

BRAUNSTONE TOWN COUNCIL

MINUTES OF THE COUNCIL MEETING

18TH NOVEMBER 2021 at 8.00PM

PRESENT: Councillor Darshan Singh (Town Mayor), Councillor Satindra Sangha (Deputy Town Mayor) and Councillors Anthea Ambrose, Shabbir Aslam, Nick Brown, Alex Dewinter, Sam Fox-Kennedy, Amanda Hack, Sohan Johal, Leanne Lee, Rebecca Lunn-Scoppie, Sam Maxwell, Phil Moitt, Tracey Shepherd, Christiane Startin-Lorent, Marion Waterton and Robert Waterton.

Officer in Attendance: Mr Darren Tilley, Executive Officer & Town Clerk and Mrs Pauline Snow, Deputy Executive Officer & Community Services Manager

There were no members of the public present at the meeting.

COUNCILLOR DARSHAN SINGH, TOWN MAYOR, IN THE CHAIR

5977 Apologies

Apologies for absence were received from Councillors Ajmer Basra, Parminder Basra, Paul Kennedy and Dipen Nathwani.

5978 Disclosures of Interest

There were no disclosures of any Disclosable Pecuniary or Non-Pecuniary Interests by Members.

5979 Public Session

In accordance with Standing Order 3.6, members of the public may attend the meeting for the purpose of making representations, giving evidence or answering questions in respect of any item of business included on the agenda.

There were no members of the public present at the meeting.

5980 Minutes

The Minutes of the Meeting of Braunstone Town Council held on 23rd September 2021 were circulated (item 4 on the agenda).

It was proposed by the Town Mayor and seconded by the Deputy Town Mayor and was

RESOLVED that the Minutes of the Meeting of Braunstone Town Council held on 23rd September 2021 be approved and signed by the Chairperson as a correct record.

5981 Medium Term Priorities and Financial Planning

The Council received a report setting out the context for the Council's medium-term priorities and financial planning, alongside the Treasury Management, Investment and Reserves Strategy (item 5 on the agenda).

It was proposed by Councillor Nick Brown and seconded by Councillor Amanda Hack and was

RESOLVED

1. that the current projections attached at Appendix 1, based on known financial pressures identified in the report, be noted;
2. that the Council's Priorities and Objectives, attached at Appendix 2, be used as the basis for calculating the annual budget and any external funding sought;
3. that the Council's General Reserves be used to invest in infrastructure and assets and in the development and remodelling of services, including the Town Council's operations; and
4. that the Financial, Treasury Management, Investment and Reserves Strategies, as set out in the report, be adopted.

Reasons for Decision

1. *To provide a foundation for preparing budget estimates for 2022/2023 and beyond.*
2. *To ensure the Council focusses its activity and spending on its key priorities and objectives given the future financial uncertainties.*
3. *To ensure the highest possible standards within the resources available in the future.*
4. *To effectively manage the Council's cash flows, borrowing and investments, taking into account the associated risks.*

5982 Announcements

a) Town Mayor

The Town Mayor, Councillor Darshan Singh, announced that on 25th September he presented a clock to Senior Grounds man, Ian Kennett for 25 years' service to the Town Council.

On 21st October he hosted a thank you event for the Covid-19 Community Response volunteers.

The Festival of Remembrance, held at De Montfort Hall on 30th October, was attended by the Town Mayor along with the Armistice Day service at Braunstone Civic Centre Memorial Garden and the Remembrance Sunday Service at St Crispin's Church on 14th November.

On Saturday 20th November the Town Mayor would be hosting the annual Christmas Craft Fair at Braunstone Civic Centre and would be running a stall to raise funds for his chosen charity – Macmillan.

b) Leader of the Council

The Leader of the Council, Councillor Nick Brown reported that he had no announcements to make.

c) Executive Officer & Town Clerk

The Executive Officer & Town Clerk announced that a problem had been encountered with the heating system in the Civic Centre. The Council's Business Continuity Plan and the Urgency Policies had been activated to deal with the matter. The boiler had been replaced and was now fully working.

5983 Questions from Councillors

No questions had been submitted.

5984 Reports of Standing Committees: Community Development Committee – 8th October 2021

Council received the Report of the Community Development Committee meeting held on 7th October 2021 (p7287 – p7293).

Page 7289, Minute 42 – Crime Statistics

Councillor Amanda Hack enquired if the new Police Sergeant would be attending the meeting of the Community Development committee on 9th December 2021. It was confirmed that he would be attending.

It was moved by Councillor Anthea Ambrose and

RESOLVED that the Report be adopted.

5985 Reports of Standing Committees: Policy & Resources Committee – 28th October 2021

Council received the Report of the meeting of Policy & Resources Committee held on 28th October 2021 (p7294– p7304).

Page 7295, Minute 43 – Shakespeare Park – Improvement & Development

Councillor Nick Brown enquired if the contractor undertaking the refurbishment of the Tennis Court had confirmed the appointment. It was noted that the Purchase Order had been forwarded and confirmation was awaited.

