## Okehampton Town Council Budget 2023/24

## ADMINISTRATION

Notes  1 Salaries & Pensions 85322 94605 43202 95854 100700 2 Staff Training/Conference 5746 5660 2363 5600 1500 4009 1 3 Staff Travel 309 400 283 350 100 401 1 4 Telephone 1386 1200 747 1760 1850 4021 1 5 Printing, Post & Stationery 1116 1000 417 1000 1100 4023 1 7 Insurance (all areas) 1 8864 900 226 2163 2200 4025 1 8 Photocopier 8 864 800 428 1042 1230 4026 1 9 Advertising/Recruitment 733 600 224 260 600 4031 1 10 Marketing 11 Bank Charges & A/c maintenance 366 350 199 478 500 4051 1 11 Bank Charges & A/c maintenance 366 350 199 478 500 4051 1 12 Legal & Professional Fees 22 4000 2000 2000 2000 4055 1 13 Audit Fees (Internal and External) 14 IT: maintenance, software & licenses 15 Clothing/PPE 76 100 110 110 100 4088 1 17 CCTV 35326 5200 1218 5200 6000 451 1 18 Ear Marked Reserves (see attached) 10 CCTV 17 Bid Feasibility 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0		Expenditure		Actual	Budget	Actual	Projected	Budget	code
Salaries & Pensions	Notes								
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Staff Travel   309   400   283   350   100   4010   101   101   100   101   101   100   101   101   100   100	2	Staff Training/Conference							
Telephone		_		309					
5 Printing, Post & Stationery 6 Subscriptions 7 Insurance (all areas) 8 Photocopier 9 Advertising/Recruitment 10 Marketing 11 Bank Charges & A/c maintenance 12 Legal & Professional Fees 12 2 4000 2000 2000 2000 4055 13 Audit Fees (Internal and External) 15 Clothing/PPE 16 Miscellaneous 17 CCTV 18 Bid Feasibility 17 CCTV 18 Bid Feasibility 18 Capital 19 Capital purchases 10 Capital 10 Capital 11 Equipment 10 Capital 11 Capital served to an income 11 Bass22 158776 92050 158979 175830 10 Capital 11 Capita Received 10 O O O O O O O O O O O O O O O O O O O	4	Telephone		1386					
Subscriptions   2023   2163   2106   2163   2200   2201   10842   19	5	Printing, Post & Stationery		1116					
Total expenditure   About 1   Abou	6	Subscriptions		2023					
9 Advertising/Recruitment 733 600 224 260 600 4031 1 10 Marketing 2031 3000 648 2000 2000 4032 1 11 Bank Charges & A/c maintenance 366 350 199 478 500 4051 1 12 Legal & Professional Fees 22 4000 2000 2000 2000 4055 1 13 Audit Fees (Internal and External) 1760 2000 385 1770 1600 4057 1 14 IT: maintenance, software & licenses 5587 5000 3913 5600 5850 4058 1 15 Clothing/PPE 766 1000 1110 110 100 4088 1 16 Miscellaneous 3570 0 500 500 0 4105 11 17 CCTV 35326 5200 1218 5200 6000 4141 1 18 Ear Marked Reserves (see attached) 13000 13000 2500 13000 2500 13000 2500 13000 2500 13000 13000 2500 13000 13000 2500 13000 13000 2500 13000 13000 2500 1000 15000 15000 1500 1500 1500	7	Insurance (all areas)		18368	19258	19842			
10   Marketing	8	Photocopier		864	800	428	1042	1230	4026 10
Bank Charges & A/c maintenance   366   350   199   478   500   4051   11   12   12   13   14   14   15   14   15   15   15   15	9	Advertising/Recruitment		733	600	224	260	600	4031 10°
11   Bank Charges & A/c maintenance   366   350   199   478   500   4051   1000   1000   1000   20	10	Marketing		2031	3000	648	2000	2000	4032 10
13 Audit Fees (Internal and External) 1760 2000 385 1770 1600 14 IT: maintenance, software & licenses 15 Clothing/PPE 16 100 110 110 100 17 CCTV 18 Bid Feasibility 19 Capital 19 Capital 20 IT equipment 20 Total expenditure 21 Miscellaneous Income 21 Miscellaneous Income 22 Donations 23 Precept 29 Froe pt 29 Total Received 25 Insurance Refund 26 Interest received - bank/Bldg Soc 27 Investment Income 2	11	Bank Charges & A/c maintenance		366	350	199			
IT: maintenance, software & licenses   5587   5000   3913   5600   5850   4058   1	12			22	4000	2000	2000	2000	4055 10°
15   Clothing/PPE   76   100   110   110   100   4068   110   110   100   4068   110   110   100   4068   110   110   100   4068   110   110   100   4068   110   110   100   4068   110   110   100   4068   110   110   100   4068   110   110   100   4068   110   110   100   4068   110   110   100   4068   110   110   100   4068   110   110   100   100   10	13	Audit Fees (Internal and External)		1760	2000	385			
Miscellaneous   3570   0   500   500   0   4105   1176   1176   1178	14	IT: maintenance, software & licens	es	5587	5000	3913			
Miscellaneous   3570   0   500   500   0   4105   1176   1178	15	Clothing/PPE		76	100	110			
17   CCTV   35326   5200   1218   5200   6000   17   18   18   18   18   18   18   18	16	Miscellaneous		3570	0	500			
Bid Feasibility	17	CCTV		35326	5200	1218		6000	4141 10
total a 164605 158276 91585 158529 174830  Capital  Capital  Capital purchases  IT equipment  Total expenditure a+b lass22 158776 92050 158979 175830 lncome  Miscellaneous Income 4070 0 0 0 0 1020 1020 1022 Donations 23700 0 0 0 0 0 0 1020 1022 Precept 295708 313086 313086 313086 1176 1186 1186 1186 1186 1186 1186 11	17a	Bid Feasibility		0	0				
Capital           19 Capital purchases         23717         0         0         0         4401         10           20 IT equipment         0         500         465         450         1000         4403         10           Total expenditure         a+b         188322         158776         92050         158979         175830           Income         21 Miscellaneous Income         4070         0         0         0         0         1020         10           22 Donations         23700         0         0         0         0         1020         10           23 Precept         295708         313086         313086         313086         1176         10           24 Grants Received         0         0         0         0         0         1021         10           25 Insurance Refund         0         600         0         600         0         1041         10           26 Interest received - bank/Bldg Soc         708         800         1290         1290         700         1190         10           27 Investment Income         0         250         74         74         250         1191         10     <	18	Ear Marked Reserves (see attache	ed)		13000	13000	13000		
Capital           19 Capital purchases         23717         0         0         0         4401         10           20 IT equipment         0         500         465         450         1000         4403         10           Total expenditure         a+b         188322         158776         92050         158979         175830           Income         21 Miscellaneous Income         4070         0         0         0         0         1020         10           22 Donations         23700         0         0         0         0         1020         10           23 Precept         295708         313086         313086         313086         1176         10           24 Grants Received         0         0         0         0         0         1021         10           25 Insurance Refund         0         600         0         600         0         1041         10           26 Interest received - bank/Bldg Soc         708         800         1290         1290         700         1190         10           27 Investment Income         0         250         74         74         250         1191         10     <									
Capital   Capital purchases   23717   0   0   0   4401   10   10   10   10		total	а	164605	158276	91585	158529	174830	
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total         b         23717         500         465         450         1000           Total expenditure         a+b         188322         158776         92050         158979         175830           Income         4070         0         0         0         0         0         1080         10           21         Miscellaneous Income         4070         0         0         0         0         0         0         1020         10           22         Donations         23700         0         0         0         0         0         1020         10           23         Precept         295708         313086         313086         313086         1176         10           24         Grants Received         0         0         15000         15000         0         1021         10           25         Insurance Refund         0         600         0         600         0         1041         10           26         Interest received - bank/Bldg Soc         708         800         1290         7290         700         1190         10           27         Investment Income         0         250 <t< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>1000</td><td></td></t<>								1000	
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Total expenditure   a+b   188322   158776   92050   158979   175830		total	h	23717	500	165	450	1000	
Income   21   Miscellaneous Income   4070   0   0   0   0   1080   102		totai	D	25717	300	403	450	1000	
Income   21   Miscellaneous Income   4070   0   0   0   0   1080   102		Total expenditure	a±h	100222	150776	02050	150070	175020	
Miscellaneous Income   4070   0   0   0   1080   10   10   10   10			arb	100322	130770	92050	150979	173630	
22 Donations       23700       0       0       0       0       1021       1020       1021       1020       1021 <t< td=""><td>21</td><td></td><td></td><td>4070</td><td>ما</td><td>01</td><td>0</td><td>0</td><td>1000 101</td></t<>	21			4070	ما	01	0	0	1000 101
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<u>l ax charge / net income</u> (a+b)-c -135864  -155960  -237400  -171071 174880					7				
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V2 **DRAFT 27/10/2022** 

