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## MEETING OF THE WITNEY TOWN COUNCIL

Held on Monday, 16 December 2019

At 7.00 pm in the Gallery Room, The Corn Exchange, Witney

### Present:

Councillor D Enright (Chair)

Councillors:	J Aitman	V Gwatkin
	L Ashbourne	A D Harvey
	T Ashby	M Jones
	R Bolger	A McMahan
	D Butterfield	A Prosser
	O Collins	R Smith
	L Duncan	D Temple
Officers:	Nicky Cayley	Democratic Services Officer
	Adam Clapton	Office Manager
	Sharon Groth	Town Clerk
Others:	0 members of the public.	

505 **APOLOGIES FOR ABSENCE**

Apologies for their absence were received from Cllrs Eaglestone and King.

506 **DECLARATIONS OF INTEREST**

There were no declarations of interest to in matters to be discussed at the meeting.

507 **PUBLIC PARTICIPATION**

There were no members of the public present for this item.

508 **COUNCIL REVENUE BUDGET: REVISED BUDGET 2019/20 AND ESTIMATE 2020/21**

The Town Clerk gave a presentation to Council on possible options for the budget and the implications of each of these. This included a table demonstrating the effect on a Band D property's council tax. The presentation is attached to these minutes.

The options were to not increase the precept, meaning that everything would need to be paid for out of reserves, which was not advised, and three further options to use part of the reserves and varying increases to the precept.

The Chair clarified that the revenue budget was that paying for services to continue, which was in effect committed expenditure. The capital expenditure was for “one of” items and as such the projects could be timed. The Town Clerk commented that projects could be prioritised.

Members asked questions about the revised revenue budget and engaged in an in-depth discussion.

*Cllr Temple left the meeting at 7.31pm.*

**RESOLVED:** that the presentation (as attached) and reports from the Town Clerk be noted.

509 **CAPITAL & SPECIAL REVENUE PROJECTS PROGRAMME: REVISED 2019/20, PROPOSED 2020/21 AND BEYOND**

The Council received and considered reports from the Town Clerk, including a schedule of the Capital/Special Revenue Projects Programme 2020/21, as attached.

Members noted that these were items that the public had asked for and that had been agreed through the Committee system.

In order to pay for them and not use up all of the Council’s reserves, members understood that the precept would need to be increased.

A lengthy debate followed, during which some members expressed a preference to keep the precept at a low level, whilst others argued that this low level of investment had led to facilities in the town declining and in need of major investment now. Councillors agreed that it would not be prudent to lean too heavily on the Council’s reserves, but had reservations about increasing the precept to 14% to fully fund revenue and capital expenditure.

**RESOLVED:** that the reports and presentation (as attached) from the Town Clerk be noted.

510 **TO FORMALLY DECLARE THE PRECEPT FOR 2020/21**

The Mayor asked members if, having heard the presentation from the Town Clerk, considered her reports and engaged in debate, they were ready to decide on the level of precept for 2020/21. Members voted on this with 8 in favour of this and 5 against. The Mayor did not vote.

A member proposed setting the increase to the precept at 10%. Members voted on this with 10 members voting in favour, 3 members voting against and 1 member abstaining.

*Cllr Collins left the meeting at 8.45pm.*

It was therefore agreed that the precept should be increased by 10% for 2020/21, and that the Town Clerk should sign and serve the precept on the West Oxfordshire District Council of £1, 628, 699 in respect of Council Tax for the town.

**RESOLVED:** that the Town Clerk be authorised 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 of £1, 628, 699 in respect of Council Tax for the town during the financial year 2020/21.

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The meeting closed at: 8.50 pm

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Chair

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# Witney Town Council

## Revised Budget 2019/20

### Estimates for 2020/21



# What's included in the budget?

- Day to day running costs of all the Council's services and management of its facilities/buildings – detailed schedule agenda item 4
- Revenue Growth Items & Capital/Special Revenue Projects – detailed schedule at agenda item 5 – includes items discussed and agreed since May 2019 ~Council may wish to prioritise projects over several years
- Officer suggestions – H&S related, landlord/tenant obligations
- Rolling programme – setting aside funding into Earmarked Reserves

# What's NOT included....

Items not fully discussed/no firm decision or direction as yet:

- Corn Exchange Phase 2 – some Section 106 funding held/pledged
- West Witney Sports Ground – Changing Rooms/Clubhouse/Pitch Improvements – Earmarked Reserve & some Section 106 funding held/pledged
- Leys Recreation Ground – redevelopment pavilion/changing rooms and sewerage works
- Healthy Lines – deferred to H&GS January meeting
- Park Ranger



# Summary – the bottom line!

	Original/Net budget 2019/20	Revised Budget 2019/20	Estimates 2020/21
<b>Income</b>	1730691	1746505	1770820
<b>Expenditure</b>	1731691	1827015	1979403
<b>Deficit: to be met from Reserves/Precept</b>	-1000	-80510	-208583