Page 7301, Minute 56 – Carbon Audit

Councillor Nick Brown advised councillors that if they had not responded to the questionnaire regarding their mode of transport to and from Town Council business, to do so as soon as possible.

Page 7302, Minute 59 – Conversion of Lighting to LED – Braunstone Town Library

Councillor Amanda Hack enquired if the grant application to the Shire Environment Grant would be considered in the forthcoming round. It was confirmed that it would be.

It was moved by Councillor Nick Brown and

RESOLVED that the Report be adopted.

5986 Reports of Standing Committees: Planning & Environment Committee – 4th November 2021

Council received the Report of the Planning & Environment Committee meeting held on 4th November 2021 (p7305– p7319).

Page 7317, Minute 56 – Draft Character Appraisal for Braunstone Village

Councillor Sam Maxwell advised a motion would be submitted to Blaby District Council to support the process for considering a conservation area in Braunstone Village.

Councillor Robert Waterton advised that details of the proposed conservation area had been included in the November edition of the Braunstone Life along with a survey of residents' views on the proposal.

It was moved by Councillor Robert Waterton and

RESOLVED that the Report be adopted.

5987 Motions on Notice

No Motions on Notice had been submitted.

5988 Sealing of Documents

There were no documents for sealing.

5989 County and District Councillor Reports

a) Leicestershire County Council

Apologies had been received from Councillor Louise Richardson, as County Councillor for Enderby and Lubbethorpe Division.

Councillor Amanda Hack, as County Councillor for Braunstone Division, reported on the following matters:

The County Council had reported a budget deficit in both social care and education that would have a huge impact on residents. The Covid-19 pandemic had highlighted many more people in need of social care and long-term Covid-19 was now having an impact.

Budgets for schools were also in deficit with Leicestershire County schools having the most poorly funded total per student. Less services were now available for pupils with special needs due to budget pressures.

Leicestershire County Council would be applying for funding from the County Deal proposed by central government but this was a competitive process and the County would have to bid for funding.

Scrutiny Panels had been considering:

- (a) Forward Planning for next few years and would include public consultation.
- (b) The impact of eating disorders which has the highest fatality rate of all mental health conditions and had a 52% increase in one year.
- (c) Defibrillator information.
- (d) East Midlands Ambulance Service – delays in relaying patients from ambulances to the hospitals. Hospitals running at 95% capacity and there was a slow flow through the hospital procedures.
- (e) Climate Change and tree planting strategy.
- (e) Dentistry capacity was a concern as there was little capacity in NHS dental practices.
- (f) Black Maternity Mortality Rate was a concern.

Councillor Bob Waterton enquired about integrated health care in Braunstone Town.

b) Blaby District Council

Councillor Sam Maxwell, as District Councillor for Ravenhurst & Fosse Ward, reported on the following matters:

- (a) Scrutiny panels were considering forthcoming budgets and advised that training would be given to councillors on financial planning.
- (b) Working group was considering the Local Plan, affordable/social housing, open spaces and fly tipping.

Councillor Nick Brown reported on the local government boundary commission proposals to reduce the number of District Councillors to 36. Braunstone Town Council would want to retain suitable ward names for Braunstone Town.

Councillor Amanda Hack requested an update on the temporary closure of Huncote pavilion due to the discovery of methane gas on site. She asked for an update on the situation regarding the staff and Sure Start Centre on site.

The meeting closed at 9pm.

NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.

EQUALITIES ACT 2010

Braunstone Town Council has a duty in carrying out its functions to have due regard to:-

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and;
- foster good relations between different groups

To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

These issues were considered in connection with each of the above decisions. Unless otherwise stated under each item of this report, there were no implications.

These minutes are a draft and are subject to consideration for approval at the next meeting scheduled for Tuesday 18th January 2022.

BRAUNSTONE TOWN COUNCIL

27th JANUARY 2022

Item 5 – Business Plan 2022/2023

Purpose

To consider the Council's Strategic Aims and Delivery Objectives, along with Service Objectives, in order to determine whether they are relevant to address current and emerging issues faced by the Council and the community.

Background

On 28th October 2021, the Committee considered the Council's medium term priorities and financial planning for recommendation to Council, which was adopted by Council on 18th November 2021. This sets the context for each Standing Committee to review and, where appropriate, update its objectives, alongside making recommendations for the 2022/2023 budget.

Town Council Mission

The Council's Mission Statement sets out a vision to provide high quality services and support the needs of the community, while recognising that this is only sustained by ensuring that the resources to do it are available.

Mission Statement - We exist:

1. *to ensure that local services and the environment reach the highest possible standards within the resources available for citizens, visitors and those who work in Braunstone Town;*
2. *to provide a focus for civic pride;*
3. *to listen, identify and respond to agreed local needs; and*
4. *to help develop a strong, secure, self-reliant, self-confident community, free from unlawful discrimination.*

"Spectemur. Agendo" translates "Let us be Judged by Our Actions"

There are no proposed changes to the Mission Statement.

