



Approved Budget 2022/23

**Prepared by: P Lavelle
Town Clerk**

December 2021

BUDGET 2022/23

	Approved Budget 2021/22 £	Proposed Budget 2022/23 £
<u>EXPENDITURE</u>		
Employees Related Expenses	336,600	342,310
Transport Related Expenses	14,530	18,520
Premises Related Expenses	24,100	25,040
Supplies and Services	94,140	97,590
Third Party Payments	70,180	91,480
Section 137 Payments	56,000	64,150
Bank Charges	5,500	5,520
TOTAL EXPENDITURE	601,050	644,610
<u>INCOME</u>		
Agency Agreements / Grants	15,910	15,910
Fees & charges	10,360	15,600
Interest	1,500	1,500
Council Tax Support Grant	13,340	6,950
Contribution from General Reserves	0	0
Contribution from Ear-marked Reserves	2,200	1,250
TOTAL INCOME	43,310	41,210
Precept required	<u><u>557,740</u></u>	<u><u>603,400</u></u>

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BUDGET 2022/23

EMPLOYEE RELATED EXPENSES

DESCRIPTION	Approved Budget 2021/22	Additional Provision	Price Increases	Proposed Budget 2022/23
Salaries 4000 Town Clerk's Office 101	316,060		¹ 9,800	325,680
<u>Inflation</u> Estimated Pay Award 1%	9,480	0	² -6,220	3,260
Medical Expenses - eye tests 4010 Town Clerk's Office 101	150	0	0	150
Personal Protective Equipment 4015 10	2,300	³ 500	⁴ 110	2,910
Training 4020 101 & 4019 101	7,450	1,200	⁴ 360	9,010
Honorariums 4021 102	1,000	0	⁴ 20	1,020
Professional Membership Fees 4025 101 4204 101	160	110	⁴ 10	280
TOTAL VARIATIONS	336,600	1,810	4,080	342,310

COMPLETED BY P J Lavelle

Date: September 2021

Note 1:

Increase due to increments, 1.5% pay increase in 2021/22 & 3.05% NI Increase

Note 2:

Adjustment due to change from previous anticipated 3% award

Note 3:

Previously under estimated the PPE requirement for maintenance team

Note 4:

Inflationary increase of 4%

BUDGET 2022/23

TRANSPORT RELATED EXPENSES

DESCRIPTION	Approved Budget 2021/22	Additional Provision	Price Increases	Proposed Budget 2022/23
Casual User mileage 4030 101 & 4031 101	1,000	0	0	1,000
Council Vehicles 4035 101	10,960	¹ 3,890	² 100	14,950
Mayor's Allowance 4040 102	2,570	0	0	2,570
TOTAL VARIATIONS	14,530	3,890	100	18,520

COMPLETED BY P J Lavelle

Date: September 2021

Note 1:

Estimated increase of lease costs for large vehicle (able to carry flail mower) and correction of fuel requirements

Note 2:

Inflationary Increase of 4%

BUDGET 2022/23

PREMISES RELATED EXPENSES

DESCRIPTION	Approved Budget 2021/22	Additional Provision	Price Increases	Proposed Budget 2022/23
Repairs and Maintenance 4050 121	24,100	0	1 940	25,040
<div style="border: 2px solid black; background-color: yellow; padding: 5px;"> <p>R&M includes maintenance of : Guildhall Guildhall Public Conveniences Trengrouse Way Pub Cons Monument Pub Cons</p> <p>The maintenance includes:</p> <p>Fire Extinguisher Testing Portable Appliance Testing Gas Boiler Maintenance Cyclical Cleaning of Chairs Repair/Replace Flags Town Clock maintenance Stair Lift Maintenance Fire Alarm & Emergency Lighting Stair climber maintenance Lease of a storage container Repairs due to vandalism Other on-going building maintenance</p> </div>				
TOTAL VARIATIONS	24,100	0	940	25,040

