

COUNCIL

Date: Monday 15 February 2021

Title: Council Revenue Budget: Revised Budget 2020/21 and Estimate 2021/22

Contact Officer: Town Clerk/RFO – Sharon Groth

BACKGROUND

The purpose of this report is to provide a brief overview of the revised budget for 2020/21 and the estimates for 2021/22.

Members are referred to the reports previously circulated during the Budget cycle of meetings in November/December for information on the detail of the budget – and the presentation given by the Town Clerk/RFO on 11 February 2021 (slides emailed on 12/02).

The format of this report is quite straightforward; for each budget line, last year's figures are in the first two columns, the current year shows the original estimate for 2020/21 including any in year adjustments such as virements between budgets shown as TOTAL, followed by ACTUAL YTD figures, 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 final column, on the far-right hand side of each schedule, shows the estimate for 2021/22.

Members are reminded that draft revenue budgets are prepared based upon current activities and patterns of income and expenditure. To enable workload to be planned properly during the coming financial year Committees have put forward suggestions for projects and improvements, with the major projects/priorities being:

- a) Park Rd Play Area
- b) West Witney Sports Ground – changing rooms, toilets and other facilities
- c) Skate Park refurb
- d) Open Spaces Strategy
- e) Corn Exchange phase 2 – seating, lighting and sound
- f) Windrush Place new allotments
- g) Cemeteries – review of accessibility and associated works
- h) Rebranding
- i) Christmas lights display – retender

j) Inclusion and Diversity Board

The draft budget has been to the three spending committees as well as the Policy, Governance & Finance Committee on 23 November 2020. These committees have also reviewed the price increases for the relevant council services which were set at 1½% and then rounded.

A copy of the detailed draft budget –by Committee is attached which includes the Capital and Special Revenue on page 35 onwards.

RECHARGE FROM THE WORKS DEPARTMENT [COST CENTRE 601] & CENTRAL SUPPORT [COST CENTRE 602]

It should be noted that the revised estimates and the estimates for next year do not include the recharges from these two cost centres; these will be calculated after the budget has been adopted.

RECHARGE FROM AGENCY SERVICES – GROUNDS CONTRACT [COST CENTRE 503]

Additionally, the recharge for the Grounds Maintenance is included in the revised budget for 2020/21 but the estimates for 2021/22 the same level of contract price has been retained – although the contract is due to come to an end on 30 September 2021. As members will be aware the Council is currently undertaking an Open Spaces Strategy to inform any future grounds maintenance contract.

SUMMARY POSITION

In summary, the estimates for 2021/22, is as follows:

	Estimates 2021/22
Income	1903003
Expenditure – Revenue & Capital	2056748
Total	-153745
Funded by:	
General Reserve	-55745
Capital Projects Funded from Rolling Capital Fund	-98,000

The estimated taxbase for 2021/22 is 10638.06 Band D equivalent properties. The current Band D council tax is £154.40 per annum. If a 3% increase is applied this will result in a charge of £159.04 which would raise £1,691,877 in 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 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.

As Town Clerk, the Council's Proper Officer and Responsible Financial Officer it is her job to advise accordingly, in line with Financial Regulations and Statute.

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 also in the attached appendices.

The Town Clerk will be making a full presentation to Council on this report and will also provide an options paper to assist the Council making important financial decisions.

RECOMMENDATIONS

Members are invited to note the report and consider

1. Adopting the revised budget for 2020/21 as presented;
2. Adopting the budget for 2021/22.