## Notes Figures for agreed 2022/23 budget include rolled over sums

- Updated figures- budget figure for 2022/23 included an estimated 5% salary increase so the projected year end figure has been estimated with an additional 5% increase instead of the previously noted 10%. 23/24 figure is with a further 5% increase
- 2 Amount could increase if training request is approved
- 3 Staff travel is reduced with most meetings/event now virtual, however this is partly dependant on training approved/requirements
- 4 Increase in costs + 5% estimated increase for 2023/24
- 5 Postage and paper in particular have increased in cost 10% added for 2023/24
- Subscription of Guild of Mace Bearers reduced this year due to covid. DALC formula for calculation of subscriptions is changing, OTC's fee for 2023/24 is likely to increase from £863 to £966.67. Others are also likely to increase. Potential to consider cancelling subscriptions to Rural Services Partnership Network (£113) and Zoom (119.90) saving £232.90 removing the need to increase the budget as much.
- Recommended that the insurance figure is at least increased by 100% in line with increases other Councils have
- 9 Advertising of events and recruitment of staff/councillors
- 10 Would like to purchase a gazebo for events from the 2022/23 budget
- 12 £2000 towards joint Placemaking project (BID Feasibility)
- 13 External audit fee reducing, internal fee remaining as existing
- 16 Funds transferred to British Red Cross for Ukraine Crisis from donations received
- 17a 50% of Stage 1 BID feasibility study
- 18 £13000 added to EMR

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- Purchase of replacement UPS for IT/Phone system. Suggest purchase of additional laptop in case of working from home requirement and the need for additional equipment for recording of meetings
- 23 Precept for 2023/24 to be resolved by Full Council in January 2023
- 24 £15,000 grant received from PCC for CCTV Scheme recommended this is moved to EMR 329
- Low claims income usually received near the end of the financial year. No income assumed for 2023-24 as a new insurance deal is required to be sought and agreed for 1 April 2023
- 27 Investment with Tamar Energy interest at 5%. Part year interest received in 22/23, full year anticipated in 2023/24