Town Council Priorities

In addition to the Mission Statement, the Town Council has ten key priorities for 2021/2022 (attached at Appendix 1 for reference).

Following a joint Leadership Team, Committee Chairs and Management Team session on 17th November 2021, it is proposed to refine the ten key priorities into four strategic aims, accompanied by some specific delivery objectives for the year, which is attached at Appendix 2.

At its meeting on 2nd December 2021, the Citizens' Advisory Panel considered the Priorities were relevant to address current and emerging issues faced by the Council and the community (*Citizens' Advisory Panel Minute 6*).

On 9th December 2021, the Community Development Committee agreed the Community Development Priorities set out should form the main areas of Community Development activity for 2022/2023 (*Community Development Committee Minute 69*).

On 6th January 2022, the Planning & Environment Committee agreed that the Planning & Environment priorities should be the main areas of Planning & Environment activity for 2022/2023 (*Planning & Environment Committee Minute 73*).

To focus the Council's resources on four main areas of activity in the medium term to ensure effective delivery of initiatives and projects, given the limits on resources; on 13th January 2022, Policy & Resources Committee agreed that the Town Council Priorities for 2021/2022 be consolidated into four medium term Strategic Aims for 2022/2023, supported by annual delivery objectives (*Policy & Resources Committee Minute 70*). A copy of the Strategic Aims and Delivery Objectives is attached at Appendix 2.

Town Council Objectives

In addition, the Council has key objectives relating to its Committees and Service Areas, which are reviewed on an annual basis and are included in the current Business Plan, which is attached at Appendix 1.

The Citizens' Advisory Panel considered and endorsed the objectives on 2nd December 2021 (*Citizens' Advisory Panel Minute 6*).

On 9th December 2021, the Community Development Committee considered the Community Development Objectives to be relevant and fit for purpose; however, given the Council runs two Community Faculties, the Committee recommends that Objective 9 is rephrased to "*To encourage the formation of new community groups by promoting free/subsidised use of the Council's Community Facilities*" (*Community Development Committee Minute 69*).

On 6th January 2022, the Planning & Environment Committee agreed that the Planning & Environment Objectives were relevant and reflected changing issues within the community (*Planning & Environment Committee Minute 73*).

To ensure that the Council's objectives were relevant and reflected changing issues within the community; on 13th January 2022, Policy & Resources Committee agreed that the Council Objectives, set out in Appendix 1, be approved; subject to Community Development Objective 9 being rephrased "*To encourage the formation of new community groups by promoting free/subsidised use of the Council's Community Facilities*" (*Policy & Resources Committee Minute 70*).

Recommendations

1. That the Council's Mission Statement be approved without amendment;
2. that the Town Council Priorities for 2021/2022 be consolidated into four medium term Strategic Aims, supported by annual delivery objectives, and be approved as the Council's Business Plan for 2022/2023 as set out at Appendix 2; and
3. that the Council Objectives, set out in Appendix 1, be approved; subject to Community Development Objective 9 being rephrased "*To encourage the formation of new community groups by promoting free/subsidised use of the Council's Community Facilities*".

Reasons

1. The Mission Statement sets out the Council's vision to provide high quality services and support the needs of the community, recognising that this would be within available resources.
2. To focus the Council's resources on four main areas of activity in the medium term to ensure effective delivery of initiatives and projects given the limits on resources.
3. To ensure that the Council's objectives were relevant and reflected changing issues within the community.



BRAUNSTONE TOWN COUNCIL *BUSINESS PLAN 2021/2022*

Priorities & Objectives

Town Council Mission

The Council's Mission Statement sets out its vision to provide high quality services and support the needs of the community, while recognising that this is only sustained by ensuring that the resources to do it are available.

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Town Council Priorities (2021/2022)

In addition, Key Priorities for the Town Council during 2021/2022 include:

1. Shakespeare Park

The Town Council has commenced phase 1 of its ambitious plans to invest in the redevelopment and improvement of sporting, recreation and play facilities at Shakespeare Park. Works commenced on building a new pavilion and making improvements to the site in 2020, which is due for completion in Spring 2021. Tenders have been received for phase 2 of the project: improvements to the Tennis Courts and Playground; preferred contractors have been selected and once funding is in place works will commence. Once the new Pavilion is open the Town Council will work with the Bowls and Football Clubs to ensure the facilities can be accessed by the community, sport participation is increased and new sports and clubs are established, for example Tennis and Petanque.

2. Community Centres

The Town Council is working on improvements to our community facilities at both Braunstone Civic Centre and Thorpe Astley Community Centre; this includes improvements to the Civic Centre toilet facilities, including the provision of a Changing Places Toilet, enabling the Civic Community Lounge to provide

food and café services, and making improvements to community rooms and conferencing facilities.

