOSE PLAY AREA</u>									
4047	PLAY EQUIP MAINTENCE	250	0	250	0	250	0	250	0	0
4048	ENG.INSPEC.(VARIABLE)	175	174	200	184	184	0	200	0	0
4049	PLAY RISK ASSESSMENT	100	63	100	68	68	0	100	0	0
4222	TINY FOREST EXPENSES	150	0	150	0	150	0	150	0	0
Overhead Expenditure		675	237	700	252	652	0	700	0	0
Movement to/(from) Gen Reserve		(675)	(237)	(700)	(252)	(652)		(700)		
210	<u>OXLEASE PLAY AREA</u>									
4047	PLAY EQUIP MAINTENCE	500	478	500	306	500	0	500	0	0
4048	ENG.INSPEC.(VARIABLE)	450	521	550	575	575	0	614	0	0
4049	PLAY RISK ASSESSMENT	100	63	100	68	68	0	100	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	3,983	3,645	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	813	1,022	0	0	0	0	0	0	0
4891	AGENCY R/C (TO 30/09/22)	6,971	6,971	0	0	0	0	0	0	0
4894	GROUND STAFF RECHARGE	0	1,196	5,050	485	2,929	0	5,388	0	0
4895	GROUND O'HEAD RECHARGE	0	622	1,865	271	2,182	0	2,556	0	0
4896	MTCE STAFF RECHARGE	0	149	4,935	1,151	3,997	0	4,852	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4897	MTCE O'HEAD RECHARGE	0	25	483	108	415	0	445	0	0
4899	DEPOT REALLOCATION	0	0	516	582	866	0	885	0	0
Overhead Expenditure		12,817	14,692	13,999	3,545	11,532	0	15,340	0	0
Movement to/(from) Gen Reserve		(12,817)	(14,692)	(13,999)	(3,545)	(11,532)		(15,340)		
211	<u>FIELDMERE PLAY AREA</u>									
4047	PLAY EQUIP MAINTENANCE	250	12	250	11	250	0	250	0	0
4048	ENG.INSPEC.(VARIABLE)	275	260	300	276	276	0	300	0	0
4049	PLAY RISK ASSESSMENT	100	63	100	68	68	0	100	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	3,948	61	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	805	-77	0	0	0	0	0	0	0
4896	MTCE STAFF RECHARGE	0	0	4,892	1,139	3,962	0	4,810	0	0
4897	MTCE O'HEAD RECHARGE	0	0	479	107	411	0	441	0	0
4899	DEPOT REALLOCATION	0	0	511	576	858	0	877	0	0
Overhead Expenditure		5,378	320	6,532	2,177	5,825	0	6,778	0	0
Movement to/(from) Gen Reserve		(5,378)	(320)	(6,532)	(2,177)	(5,825)		(6,778)		
212	<u>QUARRY ROAD PLAY AREA</u>									
4047	PLAY EQUIP MAINTENANCE	250	0	250	1,546	1,600	0	250	0	0
4048	ENG.INSPEC.(VARIABLE)	225	217	250	230	230	0	250	0	0
4049	PLAY RISK ASSESSMENT	100	63	100	68	100	0	100	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	178	1,227	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	36	656	0	0	0	0	0	0	0
4896	MTCE STAFF RECHARGE	0	1,123	221	51	179	0	217	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4897	MTCE O'HEAD RECHARGE	0	173	22	5	18	0	20	0	0
4899	DEPOT REALLOCATION	0	0	23	26	38	0	39	0	0
Overhead Expenditure		789	3,459	866	1,926	2,165	0	876	0	0
Movement to/(from) Gen Reserve		(789)	(3,459)	(866)	(1,926)	(2,165)		(876)		
213	<u>RALEGH CRESCENT PLAY AREA</u>									
4013	RENT PAID	5	0	5	0	5	0	5	0	0
4047	PLAY EQUIP MAINTENCE	500	0	500	0	500	0	500	0	0
4048	ENG.INSPEC.(VARIABLE)	0	0	0	0	0	0	500	0	0
4049	PLAY RISK ASSESSMENT	100	0	100	0	100	0	100	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	3,591	0	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	733	-89	0	0	0	0	0	0	0
4896	MTCE STAFF RECHARGE	0	0	4,449	1,037	3,603	0	4,374	0	0
4897	MTCE O'HEAD RECHARGE	0	0	435	97	374	0	401	0	0
4899	DEPOT REALLOCATION	0	0	465	524	781	0	798	0	0
Overhead Expenditure		4,929	-89	5,954	1,658	5,363	0	6,678	0	0
Movement to/(from) Gen Reserve		(4,929)	89	(5,954)	(1,658)	(5,363)		(6,678)		
214	<u>PARK ROAD PLAY AREA</u>									
4013	RENT PAID	125	0	125	0	125	0	125	0	0
4047	PLAY EQUIP MAINTENCE	500	0	500	0	500	0	500	0	0
4048	ENG.INSPEC.(VARIABLE)	250	0	275	0	275	0	275	0	0
4049	PLAY RISK ASSESSMENT	100	63	100	68	100	0	100	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	0	187	0	0	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4890	O/S O'HEAD RCHG (TO 30/09/22)	0	37	0	0	0	0	0	0	0
4896	MTCE STAFF RECHARGE	0	931	0	0	0	0	0	0	0
4897	MTCE O'HEAD RECHARGE	0	148	0	0	0	0	0	0	0
Overhead Expenditure		975	1,366	1,000	68	1,000	0	1,000	0	0
Movement to/(from) Gen Reserve		(975)	(1,366)	(1,000)	(68)	(1,000)		(1,000)		
215	<u>CEDAR DRIVE PLAY AREA</u>									
4047	PLAY EQUIP MAINTENCE	0	0	0	0	0	0	500	0	0
4048	ENG.INSPEC.(VARIABLE)	0	0	0	0	0	0	500	0	0
4049	PLAY RISK ASSESSMENT	0	0	0	0	0	0	100	0	0
Overhead Expenditure		0	0	0	0	0	0	1,100	0	0
Movement to/(from) Gen Reserve		0	0	0	0	0		(1,100)		
216	<u>UNTERHACHING PLAY AREA</u>									
4047	PLAY EQUIP MAINTENCE	0	0	0	0	0	0	500	0	0
4048	ENG.INSPEC.(VARIABLE)	0	0	0	0	0	0	500	0	0
4049	PLAY RISK ASSESSMENT	0	0	0	0	0	0	100	0	0
Overhead Expenditure		0	0	0	0	0	0	1,100	0	0
Movement to/(from) Gen Reserve		0	0	0	0	0		(1,100)		
217	<u>WATERFORD LANE PLAY AREA</u>									
4047	PLAY EQUIP MAINTENCE	0	0	0	0	0	0	500	0	0
4048	ENG.INSPEC.(VARIABLE)	0	0	0	0	0	0	500	0	0
4049	PLAY RISK ASSESSMENT	0	0	0	0	0	0	100	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

	<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Overhead Expenditure	0	0	0	0	0	0	1,100	0	0
Movement to/(from) Gen Reserve	0	0	0	0	0		(1,100)		
Parks & Recreation - Income	65,412	70,784	80,471	59,267	79,772	0	66,361	0	0
Expenditure	316,286	280,971	365,008	200,433	340,629	0	378,159	0	0
Movement to/(from) Gen Reserve	<u>(250,874)</u>	<u>(210,187)</u>	<u>(284,537)</u>	<u>(141,166)</u>	<u>(260,857)</u>		<u>(311,798)</u>		

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Stronger Communities										
402	<u>COMMUNITY INFRASTRUCTURE</u>									
1052	EXPENSES RECOVERED	0	0	0	1,252	1,252	0	1,336	0	0
1170	GRANTS RECEIVED	0	3,345	0	4,020	4,020	0	0	0	0
1171	DONATIONS RECEIVED	1,000	1,667	0	3,550	3,550	0	1,334	0	0
	Total Income	1,000	5,012	0	8,822	8,822	0	2,670	0	0
4013	RENT PAID	5	0	0	0	0	0	0	0	0
4014	ELECTRICITY	1,000	2,281	4,100	1,406	3,101	0	3,411	0	0
4017	CONTRACT CLEAN/WASTE	5,000	6,337	3,000	2,229	3,000	0	3,000	0	0
4025	INSURANCE	120	112	120	112	112	0	112	0	0
4035	BUS SHELTER MAINTENANCE	2,000	20	2,000	60	2,000	0	3,000	0	0
4036	PROPERTY MAINTENANCE	2,630	4,777	2,630	679	2,630	0	2,630	0	0
4037	GROUNDS MAINTENANCE	3,000	0	3,000	54	3,000	0	3,000	0	0
4038	OTHER MAINTENANCE	0	3	0	0	0	0	0	0	0
4039	HORTICULTURE	750	0	750	1,338	1,700	0	750	0	0
4040	ARBORICULTURE	35,480	11,943	20,000	15,360	20,000	0	20,000	0	0
4066	TREE REPLACEMENT	6,000	4,575	8,000	5,620	8,000	0	8,000	0	0
4067	Tree Survey	8,000	4,446	8,000	0	8,000	0	8,000	0	0
4105	XMAS LIGHTS, TREE & INFRASTRUC	35,120	39,071	44,000	31,074	44,000	0	55,000	0	0
4166	DEFIBRILLATOR EXPENDITURE	4,000	1,446	4,000	0	4,000	0	4,000	0	0
4200	STREET FURNITURE	1,000	2,170	1,000	4,381	4,600	0	5,000	0	0
4208	COVID-19 MEMORIAL	1,500	1,667	0	618	618	0	0	0	0
4210	CHURCH CLOCK	4,500	69	1,500	0	1,500	0	1,500	0	0

