

Barnstaple Town Council

Budget Year 2019-2020

**Department 1 - Finance & General Purposes Committee
Budget Projection based on Band D (22p per week increase)**

N/C	N/C Name	Actual 2017-2018	2018-2019				Earmarked Funds	Proposed Budget 2019-2020			Earmarked Funds 2019-2020	
			Anticipated Balances			Budget		Variance	Expense	Income		Balance
			Expense	Income	Balance							
General Administration												
5127	Rock Park grant transfer	65200	67322		67322	67322	0		82000	82000		
5123	Newsletter	0	0		0	0	0		1500	1500		
5124	Election Expenses	9150	0		0	4500	4500	2500	12500	12500	5000	
5220	Mayor's Allowance	3763	4500		4500	1500	-3000	3000	3500	3500		
5224	Member Training & Expenses	1140	2000		2000	2000	0		2000	2000		
5225	Members' Allowances	9181	9500		9500	9500	0		12000	12000		
5226	Hospitality	1006	500		500	1500	1000	700	500	500		
5227	Ceremonial	2944	6500		6500	2600	-3900	500	2500	2500		
5300	Bank Charges	995	1250		1250	1250	0		1250	1250		
5301	Card Transaction Charges (BH)	1411	1600		1600	1600	0		1600	1600		
5320	External Audit	1600	1600		1600	1600	0		1650	1650		
5321	Internal Audit	1032	1600		1600	1600	0		1600	1600		
5322	Professional & Legal fees	1290	1500		1500	1500	0		2000	2000		
5325	Membership Fees & Subscriptions	100	4000		4000	2000	-2000	2000	4500	4500		
5326	Public Notices	237	300		300	300	0		300	300		
5561	Special events	11757	8500		8500	6500	-2000	2000	4000	4000		
9006-11	Salaries	324640.2	337182		337182	337182	0		362096	362096		
9023	Printing, stationery & office supplies	4446	3500		3500	3500	0		3500	3500		
9024	Postage	3394	4000		4000	3000	-1000		3000	3000		
9025	IT Support & upgrades	9400	13300		13300	7500	-5800		12000	12000		
9034	Associate lengthsman expenses	8688	2000		2000	2000	0		0	0		
9039	Contingency	-9310	2500		2500	0	-2500	29850	0	0		
		452066.4	473154	0	473154	458454	-14700	40550	513996	0	513996	5000
Other Items												
4671	Fairground rent	-15900		16300	-16300	-16300	0			16300	-16300	
4672	Run out rents	-7148		7359	-7359	-7000	359			7000	-7000	
4800	Bank Interest	-139		180	-180	-1000	-820			1000	-1000	
4980	Miscellaneous income	-152		20	-20	0	20			0	0	
5621	Fairground preparation	9671	10000		10000	9500	-500		10000	10000		
5622	Civic arrangements	5880	7550		7550	7000	-550		6000	6000		
		-7789	17550	23859	-6309	-7800	-1491	0	16000	24300	-8300	0
Grants												
5121	Grant Payments	17500	21861		21861	20000	-1861		20000	20000		
5125	Ward Budgets	4487	4000		4000	0	-4000	6500	6000	6000		
5993	Town Centre Management	2500	2500		2500	2500	0		0	0		
5997	Barnstaple Lions	500	850		850	500	-350		1000	1000		
5998	Freedom Centre	1500	1500		1500	1500	0		1500	1500		
5991	Barnstaple Twinning Association	500	250		250	500	250		500	500		
5990	ND Records	13240	24000		24000	15000	-9000		10000	10000		
	Go North Devon	0	0		0	0	0		2000	2000		
		40227	54961	0	54961	40000	-14961	6500	41000	0	41000	0
Properties												
4011	pq Barum House rents	-3548		3400	-3400	-3400	0			3400	-3400	
4151	C Centre hall rents	-9493		9500	-9500	-10000	-500			9500	-9500	
4152	C Centre meeting room rents	-6998		6000	-6000	-6000	0			6000	-6000	
4153	C Centre tenant rents	-6916		5500	-5500	-5000	500			5000	-5000	
4155	pw St John's rents	-250		250	-250	-250	0			250	-250	
4222	pr Guildhall shops - rents	-28759		6000	-6000	-29850	-23850			6000	-6000	
4276	pt Foodbank (was Dental Surgery) - rent	0		2000	-2000	-2000	0			2000	-2000	
5422	po Albert Clock	1809	1000		1000	1500	500		1200	1200		
5801	Guildhall - Electricity	583	750		750	750	0		800	800		