3. Quality of Life Services

The Town Council continues to provide and support important quality of life initiatives, such as crime reduction and grants for community groups. The Town Council also seeks to play its part on tackling climate change and poor air quality, recognising the importance of air quality in the context of the new Lubbesthorpe development, which could result in an increase in air pollution in Blaby District. Since 2014, the Town Council has supported the Local Area Co-ordination project connecting it with the community and by providing a base from which it can operate.

4. Enhancing a Socially Inclusive and Vibrant Community

Due to the Covid-19 Pandemic, many community groups and organisations have been unable to meet resulting in additional loneliness and isolation particularly among the most vulnerable. During 2021/22, the Town Council will work to ensure that community groups are supported and can be sustainable once the Covid-19 restrictions are lifted. In the long term the Town Council will seek to address any gaps in services that occur, for example where groups are no longer meeting due to the effects of the pandemic, to ensure support is provided. The Town Council will positively and proactively respond to the evolving and changing situation by developing and supporting the Covid-19 Community Response, as well as new and existing events and community/social inclusion initiatives in order to reduce isolation and build community cohesion.

5. Meet the needs of Thorpe Astley residents by facilitating the delivery of services and events at Thorpe Astley Community Centre

Consider whether there is a need to extend other Council services to Thorpe Astley Community Centre in order to reduce isolation and provide better access to services for Thorpe Astley residents. To provide a vibrant community centre, a place for community groups offering a range of activities and events for the community.

6. Braunstone Town Library

Responsibility for the management of Braunstone Town Library transferred to the Town Council in October 2019, ensuring the service is safe and will be retained. Unfortunately, plans to enhance the Library as a community facility have been delayed due to the Covid-19 pandemic. During 2021/22, as a community leader, the Town Council will seek the views and aspirations of the community in order to shape the future of the Library Service, while ensuring the sustainability of all services provided from the Civic Centre site.

7. Thorpe Astley Open Spaces

The Town Council has been responsible for the management and maintenance of Thorpe Astley open spaces since 2014, having received the developer commuted sums. The Town Council has completed the legal transfer of all open spaces at Thorpe Astley with the exception of Thorpe Astley Park. During 2021/22, the Town Council will work to ensure improvements are implemented to the Culvert and Thorpe Astley Park is transferred to the Town Council's ownership. The Council will then identify future investment and improvement to the parks and open space facilities in Thorpe Astley.

8. Lubbesthorpe

The Town Council continues to represent the concerns of residents and monitor the impact upon their quality of life of the Lubbesthorpe construction, particularly the opening of the new link road to Thorpe Astley. Following a consultation, the Town Council is actively working with the developer and Blaby District Council to ensure that the land adjacent to the M1 bridge is suitably landscaped to provide protection for residents from the new road and to provide a leisure and recreation space.

9. Efficient Services

Having made £35,700 in ongoing savings since 2015/2016 without impacting on the delivery of services, the Town Council continues to look to make efficiency savings while ensuring the existing services are safeguarded and where appropriate improved. Given the financial uncertainties identified in the Council's Medium Term Financial Planning analysis, the Town Council will seek to make £18,486 in ongoing savings over the next two financial years.

10. Responding to Climate Change

In recent years the impact of climate change has become increasingly visible and public awareness more widespread. During 2021/22, the Town Council will develop a Strategy and an Action Plan in order to address the impact of its own activities on the climate. In addition, the Town Council will seek to provide leadership, including in partnership with the principal Councils and other organisations, to support the community to respond to the climate change agenda.

Town Council Objectives

In addition to the Mission Statement and Priorities, the Council has key objectives relating to its Committees and Service Areas.

Planning and Environment Objectives

1. To ensure sustainable development, which meets the needs of the present generation without prejudicing the needs of future generations.

2. To improve the environment, in pursuit of which, objectives 3 to 7 below are contributors.
3. To seek high standards of design and construction within planning applications and to ensure all developments are consistent with environmental objectives.
4. To inform and consult local residents about major planning proposals, Development Plans and other planning initiatives by central and local government.
5. To work with others to minimise the impact from:
 - (a) traffic; and
 - (b) air and light pollution.
6. To promote responsible dog ownership and waste disposal.
7. To provide and maintain street seats and notice boards at key locations.
8. To monitor the New Lubbesthorpe development and to respond to any implications of that development for the environment of the Town.

Community Development Objectives

Nurturing and enhancing community life, equal opportunities and social inclusion.