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Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4215	IN BLOOM - INC SCHOOLS CHALLENGE	7,250	1,013	7,250	1,528	7,250	0	7,250	0	0
4495	TFR FROM EARMARKED R	-33,730	0	0	0	0	0	0	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	70,952	20,276	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	14,476	4,107	0	0	0	0	0	0	0
4891	AGENCY R/C (TO 30/09/22)	81,866	81,866	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	16,543	13,858	17,967	10,799	16,529	0	18,431	0	0
4893	C/S O'HEAD RCHG	4,590	4,532	5,176	3,824	5,124	0	5,214	0	0
4894	GROUNDSTAFF RECHARGE	0	16,736	70,697	21,906	41,341	0	75,409	0	0
4895	GROUNDSTAFF O'HEAD RECHARGE	0	8,716	26,103	34,413	30,216	0	35,854	0	0
4896	MTCE STAFF RECHARGE	0	36,136	87,913	63,981	74,530	0	86,436	0	0
4897	MTCE O'HEAD RECHARGE	0	5,511	8,604	5,296	7,877	0	7,965	0	0
4899	DEPOT REALLOCATION	0	0	9,187	10,356	15,442	0	15,763	0	0
4990	CONTRN TO CCTV SCH.	10,000	10,000	10,000	0	10,000	0	10,000	0	0
Overhead Expenditure		282,052	281,669	344,997	215,034	314,570	0	379,725	0	0
Movement to/(from) Gen Reserve		(281,052)	(276,657)	(344,997)	(206,213)	(305,748)		(377,055)		
408	COMMUNITY ACTIVITIES									
1052	EXPENSES RECOVERED	0	386	0	0	0	0	0	0	0
Total Income		0	386	0	0	0	0	0	0	0
4001	SALARIES	0	2,234	4,778	3,054	4,581	0	4,888	0	0
4002	ER'S NIC	0	233	502	317	466	0	498	0	0
4003	ER'S SUPERANN	0	485	1,037	663	994	0	1,061	0	0
4103	GRANT YOUTH COUNCIL	500	0	500	0	500	0	1,350	0	0

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Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4104	GRANT CARNIVAL/XMAS ROTARY CLB	4,100	4,100	4,500	4,200	4,200	0	4,500	0	0
4106	GRANT - PLAY DAY	1,000	1,000	1,000	1,000	1,000	0	1,000	0	0
4109	BLUE PLAQUES	1,000	300	0	193	0	0	0	0	0
4111	WATER SAFETY/EDUCATION	10,000	0	2,000	0	2,000	0	2,000	0	0
4112	GRANT - WITNEY TOWN BAND	660	660	750	660	660	0	660	0	0
4141	EVENTS	9,000	6,174	9,000	2,977	9,000	0	10,000	0	0
4145	HM QUEEN'S JUBILEE (2022)	3,000	2,092	0	744	744	0	0	0	0
4146	HM KING'S CORONATION (2023)	0	1,431	3,000	2,591	2,591	0	0	0	0
4148	D-Day 80th Anniversary comm'n	0	0	0	0	0	0	1,500	0	0
4149	WTC 50th ANNIVERSARY	0	0	0	0	0	0	5,000	0	0
4154	EXPERIENCE OXFORDSHIRE M'SHIP	0	0	0	0	0	0	1,200	0	0
4160	TOWN TWINNING	500	0	500	0	500	0	500	0	0
4161	TOWN TWINNING ROOM HIRE	500	0	500	0	500	0	500	0	0
4167	BUS SERVICE	21,000	21,000	21,000	14,000	21,000	0	21,000	0	0
4169	CHILDREN & YOUTH PROVISION	44,340	41,334	40,000	4,600	40,000	0	40,000	0	0
4170	ADVENT FAYRE	2,000	1,399	2,000	982	2,000	0	2,000	0	0
4495	TFR FROM EARMARKED R	-1,000	0	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	66,172	55,431	71,867	43,197	66,012	0	73,721	0	0
4893	C/S O'HEAD RCHG	18,362	18,129	20,704	15,297	20,396	0	20,857	0	0
Overhead Expenditure		181,134	156,002	183,638	94,473	177,144	0	192,235	0	0
Movement to/(from) Gen Reserve		(181,134)	(155,615)	(183,638)	(94,473)	(177,144)		(192,235)		

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Note: THIRD DRAFT Budget Estimates for 2024-25

	<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Stronger Communities - Income	1,000	5,398	0	8,822	8,822	0	2,670	0	0
Expenditure	463,186	437,671	528,635	309,507	491,714	0	571,960	0	0
Movement to/(from) Gen Reserve	<u>(462,186)</u>	<u>(432,273)</u>	<u>(528,635)</u>	<u>(300,686)</u>	<u>(482,892)</u>		<u>(569,290)</u>		

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Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Halls, Cemeteries & Allotments										
102	LANGDALE HALL									
1050	RENT RECEIVED	20,302	20,302	20,302	10,151	20,780	0	26,007	0	0
1052	EXPENSES RECOVERED	0	203	200	97	160	0	171	0	0
1060	INSURANCE RECOVERED	605	607	650	728	728	0	764	0	0
	Total Income	20,907	21,113	21,152	10,977	21,668	0	26,942	0	0
4012	WATER RATES	0	-29	0	0	0	0	0	0	0
4021	TELEPHONE/FAX	0	203	200	116	160	0	171	0	0
4025	INSURANCE	605	696	750	818	870	0	928	0	0
4036	PROPERTY MAINTENANCE	1,000	0	1,000	1,345	2,000	0	1,000	2,000	0
4038	OTHER MAINTENANCE	1,000	0	1,000	0	1,000	0	1,000	0	0
4048	ENG.INSPEC.(VARIABLE)	450	325	450	345	345	0	368	0	0
4059	OTHER PROF FEES	2,000	450	1,000	0	1,000	0	1,000	0	0
4495	TFR FROM EARMARKED R	-1,000	0	0	0	0	0	0	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	853	70	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	174	-7	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	4,136	3,464	4,492	2,700	4,132	0	4,607	0	0
4893	C/S O'HEAD RCHG	1,148	1,133	1,294	956	1,281	0	1,304	0	0
4896	MTCE STAFF RECHARGE	0	198	1,057	227	856	0	1,039	0	0
4897	MTCE O'HEAD RECHARGE	0	30	103	41	88	0	95	0	0
4899	DEPOT REALLOCATION	0	0	110	124	184	0	189	0	0
	Overhead Expenditure	10,366	6,533	11,456	6,671	11,916	0	11,701	2,000	0