# Earmarked Reserves

- General Fund £520,334

*→ must keep minimum 3 months Net Expenditure approx. £385k*

- Rolling Capital Fund [RCF] £476,259

- Other Earmarked Reserves per schedule in 'Other budget & financial information' report

# To balance the budget see Other Budget & Financial Information

<b>% increase</b>	<b>Precept</b>	<b>Band D levy</b>	<b>Additional Council Tax</b>	<b>Additional Income</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
No increase	1,480,635	140.36	0	
2%	1,510,248	143.17	2.81	29613
3%	1,525,054	144.57	4.21	44419
4%	1,539,861	145.97	5.61	59226
5%	1,554,667	147.38	7.02	74032
10%	1,628,699	154.40	14.04	148064
<b>To cover total budget</b>				
<b>14.09%</b>	<b>1,689,257</b>	<b>160.14</b>	<b>19.78</b>	<b>208622</b>

# To balance the budget continued

## **OPTION 1**

- Fully funded from the PRECEPT
- =14.09% increase
- £19.78 per annum increase
- £1.65 per month
  
- £160.14 per annum Band D equivalent

## **OPTION 2**

- Fund the Capital programme from the RCF = £147,000
  
- Fund Revenue budget from the General Fund = £61,583
  
- No increase on Precept/Council Tax – NOT ADVISABLE

# To balance the budget continued

## OPTION 3

- Part funded from the PRECEPT
- =10% increase
- £14.04 per annum increase
- £1.17 per month
- £60,519 from General Fund
- £0 from Rolling Capital Fund
- £154.40 per annum Band D equivalent

## OPTION 4

- Or a variation of an Increase to the Precept and use of General Reserve/Capital Rolling Fund
- *CAUTION – not currently capped BUT advised Central Government watching this sector – will need to justify increases*

# 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 2020/21

Members are requested to consider if they are suitably informed on making the above decision this evening or if they wish to defer to a further Special Council meeting to be held by 27 January 2020.

# Or not declaring the PRECEPT

- Clear instruction to the Town Clerk of what additional information is required
- What % increase on precept?
- What Capital/Special Rev Projects?
- Anything else – anything I've missed?

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<b>Revenue Growth Items &amp; Capital/Special Revenue Projects Programme 2020/21 and beyond</b>						
	N/L CODE	£	Capital	Sp Rev	EMR	S106
St Mary's Church Boundary Wall Works - Rolling Programme of repairs	4036/303	10000		10000		
Leys Recreation Ground - Splashpark groundworks materials turf/bark	4037/201	9000		9000		
Leys Recreation Ground - Grounds maintenance decision delayed until January 2020	4037/202	4000		4000		
Xmas Lights Contract/Timers & LED ref Climate Emergency	4105/407	40000		40000		
Twinning Anniversary April 2020	4160/407	1000		1000		
Defibrilators Min C234 Ongoing Maint/Replacement Fund	4166/402	1500		1500		
WOCT Bus	4167/407	21000		21000		
Children & Young People	4169/407	30000		30000		
Climate Emergency Fund	4205/402	10000		10000		
Additional Pitches Vikings at the Leys	4310/503	5523		5523		
Corn Exchange - Dampworks	4491/104	10000		10000		
Corn Exchange - budget for Lift	4491/104	10000		10000		
Splash Park Replacement Fund	4491/201	25000	25000			
Burwell Hall Boiler	4903/800	15000	15000			
Burwell Hall Patio	4903/800	10000	10000			
Burwell Hall Curtains	4903/800	3000	3000			
Leys Recreation Ground - Speedhumps - match funding OCC	4923/800	5000	5000			
Park Rd Play Area - Play Equipment	4929/800	5000	5000			
Bins & Benches Rolling Programme	4931/800	3500	3500			
Bus Shelter - Additional T/Ctr	4933/800	6000	6000			
Digital Signage - Corn Exchange, Burwell Hall & Leys	4935/800	6000	6000			
Burwell Recreation Ground Changing Rooms	4943/800	25000	25000		25000	25000
Vehicles - EMR towards electric vehicle	4971/800	5000	5000			
Town Hall Lease obligations - windows & external painting	4975/800	30000	30000			
War Memorial - Additional panel to add further inscriptions	4976/800	4000	4000			
Welch Way Planters £2k for 5 years	4977/800	2000	2000			
Buttercross Roof Works - rolling budget x5years	4978/800	12500	12500			
		309023	157000	152023		

<b>Major Projects:</b>		<b>£</b>	<b>Capital</b>	<b>Sp Rev</b>	<b>EMR</b>	<b>S106</b>
West Witney Sports Ground - Changing Rooms/Clubhouse/Pitch Improvements					168415	295000
Corn Exchange - Phase 2 Refurb						151250
Leys Recreation Ground - sewerage/redevelopment of Pavilion/Changing Rooms						
	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>168415</b>	<b>446250</b>