

Okehampton Town Council Budget 2023/24

PROPERTY

Draft 23/11/2022 V2

Note Expenditure

			Actual	Budget	Actual	Projected	Budget	Code	
			2021/22	2022/23	31/10/2022	2022/23	2023/24	(Office use)	
1	Salaries & pensions		22598	25000	15024	25000	26250	4001	201
2	Non Domestic(Business) Rates	TH	6961	7170	6961	6961	7000	4011	201
3	Non Domestic (Business) Rates	CH	3393	3495	3393	3393	3400	4011	202
4	Water Charges	TH	86	515	61	150	200	4012	201
5	Water Charges	CH/MH	1887	6695	1290	3100	3100	4012	202/3
6	Gas & Electricity	TH	3841	3960	1719	4344	8690	4014	201
7	Gas & Electricity	CH	962	2200	426	2200	4400	4014	202
8	Gas & Electricity	MH	1815	2420	1306	2420	4860	4014	203
9	Inspections	TH	2572	5150	4250	5150	5300	4037	201
10	Charter Hall Roof Replacement		15783	20000	4086	20000	20000	4140	202
11	Legal & Professional		0	2000	90	500	2000	4055	201
12	Licensing (PRS, Events etc)	CH	11	789	1264	1264	1300	4059	202
13	Clothing/PPE		29	100	21	131	100	4068	201
14	Cleaning		834	1000	20	500	500	4149	201
15	General Maintenance	TH	2138	10659	924	2000	2000	4150	201
16	General Maintenance	CH	1771	9229	344	1000	1000	4150	202
17	General Maintenance	MH/LMH	1713	1467	550	1000	1500	4150	203
18	External Decoration CH/MH/LMH		0	5000	0	0	0	4168	202
19	Fairplace WCs - cleaning & supplies		6665	8500	0	8500	9000	4149	311
20	Fairplace WCs - repairs & maint.		2074	1500	610	1500	1600	4150	311
21	Fairplace WCs - Water		1747	2500	1446	3000	3000	4012	311
22	Fairplace WCs - Electricity		468	500	196	650	1300	4014	311
23	Market St WCs - cleaning & supplies		9300	10000	4790	10000	6500	4015	312
24	Market St WCs - repairs & maint.		0	0	0	0	1600		
25	Market St WCs - Water		0	0	0	0	5700		
26	Market St WCs - Electricity		0	0	0	0	11140		
27	Ear Marked Reserves (see attached)			2000	2000	2000	29000		
	total	a	86648	131849	50771	104763	160440		
	CAPITAL WORKS (PROJECTS)								
28	Works (capital) - Kitchens/offices	TH	2367	500	0	0	500	4402	201
	total	b	2367	500	0	0	500		
	total expenditure	a+b	89015	132349	50771	104763	160940		
	Income								
29	Town hall - rent		4200	2500	2291	4200	4200	1001	201
30	Town hall - hire		2020	500	2390	1500	500	1003	201
31	Charter Hall - Alcohol Licence		100	0	80	140	100	1006	202
32	Charter Hall - hire		4641	500	1811	1000	500	1011	202
33	Lower Market Offices - rent		4000	4800	2000	4000	4000	1017	203
34	Cinema recharge incl insurance		5506	8000	0	8000	8000	1018	203
35	Cinema Rent		12500	12500	12058	12500	12500	1024	203
36	Lower Market Hall - Rent		5200	5200	2600	5200	5200	1029	203
37	Charter Hall Roof Donations		0	0	260	260	0	1081	202
	total income	c	38167	34000	23490	36800	35000		
	Tax charge / net income	(a+b)-c	50848	98349	27281	67963	125940		

notes

- 1 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. 23/24 figure is with a further 5% increase
- 2 Not likely to be a large increase
- 3 Not likely to be a large increase
- 4 Budget Workshop recommended budget
- 5 Budget Workshop recommended budget
- 6 Budget recommended to be increased by 100% at Budget WorkshopBudget recommended to be increased by 100% at Budget Workshop
- 7 Budget recommended to be increased by 100% at Budget Workshop
- 8 Budget recommended to be increased by 100% at Budget Workshop
- 9 Cost increases likely to be forthcoming
- 10 Recommended to include at least £20,000 in budget and to roll forward any funds remaining
- 11 Solicitors and other professional fees likely to be incurred for ongoing leases etc
- 12 Licence cost has increased - figure in 2021/22 was low due to Covid reductions
- 13 minimal expense projected
- 14 Costs were higher in 2021/22 due to covid requirements
- 15 Recommend remaining funds at year end are rolled over as work will be required in conjunction with or after the roofing work has been completed
- 16 Recommend remaining funds at year end are rolled over as work will be required in conjunction with or after the roofing work has been completed
- 17 minimal expense projected
- 18 Recommend remaining funds at year end are rolled over as work will be required in conjunction with or after the roofing work has been completed
- 19 Costs are awaited from WDBC for cleaning contract
- 20
- 21 Budget increase suggested by Budget workshop attendees
- 22 Electricity budget increased by 100%
- 23 Costs are awaited from WDBC for cleaning contract
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- 25 Budget increase suggested by Budget workshop attendees
- 26 Electricity budget increased by 100%
- 27 See list of EMR's
- 28 Work to improve reception security required at some time
- 29 Lease to DCC Registration Service
- 30 Room hire fees
- 31 Income from approved Alcohol Sale events
- 32 Room hire fees
- 33 Income from leased premises
- 34 Recharge of costs to the Cinema
- 35 Income from leased premises
- 36 Income from leased premises
- 37 Sponsor a slate appeal

Okehampton Town Council

Earmarked Reserves (EMR)

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PROPERTY			2021/22			2022/23	
Notes	a/c	Detail	EMR 2022/23	Budget remaining at	Projected Year End Remaining £	Add	EMR TOTAL
1	321	Town Hall Boiler	4000	4000	4000	1000	5000
2	322	Charter Hall Foyer (carpet)	2500	2500	2500	0	2500
3	344	Charter Hall Foyer (Toilets)	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	95300	91214	85214	20000	105214
6	353	Electrical Installation - Insp, Maint	7000	7000	1000	2000	3000
7	354	Office Refurbishment	2500	2500	2500	1000	3500
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	4179	4179	4179	0	4179
12	370	Asset Investment	95000	95000	95000	0	95000
13	375	Town Hall Window Replacement	5000	5000	5000	5000	10000
			308479	304393	292393	29000	321393

Notes

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