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Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		<u>10,541</u>	<u>14,579</u>	<u>9,696</u>	<u>4,305</u>	<u>9,752</u>		<u>15,241</u>		
103	<u>BAR/ CAFE</u>									
1000	C/EX. 1863 BAR SALES - DRINK	22,500	24,555	22,500	24,701	38,000	0	41,800	0	0
1001	C/EX. 1863 SALES - FOOD	25,050	20,717	20,000	18,499	26,050	0	28,660	0	0
1002	C/EX. 1863 BAR HIRE CHARGE	504	1,208	750	850	1,300	0	1,430	0	0
1009	CORN EX.1863 CAFE- HOT DRINKS	27,300	53,858	39,000	48,690	68,000	0	74,800	0	0
1014	EVENTS INCOME	0	0	0	53	0	0	0	0	0
1015	TEA DANCE INCOME	0	0	0	35	0	0	0	0	0
1090	BURWELL HALL BAR - DRINKS	0	0	6,000	3,542	6,000	0	6,600	0	0
1091	BURWELL HALL BAR HIRE CHARGE	0	0	150	-50	150	0	150	0	0
	Total Income	<u>75,354</u>	<u>100,339</u>	<u>88,400</u>	<u>96,320</u>	<u>139,500</u>	<u>0</u>	<u>153,440</u>	<u>0</u>	<u>0</u>
3000	BAR PURCHASES - DRINK	11,500	16,373	11,500	15,986	21,250	0	21,000	0	0
3001	BAR PURCHASES - FOOD	12,525	19,111	10,000	14,916	19,798	0	17,196	0	0
3009	CAFE PURCHASES - HOT BEVERAGES	13,650	14,105	14,000	11,986	17,680	0	19,448	0	0
	Direct Expenditure	<u>37,675</u>	<u>49,588</u>	<u>35,500</u>	<u>42,888</u>	<u>58,728</u>	<u>0</u>	<u>57,644</u>	<u>0</u>	<u>0</u>
4001	SALARIES	62,227	65,823	66,953	70,050	112,785	0	105,307	0	0
4002	ER'S NIC	5,050	2,823	7,356	3,302	4,663	0	4,566	0	0
4003	ER'S SUPERANN	6,155	2,676	3,459	3,271	4,925	0	5,124	0	0
4007	PROTECTIVE CLOTHING	450	743	750	180	750	0	750	0	0
4016	CLEANING MATERIALS	0	15	300	47	100	0	100	0	0
4038	OTHER MAINTENANCE	0	220	750	0	500	0	500	0	0
4042	EQUIPMENT	3,000	6,432	5,000	4,236	5,000	0	5,000	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4059	OTHER PROF FEES	0	600	700	300	700	0	700	0	0
4099	MISCELLANEOUS	0	982	1,000	742	1,000	0	1,000	0	0
4892	C/S STAFF RCHG	10,339	8,661	11,229	2,700	4,131	0	4,608	0	0
4893	C/S O'HEAD RCHG	2,869	2,833	3,235	956	1,284	0	1,304	0	0
4896	MTCE STAFF RECHARGE	0	0	0	436	0	0	0	0	0
Overhead Expenditure		90,090	91,807	100,732	86,220	135,838	0	128,959	0	0
Movement to/(from) Gen Reserve		(52,411)	(41,056)	(47,832)	(32,788)	(55,066)		(33,163)		
104	<u>CORN EXCHANGE</u>									
1007	CORN EXCHNGE LETTING	35,000	40,490	38,500	42,993	53,715	0	57,314	0	0
1014	EVENTS INCOME	2,000	3,635	4,000	7,988	12,372	0	13,609	0	0
1015	TEA DANCE INCOME	1,500	1,083	1,500	1,529	2,400	0	2,400	0	0
1016	FUNCTION REFRESHMENT	250	0	0	0	0	0	0	0	0
1017	CORN EXCHANGE WEDDING LETTING	0	485	500	634	1,270	0	1,353	0	0
1049	FACILITY HIRE - EQUIP	100	0	0	0	0	0	0	0	0
1052	EXPENSES RECOVERED	0	0	0	2,070	3,261	0	3,479	0	0
Total Income		38,850	45,693	44,500	55,213	73,018	0	78,155	0	0
4001	SALARIES	67,136	44,686	61,962	34,833	68,833	0	78,384	0	0
4002	ER'S NIC	2,500	3,140	4,395	2,750	5,117	0	5,927	0	0
4003	ER'S SUPERANN	6,900	7,630	9,387	6,512	11,151	0	12,971	0	0
4007	PROTECTIVE CLOTHING	300	88	300	205	300	0	300	0	0
4008	TRAINING	850	440	1,000	789	1,000	0	1,000	0	0
4011	RATES	4,665	2,221	4,500	932	1,166	0	1,244	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4012	WATER RATES	500	1,317	1,100	1,265	2,530	0	2,700	0	0
4014	ELECTRICITY	5,200	10,768	36,000	8,383	15,265	0	16,792	0	0
4015	GAS	6,300	6,761	26,250	3,249	8,170	0	8,987	0	0
4016	CLEANING MATERIALS	2,460	1,921	3,000	1,331	2,000	0	2,000	0	0
4017	CONTRACT CLEAN/WASTE	3,850	3,305	3,500	1,800	3,500	0	3,735	0	0
4018	PHOTOCOPIER COSTS	100	45	50	41	50	0	50	0	0
4021	TELEPHONE/FAX	700	944	900	879	900	0	960	0	0
4025	INSURANCE	690	795	850	937	1,032	0	1,126	0	0
4028	I.T.	1,400	1,181	1,400	2,138	3,000	0	1,400	0	0
4030	RECRUITMENT ADVT'G	1,500	0	1,000	0	0	0	1,000	0	0
4032	PUBLICITY	6,000	591	3,000	1,352	3,000	0	3,000	0	0
4036	PROPERTY MAINTENANCE	8,000	4,793	8,000	7,231	8,000	0	8,000	0	0
4038	OTHER MAINTENANCE	4,000	2,739	4,000	9,200	11,000	0	4,000	0	0
4042	EQUIPMENT	1,500	1,138	2,000	1,039	2,000	0	2,000	0	0
4043	SMALL TOOLS & EQUIPT	150	91	150	133	150	0	150	0	0
4045	LICENCES	4,000	555	4,000	2,479	2,479	0	2,500	0	0
4048	ENG.INSPEC.(VARIABLE)	300	318	350	337	337	0	373	0	0
4064	HEALTH & SAFETY	100	128	100	0	100	0	100	0	0
4141	EVENTS	8,000	3,855	10,000	7,982	7,350	0	10,000	0	0
4142	TEA DANCE COSTS	6,000	4,940	6,000	3,185	10,000	0	6,535	0	0
4143	REFRESHMENT COSTS	300	0	0	0	0	0	0	0	0
4144	FILM CLUB	0	0	0	4,900	4,200	0	4,481	0	0
4495	TFR FROM EARMARKED R	-15,950	0	0	0	0	0	0	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	3,165	3,396	0	0	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4890	O/S O'HEAD RCHG (TO 30/09/22)	646	947	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	20,679	17,322	22,459	5,400	8,263	0	9,215	0	0
4893	C/S O'HEAD RCHG	5,738	5,665	6,470	1,912	2,568	0	2,607	0	0
4896	MTCE STAFF RECHARGE	0	5,645	3,922	1,266	3,176	0	3,856	0	0
4897	MTCE O'HEAD RECHARGE	0	1,003	384	122	330	0	354	0	0
4899	DEPOT REALLOCATION	0	0	410	660	688	0	703	0	0
	Overhead Expenditure	157,679	138,371	226,839	113,245	187,655	0	196,450	0	0
	104 Net Income over Expenditure	-118,829	-92,678	-182,339	-58,031	-114,637	0	-118,295	0	0
6000	plus Transfer from EMR	0	0	0	7,778	7,778	0	0	0	0
	Movement to/(from) Gen Reserve	(118,829)	(92,678)	(182,339)	(50,254)	(106,859)		(118,295)		
105	<u>BURWELL HALL</u>									
1000	C/EX. 1863 BAR SALES - DRINK	0	5,714	0	0	0	0	0	0	0
1002	C/EX. 1863 BAR HIRE CHARGE	150	0	0	-50	0	0	0	0	0
1005	BURWELL HALL LETTING	18,000	25,373	22,500	17,424	27,800	0	30,575	0	0
1014	EVENTS INCOME	0	0	0	17	0	0	0	0	0
1052	EXPENSES RECOVERED	0	0	0	1,072	1,990	0	2,189	0	0
	Total Income	18,150	31,087	22,500	18,462	29,790	0	32,764	0	0
4001	SALARIES	38,090	36,269	41,308	31,821	45,888	0	52,256	0	0
4002	ER'S NIC	3,050	2,526	2,930	2,433	3,411	0	3,951	0	0
4003	ER'S SUPERANN	4,600	5,972	6,258	4,821	7,434	0	8,647	0	0
4007	PROTECTIVE CLOTHING	0	0	300	7	300	0	300	0	0
4008	TRAINING	500	0	500	0	500	0	500	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4011	RATES	1,200	1,497	3,000	628	786	0	839	0	0
4012	WATER RATES	2,100	204	1,200	371	400	0	420	0	0
4014	ELECTRICITY	2,500	2,339	11,920	2,144	3,056	0	3,362	0	0
4015	GAS	4,000	6,445	15,000	2,784	7,788	0	8,567	0	0
4016	CLEANING MATERIALS	3,500	1,802	2,000	1,246	2,000	0	2,000	0	0
4017	CONTRACT CLEAN/WASTE	3,000	807	2,200	815	1,148	0	1,225	0	0
4021	TELEPHONE/FAX	300	222	300	129	213	0	268	0	0
4025	INSURANCE	340	516	550	585	589	0	592	0	0
4028	I.T.	1,000	601	1,000	399	1,000	0	1,000	0	0
4030	RECRUITMENT ADVT'G	200	0	0	0	0	0	0	0	0
4032	PUBLICITY	2,000	0	1,000	0	1,000	0	1,000	0	0
4036	PROPERTY MAINTENANCE	5,000	884	5,000	5,452	6,000	0	5,000	0	0
4038	OTHER MAINTENANCE	2,100	1,771	2,100	176	2,100	0	2,100	0	0
4042	EQUIPMENT	1,500	0	1,500	175	1,500	0	1,500	0	0
4045	LICENCES	750	61	750	447	447	0	477	0	0
4048	ENG.INSPEC.(VARIABLE)	160	300	325	319	319	0	340	0	0
4059	OTHER PROF FEES	150	450	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-3,650	0	0	0	0	0	0	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	15,862	778	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	3,236	-135	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	4,136	3,464	4,492	2,700	4,132	0	4,608	0	0
4893	C/S O'HEAD RCHG	1,148	1,133	1,294	956	1,281	0	1,304	0	0
4894	GROUNDS STAFF RECHARGE	0	0	0	122	0	0	0	0	0
4895	GROUNDS O'HEAD RECHARGE	0	0	0	36	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4896	MTCE STAFF RECHARGE	0	93	19,654	7,891	15,919	0	19,324	0	0
4897	MTCE O'HEAD RECHARGE	0	14	1,924	604	1,654	0	1,773	0	0
4899	DEPOT REALLOCATION	0	0	2,054	3,177	3,450	0	3,524	0	0
Overhead Expenditure		96,772	68,013	128,559	70,238	112,315	0	124,877	0	0
Movement to/(from) Gen Reserve		(78,622)	(36,926)	(106,059)	(51,776)	(82,525)		(92,113)		
106	<u>MADLEY PARK COMMUNITY CENTRE</u>									
1060	INSURANCE RECOVERED	400	412	440	494	494	0	526	0	0
Total Income		400	412	440	494	494	0	526	0	0
4025	INSURANCE	400	412	440	494	510	0	526	0	0
4038	OTHER MAINTENANCE	150	0	0	0	0	0	0	0	0
4048	ENG.INSPEC.(VARIABLE)	700	0	700	0	700	0	747	0	0
4059	OTHER PROF FEES	2,800	0	1,500	0	1,500	0	1,500	0	0
4164	MADLEY PARK TRUST GRANT	0	5,000	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-1,300	0	0	0	0	0	0	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	12	49	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	3	14	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	827	693	898	540	826	0	921	0	0
4893	C/S O'HEAD RCHG	230	227	259	191	256	0	261	0	0
4896	MTCE STAFF RECHARGE	0	0	15	4	12	0	15	0	0
4897	MTCE O'HEAD RECHARGE	0	0	1	0	0	0	1	0	0
4899	DEPOT REALLOCATION	0	0	2	2	3	0	3	0	0
Overhead Expenditure		3,822	6,395	3,815	1,233	3,807	0	3,974	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		<u>(3,422)</u>	<u>(5,983)</u>	<u>(3,375)</u>	<u>(738)</u>	<u>(3,313)</u>		<u>(3,448)</u>		
301	<u>TOWER HILL CEMETERY</u>									
1050	RENT RECEIVED	11,350	13,620	13,620	10,215	13,260	0	13,260	0	0
1060	INSURANCE RECOVERED	200	208	225	-208	222	0	194	0	0
1100	BURIAL FEES	3,500	8,447	4,000	4,914	8,700	0	9,283	0	0
1101	GRANT OF RIGHTS	1,000	2,407	1,000	1,067	2,650	0	2,828	0	0
1102	INTERMENT OF ASHES	3,000	11,933	9,000	7,195	11,550	0	12,324	0	0
1105	MEMORIAL FEES	3,511	4,622	3,500	4,032	5,335	0	5,692	0	0
1106	MEMORIAL PLAQUES	500	505	330	165	303	0	323	0	0
1108	CHAPEL FEES	214	217	214	242	360	0	384	0	0
1171	DONATIONS RECEIVED	0	443	0	0	0	0	0	0	0
	Total Income	<u>23,275</u>	<u>42,402</u>	<u>31,889</u>	<u>27,621</u>	<u>42,380</u>	<u>0</u>	<u>44,288</u>	<u>0</u>	<u>0</u>
4001	SALARIES	11,970	12,227	12,541	6,929	13,720	0	14,639	0	0
4002	ER'S NIC	1,200	1,018	1,103	609	1,118	0	1,193	0	0
4003	ER'S SUPERANN	2,600	2,653	2,722	1,530	2,977	0	3,177	0	0
4007	PROTECTIVE CLOTHING	100	32	0	0	0	0	0	0	0
4011	RATES	3,555	3,892	4,250	3,034	3,792	0	4,046	0	0
4012	WATER RATES	220	187	250	540	342	0	365	0	0
4014	ELECTRICITY	450	717	1,000	519	1,016	0	1,118	0	0
4016	CLEANING MATERIALS	30	0	30	0	30	0	30	0	0
4017	CONTRACT CLEAN/WASTE	2,560	860	1,000	675	1,125	0	1,000	0	0
4025	INSURANCE	200	208	225	249	343	0	435	0	0
4036	PROPERTY MAINTENANCE	6,000	3,289	6,000	392	6,000	0	6,000	0	0