Young people

1. To create opportunities for young people to have a voice
2. To identify young people's needs and give support to new local initiatives including summer holiday activities

Crime reduction services

3. Reduce opportunities for crime, increase public safety and establish a community spirit

Social inclusion, recreation & culture

4. To work with our partners to attract increased funding and the provision of a wider range of sporting and other services at local level
5. To provide support for the Office of Town Mayor
6. To assist local clubs and societies to undertake their work for the benefit of the citizens of Braunstone Town
7. To direct grants to organisations where this will be of greatest benefit to the citizens of Braunstone Town
8. To organise arts events/ entertainment's/ Civic Occasions which bring people together
9. To encourage the formation of new community groups by promoting free/subsidised use of the Civic Centre
10. To promote social inclusion

Corporate Management & Capital Project Objectives

1. To ensure effective management of the authority
2. To ensure effective implementation of the Council's policies and priorities
3. To ensure the Council's management arrangements, facilitate performance and efficient use of resources

4. To provide efficient and effective office services to support the Council's activities
5. To provide efficient and effective support to the democratically elected members to enable them to make policy decisions
6. To provide efficient and effective information to committees
7. To deal with telephone calls, and personal callers, promptly, courteously and efficiently
8. To ensure and arrange effective staff training
9. To develop a motivated workforce with the necessary knowledge, experience and skills to implement the Council's policies and services
10. To maintain adequate personal records, health and safety controls, and fire evacuation polices
11. To manage and control land and property belonging to the Council
12. To maintain an effective filing and retrieval system
13. To undertake capital projects for the benefit of the citizens of Braunstone Town
14. To ensure that major repairs and renewals are satisfactory and undertaken on Council owned buildings
15. To provide office accommodation for the Council's administrative staff
16. To ensure the Council engages with the Community concerning its activities, including with consultative bodies, such as the Citizens' Advisory Panel.

Community Centres Objectives

1. To provide and maintain high quality function rooms for use by hirers
2. To provide and maintain quality meeting rooms for Council and local community groups at low cost
3. To provide a Licensed Bar/Catering service for use by hirers and community groups at prices that are comparable with other similar establishments in the area
4. To maintain usage of the Centres for the benefit of the community

Open Spaces & Parks Objectives

1. To provide and maintain parks and open spaces to a high standard
2. To provide quality sports facilities to meet identified needs
3. To provide and maintain play equipment to a high and safe standard
4. To help fight pollution and climate change by planting trees on our parks

Adopted by Council 28th January 2021 (Minute Reference 5895).



BRAUNSTONE TOWN COUNCIL BUSINESS PLAN 2022/2023

Strategic Aims & Delivery Objectives

Town Council Mission

The Council's Mission Statement sets out its vision to provide high quality services and support the needs of the community, while recognising that this is only sustained by ensuring that the resources to do it are available.

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Strategic Aims and Delivery Objectives (2022/2023)

The Council has four Strategic Aims for the medium term, which are set out below. Each Aim is supported by specific delivery objectives for the year, which are reviewed and developed as part of the annual review of the Council's Business Plan and Capital Plan and the annual setting of the budget and Council Tax precept.

1. Protect and Enhance our Parks and Open Spaces

Aim: To invest in and maintain high quality urban green spaces for sport, recreation and play, while enriching the natural environment.

Delivery Objectives for 2022/2023:

- (a) Complete Phase 2 and 3 of the Shakespeare Park refurbishment: Tennis Courts and Playground;
- (b) open the New Shakespeare Pavilion building and site for use by sports clubs and the community;
- (c) support existing Clubs at Shakespeare Park to grow while supporting new sporting activities, such as Tennis and Petanque;
- (d) invest in and enhance tennis provision through Tap4Tennis;
- (e) continue to work with Blaby District Council and the developer to ensure improvements are made to the culvert at Thorpe Astley Park; and
- (f) carry out repairs to the Culvert and Bridge at Mossdale Meadows.

2. Provide Vibrant Community Facilities

Aim: To provide vibrant, accessible and cost effective community facilities, which continue to be used by and respond to the needs of our community.

Delivery Objectives for 2022/2023:

- (a) Deliver Civic Centre Capital improvements: refurbishment of toilets, provide a changing places toilet and deliver essential works on the building fabric;
- (b) expand the Bar Service to include a weekday Civic Centre café service along with outreach services at Thorpe Astley Community Centre;
- (c) implement revised Community Centres hire arrangements;
- (d) attract new activities and hires to Thorpe Astley Community Centre in response to the residents' survey; and
- (e) provide new outreach services at Thorpe Astley Community Centre; for example, Local Area Coordination and Library Services.

3. Support and Connect the Local Community

Aim: To both nurture and enhance the Town's community life and connect our communities to reduce isolation and build community cohesion.

Delivery Objectives for 2022/2023:

- (a) Work to establish a Good Neighbour's Scheme;
- (b) support new and existing community activities and initiatives through our Community Grants Schemes and Programme of Events;
- (c) co-ordinate community events, such as Apple Day and the Queen's Jubilee commemorations, and hold open days at both Shakespeare Park Pavilion and Thorpe Astley Community Centre;
- (d) develop Library events, initiatives and continue community engagement; including children's reading, heritage displays and arts & craft events; and
- (e) support the Local Area Coordination Project.

4. Respond to Climate Change and champion sustainable development

Aim: To embed climate and environmental awareness in our decision making and actions and play our part in supporting the community to do the same.

