

DEMOCRATIC

Expenditure		Actual 2024/25	Budget 2025/26	In Year Adjustments	Budget Total	Actual at 01/08/2025	Projected 2025/26	Budget 2026/27
Notes								
1	Mayor's expenses	1,771	2,500	624	3,124	351	2,500	2,500
2	Civic Regalia	8,713	6,000	105	6,105	231	6,305	250
3	Civic functions	493	1,000	-	1,000	296	1,000	1,000
4	Councillor training & expenses	81	500	-	500	135	500	500
5	Miscellaneous	114	-	-	-	-	-	-
6	Commemorative/Charter Celebrations	1,073	500	867	1,367	1,051	1,300	750
7	Earmarked Reserves (see attached)	2,000	2,000	-	2,000	2,000	2,000	-
	Total expenditure	14,245	12,500	1,596	14,096	4,064	13,605	5,000
Income								
8	Grants Received	-	-	-	-	-	-	-
9	Jubilee donations/Misc Income	-	-	-	-	-	-	-
10	Misc income, Donations	-	-	-	-	-	-	-
	Total income	-	-	-	-	-	-	-
	Tax charge / net income	14,245	12,500	1,596	14,096	4,064	13,605	5,000
Grants Expenditure								
11	Grants	27,556	28,000	-	28,000	15,765	28,000	29,000
11.1	Trustees of St James' Chapel	1,000	1,000	-	1,000	1,000	1,000	1,000
12	Town Centre Business Grant Initiative	3,387	-	-	-	-	-	-
13	Allotments	-	5,000	-	5,000	-	5,000	2,500
	Total expenditure	31,943	34,000	-	34,000	16,765	34,000	32,500
Income								
14	Misc	-	-	-	-	-	-	-
	Total income	-	-	-	-	-	-	-
		46,188	46,500	1,596	48,096	20,829	47,605	37,500

Notes

- 1 Cost of Past Mayors Badge to be recovered from each receiving Mayor's budget, if required, and credited to Regalia EMR to rebuild reserve for future purchases. (Full Council 28/11/2022 Min Ref 483)
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- 10 £1000 to be set aside within the Grant nominal code (4025/104) for St James' Chapel - amount to be reviewed annually
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- 12 Allotments to become Council responsibility from Autumn 2026 - further budget allocation within Parks
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ADMINISTRATION (P&R)

Expenditure		Actual 2024/25	Budget 2025/26	In Year Adjustments	Budget Total	Actual at 01/08/2025	Projected 2025/26	Budget 2026/27
Notes								
1	Salaries & Pensions (Office staff x 3)	103,569	106,460	0	106,460	35,911	104,500	106,460
2	Staff Training/Conference	6,612	5,000	0	5,000	2,222	5,000	5,000
3	Staff Travel	415	300	0	300	154	300	1,300
4	Telephone	1,976	2,000	0	2,000	533	2,000	2,000
5	Printing, Post & Stationery	1,366	1,000	0	1,000	360	1,000	1,000
6	Subscriptions	3,302	2,700	0	2,700	3,700	6,500	7,000
7	Insurance (all areas)	20,814	21,000	0	21,000	20,505	20,505	21,000
8	Photocopier	1,458	1,350	0	1,350	641	1,350	1,350
9	Advertising/Recruitment	744	500	0	500	390	500	500
10	Marketing	1,847	2,000	0	2,000	266	2,000	2,000
11	Bank Charges & A/c maintenance	385	420	0	420	249	500	500
12	Legal & Professional Fees	868	2,000	0	2,000	1,136	2,000	2,000
13	Audit Fees (Internal and External)	2,155	2,150	0	2,150	2,075	2,475	2,500
14	IT: maintenance, software & licenses	8,046	6,700	0	6,700	5,652	9,000	8,000
15	Clothing/PPE	18	75	82	157	46	150	150
16	CCTV	4,309	6,000	0	6,000	2,413	6,000	6,000
17	Bid Feasibility	3,329	0	0	0	0	0	0
18	Youth Council	528	150	0	150	101	150	150
19	Community Governance Boundary Review	0	0	1,500	1,500	0	0	0
20	Ear Marked Reserves (see attached)	500	5,500	0	5,500	39,142	39,142	0
	total a	162,241	165,305	1,582	166,887	115,496	203,072	166,910
	Capital							
21	IT equipment	2,088	500	0	0	12	12	2,500
	total b	2,088	500	0	500	12	12	2,500
	Total expenditure a+b	164,329	165,805	1,582	167,387	115,508	203,084	169,410
	Income							
22	Miscellaneous Income	2,319	0	0	0	0	0	0
23	Grants Received	7,852	0	0	0	0	0	0
24	Insurance Refund	469	0	0	0	0	0	0
25	Interest	26,101	12,000	0	0	3,255	6,500	13,000
26	Investment income	6,902	250	0	0	6,410	10,000	250
	total income c	43,643	12,250	0	0	9,665	16,500	13,250
	Tax charge / net income (a+b)-c	120,686	153,555	1,582	167,387	105,843	186,584	156,160
27	Precept	444,996	257,313	0	257,313	228,657	257,313	

Notes - Administration

- 1 2026/27 pay award unknown - 5% for budgeting purposes £105,383 (leave as remaining)
- 2 Some refunded by Clerk for Community Governance course in accordance with agreement
- 3 Increase budget for apprentice travel to college
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- 6 New subscription in 2025/26 to Peninsula HR & H&S (5 year contract)
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- 16 solar system?
- 17 BID created 2024 - budget no longer required
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- 19 Rollover remaining funds to 2026/27
- 20 See Earmarked Reserves for information
- 21 Provision for replacement IT programme
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- 25 income allocation to be checked
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Okehampton Town Council

Earmarked Reserves (EMR) 2026/27

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POLICY & RESOURCES - ADMINISTRATION & DEMOCRATIC			2025/26		2026/27	
Notes	a/c	Detail	EMR	Budget remaining at 1/8/25	Projected Year End Remaining £	Add/Remove EMR PROJECTED TOTAL
<u>Administration</u>						
1	329	CCTV Town and Park	16911	16911	16911	0
2	346	Rail Resilience Contingency	1207	1207	1207	-1207
3	347	Neighbourhood Plan Support (Localism)	11108	11108	11108	0
4	367	IT/Email Upgrade	4500	4500	4500	1000
5	373	Climate Change	917	917	917	0
6	376	Christmas Lights	10000	10000	10000	-10000
			44643	44643	44643	-10207
<u>Democratic</u>						
7	357	Election/Referendum	2887	4887	4887	2000
8	374	Civic Regalia and Clothing	1000	1000	1000	0
			3887	5887	5887	2000
			48530	50530	50530	-8207
Notes						42323
1	Repair/replacement					
2	Not Required. Move to EMR Burial Ground Purchase					
3	Will be needed for a referendum at a later date					
4	Funding to be built up for future repairs/replacements					
5	Towards any future requirements or actions that need to be taken					
6	Christmas lights transferred to BID ownership - Move funds - £2000 to EMR 357 and £8000 to Burial Ground Purchase					
7	Fund required in the event of an election in 2027 or the need for a by-election in the event of a casual vacancy					
8	Past Mayors badges to be purchased by Mayors if required (from 2023/24 Mayor (23/24 - 25/26 = 1 Mayor, £105)					
	Highlighted figure added to budget requirement or redistributed to other EMRs					
	2025/26 figure will equal 24/25 year end figure, plus any addition where indicated so actual budget may vary slightly from this figure					