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Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4038	OTHER MAINTENANCE	0	50	0	0	0	0	0	0	0
4041	EQUIPMENT HIRE	0	0	0	125	125	0	0	0	0
4042	EQUIPMENT	100	305	100	0	100	0	100	0	0
4059	OTHER PROF FEES	5,000	0	0	0	0	0	0	0	0
4064	HEALTH & SAFETY	100	18	100	0	100	0	100	0	0
4110	SUBSIDIZED LETTINGS	200	0	200	0	200	0	200	0	0
4350	PLAQUES PURCHASED	0	354	300	263	273	0	291	0	0
4355	MEMORIAL MAINTENANCE	2,500	350	2,500	630	2,500	0	2,500	0	0
4495	TFR FROM EARMARKED R	-7,500	0	0	0	0	0	0	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	58,930	19,561	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	12,023	4,210	0	0	0	0	0	0	0
4891	AGENCY R/C (TO 30/09/22)	18,288	18,288	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	12,407	10,393	13,475	8,099	12,397	0	13,823	0	0
4893	C/S O'HEAD RCHG	3,443	3,399	3,882	2,868	3,843	0	3,911	0	0
4894	GROUNDS STAFF RECHARGE	0	1,993	8,416	2,180	4,881	0	8,980	0	0
4895	GROUNDS O'HEAD RECHARGE	0	1,037	3,108	3,190	3,636	0	4,260	0	0
4896	MTCE STAFF RECHARGE	0	22,293	73,017	43,260	59,143	0	71,790	0	0
4897	MTCE O'HEAD RECHARGE	0	3,380	7,146	3,598	6,145	0	6,586	0	0
4899	DEPOT REALLOCATION	0	0	7,630	8,601	11,818	0	13,092	0	0
	Overhead Expenditure	134,376	110,716	148,995	87,293	135,624	0	157,636	0	0
	Movement to/(from) Gen Reserve	(111,101)	(68,314)	(117,106)	(59,672)	(93,244)		(113,348)		
302	<u>WINDRUSH CEMETERY</u>									
1100	BURIAL FEES	9,630	25,644	15,000	10,572	20,935	0	22,338	0	0

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Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1101	GRANT OF RIGHTS	17,500	27,806	20,000	15,320	25,390	0	27,091	0	0
1102	INTERMENT OF ASHES	5,250	5,319	5,500	3,465	4,956	0	5,288	0	0
1105	MEMORIAL FEES	5,500	5,162	6,000	6,569	6,980	0	7,448	0	0
1106	MEMORIAL PLAQUES	100	0	0	0	0	0	0	0	0
Total Income		37,980	63,930	46,500	35,925	58,261	0	62,165	0	0
4001	SALARIES	11,970	12,227	12,541	6,929	13,720	0	14,639	0	0
4002	ER'S NIC	1,200	1,018	1,103	609	1,118	0	1,193	0	0
4003	ER'S SUPERANN	2,600	2,653	2,721	1,530	2,977	0	3,177	0	0
4007	PROTECTIVE CLOTHING	100	0	0	0	0	0	0	0	0
4011	RATES	5,010	5,489	6,050	6,388	7,984	0	8,519	0	0
4012	WATER RATES	250	78	300	191	222	0	237	0	0
4014	ELECTRICITY	2,000	2,224	4,000	1,224	3,211	0	3,532	0	0
4016	CLEANING MATERIALS	30	0	30	0	30	0	30	0	0
4017	CONTRACT CLEAN/WASTE	1,000	660	1,000	546	728	0	777	0	0
4021	TELEPHONE/FAX	250	222	300	21	251	0	268	0	0
4025	INSURANCE	120	112	120	125	126	0	127	0	0
4036	PROPERTY MAINTENANCE	3,500	508	2,000	250	2,000	0	2,000	0	0
4037	GROUNDS MAINTENANCE	1,600	692	500	221	500	0	500	0	0
4038	OTHER MAINTENANCE	1,350	1,031	1,500	108	1,500	0	1,500	0	0
4041	EQUIPMENT HIRE	2,000	0	0	0	0	0	0	0	0
4042	EQUIPMENT	2,000	864	1,500	518	1,500	0	1,500	0	0
4046	SPORTS EQUIPMENT	0	29	0	0	0	0	0	0	0
4059	OTHER PROF FEES	8,000	1,650	1,000	0	1,000	0	1,000	0	0
4064	HEALTH & SAFETY	100	18	100	0	100	0	100	0	0

