

# Okehampton Town Council Budget 2022/23

## PROPERTY

Draft 01/11/2021

### Note Expenditure

Note	Expenditure		Actual	Budget	Actual	Projected	Budget	Code	
			2020/21	2021/22	30/09/2021	2020/21	2022/23		
1	Salaries & pensions		22050	26265	10952	22810	25000	4001	201
-	Miscellaneous		5000	0	0	0	0	4105	201
2	Non Domestic(Business) Rates	TH	6961	7170	6961	6961	7170	4011	201
2	Non Domestic (Business) Rates	CH	3094	3187	3393	3393	3495	4011	202
3	Water Charges	TH	186	500	36	200	515	4012	201
3	Water Charges	CH/MH	3828	6500	733	4000	6695	4012	202/3
4	Gas & Electricity	TH	3117	3600	1271	3600	3960	4014	201
4	Gas & Electricity	CH	728	2000	374	2000	2200	4014	202
4	Gas & Electricity	MH	1087	2200	655	2200	2420	4014	203
5	Insurance	TH	2580	0	0	0	0	4025	201
5	Insurance	CH	4050	0	0	0	0	4025	202
5	Insurance	MH	3833	0	0	0	0	4025	203
6	Equipment Insp & Servicing	TH	3583	5000	1457	5000	5150	4037	201
7	Charter Hall Roof Replacement		0	0	0	50000	20000	4140	202
8	Legal & Professional		1863	6137	0	0	0	4055	201
9	Licensing (PRS, Events etc)	CH	459	800	11	11	0	4059	202
10	Clothing/PPE		80	80	0	80	100	4068	201
11	Cleaning		706	1000	248	600	1000	1049	201
12	General Maintenance	TH	1203	12797	1105	4000	0	4150	201
13	General Maintenance	CH	7025	7000	722	4000	4000	4150	202
14	General Maintenance	MH/LMH	820	3180	887	1500	0	4150	203
15	External Decoration	CH/MH/LMH	0	5000	0	5000	0	4168	
16	Fairplace WCs - Insurance		133	0	0	0	0	4025	311
17	Fairplace WCs - cleaning & supplies		8466	7250	0	7250	8500	4149	311
18	Fairplace WCs - repairs & maint.		805	1500	945	1500	1500	4150	311
19	Fairplace WCs - Water		794	3000	788	2000	2500	4012	311
20	Fairplace WCs - Electricity		426	600	239	500	500	4014	311
21	Ear Marked Reserves (see attached)		0	1500	0	0	2000		
22	Market Street WC's		7034	10000	497	8000	10000	4015	312
	<b>total</b>	<b>a</b>	<b>89911</b>	<b>116266</b>	<b>31274</b>	<b>134605</b>	<b>106705</b>		
<b>CAPITAL WORKS (PROJECTS)</b>									
23	Works (capital) - Kitchens/offices	TH	454	500	1821	1821	500	4402	201
	<b>total</b>	<b>b</b>	<b>454</b>	<b>500</b>	<b>1821</b>	<b>1821</b>	<b>500</b>		
	<b>total expenditure</b>	<b>a+b</b>	<b>90365</b>	<b>116766</b>	<b>33095</b>	<b>136426</b>	<b>107205</b>		
<b>Income</b>									
24	Town hall - rent		4200	2150	2050	2500	2500	1001	201
25	Town hall - hire		1230	500	1333	1000	500	1003	201
26	Street Trader/Farm Market Income		54	0	0	0	0	1004	203
27	Charter Hall - hire		800	500	1211	1500	500	1011	202
28	Lower Market Offices		4300	4000	2000	4800	4800	1017	203
29	Cinema recharge incl insurance		10577	5000	5506	5506	8000	1018	203
30	Cinema Rent		12500	12500	3125	12500	12500	1024	203
31	LM Hall - Rent		4900	5200	1300	5200	5200	1029	203
32	Donations		0	0	0	0	0	1020	202
32	Misc income	TH	0	0	0	0	0	1080	201
32	Misc income	CH	0	0	0	0	0	1080	202
32	Misc income - Market Street	WC's	600	0	0	0	0	1080	312
32	Misc income - Fairplace	WC's	600	0	0	0	0	1080	311
32	Fairplace WC's Donations			1200	0	0	0	1020	311
	<b>total income</b>	<b>c</b>	<b>39761</b>	<b>31050</b>	<b>16525</b>	<b>33006</b>	<b>34000</b>		
	<b>Tax charge / net income</b>	<b>(a+b)-c</b>	<b>50604</b>	<b>85716</b>	<b>16570</b>	<b>103420</b>	<b>73205</b>		