Delivery Objectives for 2022/2023:

- (a) Deliver actions identified in the Carbon Audit with a view to the Council becoming Carbon Neutral by 2030;
- (b) implement an Environment and Biodiversity Strategy to enhance nature and biodiversity on our urban green spaces;
- (c) support and facilitate initiatives to improve cycling and walking routes within the Town and to the City Centre, Fosse Park and Meridian;
- (d) provide secure cycle lock up facilities at our community centres and open spaces; and
- (e) work to ensure that development meets present needs, minimises air pollution and car journeys, while protecting the needs of future generations.

BRAUNSTONE TOWN COUNCIL

27th JANUARY 2022

Item 6 – Capital Plan 2022/2023

Purpose

To consider priorities and projects for 2022/2023 Capital Plan.

Background

The Council's Capital Projects have been identified through emerging priorities, the Annual Survey, the Citizens' Advisory Panel and the Parish Plan. A review of the Council's Open Spaces and Parks identified priorities for Capital improvements should external funding be available, as a result Policy & Resources Committee on 11th April 2013 adopted "Proposals and Priorities for Improvements to Our Parks and Open Spaces", which form part of this programme. The current Capital Plan was approved by Council on 28th January 2021 (Council Minute Reference 5896).

Each year Policy & Resources Committee, when considering the budget estimates and precept for the forthcoming financial year, reviews progress with Capital Projects and updates the list according to funding availability and priorities. The Capital Plan forms the foundation of the investment and improvement works undertaken by the Town Council. The Capital Plan proposals for the year ahead and beyond are considered and approved at Full Council in January when the budget and precept is set.

Capital Plan

a) Completed Projects

The following projects have been completed during 2021/2022 and are recommended for removal from the 2022/2023 Capital Plan:

Completed Parks and Open Spaces Projects		
Park	Project	Completed
Mossdale Meadows & Merrileys	Flood Prevention at Parks Depot. <i>Depot has recently been the subject of flooding incidents following heavy and prolonged rain. The depot is lower than the adjacent concrete pathway. Engineer to design drainage/flood prevention scheme.</i>	August 2021

Completed Parks and Open Spaces Projects (continued)		
Park	Project	Completed
Shakespeare Park	Consider alternatives to respond to problems of burst water pipes from the water tank currently sited on top of the football changing rooms (possible options, heating of tank or removal and installation of electric showers in the changing rooms)	July 2021
	Bowling Club Pavilion – (has an expected 10 – 15 year life span remaining) Consider options for the long term future of the building and possible future wider community use, and replacement of building, and the existing club’s involvement in sourcing funding opportunities for the replacement	

b) Projects Scheduled for Completion

The following projects are due for completion prior to the end of the current plan period and are recommended for removal from the 2022/2023 Capital Plan:

Scheduled Parks and Open Spaces Projects		
Park	Project	Scheduled
Shakespeare Park	Replacement to Perimeter fencing of Tennis Courts	March 2022

Scheduled Community Centres Projects		
Location	Project	Scheduled
Both Centres	Repainting of Rooms in both Civic Centre and Thorpe Astley Community Centre where there is dirt or damage.	March 2022

c) Current Projects

The following projects are currently included on the Capital Plan and are recommended for inclusion on the Capital Plan for 2022/2023, with the highlighted amendments:

Parks and Open Spaces Projects		
Park	Project	Notes
Franklin park	Improvement items identified by the Franklin Park Working Group: completion <u>creation</u> of gravel path in orchard (to enable access to lower part when the ground is water logged)	<u>Currently scheduled for 2021/22 schedule 2022/23 Winter works</u>

Parks and Open Spaces Projects (continued)		
Park	Project	Notes
Impey Close playground	Resurface playground with rubber mulch under play equipment and pathway (Rubber tiles damaged and in places missing. Surfaces having been damaged subject to continued vandalism).	Once open space registered with the Council Cost £17k, <u>funding to be identified</u>
Mosssdale Meadows & Merrileys	Replace vehicle and pedestrian culvert bridges at Mosssdale Meadows. <i>Existing culverts are not suitable for flow of water which causes flooding on the park on a regular basis</i>	Priority Project for 2021/22 2022/23
	Bridle path resurfacing (from Kingsway entrance through to Jelson owned land)	On-hold pending review and availability of resources
	Possible resurfacing of footpaths	
	Toddler swings (estimated five year life span – medium risk) MM	
	Refurbishment of Changing Rooms and Sports facilities at Mosssdale Pavilion. <i>The Changing Facilities and Social Facilities could make more effective use of the space and are in need of improvement and modernisation.</i>	Once Shakespeare Park Improvements completed
	Roof Insulation at Mosssdale Depot and Sports Changing Rooms. <i>There is currently no central heating at the premises, with electric heaters for the staff room at the Depot. The building is not energy efficient and needs to be both in the short and long term to reduce energy use and costs.</i>	Once Shakespeare Park Improvements completed
	Installation of bio-fuel boiler at Mosssdale Pavilion for heating the Sports Facilities and Parks Depot. There is no heating at the premises. There are electric heaters for the staff room at the Depot, which are inefficient and a higher risk for fire. The Town Council has to pay at the Waste Disposal site to tip hedge and tree cuttings, which could be reused to fuel heating system.	Once Shakespeare Park Improvements completed <u>— scheduled 2020</u> <u>Await Carbon Audit</u>
Shakespeare Park	Additional balance in play area (2-5 or 5 – 12 age group)	Part of Shakespeare Park Improvement and Development Project, Priority Project underway and scheduled for completion in 2022/23
	Additional Spinning Equipment in play area (2-5 year or 5 – 12 year age group) including installation	