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Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4350	PLAQUES PURCHASED	500	25	500	0	100	0	100	0	0
4355	MEMORIAL MAINTENANCE	2,000	0	2,000	343	2,000	0	2,000	0	0
4495	TFR FROM EARMARKED R	-8,000	0	0	0	0	0	0	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	105,943	29,283	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	21,615	6,718	0	0	0	0	0	0	0
4891	AGENCY R/C (TO 30/09/22)	6,456	6,456	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	12,407	10,393	13,475	8,099	12,397	0	13,823	0	0
4893	C/S O'HEAD RCHG	3,443	3,399	3,882	2,868	3,843	0	3,911	0	0
4894	GROUNDS STAFF RECHARGE	0	1,993	8,416	1,296	4,881	0	8,980	0	0
4895	GROUNDS O'HEAD RECHARGE	0	1,037	3,108	1,382	3,636	0	4,260	0	0
4896	MTCE STAFF RECHARGE	0	20,695	131,269	52,953	106,327	0	129,064	0	0
4897	MTCE O'HEAD RECHARGE	0	3,080	12,848	4,441	11,049	0	11,841	0	0
4899	DEPOT REALLOCATION	0	0	13,718	15,340	22,046	0	23,539	0	0
Overhead Expenditure		187,444	112,554	223,981	105,383	203,246	0	236,617	0	0
Movement to/(from) Gen Reserve		(149,464)	(48,625)	(177,481)	(69,459)	(144,985)		(174,452)		
303	<u>CLOSED CH'YARDS ST MARYS/HOLY</u>									
4036	PROPERTY MAINTENANCE	11,000	7	11,000	985	13,500	0	16,000	0	0
4040	ARBORICULTURE	2,000	0	1,000	0	1,000	0	1,000	0	0
4059	OTHER PROF FEES	5,000	0	1,000	0	1,000	0	1,000	0	0
4355	MEMORIAL MAINTENANCE	0	3,326	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-13,500	0	0	0	0	0	0	0	0
Overhead Expenditure		4,500	3,333	13,000	985	15,500	0	18,000	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		<u>(4,500)</u>	<u>(3,333)</u>	<u>(13,000)</u>	<u>(985)</u>	<u>(15,500)</u>		<u>(18,000)</u>		
305	<u>ALLOTMENTS</u>									
4013	RENT PAID	0	0	125	0	125	0	125	0	0
4036	PROPERTY MAINTENANCE	500	363	500	5,000	500	0	500	0	0
4037	GROUNDS MAINTENANCE	500	0	500	0	500	0	500	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	959	3,976	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	196	887	0	0	0	0	0	0	0
4891	AGENCY R/C (TO 30/09/22)	1,486	1,486	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	3,102	2,598	3,369	2,025	3,099	0	3,456	0	0
4893	C/S O'HEAD RCHG	861	850	971	717	961	0	978	0	0
4896	MTCE STAFF RECHARGE	0	554	1,188	359	962	0	1,168	0	0
4897	MTCE O'HEAD RECHARGE	0	85	116	26	99	0	107	0	0
4899	DEPOT REALLOCATION	0	0	124	140	208	0	213	0	0
Overhead Expenditure		<u>7,604</u>	<u>10,799</u>	<u>6,893</u>	<u>8,266</u>	<u>6,454</u>	<u>0</u>	<u>7,047</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(7,604)</u>	<u>(10,799)</u>	<u>(6,893)</u>	<u>(8,266)</u>	<u>(6,454)</u>		<u>(7,047)</u>		
Halls, Cemeteries & Allotments - Income		214,916	304,974	255,381	245,013	365,111	0	398,280	0	0
Expenditure		730,328	598,109	899,770	522,422	871,083	0	942,905	2,000	0
Net Income over Expenditure		<u>-515,412</u>	<u>-293,135</u>	<u>-644,389</u>	<u>-277,410</u>	<u>-505,972</u>	<u>0</u>	<u>-544,625</u>	<u>-2,000</u>	<u>0</u>
plus Transfer from EMR		0	0	0	7,778	7,778	0	0	0	0
Movement to/(from) Gen Reserve		<u>(515,412)</u>	<u>(293,135)</u>	<u>(644,389)</u>	<u>(269,632)</u>	<u>(498,194)</u>		<u>(544,625)</u>		

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>Climate,Biodiversity &Planning</u>										
206	<u>WITNEY COUNTRY PARK</u>									
1030	FISHING RIGHTS	1,450	700	1,500	217	217	0	978	0	0
1171	DONATIONS RECEIVED	0	946	0	0	0	0	0	0	0
	Total Income	1,450	1,646	1,500	217	217	0	978	0	0
4001	SALARIES	27,852	19,573	32,410	20,909	31,364	0	33,539	0	0
4002	ER'S NIC	2,861	1,925	3,217	2,049	3,700	0	3,348	0	0
4003	ER'S SUPERANN	6,044	4,222	7,033	4,537	6,806	0	7,239	0	0
4007	PROTECTIVE CLOTHING	0	392	400	213	400	0	400	0	0
4026	BOOKS/PUBLICATIONS	20	39	100	0	100	0	100	0	0
4036	PROPERTY MAINTENANCE	100	548	500	4,027	5,000	0	2,000	0	0
4038	OTHER MAINTENANCE	0	188	0	12	12	0	0	0	0
4040	ARBORICULTURE	2,400	857	1,000	0	1,000	0	1,000	0	0
4041	EQUIPMENT HIRE	0	0	0	172	172	0	0	0	0
4042	EQUIPMENT	15,000	11,803	15,000	970	15,000	0	11,000	0	0
4059	OTHER PROF FEES	1,000	0	1,000	2,665	5,000	0	5,000	0	0
4064	HEALTH & SAFETY	1,500	639	1,000	79	1,000	0	1,000	0	0
4099	MISCELLANEOUS	0	788	0	36	250	0	250	0	0
4495	TFR FROM EARMARKED R	-4,100	0	0	0	0	0	0	0	0
4888	O/S STAFF RCHG (TO 30/09/23)	18,707	12,306	0	0	0	0	0	0	0
4890	O/S O'HEAD RCHG (TO 30/09/22)	3,817	4,228	0	0	0	0	0	0	0
4891	AGENCY R/C (TO 30/09/22)	3,161	3,161	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	2,068	1,732	2,246	1,350	2,066	0	2,304	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4893	C/S O'HEAD RCHG	574	567	647	478	640	0	652	0	0
4894	GROUNDS STAFF RECHARGE	0	399	1,683	501	566	0	1,822	0	0
4895	GROUNDS O'HEAD RECHARGE	0	207	622	835	850	0	776	0	0
4896	MTCE STAFF RECHARGE	0	3,232	23,179	6,888	15,196	0	22,790	0	0
4897	MTCE O'HEAD RECHARGE	0	509	2,269	634	1,688	0	2,056	0	0
4899	DEPOT REALLOCATION	0	0	2,422	3,189	6,856	0	4,156	0	0
	Overhead Expenditure	81,004	67,316	94,728	49,545	97,666	0	99,432	0	0
	Movement to/(from) Gen Reserve	(79,554)	(65,670)	(93,228)	(49,328)	(97,449)		(98,454)		
403	<u>PLANNING</u>									
4892	C/S STAFF RCHG	22,747	19,054	24,705	14,849	22,728	0	25,342	0	0
4893	C/S O'HEAD RCHG	6,312	6,232	7,117	5,258	7,639	0	7,170	0	0
	Overhead Expenditure	29,059	25,286	31,822	20,107	30,367	0	32,512	0	0
	Movement to/(from) Gen Reserve	(29,059)	(25,286)	(31,822)	(20,107)	(30,367)		(32,512)		
	Climate,Biodiversity &Planning - Income	1,450	1,646	1,500	217	217	0	978	0	0
	Expenditure	110,063	92,602	126,550	69,652	128,033	0	131,944	0	0
	Movement to/(from) Gen Reserve	(108,613)	(90,956)	(125,050)	(69,435)	(127,816)		(130,966)		

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Capital & Assets										
800	CAPITAL PROJECTS									
1170	GRANTS RECEIVED	0	77,752	0	0	58,012	0	30,000	0	0
1175	ASSET DISPOSALS	0	1,500	0	5,542	5,542	0	12,000	0	0
1178	PWLB LOAN	0	0	0	0	0	0	800,516	0	0
1179	TENANT CONTRIBUTION	0	0	0	0	0	0	10,000	0	0
1200	S106 INCOME	0	0	0	0	12,500	0	0	0	0
	Total Income	0	79,252	0	5,542	76,054	0	852,516	0	0
4291	HP CAPITAL REPAID	0	4,246	9,431	3,930	9,431	0	0	9,431	0
4295	HP INTEREST PAID	0	901	1,576	657	1,576	0	0	1,576	0
4490	CAP EXP FUNDED FROM RCP	-165,095	0	-79,500	0	-79,500	0	0	0	0
4491	TFR TO EARMARKED RES	79,500	0	79,500	0	79,500	0	0	0	0
4492	TFR TO RENEWALS FUND	3,595	0	28,149	0	54,027	0	54,027	0	0
4493	TFR FROM RENEWALS FD	0	0	0	0	0	0	0	22,848	0
4495	TFR FROM EARMARKED R	-42,000	0	-11,007	0	-488,435	0	0	0	0
4901	CAP: REFURB L/DALE HALL	0	0	0	0	0	0	10,000	10,000	0
4902	CAP: REFURB C/EXCHANGE	0	83,246	0	4,993	4,992	0	0	5,000	0
4903	CAP: BURWELL HALL	12,000	0	0	0	0	0	0	0	0
4907	CAP: C/EX CINEMA EQPT	20,000	27,822	0	-286	0	0	0	0	0
4910	CAP: PLAY EQUIPT REPLACEMENT	0	0	0	0	0	0	75,000	0	0
4912	CAP: SPLASHPARK	0	0	0	14,900	14,900	0	0	0	0
4914	CAP: TH CEM ACCESS ROAD/SIGNAG	2,000	0	0	0	0	0	0	0	0
4918	CAP: BLDGS ENERGY EFFICIENCY	20,000	0	0	0	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

