

BUDGET 2019-20 EXPLAINED

Income

Budget Code	Description	Rationale for 2018-19 Year-End Estimates	Rationale for Budget Proposal 2019-20
1076	Precept	Actual precept levied (ref. Council minute 19/8)	Difference between total expenditure and income without precept; Band D stable at £256.03
1077	Council Tax Support Grant	Allocated by East Devon District Council	None allocated by East Devon District Council
1080	Credit Interest	Q2 x 2	Assumption based on historic data
1095	Miscellaneous Income	Carry forward Q2 figure	None expected
1105	Younghayes Centre Management Income	Annual figure agreed with East Devon District Council	Assume transfer to proceed (ref. Council minute 18/288). This budget line will be removed in future years.
1095	Amenities Miscellaneous Income	Carry forward Q2 figure	Assumed station maintenance income and Country Park usage
	Allotments	-	28 plots at £60.00 annual rent each
1300	Younghayes Centre – Income	Building has not transferred to CTC	Assume transfer to proceed (ref. Council minute 18/288)
1305	Younghayes Centre – Transfer	Building has not transferred to CTC	Assume transfer to proceed (ref. Council minute 18/288)
1310	Solar Panels	Q2 x 3 based on hot summer	Assumption based on historic data

Expenditure

Budget Code	Description	Rationale for 2018-19 Year-End Estimates	Rationale for Budget Proposal 2019-20
Administration			
4000	Staffing wages	See detailed staffing cost calculation; Q2 x 2	National Association of Local Councils (NALC) pay scales 2019; Increase of Administrative Assistant to 0.7FTE and salary added for Deputy Clerk. Additional potential to employ Community Development Worker(s).
4005	Employer's NI Contributions	See detailed staffing cost calculation; Q2 x 2	Calculated on basis of above
4010	Employer's Pension Contributions	See detailed staffing cost calculation; Q2 x 2	Calculated on basis of above

Budget Code	Description	Rationale for 2017-18 Year-End Estimates	Rationale for Budget Proposal 2018-19
4015	Staff Recruitment	-	Recruitment of Deputy Clerk
4050	Expenses	Q2 x 2	Remain at current level
4055	Elections	Q2 x 2	Elections in May 2019 fund
4060	Subscriptions	Q2 x 2	Remain at current level
4065	Training/Conferences	Q2 x 2	Double in anticipation of new councillors post-election
4070	Insurance	Q2 figure as premium paid early in financial year	Decrease figure on basis of historic data
4075	Audit	£400 external audit plus new internal audit appointment	New internal audit appointment (£1,200.00 + VAT) plus external audit (minimum £400.00 + VAT)
4080	Office Supplies	Q2 x 2	Remain at current level
4085	Equipment	Q2 x 2	Increase to £1,500.00
4090	Rent and Utilities	Assume full spend	Half year charges of £1,200 x 2 + contingency
4100	PR / Branding / Newsletters / Website	Assume small spend	Reduce to £500.00
4105	IT Upgrade and Support	Q2 x 2	Recurring monthly cost of IT support and email hosting of £330.00 x 12 = £3,600.00 based on January 2018 quote and allow increase
4110	Finance Software	Q2 x 2	Includes Omega software (£379.00), digital VAT submissions (£59.00), facilities bookings (£290.00) and allotments (£169.00)
4115	Chairman's Allowance	Assume small spend	Remain at current level
4125	Grants Paid	Q2 x 2	Increase to £7,500.00
4130	Room Hire	Q2 x 2	Reduction to £3,000.00 – might decrease significantly due to Younghayes Centre transfer
4135	Youth Provision	Q2 x 2	£12,500.00; cost of £9,265.40 for Youth Space on Tuesdays and streetbase on Wednesdays plus contingency
4140	Professional Fees and Services	Q2 x 2	Increase to £750.00
4145	Legal Costs	Assume small spend	Remain at current level
4150	Contingency	Assume small spend	Remain at current level
4155	Town Events	Q2 x 2	Remain at current level
Amenities			
4145	Legal Costs	Q2 x 2	Budget £1,000.00
4200	Amenities and Property	Q2 x 2	Increase to £1,000.00
4205	Grounds Maintenance	Assume full spend	Contractor's quote of £190,405.10 for 2019-20 plus contingency
4210	Play Parks	-	<u>Routine (weekly) inspections:</u> £3.00 per inspection report upload per play area (3) per week (£9.00 per week x 52 weeks = £468.00)

Budget Code	Description	Rationale for 2017-18 Year-End Estimates	Rationale for Budget Proposal 2018-19
4210	Play Parks	-	Operational (quarterly) inspections: £3.00 per inspection report upload per play area (3) per quarter (£9.00 per quarter x 4 quarters = £36.00) <u>Annual inspection:</u> Assume £1,000.00 Plus repairs estimated at £8,500.00
4220	Waste Management	Assume full spend	Cost reduction due to Phase 1 adoption to £7,689.76 plus small contingency for e.g. use of road sweeper
4225	Tree Works	Assume no spend based on Q2 figure	Reduction to £1,500.00
4230	Gritting	Assume half spend	Remain at current level
Younghayes Centre			
4145	Legal Costs	Q2 x 2	Increase to £5,000.00
4300	Younghayes Centre Acquisition	Assume no spend	Building should have transferred
4305	Younghayes Centre Expenses	Q2 spend	Remain at current assumed level
Solar Panels			
4325	Community Fund (Solar Panel)	Assume no spend	Assume spend based on projected income

Notes

Section 137 spending is not budgeted for because Cranbrook Town Council holds the General Power of Competence (Council Minute 15/123 refers).