COMPLETED BY P J Lavelle

Date: September 2021

Note 1:
Inflationary increase at a rate of 4%

BUDGET 2022/23

DESCRIPTION	Approved Budget 2021/22	Additional Provision	Price Increases	Proposed Budget 2022/23
Business Rates & Water Rates	18,650	¹ -1,550	0	17,100
Gas & Electricity	5,130	² 1,000	³ 960	7,090
Telephones	2,210	⁴ 640	0	2,850
Postages	1,100	⁵ 250	⁶ 60	1,410
Insurances	7,500	⁷ 1,000	0	8,500
Printing, Stationery & Small Equipment	12,310	⁸ 810	⁶ 230	13,350
Advertisements	1,200	0	0	1,200
Publications	250	0	⁶ 20	270
Subscriptions	3,290	⁹ 570	⁶ 160	4,020
Furniture	400	0	⁶ 20	420
Cleaning materials	3,600	¹⁰ 250	⁶ 140	3,990
Web-site	500	0	⁶ 30	530
Consultancy & Professional Fees	3,200	0	¹¹ 200	3,400
Public Seating	1,600	0	0	1,600
Signs and Notice Boards	500	¹² 500	0	1,000
Local Elections	2,500	0	0	2,500
Playground Equipment	5,500	¹⁴ -3,000	0	2,500
Town Warden	1,200	0	0	1,200
Youth Engagement	200	0	0	200
Freemen insignia & ceremonies	2,000	0	0	2,000
Contract Cleaning	21,300	0	¹³ 1,160	22,460
TOTAL VARIATIONS	94,140	470	2,980	97,590

COMPLETED BY P J Lavelle

Date: September 2021

Note 1:

Reduction due to removal of business rates on public conveniences

Note 2:

Additional electricity costs for electricity based heating together (would also require gas budget transferred to electricity use)

Note 3:

Inflationary increase of 24% based on 12% increase of energy cap in Oct 2021 and April 2022

Note 4:

Increase due to changes to VOIP system

Note 5:

Postage increase due to additional events:

St Pirans

Platinum Jubilee

Potentially organising Remembrance Sunday

Note 6:

Inflationary increase at 4%

Note 7:

Additional insurance for new premises

Note 8:

Adjustment to budgeted figures to show actual cost + additional cost to move to cloud accounting package

Note 9:

Adjustment to CALC & Parish Online Subscription

Inclusion of Flora Day Streaming Cost

Note 10:

Equipment and supplies for Keep Helston Tidy events

Note 11:

External audit fees fixed since 2017 - estimate £200 increase

Note 12:

Additional provision to allow replacement of noticeboards

Note 13:

Increase as per cleaning contract plus inflation at 4%

Note 14:

Reduction of Play Equipment Maintenance Budget proposed by Policy Finance & Resources Committee with the Ear Marked Reserve to be used to supplement maintenance costs

BUDGET 2022/23**THIRD PARTY PAYMENTS**

DESCRIPTION	Approved Budget 2021/22	Additional Provision	Price Increases	Proposed Budget 2022/23
Street Stalls & Road Closures	700	¹ 4,900	0	5,600
Footpath Maintenance	0	0	0	0
Grounds Maintenance	13,650	² 1,600	0	15,250
Defibrillator Maintenance	3,000	³ 1,000	0	4,000
Active Partnering and Devolution of Services	10,000	⁴ -5,000	0	5,000
Helston Museum	2,500	0	0	2,500
Human Resources and Health & Safety Services	1,880	0	0	1,880
Tree Maintenance	3,750	⁵ 2,250	0	6,000
Public Realm CCTV	15,700	⁶ 1,300	⁷ 1,250	18,250
Marketing	10,000	⁸ -2,000	0	8,000
Youth Support (inc. Furry Café)	9,000	⁹ 16,000	0	25,000
TOTAL VARIATIONS	70,180	20,050	1,250	91,480

COMPLETED BY P J Lavelle

Date: September 2021

Note 1:

Reduction in Street Stall Superintendent commission due to anticipated reduction in Flora Day Street Stall income
plus increased road closure costs for existing events removed from previous year plus additional events for Platinum Jubilee and St Pirans Day + potential organisation of Remembrance Sunday

Note 2:

Additional cost for flail mower - current mower not suitable for requirements

Note 3:

Adjustment to budgeted maintenance requirements.
Surplus to create Ear Marked Reserve

Note 4:

Reduction in roundabout refurbishment budget as roundabout designs completed

Note: 5

Additional inspection and maintenance costs due to additional trees planned in King George V Play Area

Note 6:

Additional costs for new camera at Coronation Park

Note 7:

Increase in monitoring costs due to new contract and inflationary increase to maintenance and transmission at 4%

Note 8:

Reduction in Marketing budget proposed by the Policy, Finance and Resources Committee

Note: 9

Additional £16,000 to improve the provision for the youth of the town. Agreed by Full Council on 16/12/21

BUDGET 2022/23

GRANT & PROJECT FUNDING

DESCRIPTION	Approved Budget 2021/22	Additional Provision	Price Increases	Proposed Budget 2022/23
Non-Specific Grants	20,000	0	0	20,000
Town Twinning	0	¹ 2,500	0	2,500
Flora Day Decorations	0	¹ 650	0	650
Christmas Lights	6,000	0	0	6,000
Civic Hospitality	0	² 5,000	0	5,000
Traffic Regulation Orders	5,000	0	0	5,000
Carbon Footprint Reduction	25,000	0	0	25,000
TOTAL VARIATIONS	56,000	8,150	0	64,150

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Note 1:

Re-introduction of costs for events not held in previous year

Note 2:

Re-introduction of events from previous year plus the organisation of events for the Platinum Jubilee and St Pirans Day plus potential organisation of remembrance sunday

BUDGET 2022/23

BANK CHARGES

DESCRIPTION	Approved Budget 2021/22	Additional Provision	Price Increases	Proposed Budget 2022/23
Bank Charges	500	0 ¹	20	520
PWLB Pub Cons loan repayments	5,000	-5,000 ²	0	0
PWLB New building	0	5,000 ³	0	5,000
TOTAL VARIATIONS	5,500	0	20	5,520

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Note 1:
Inflationary Increase of 4%

Note 2:
Loan for refurbishment of Guildhall public conveniences no longer required

Note 3:
Loan towards new council building

BUDGET 2022/23

AGENCY AGREEMENTS (INCOME)

DESCRIPTION	Approved Budget 2021/22	Additional Provision	Price Increases	Proposed Budget 2022/23
Agency Agreements	15,910	0	0	15,910
TOTAL VARIATIONS	15,910	0	0	15,910

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FEES AND CHARGES

DESCRIPTION	Approved Budget 2021/22	Additional Provision	Price Increases	Proposed Budget 2022/23
Guildhall Lettings	6,800	0	0	6,800
Lease of Guildhall Basement	490	0 ¹	10	500
Drill Hall Yard Parking	1,570 ²	-780	0	790
Indoor Market	1,000 ³	-300	0	700
Street Stalls	500 ⁴	6,310	0	6,810
TOTAL VARIATIONS	10,360	5,230	10	15,600

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Note 1:
Inflationary increase of 4%

Note 2:
Proposed change of use of Drill Hall Yard to remove parking provision - Based on 6 months

Note 3:
Anticipated reduction in income due to Covid interruptions

Note 4:
Re-introduction of Flora Day Street Stall Income (reduced rate), reduction of Monument Walk Market plus addition of Monument Walk Hire income

BUDGET 2022/23

BANK INTEREST

DESCRIPTION	Approved Budget 2021/22	Additional Provision	Price Increases	Proposed Budget 2022/23
Bank Interest	1,500	0	0	1,500
TOTAL VARIATIONS	1,500	0	0	1,500

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