5802	Guildhall - Gas	1234	3000	3000	3000	0		3090	3090			
5803	Guildhall - Water	307	360	360	360	0		370	370			
5805	Guildhall - Rates	7905	15536	15536	8000	-7536		18300	18300			
5812	Guildhall - Alarms	1200	950	950	775	-175		950	950			
5832	Guildhall repairs & upkeep	4095	4000	4000	3500	-500		4000	4000			
5852	Guildhall restoration loan	23345	22592	22592	22592	0		21838	21838			
9001	BH Electricity	2794	1500	1500	1750	250		1750	1750			
9002	BH Gas	668	1200	1200	1200	0		1240	1240			
9003	BH Water	656	550	550	550	0		565	565			
9004	BH Phones	5159	5200	5200	5200	0		5360	5360			
9005	BH Rates	6396	6600	6600	7235	635		6800	6800			
9012	BH Security & Alarms	391	515	515	515	0		515	515			
9013	pa Insurance	16483	14950	14950	14250	-700		15500	15500			
9014	Health & safety	5529	5500	5500	2500	-3000	3000	5500	5500			
9022	Equipment	4220	4500	4500	3000	-1500		4500	4500			
9031	pg Cleaning, health & safety	2742	3000	3000	3000	0		3000	3000			
9032	BH Repairs & upkeep	11485	3000	3000	3000	0		3000	3000			
9033	pi Rent reviews	350	1000	1000	0	-1000	3150	0	0	1000		
9035	Storage unit	1440	1440	1440	1500	60		1500	1500			
9036	CCTV suite	10000	10000	10000	10000	0		10000	10000			
9101	pc07 Castle Centre - Electricity	2553	3500	3500	3100	-400		3670	3670			
9102	pc08 Castle Centre - Gas	1594	1300	1300	1400	100		1400	1400			
9103	pc09 Castle Centre - Water	1167	1200	1200	1500	300		1400	1400			
9104	pc10 Castle Centre - Phones	565	600	600	620	20		620	620			
9105	pc11 Castle Centre - Rates	5268	5850	5850	5800	-50		6025	6025			
9112	Castle Centre - Security	343	0	0	0	0		500	500			
9132	Castle Centre repairs & upkeep	4258	3000	3000	2850	-150		3000	3000			
9305	St Johns rates	0	0	0	0	0		0	0			
9325	St Johns utilities	5323	7600	7600	3500	-4100		8000	8000			
9332	St Johns repairs & upkeep	1246	1500	1500	500	-1000	1700	4000	4000			
	General properties reserve	1191	5000	0	0	0	16300	2000	2000	11300		
		76338	136693	32650	99043	56947	-42096	24150	140393	32150	108243	12300
	Total	560843	682358	56509	620849	547601	-73248	71200	711389	56450	654939	17300

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**Department - Buildings Review Committee
Budget Projection based on Band D (22p per week increase)**

N/C	N/C Name	Actual 2017-2018	Anticipated Balances				Earmarked Funds 0	Proposed Budget 2019-2020			Earmarked Funds 2019-2020	
			Expense	Income	Balance	Budget		Variance	Expense	Income		Balance
9037	Buildings review	11881	7000		7000	30000	23000	48000	18000		18000	51000
	Total	11881	7000	0	7000	30000	23000	48000	18000	0	18000	51000

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**Department 4 - Planning & Transportation Committee
Budget Projection based on Band D (22p per week increase)**

N/C	N/C Name	Actual 2017-2018	Anticipated Outturn 2018-2019				Earmarked Funds 0	Proposed Budget 2019-2020			Earmarked Funds 2019-2020
			Expense	Income	Balance	Budget		Variance	Expense	Income	
5223	Planning School Neighbourhood Plan	0	0	0	0	0		10000	0	10000	
	Total	0	0	0	0	0	0	10000	0	10000	0