Parks and Open Spaces Projects (continued)		
Park	Project	Notes
Shakespeare Park <i>Continued</i>	Safety Surface installed at toddler area	Priority Project underway and scheduled for completion in 2022/23 (see above)
	Additional seat in play area	
	Improvements to the entrance to the park area (access from the car park to the park)	
	Safety Surface in play area	
All Parks	Purchase of a wood chipper. <i>To enable the installation of a bio-fuel boiler at Mossdale Depot and Sports Changing Rooms. To reduce waste and waste tipping costs to tip hedge and tree cuttings, which could be reused to fuel heating system in pavilion. Chippings can also be used to make natural pathways.</i>	To be scheduled. <u>Business Case to be submitted for consideration by Policy & Resources Committee.</u>

Community Centres Projects		
Building	Project	Notes
Civic Centre	Refurbishment of both sets of Toilets including exploring the provision of a Changing Places Toilet. <i>The current toilets are approximately 20 years old. The refurbishment of the toilets provided an opportunity to ensure that the Civic Centre toilet facilities are fully accessible.</i>	Priority Project for 2021/22 2022/23
	Refurbishment of the Civic Centre Bar, Kitchen and Store Facilities (To enable the expansion of the facility to provide a café service during the day and additional lunches and meals, utilising the space more effectively and providing a wider community social space).	Priority Project for 2021/22 2022/23
	Council Chamber internal refurbishment: <ul style="list-style-type: none"> • Heating/Air Conditioning • Mood Lighting Audio / Visual Equipment, including sound and loop system and fixed projector. <i>The facilities are in need of modernisation for users and hirers: the room is used for meetings, consultations, seminars, training and social events.</i>	On-hold pending review and availability of resources <u>Await Carbon Audit and obtain quotes</u>
	Refurbishment/Replacement of Fire Doors in Council Chamber. <i>Some doors and frames are rotten and doors stick when the frames swell in the damp. Potential to hinder exit in an emergency.</i>	Currently scheduled for 2021/22 2022/23 <u>pending resources</u>

Community Centres Projects		
Building	Project	Notes
Civic Centre <i>Continued</i>	Fosse Room – Audio / Visual Equipment, including sound and loop system and fixed projector (The facilities are in need of modernisation for users and hirers: the room is used for meetings, consultations, seminars and training).	<u>Currently scheduled for 2021/22 postpone to 2023/24</u>
	Civic Centre Roof Refurbishment; Council Chamber side. <i>The roof on the Council Chamber and Fosse Room is leaking and has received several patches. Advice is that the roof has passed its life expectancy and will need refurbishing in the short term.</i>	<u>To be scheduled. Schedule 2022/23 Fundamental to building integrity</u>
	Replacement of Civic Centre Windows. <i>The windows are over 20 years old and do not meet modern insulation standards. Some are unsafe to open.</i>	<u>To be scheduled. Schedule 2022/23 Health & Safety can't be maintained</u>
Both Centres	Installation of hearing loop systems in main rooms at both Community Centres. <i>Item already included where refurbishment of specific rooms has been identified.</i>	<u>To be scheduled. Rolling Programme from 2023/24.</u>

Library Projects	
Project	Notes
Installation of LED lighting at the Library. <i>The Library building has not been converted to LED lighting; conversion will reduce energy use and costs.</i>	<u>Scheduled for 2021/22. Schedule 2022/23</u>

General Projects		
Location	Project	Notes
Civic Centre and Franklin Park Car Parks	Resurfacing/ Relining of Civic Centre, including exploring new handrails along footpath on entrance slope from Welcome Avenue, and Franklin Park Car Parks. <i>Poor quality of the surface, particularly near entrances and patching is costly and inefficient. Lines are currently fading and can be relined following resurfacing. The slope at the Civic Centre is considered steep and potentially presented difficulties for wheel chair users and those who are less able.</i>	Currently scheduled <u>for 2024/22 Schedule dependent on Reserves</u>
Installation of Solar Panels at both Community Centres and Shakespeare Park Pavilion	The Town Council has undertaken energy saving projects such as LED Lighting and installation of new heating and air conditioning systems. Shakespeare Park Pavilion will be built to current efficiency standards. The next stage for both reducing the impact on climate change and making savings is generation of some of the Council's electricity from renewable sources.	To be scheduled <u>following Carbon Audit.</u>
Improvements to Cycling Facilities	Cycle lock-up rails are available at both Centres and will be available at the new Shakespeare Pavilion. To encourage cycling and to ensure parked cycles are safe – consider covers, lock ups, better signage and CCTV coverage.	To be scheduled. <u>Schedule 2022/23</u>
Gateway signage to the Town on the new road from Lubbesthorpe	The Town Council was responsible for the Town's place signs and would be responsible for installation of such signs at the new gateway and could explore incorporating speed reminders and/or safety messages.	To be scheduled.
Provide new, improved and enhanced notice boards at key locations	Over the past few years, many notice boards have fallen into disrepair and have been removed. Some existing notice boards are in need of refurbishment and replacement. Some notice boards are located where there isn't a high level of footfall, while some key locations do not have notice boards.	<u>Rolling programme over 5 years. Focus on Notice Boards on Council land in 2022/2023</u>