		<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4919	CAP:LAKE & CNTRY PRK	5,000	0	0	1,924	1,924	0	0	0	0
4921	CAP:WWSG TENNIS COURTS	10,000	8,350	0	-1,250	0	0	0	0	0
4924	CAP: SKATE PARK REFURB	50,000	0	0	7,152	150,000	0	0	0	0
4931	CAP:STREET FURNITURE	0	2,636	0	0	0	0	0	0	0
4933	CAP: BUS SHELTERS	0	0	0	9,171	9,171	0	0	0	0
4938	CAP:QURY RD PLAY EQUI 6-12 YR	5,000	3,771	0	0	0	0	0	0	0
4943	CAP: BURWELL CHANGING ROOMS	0	2,970	0	0	0	0	0	72,030	0
4951	CAP: LEYS MASTERPLAN	0	0	0	0	200,000	0	0	50,000	0
4952	CAP:WEST WITNEY SP.& SC. IMPRV	0	0	0	0	0	0	300,516	449,484	0
4953	CAP: FOOTPATHS	0	0	0	0	10,000	0	30,000	0	0
4954	CAP: BURWELL HEATING	0	0	0	0	29,333	0	0	0	0
4955	CAP: BURWELL TOILETS	0	0	0	0	12,000	0	0	0	0
4957	CAP: WORKS DEPOT	0	0	0	0	0	0	500,000	250,000	0
4962	CAP:COMPUTER/OFFICE EQUIP	0	4,105	0	0	0	0	0	0	0
4964	CAP:GROUNDS MTCE EQPT	111,381	180,335	0	32,193	32,193	0	0	48,664	0
4967	CAP:NEW COMPUTER EQUIPMENT	0	0	0	0	0	0	25,000	0	0
4971	CAP: NEW VEHICLES	7,608	7,708	0	89,647	89,646	0	12,000	22,000	0
4975	CAP:TOWN HALL WORKS	0	13,444	0	0	0	0	0	0	0
4979	CAP:ALLOTMENTS	0	0	0	9,323	9,323	0	0	0	0
4991	CAP: WEST WITNEY SPORTS GROUND	0	7,154	0	3,060	0	0	0	0	0
4992	PLAY AREA/REC INFRASTRUCTURE	0	0	0	0	0	0	4,000	0	0
4993	LOAN REPAYMENT WWSSC	0	0	0	0	0	0	12,185	0	0
4994	LOAN: WORKS DEPOT/LEYS	0	0	0	0	0	0	20,273	0	0
4996	ASSETS FUNDED FROM GRANTS	0	2,000	0	0	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 8)

Note: THIRD DRAFT Budget Estimates for 2024-25

	<u>Last Year 2022-23</u>		<u>Current Year 2023-24</u>				<u>Next Year 2024-25</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Overhead Expenditure	118,989	348,688	28,149	175,411	140,081	0	1,043,001	941,033	0
Movement to/(from) Gen Reserve	<u>(118,989)</u>	<u>(269,436)</u>	<u>(28,149)</u>	<u>(169,870)</u>	<u>(64,027)</u>		<u>(190,485)</u>		
Capital & Assets - Income	0	79,252	0	5,542	76,054	0	852,516	0	0
Expenditure	118,989	348,688	28,149	175,411	140,081	0	1,043,001	941,033	0
Movement to/(from) Gen Reserve	<u>(118,989)</u>	<u>(269,436)</u>	<u>(28,149)</u>	<u>(169,870)</u>	<u>(64,027)</u>		<u>(190,485)</u>		
Total Budget Income	2,128,626	2,335,184	2,249,010	2,218,063	2,473,902	0	3,251,349	0	0
Expenditure	2,183,382	2,117,448	2,343,138	1,524,924	2,377,847	0	3,489,486	943,033	0
Movement to/(from) Gen Reserve	<u>(54,756)</u>	<u>217,736</u>	<u>(94,128)</u>	<u>693,140</u>	<u>96,055</u>		<u>(238,137)</u>		
plus Transfer from EMR	0	0	0	7,778	7,778	0	0	0	0
Movement to/(from) Gen Reserve	<u>(54,756)</u>	<u>217,736</u>	<u>(94,128)</u>	<u>700,917</u>	<u>103,833</u>		<u>(238,137)</u>		

THIRD DRAFT Budget Projection for 2024-25 - summary

		Budget 2023-24	Budget 2024-25					Notes
Scenario title			A	B Increased deferred from 23/24 (4.95%) plus 5%	C	D	E	
			Full funding by precept	increase for 24- 25	Drawing £80,000 from reserves	RPI at October 2023 (6.1%)	No Council Tax increase	
Total expenditure		£2,343,138	£2,636,970	£2,636,970	£2,636,970	£2,636,970	£2,636,970	Calculates at 113% of current year budget
Less income		-£387,302	-£528,043	-£528,043	-£528,043	-£528,043	-£528,043	Calculates at 136% of current year budget
Budget requirement		£1,955,836	£2,108,927	£2,108,927	£2,108,927	£2,108,927	£2,108,927	Calculates at 108% of current year budget
Met by	Precept	£1,861,708	£2,108,927	£2,061,535	£2,028,927	£1,984,834	£1,870,790	
	Balances	£94,128	£0	£47,392	£80,000	£124,093	£238,137	
		£1,955,836	£2,108,927	2,108,927	£2,108,927	£2,108,927	£2,108,927	To contain increase @ 5% without drawing from reserves requires savings of £144,598
Council Tax Band D		£166.83	£188.07	£183.84	£180.93	£177.00	£166.83	To freeze CT without drawing on reserves requires savings of £238,137
Percentage increase			12.73%	10.20%	8.45%	6.10%	0.00%	
Council Tax base 2023/24 precept on 24/25 base		11,159.31	11,213.75	11,213.75	11,213.75	11,213.75	11,213.75	
Projected GF balance at year end		£652,997	£652,997	£605,605	£572,997	£528,904	£414,860	
Inflation indices (RPI) - latest index at time of setting budget								
		Annual rate						
Nov-18	284.6	3.9%						
Nov-19	291	2.2%						
Nov-20	293.5	0.9%						
Nov-21	314.3	7.1%						
Nov-22	358.3	14.0%						
Nov-23	377.3	5.3%						
<i>Base month Jan 87 = 100</i>								

WITNEY TOWN COUNCIL

Schedule of Earmarked Reserves - projected movements 2023-2025

Schedule of Earmarked Reserves - projected movements 2023-2025										Notes	
Code	Description	Opening balance 1/4/2023	CapitalExpenditure 23/24	Revenue expenditure	Prov.transfers to reserves	Closing Balance 31/3/24	Capital expenditure 24/25	Prov.transfers to reserves	Closing balance 31/3/25	23/24 movement	24/25 movement
315	ROLLING CAPITAL FUND	£423,397	-£200,000			£223,397	-£223,397		£0	Leys	
318	E/M MEMORIAL MAINTENANCE	£20,975				£20,975			£20,975	Masterplan	
319	E/M WWSSG CONTINGENCY	£147,509				£147,509	-£147,509		£0	Budget may be utilised	
320	E/M RENEWALS FUND	£186,427	-£17,669		£54,027	£222,785	-£22,878	£54,027	£253,934	WWSSC	
321	E/M TOWN HALL MTCE	£60,855				£60,855			£60,855	Fund to replace vehicles and equipment	
322	E/M AMENITY LANDS	£60,469				£60,469			£60,469		
323	E/M BLDG REPAIR GEN	£12,997				£12,997			£12,997		
324	E/M ELECTION FUND	£9,291				£9,291			£9,291	This will be required when electio invoice is received	
325	E/M BUTTERCROSS	£75,000				£75,000			£75,000		
326	E/M COMMITTED FUNDS	£109,000				£109,000			£109,000		
327	E/M CEMETERY ACCESS ROAD	£120,853				£120,853			£120,853		
328	E/M PUBLIC HALLS	£32,292	-£4,992	-£7,778		£19,522	-£15,000		£4,522	Corn Ex decorating/ pigeon deterrance	Lighting/ contrb. To LH glazing
329	E/M MADLEY PARK	£18,780				£18,780			£18,780		
361	E/M SPLASHPARK	£172,500	-£14,900			£157,600			£157,600	**For 2025/26**	
362	E/M TOWERHILL CEMETERY CHAPEL	£21,500				£21,500			£21,500		
363	E/M C/EX LIFT	£41,831				£41,831			£41,831		
364	E/M YOUTH COUNCIL	£473				£473			£473		
365	E/M PLAY EQUIPMENT/RENEWALS	£33,679	-£33,679			£0		£75,000	£75,000	Allocated.	New fund established; unspent monies to EM
366	E/M CLIMATE/BIODIVERSITY	£68,050	-£1,923			£66,127			£66,127	Lake & CP	Some funds required for Lake & CP
367	E/M LEYS EARMARKED	£57,900				£57,900			£57,900		
368	E/M BURWELL CHANGING ROOMS	£47,030				£47,030	-£47,030		£0		
369	E/M INFRASTRUCTURE	£59,944	-£9,171			£50,773			£50,773	Bus shelters	
370	E/M ELECTRIC VEHICLES	£29,200	-£28,074			£1,126			£1,126	Nissan Townstar	
371	E/M OSS CONTINGENCY	£195,865	-£76,296			£119,569	-£70,664		£48,905	Equipt/vehicles	
372	E/M BURWELL HALL	£45,000	-£41,333			£3,667			£3,667	Heating/toilets	
373	E/M LEYS TRAFFIC CALMING	£5,000				£5,000			£5,000		
374	E/M SKATE PARK	£90,000	-£79,488			£10,512			£10,512		
375	E/M COMMUNITY SAFETY	£10,000				£10,000			£10,000		
376	E/M ST MARYS CHURCH WALL	£35,000				£35,000			£35,000		
		£2,190,816	-£507,525	-£7,778	£54,027	£1,729,540	-£526,478	£129,027	£1,332,090	Check	£1,332,089