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**Department 5 - Environment Committee
Budget Projection based on Band D (22p per week increase)**

N/C	N/C Name	Actual 2017-2018	Anticipated Outturn Anticipated Balances				Earmarked Funds 0	Proposed Budget 2019-2020			Earmarked Funds 2019-2020	
			Expense	Income	Balance	Budget		Variance	Expense	Income		Balance
4015	Maintenance grants	-10984		13300	-13300	-10000	3300		4000	-4000		
4572	Allotment rents	-6587		6000	-6000	-6000	0		6500	-6500		
	Parish Paths								1000	-1000		
							0					
5520	Planted areas (Floral Displays)	49658	66260		66260	66260	0	6600	66260	66260	6600	
5521	Square maintenance	783	500		500	0	-500	1200	500	500		
5565	Tidy Up Our Town (delete 2019-20)	0	0		0	0	0	2500	0	0		
5569	Community Projects	2050	0		0	0	0	2950		0	5000	
5575	Environment Training School	0	0		0	250	250	750	0	0		
5576	Footpaths	666	500	1000	-500	0	500	1300	0	0	1800	
5577	Benches/Litter Bins	-1038	5000		5000	2000	-3000	10200	2500	2500	7200	
5543	1a Allotments - water	844	1500		1500	1000	-500		2000	2000		
5553	1c Allotments - improvements	0	0		0	0	0	8000	0	0	4000	
5554	1b Allotments - maintenance	891	200		200	0	-200	1600	0	0	1400	
	Total	36282	73960	20300	53660	53510	-150	35100	71260	11500	59760	26000

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**Department 6 - Heritage, Culture and Community Committee
Budget Projection based on Band D (22p per week increase)**

N/C	N/C Name	Actual 2017-2018	Anticipated Outturn Anticipated Balances				Earmarked Funds 0	Proposed Budget 2019-2020			Earmarked Funds 2019-2020
			Expense	Income	Balance	Budget		Variance	Expense	Income	
Heritage Activities											
Income											
4251	ps Guildhall hirings	-734	600	-600	-1000	-400		600	-600		
4724	Legacy/Donation	0	50	-50	-50	0		0	0		
4751	Guildhall wedding hirings	-1642	1800	-1800	-2500	-700		2500	-2500		
4752	Grant funding/Fees (Heritage)	-7344	1100	-1100	-5000	-3900		1000	-1000		
		-9720	0	3550	-3550	-8550		0	4100	-4100	
Expenditure											
5721	Volunteers' expenses	0	500	500	0	-500	1000	500	500		
5722	Event costs (was HC Marketing)	7975	7000	7000	10000	3000		7000	7000	2000	
5731	Marketing	2728	3500	3500	3400	-100	650	3000	3000	550	
5733	Licences (was HC Card Trans charges)	0	0	0	500	500	500	0	0		
5814	Guildhall licences	0	1500	1500	500	-1000	1000	500	500		
	Guildhall developments	0	0	0	2500	2500		0	0	2500	
		10702	12500	0	11000	16900	4400	3150	11000	0	
	Total	983	12500	3550	7450	8350	-600	3150	11000	4100	
									6900	5050	
St Anne's Chapel											
Income											
4531	Hire charges	0	0	0	0	0		0	0	0	
4532	Donations	-58	0	0	0	0		0	0	0	
4533	Event receipts	0	0	0	0	0		0	0	0	
		-58	0	0	0	0		0	0	0	
Expenditure											
5531	Electricity	6311	4500	4500	4500	0		4500	4500		
5533	Water	262	500	500	700	200		700	700		
5536	Alarms & security	690	750	750	750	0		750	750		
5537	Insurance	675	700	700	700	0		700	700		
5538	St Anne's repairs & development costs	976	0	0	0	0		0	0	0	
5539	Cleaning	173	190	190	190	0		200	200		
5525	St Anne's Lease (was event expenses)	15000	16500	16500	16500	0		15000	15000		
5535	Rates	479	0	0	0	0		0	0		
		24565	23140	0	23140	23340	200	0	21850	0	
	Total	24507	23140	0	23140	23340	200	0	21850	0	
									21850	0	
Grand Total											
		25490	35640	3550	30590	31690	-400	3150	32850	4100	
									28750	5050	