notes

- 1 3% had been budgeted for in 2021/22. As of 18/10/21 the pay increase for 2021/22 has not been finalised. This makes budgeting for 2022/23 particularly difficult. In addition to the % increase employee and employer National insurance contributions are increasing by 1.5% and the employer pension contribution is projected to increase by 2% An increase of 5% on the projected year end figure is recommended to allow for % increase as well as the NIC impact
- 2 3% increase recommended on actual figure for 2021/22
- 3 2020/21 and 2021/22 expenditure impacted by pandemic lockdown. Recommend 3% increase
- 4 Recommend 10% increase because of volatile market
- 5 Insurance now combined within P&R budget
- 6 2020/21 and 2021/22 expenditure impacted by pandemic lockdown. Recommend 3% increase
- 7 Work due to be completed in 2022 - cost not yet known. 21/22 budget transferred from EMR's. spend is from Earmarked fund. Add funding for 2022/23
- 8 Recommend that £2000 is rolled forward into next years budget from remaining funds
- 9 Credited for 2020/21 small adjustment for 2021/22 due to the pandemic. Recommend rolling over remaining budget to 22/23 meaning no additional funds needed to be raised
- 10 Small increase due to rising costs
- 11 Reduced use of facilities resulted in decrease costs
- 12 Includes rolled over funds that remained at year end in the 2019/20 budget. Recommend roll over remaining funds at year end to 22/23, meaning no additional budget needs to be raised
- 13 Recommend budget amount plus rolling over remaining funds to assist with internal decorations or roof if needed
- 14 Rollover remaining budget to 22/23
- 15 External decoration as part of roofing work - roll over any remaining funds
- 16 combined into one budget under P&R
- 17 contracted currently through WDBC - increase by 3%
- 18 repair costs unknown
- 19 decreased expenditure due to pandemic
- 20 Slight decreased on actual usage, but cautious due to rising utility costs
- 21 -
- 22 maintenance work to replace locks, redecorate etc needed
- 23 Nominal amount for anything that may be needed
- 24 rental income
- 25 anticipated reduced hire income due to roofing work
- 26 no current traders
- 27 anticipated reduced hire income due to roofing work
- 28 rental income
- 29 anticipated reduce recharge due to decrease pandemic affect footfall
- 30 rental income
- 31 rental income
- 32 none anticipated

# Okehampton Town Council

Earmarked Reserves (EMR) - draft 01/11/2021

PROPERTY			2021/22			2022/23	
Notes	a/c	Detail	EMR 2021/22	Budget remaining at 30/09/2021	Projected Year End Remaining £	Add	EMR TOTAL
1	321	Town Hall Boiler	3000	3000	3000	1000	4000
2	322	Charter Hall Foyer	2500	2500	2500	0	2500
3	344	Charter Hall Toilets Refurb	5000	5000	5000	0	5000
4	348	Sinking Fund - Property Repairs TH, CH, MH	20000	20000	20000	0	20000
5	352	Roof Repair/Replacement CH	104083	50725	50725	0	50725
6	353	Electrical Installation - Insp, Maint & Display Energy Cert	7000	7000	7000	0	7000
7	354	Offices Refurbishment	2500	2500	2500	0	2500
8	359	Devolved Responsibilities Contingency (e.g. public toilets)	40000	40000	40000	0	40000
9	365	Charter Hall Internal Decoration	25000	25000	25000	0	25000
10	366	Council Chamber Ceiling	3000	3000	3000	0	3000
11	368	Charter Hall Public Address System & Projector Screen	5000	4179	4179	0	4179
12	369	Council Chamber Public Address System & Projector Screen	1000	0	0	0	0
13	370	Asset Investment	95000	95000	95000	0	95000
14		Town Hall Window Replacement	0		0	1000	1000
			313083	257904	257904	2000	259904

**Notes**

- Increase annually for future repairs and replacement
- carpet will need to be replaced in time
- Decoration will be needed over time. Ladies may need reconfiguration and male urinal replacement
- Property sinking fund
- Roof replacment project ongoing - anticipated work will take place in 2022 - cost unknown
- Inspections required 3 or 5 yearly
- No planned work at this time but offices will need decoration/replacement flooring in future
- Both sets of toilets require maintenance, particularly market street with replacement locks and woodwork repairs
- Redecoration and other work on completion of roofing work
- Repairs to ceiling and redecoration needed
- Projector and screen replaced. Address system will need reviewing
- no longer needed
- ongoing fund for when an appropriate investment opportunity arises
- Windows are beginning to deteriorate. Building is Grade II listed and in a conservation area meaning widows will have to be specially made