See note 1

See note 2

Schedule of deferred grants/s.106 monies

Schedule of deferred grants/s.106 monies								Notes	
Code	Description	Opening balance 1/4/2023	CapitalExpenditure 23/24	Closing Balance 31/3/24	Capital expenditure 24/25	Closing balance 31/3/25	23/24 movement	24/25 movement	
	Allotments	£190,703	-£9,323	£181,380		£181,380	Gates/Fencing		
	West Witney Sports	£301,975		£301,975	-£301,975	£0	WWSSC refurb/impvt		
	Burwell Sports	£25,000		£25,000	-£25,000	£0	Changing rooms		
	Wheeled sports (Skate Park)	£12,500		£12,500	-£12,500	£0	New wheeled sports facility		
	C/Ex, Play Areas	£5,750		£5,750		£5,750			
	Bus shelters	£3,295		£3,295		£3,295			
		£539,223	-£9,323	£529,900	-£339,475	£190,425	Check	£190,425	

	Note 1 Reconcile 2023-24 use of EMR with capital projects	Note 2 Reconcile 2024-25 use of EMR with capital projects
Amount of EMR spent	£507,525	£526,478
Less use of renewals fund	-£17,669	-£22,878
Less play equipt renewals	-£33,679	-
Total shown on capital projects for yr	£456,177	£503,600

Revenue growth items

Cost centre	Code		2024/25	2025/26	2026/27	Notes
PR	cc215-7	Adoption of play areas	£3,300	£3,465	£3,638	New spend Est.costs to adopt Raleigh Crescent already in budget
PR	4036/303	Closed churchyards	£5,000	-	-	Additional to Current budget £11K; non-recurring.
HCA	cc103-4	Corn Exchange business plan - financial implications		-	-	2024-25 to be met from existing budgets
SC	4035/402	Bus shelters SC495	£1,000	£1,050	£1,103	Additional to Current budget of £2K
SC	4105/402	Christmas lights	£11,000	£11,000	£11,000	Recommended by working party. Additional to current budget of £44K. Comprises £45K+£10K contingency
SC	4200/402	Street furniture	£4,000	£4,200	£4,410	Additional to current budget £1K.
SC	4141/408	Events	£1,000	£1,050	£1,103	Additional to current budget £9K
SC	4148/408	D-Day 80th Anniversary	£1,500	-	-	New spend; non-recurring
SC	4154/408	Experience Oxfordshire membership	£1,200	£1,260	£1,323	Annual subscription - ot review after one year
SC	4149/408	WTC 50th Anniversary	£5,000	-	-	New spend; non-recurring
PGF	4023/602	Stationery	£500	£525	£551	Officer recommendation to increase budget from £2,500 to £3,000
PGF		Windrush Place - adoption of facilities				Costs to be determined for 2025/26 onwards
PGF	4492/800	Renewals fund	£54,027	£54,027	£54,027	Additional to current budget of £28,149. Offier proposal to increase based on vehicle/ equipment inventory
			-£54,027	-£54,027	-£54,027	Transferred to capital budget cost centre 800
		TOTAL OF REVENUE GROWTH	£33,500	£22,550	£23,128	

Capital and special revenue projects 2023-2026

	Expenditure				Funding											TOTAL	Notes				
	2023-24	2024-25	2025-26	Total	Revenue 2023-24	Revenue 2024-25	Revenue 2025-26	EM reserve 2023-24	EM reserve 2024-25	EM reserve 2025-26	Renewals/tr ade-in	Tenant contribution 2024-25	Grant 2023-24	Grant 2024-25	s106 2023-24			s.106 2024 25	Grant/ Loan	TBC	
PR	Leys Masterplan	£200,000	£50,000		£250,000				£200,000	£50,000										£250,000	PREVIOUSLY APPROVED BY COUNCIL
PR	Wheeled sports park/ Skate Park refurbishment	£150,000			£150,000			£79,488					£58,012			£12,500			£150,000	PREVIOUSLY APPROVED BY COUNCIL	
PR	West Witney Sports and Social Club		£750,000		£750,000				£147,509							£301,975	£300,516		£750,000	PLANNING APPLICATION GRANTED; indicative cost	
PR	Burwell changing rooms		£72,030		£72,030				£47,030							£25,000			£72,030	IN EXISTING PROGRAMME	
PR	Play areas/ repairs and improvements		£75,000	£78,750	£153,750		£75,000	£78,750											£153,750	TO CREATE ADEQUATE FUND FOR NEW/REPLACEMENT PALY EQUIPMENT	
PR	Allotments	£9,323			£9,323										£9,323				£9,323		
PR	Hogging path	£10,000	£30,000		£40,000	£10,000													£40,000	WEST WITNEY SPORTS GROUND	
HCA	Burwell changing rooms & hall heating	£29,333			£29,333				£29,333										£29,333	COMPLETE	
HCA	Corn Exchange decoration	£4,992			£4,992				£4,992										£4,992	COMPLETE	
HCA	Corn Exchange - building lighting imprvts		£5,000		£5,000				£5,000										£5,000	IN EXISTING PROGRAMME AND CONFIRMED BY Ctte	
HCA	Burwell Hall toilets upgrade	£12,000			£12,000				£12,000										£12,000	PREVIOUSLY APPROVED BY COUNCIL	
HCA	Langdale Hall replacement glazing		£20,000		£20,000				£10,000			£10,000							£20,000	LH GLAZING	
HCA	Corn Exchange business plan financial implication	To be costed																		2024/25 COSTS TO BE ACCOMMODATED IN EXISTING BUDGETS	
PR	Splash park improvements	£14,900		£152,600	£167,500				£14,900		£152,600								£167,500	IN EXISTNG PROGRAMME REQUIRES SCOPING; EXPENDITURE FIGURE BASED ON FUNDS AVAILABLE	
PR	IT improvements		£25,000		£25,000														£25,000	Officer recommendation - equipment, server, hybrid meetings, PSTN lines switch over	
PR	Play area/recreational infrastructure inc.bins/benches		£4,000		£4,000		£25,000	£4,000											£4,000	CTTE REQUEST NOV.2023	
SC	Bus shelters	£ 9,171			£9,171				£9,171										£9,171		
CBP	Lake & Country Park	£ 1,923			£1,923				£1,923										£1,923	Further Capital expenditure in 2024-26 will be from EM reserve	
PGF	Items in Grounds Maintenance review (net; note 1 below)		£105,542		£105,542				£70,664		£34,878								£105,542	SEE NOTE BELOW	
PGF	Ground maintenance equipment	£32,193			£32,193				£32,193										£32,193		
pgf	New vehicles	£89,847			£89,847				£72,178		£17,669								£89,847		
PGF	Relocation of works depot		£750,000		£750,000				£173,397									£500,000	£76,603	£750,000	IN EXISTING PROGRAMME; INDICATIVE FIGURE
		£563,682	£1,886,572	£231,350	£2,681,604	£10,000	£104,000	£78,750	£456,178	£503,600	£152,600	£52,547	£10,000	£58,012	£30,000	£9,323	£339,475	£800,516	£76,603	£2,681,604	
					£2,681,604															£2,681,604	>>check
	Reconcile to cost centre 800 - net adjustments EMR	-£488,435	-£930,056																		
	Renewals	£54,027	£54,027																		
	Income lines	-£76,054	-£852,516																		
	HP cap. & int.	£11,007																			
	Loan repayments		£32,458																		
	Fund from precept	£64,227	£190,485																		

Note 1: Items in GM review paper PGF November 2023:

	£	Funded by	£
Trimax mount flail	£5,575	Renewals Fund	£22,878
Trimax tractor-mounted mower	£5,449	Trade-in Ford transit	£12,000
Ride-on mower	£30,000	OSS contingency	£70,664
Nissan Townstar electric vehicle	£30,518		
Mitsubishi FUSO	£34,000		
	£105,542		£105,542

DRAFT BUDGET

Revised 2023/24 ~ Estimates 2024/25
Presentation to the Council meeting
of 11 December 2023

WITNEY TOWN COUNCIL





WTC proportion of
Council Tax
2023/24

The Council Tax bill is made up of charges from

Oxfordshire County Council	£1,734.03
West Oxfordshire District Council	£ 119.38
Thames Valley Police	£ 256.28
Witney Town Council	£ 166.83

Total Band D equivalent for 2023/24 is £2,276.52

WTC proportion is £ 166.83

**That is 7.3% of the Council Tax,
raising a precept of £1,861,708.**



What's included in the budget?

- Day to day running costs of all the Council's services and management of its facilities/buildings.
- Revenue Growth Items & Capital/Special Revenue Projects – as discussed throughout the year and put forward by Committees – *but need to continue to be realistic regarding what's achievable and what's affordable.*
- Some officer recommendations included in base budget – H&S related, landlord/tenant obligations – where the Council has no choice!
- Rolling programme – setting aside funding into Earmarked Reserves to fund larger projects.

2024/25 Policies and Decisions Influencing the Budget

- National policy – Local Government Salaries, changes to Real Living wage & minimum wage.
- International & national context impacting on energy prices, inflation and interest rates.
- Open Spaces Strategy inc. second year of in-house grounds maintenance.
- Climate emergency declaration & progress in achieving objective being carbon neutral by 2028.
- Aspirations to continue to make a difference providing for our community.
- H&S Legislation.
- Limitations – capacity/capability.

Bottom Line – Revised Budget 2023/24

- Original budget allowed for £94,128 to be drawn from General Reserves to support spending. Revised budget shows that this will not be required. In fact a gross surplus on revenue of £106,087 is now projected – before any earmarked reserves are transferred in for specific projects – so the surplus will be more. **Why?**
 - Some staffing vacancies in office and outside team.
 - Wage increases following local government salary agreement lower than in other sectors and less than budgeted for.
 - Revenue benefit (reduced costs) of bringing the grounds maintenance work “in-house.”
 - Energy costs – whilst higher than previous year, lower than budgeted for.
 - Higher interest received on bank accounts and investment returns on CCLA Local Authority Deposit Funds property fund investment.
 - Higher income than budgeted for in relation to cemeteries, public halls and recreational facilities.