Barnstaple Town Council

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Department 7 - Staff Committee

Budget Projection based on Band D (22p per week increase)

N/C	N/C Name	Actual 2017-2018	Anticipated Outturn			Earmarked Funds 0	Proposed Budget 2019-2020			Earmarked Funds 2019-2020		
			Dr	Cr	Balance		Budget	Variance	Dr		Cr	Balance
5323	Staff mileage allowances	1590	2500		2500	1800	-700		2000		2000	
5324	Staff Training & expenses	3900	6000		6000	4750	-1250		4000		4000	
9027	Staff services & institute fees	790	1200		1200	1200	0	300	1200		1200	
9041	Staff Recruitment	656	1200		1200	400	-800	1500	1000		1000	700
9042	HR	1704	1619		1619	1800	181		1800		1800	
9043	Contingency				0	0	0				0	
	Total	8640	12519	0	12519	9950	-2569	1800	10000	0	10000	700

ROCK PARK TRUST

Budget Year 2019-2020

Budget Projection based on £82,000 Grant

N/C	N/C Name	Actual 2017-2018	Anticipated Outturn Anticipated Balances				Earmarked Funds 0	Proposed Budget 2019-2020			Earmarked Funds 2019-2020	
			Expense	Income	Balance	Budget		Variance	Expense	Income		Balance
4701	BTC grant transfer	-65200		67322	-67322	-67322	0		82000	-82000		
4770	Grants Income	0		0		-2000	-2000		0	0		
4771	Lodge Rent	-3640		3640	-3640	-3640	0		3640	-3640		
4772	Sports pitch hire	-690		480	-480	-800	-320		480	-480		
4773	Kiosk Rent	-2700		2700	-2700	-2700	0		2700	-2700		
4774	Park Hire	0		580	-580	0	580		0	0		
5423	War Memorial upkeep	0	0	0	500	500	1000	0	0	1500		
7001	Toilets/Kiosk electricity	392	1280	1280	750	-530		1320	1320			
7003	Toilets/Kiosk water	6245	2850	2850	2500	-350		3000	3000			
7012	Security	*	1669	1765	1765	0		1775	1775			
7013	Insurance		506	496	525	29		525	525			
7031	Cleaning	*	10444	10950	9700	-1250		10950	10950			
7032	Contract Maintenance	*	52904	58400	53500	-4900	4000	60100	60100			
7033	Trees		0	0	0	0	4000		0	500		
7034	Gym equipment		0	0	0	0		0	0			
7132	Sundry maintenance	*	17260	11000	7000	-4000	8500	7000	7000	4000		
7322	Legal & professional		220	150	0	-150		500	500			
7005	Lodge/Kiosk rates		196	202	222	20		225	225			
9231	Lodge maintenance		0	500	0	-500	2750	1500	1500	2250		
	Contribution to reserves			0	0	0		1925	1925	1925		
	Totals	17605	87593	74722	12871	0	-12871	20250	88820	88820	0	10175

Barnstaple Town Council

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Summary Sheet

Budget Projection based on Band D (22p per week increase)

	2017-2018	2018-2019	2018-2019	2018-2019	2019-2020			Earmarked	Total
	Actual	Anticipated	Budget	Earmarked	Expenditure	Income	Net		
Administration	452066.42	473154	458454	40550	513996		513996.00	5000	518996
Other Items	-7788.64	-6309	-7800		16000	24300	-8300.00		-8300
Grants	40227.35	54961	40000	6500	41000		41000.00		41000
Properties	76338	99043	56947	24150	140393	32150	108243.00	12300	120543
Buildings Review	11881	7000	30000	48000	18000		18000.00	51000	69000
Planning & Transportation					10000		10000.00		10000
Environment	36281.55	53660	53510	35100	71260	11500	59760.00	26000	85760
Staff	8639.98	12519	9950	1800	10000		10000.00	700	10700
Heritage, Culture & Com	983	7450	8350	3150	11000	4100	6900.00	5050	11950
St Anne's Chapel	24507	23140	23340		21850		21850.00		21850
	643134.67	724618	672751	159250	853499	72050	781449.00	100050	881499

Committee Totals

Finance & GP	560842.67	620849	547601	71200	711389	56450	654939.00	17300	672239
Buildings Review	11880.68	7000	30000	48000	18000		18000.00	51000	69000
Heritage, Culture & Com	25490	30590	31690	3150	32850	4100	28750.00	5050	33800
Planning					10000		10000.00		10000
Environment	36281.55	53660	53510	35100	71260	11500	59760.00	26000	85760
Staff	8639.98	12519	9950	1800	10000		10000.00	700	10700
Contribution from General Reserve							-13209.00		-13209
Local Council Tax Support Grant									
	643134.67	724618	672751	159250	853499	72050	768240.00	100050	868290.00

Band D

Band D tax base (2018-19)

110.16

6974.03

Previous Precepts/Council Support Tax Grant

Precept

LCTS Grant

2019-20	768240	13209
2018 -19	672751	26419
2017-18	640715	37012
2016-17	579177	47604
2015-16	482231	58195
2014-15	465792	68788
2013-14	465793	79708
2012-13	527065	
2011-12	517150	
2010-11	517180	
2009-10	507852	
2008-09	496997	
2007-08	447084	
2006-07	367891	

Earmarked Reserves

Nominal Code	Budget Name	2017-18	2018-19	2019-20	Purpose of proposed Earmarked Reserve for 2019-20
5120	Youth Council	1500	0		No longer needed
5124	Election expenses	7000	2500	5000	To cover the likelihood of a by-election in the first year
5125	Ward Budgets	5000	6500		Not needed in election year
5220	Mayor's Allowance	2500	3000		Budget allocation of £3500
5226	Hospitality	1000	700		Budget allocation of £500
5227	Ceremonial	1000	500		Budget allocation of £2500
5325	Subscriptions	0	2000		Budget allocation of £4500
5561	Special Events	2000	2000		Budget allocation of £6000
5814	Guildhall licences	500	1000		£500 saved each year to cover licence cost
9000	General Properties Reserve	18700	16300	11300	Provision for unforeseen emergency building repairs
9014	Health & Safety	0	3000		Budget allocation of £5500
9033	Rent Reviews	3500	3150	1000	Provision for legal advice e.g. renewal of leases
9039	Contingency	1900	29850		Remove £27350 covered by General Reserve
9112	Castle Centre - Security	0	0		Budget allocation of £500
9121	Castle Centre upgrading	8000	0		Budget allocation of £3000 (in 9132 Castle Centre repairs & upkeep)
9332	St John's repairs	2000	1700		Budget allocation of £4000
5520	Planted Areas (Grass & Floral Displays)	0	6600	6600	Additional grass cut if required due to adverse weather
5521	Square Maintenance	1000	1200		Budget allocation of £500
5565	Clean Neighbourhoods (TUOT)	1500	2500		budget line deleted
5569	Community projects	3900	2950	5000	EMR use to support Plastic Free could move reserve to budget in year
5575	Environment Training School	750	750		Not required
5576	Footpaths	3000	1300	1800	Grant from DCC for footpath maintenance
5577	Street Furniture - Benches/Litter Bins	7200	10200	7200	Environment Committee plan to spend on projects in 2019-20
5553	Allotments improvements	8000	8000	4000	Reserve reduced
5554	Allotments maintenance	2000	1600	1400	No budget allocation so may be needed in 2019-20
5721	Volunteer Expenses	0	1000		Budget allocation of £500
5722	Event costs (was HC Marketing)			2000	Budget allocation of £7000
5731	Heritage marketing	3400	650	550	Promotion of Heritage activities
5733	Licences	0	500		No longer needed
	Guildhall developments			2500	£2000 to come from properties reserve and £800 from Buildings review in 18-19
9027	Staff services & institute fees	0	300		Reserve no longer needed
9041	Staff recruitment	1000	1500	700	Provision in case of multiple vacancies in year
9037	Buildings Review	0	48000	51000	A reduction in this EMR may delay the bid to Heritage Lottery Fund
	Totals	86,350	159,250	100,050	