General and Earmarked Reserves

- General Fund was £549,164@ 31/03/23. With a gross surplus on the revenue account this will rise to at least £655,251 @ 31/04/24 – likely higher when inwards earmarked reserve movements are input.

→ *must keep minimum 3 months Net Expenditure = approx. £527,232 (based on 2024/25 draft budget).*

Rolling Capital Fund
and Earmarked
Reserves – for specific
projects- as at 1 April
2023.

N.B. these will
updated taking into
account current year
reserve movements.

ROLLING CAPITAL FUND	£423,396
ALLOTMENTS	£191,996
MEMORIAL MAINTENANCE	£20,974
SPORTS (WWSG CONTGKY)	£147,508
RENEWALS FUND	£186,426
TOWN HALL MAINTENANCE	£60,855
AMENITY LANDS	£60,469
BLDG REPAIR GEN	£12,997
ELECTION FUND	£9,291
BUTTERCROSS	£75,000
CEMETERY ACCESS ROAD	£120,853
PUBLIC HALLS	£32,292
MADLEY PARK	£18,780
SPLASHPARK	£172,500
TOWERHILL CEMETERY CHAPEL	£21,500
C/Ex LIFT & DAMP WORKS	£41,831
YOUTH COUNCIL	£473
PLAY EQUIPMENT/RENEWALS	£33,679
CLIMATE/BIODIVERSITY	£68,050
LEYS PAVILION	£57,900
BURWELL CHANGING ROOMS	£47,030
INFRASTRUCTURE	£59,944
ELECTRIC VEHICLES	£29,200
OSS CONTINGENCY	£195,865
BURWELL HALL HEATING/CURTAINS	£45,000
LEYS TRAFFIC CALMING	£5,000
SKATE PARK	£90,000
CCTV LEYS & BURWELL REC	£10,000
ST MARY'S CHURCH WALL	£35,000

2024/25

Revenue Growth/Special Revenue Projects

- Adoption of Cedar Drive, Unterhaching and Waterford Lane Play areas – revised revenue to £3,300 (excl. recharges); Raleigh Crescent already provided for (recurring).
- Closed churchyards – additional £5,000 (non-recurring).
- Bus shelters – additional £1,000 (recurring).
- Christmas lights – additional £11,000 (recurring) (including £10,000 contingency).
- Street furniture – additional £4,000 (recurring).
- Increased budget for community events – additional £1,000 (recurring).
- D-Day – 80th Anniversary commemorations - £1,500 (non-recurring).
- 50th Anniversary of the creation of Witney Town Council - £5,000 (non-recurring).
- Membership of “Experience Oxfordshire” - £1,200 (recurring subject to review).
- Increased stationery costs additional £500 (recurring).
- Renewals fund –to replace vehicles, plant and equipment – additional £54,027.

2024/25 Significant Capital Projects

- Leys Masterplan £250,000 committed over 23/24 and 24/25.
- Wheeled sports park/skatepark £150,000 (part-funded by secured grant)
- West Witney Sports and Social Club building improvements £750,000 (part funded remainder by loan &/or grant)**
- Burwell Changing Rooms £72,030 (already funded)**
- Play area improvements £75,000 (revenue funding bid in this budget)
- Corn Exchange – building lighting improvements £5,000 (already funded)**
- Langdale Hall replacement glazing £20,000 (EM reserve + tenant contribution)**
- IT improvements £25,000 (revenue funding bid in this budget)
- Play area/recreational infrastructure inc. bins/benches £4,000 (revenue funding bid in this budget)
- Items listed in Grounds Maintenance review (PGF open report 20.11.23) - £71,542 (EM reserve)
- Any uncompleted projects from 2023/24
- Rationale behind loans – spreads cost of capital expenditure over a longer (40 year) period so that financial cost does not fall completely on current taxpayers. Would be funded from current and future property rent yields.
- **Note: **indicates initial estimate. For further details Members are referred to the papers presented at the PGF meeting of 20.11.23**

Bottom Line – Estimate for 2024/25

- Net revenue expenditure for 2024/25 projected at £2,108,927.
- Capital Expenditure – current budget shows net revenue contribution of £190,485 – remainder will be funded from RCF/EMRs/grants/loans.
- Savings made where possible. Expenditure revised downwards during cycle regarding salary increase for 2024/25 – at last PGF Ctte projected 4% (previous 6.7%). Elsewhere inflationary pressures are easing.
- Realistic but prudent budgeting of income.
- Small increase in tax base generates £9,082 (0.5%)
- To balance budget not using General Fund need to raise Precept by 13.30% (increased tax base generates CT increase of 12.73%).
- This would result in Band D Council tax £188.07 (£166.83 current year) = increase of 41 pence per week

Options to balance the budget

Assuming no further material changes to either income or expenditure, there is a sum of **£2,108,927** required to balance the budget. The RFO has circulated with the papers for the Council meeting which include four options:

1. Meet requirement entirely through precept, no drawing from general reserves:

>>> Council tax £188.07 (increase of 12.73%).

2. There was no increase in 2023/24. If an increase of 4.95% had been applied, with another 5% for 2024/25:

>>> Council tax £183.84 (increase of 10.20%).

3. Drawing £80,000 from general reserves, part of the 2023/24 surplus:

>>> Council tax £180.93 (increase of 8.45%).

4. Increase by RPI as at October 2023:

>>> Council tax £177.00 (increase of 6.10%).

There are a myriad of other options - the above are affordable suggestions.

Note that the Council Tax was last increased in April 2022 (for 2022/23). Based on the relevant RPI index in October 2021 (probably the last available before the 2022/23 budget) and the October 2023 index, the difference would generate a Council Tax of £202.03 (+21.1%). Source: ONS Long run RPI series 1947-2023. Any of the above options would therefore imply a real-terms decrease in Council Tax over that period.

Remaining budget work...

Following this evening's meeting your officers will be reviewing all the budget work. This will include checking salary projections, reviewing grounds maintenance costs (inc. allocation between services) and factoring in reserve movements.

It is possible that matters outside of the Council's control may again impact further on budget e.g. energy prices.

Some figures may change but your officers' intention is that the "bottom line" is held – i.e. from herein any increases in specific budgets will be met by decreases elsewhere, where these are reasonable and do not impact on services.

Any QUESTIONS at this stage?

To be able to
declare the
PRECEPT on
8/01/2024

Clear instruction to the Responsible Financial Officer of what additional information is required – this evening is the last opportunity for Members to request additional items added to the budget.

What % increase on precept? A clear steer on this would be helpful.

Are Members content with the proposals which have come forward from the committees during the budget cycle including the Capital/Special Rev Projects?

Anything else – anything I've missed and Members wish to be changed, included or omitted?

Declaring the PRECEPT

Once the Council agrees the budget it has to formally authorise the Town Clerk to sign and serve a precept on West Oxfordshire District Council, in accordance with the appropriate provisions of the Local Government Act 1972 (as amended), requiring the District Council to pay the Town Council the specified sum in respect of Council Tax for the town during the financial year 2024/25

WODC have requested the Precept declaration by 5/01/2024 BUT legally the Town Council has to serve the precept by the end of February 2024.

FULL COUNCIL

Date:	Monday 8 January 2024
Title:	To Formally Declare the Precept 2024/25
Contact Officer:	Responsible Financial Officer

Background

The purpose of this report is to outline the formal recommendation which the Council will need to approve to give the Town Clerk the authority to serve this precept.

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.

Risk

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

Proper and sound financial management is necessary as all Councillors are collectively responsible for the budget, particularly expenditure and ensuring it is expended lawfully and in line with the Council's Financial Regulations.

The Responsible Financial Officer advises accordingly, in line with Financial Regulations and Statute.

Financial implications

These have been detailed during the budget cycle, as well as in the previous agenda item. The estimated tax base for 202 is 11,213.75 Band D equivalent properties.

The current Band D council tax is £166.83 per annum.

In order to balance the budget (i.e. meet the net expenditure requirement without drawing on general reserves), a 12.73% increase would be required, resulting in a Band D charge of £188.87. This would raise £2,108,927 by way of precept.

The Council has general reserves available which the Council may consider drawing on to fund part of the budget. However, Members should exercise caution in this regard as drawing on

reserves is not sustainable longer-term. The attached funding spreadsheet shows a number of scenarios ranging from a 12.73% increase in Council Tax which would not require any contribution from reserves through to a 0% Council Tax increase requiring a contribution of £238,137 from reserves.

Note that the Council Tax was last increased in April 2022. So, if it is increased in April 2024, it will have been two years since an increase has been applied. During the period April 2022 to November 2023 the RPI (Retail Prices Index) has increased by 12.8%; if a full two-year period is calculated to the latest RPI, i.e. a period from November 2021 to November 2023 then the increase is 20.0%.

Recommendations

Members are invited:

1. To note the report.
2. To agree the precept for 2024/25.
3. Authorise the Town Clerk to sign and serve a precept on the West Oxfordshire District Council, in accordance with the appropriate provisions of the Local Government Act 1972 (as amended), requiring the District Council to pay the Town Council the sum agreed at 2 (above) in respect of Council Tax for the town during the financial year 2024-25.