d) Proposed New Projects

The following projects have been identified as requiring future investment and are recommended for inclusion on the Capital Plan for 2022/2023:

Potential Projects	
Details of Project	Reason for Proposed Addition
Replacement of Civic Centre foyer skylight and corridor frame and windows.	<i>Both the foyer skylight and the corridor and windows are over 25 years old and do not meet modern insulation standards.</i>
Civic Centre radiator replacement and review of location	<i>Some areas of the building are well provided for with radiators and are hot, while other areas of the building have limited radiators and are cold.</i>
Installation of Sound systems in the Millfield Hall, Council Chamber and Thorpe Astley Main Hall.	<i>To make the facilities attractive for hire. Some regular hirers have commented that provision of a sound system means there is less need to move equipment or need storage.</i>
Council Chamber & Thorpe Astley main hall Mood Lights	<i>To make the facilities attractive for function hire. Hirers of the Millfield Hall provide positive feedback on the mood lighting.</i>
Refurbish/Replace Fire Doors in Civic Centre (except Millfield Hall).	<i>Some doors and frames are rotten and doors stick when the frames swell in the damp with a potential to hinder exit in an emergency.</i>

e) Projects proposed for Deletion

The following projects are currently included on the Capital Plan and are no longer required; therefore, they are recommended for deletion:

Parks and Open Spaces Projects for Deletion	
Details of Project	Reason for Proposed Deletion
Provide additional basketball/netball nets/markings to existing Shakespeare Park tennis courts to provide an all-year use for the facility.	Part of consultation on refurbishment of Shakespeare Park tennis courts and was not recommended by Citizens' Advisory Panel and was removed from the project by Policy & Resources Committee.

Community Centres Projects for Deletion	
Details of Project	Reason for Proposed Deletion
Sound proofing of Partition Doors between Ravenhurst and Winstanley Rooms. <i>Complaints from hirers about noise from adjoining room, potential impact on ability to hire both rooms separately.</i>	Not required due to current proposals to refurbish toilets and provide a new kitchen facility for the Civic Community Lounge.

Committee Consideration

No items were identified for inclusion or change on the Capital Plan by either Citizens' Advisory Panel (2nd December 2021) or Community Development Committee (9th December 2021).

On 6th January 2022, the Planning & Environment Committee agreed that the Planning and Environment service area Capital Plan items, as set out (and as amended) in the report, be rolled forward onto the 2022/23 Capital Plan (*Planning & Environment Committee Minute 75*).

Policy & Resources Committee on 13th January 2022 considered priorities and projects for the 2022/2023 Capital Plan. The Committee resolved to make the following amendments to the notes column of:

- (a) "Gateway signage to the Town on the new road from Lubbesthorpe" to read "To be scheduled"; and
- (b) "Provide new, improved and enhanced notice boards at key locations" to read "Rolling programme over 5 years. Focus on Notice Boards on Council land in 2022/2023";

The Policy & Resources Committee also recommended that Council approve the recommendations set out below (*Policy & Resources Committee Minute 71*).

Recommendations

1. That the Completed Projects (section a), having now been completed, be removed from the rolling programme of Capital Projects;
2. that the projects due for completion (section b) be removed, assuming their completion prior to the end of the plan period, otherwise to be included on the 2022/2023 Capital Plan;
3. that the Current Projects (section c) be rolled forward, as amended, on to the 2022/2023 Capital Plan;
4. that the Proposed New Projects (section d) be added to the 2022/2023 Capital Plan; and
5. that the Projects proposed for Deletion (section e) be removed from the rolling programme of Capital Projects.

Reasons

1. To confirm that the projects had been completed and there was no further work outstanding.
2. To ensure the plan was updated accordingly reflecting progress with its delivery.
3. To confirm that the projects were outstanding and were still required.
4. To recognise the need to undertake investment and improvement as identified.
5. To recognise that, following review, these Projects were no longer required.

BRAUNSTONE TOWN COUNCIL

27th JANUARY 2022

Item 7 – Budget (including Fees & Charges) and Precept 2022/2023 and future estimates

Purpose

To consider the budget and precept for 2022/2023, including fees and charges and to set out proposed estimates for future years.

Precept Calculation

Section 50 of the Local Government Finance Act 1992 specifies the calculation of the budget requirement for local precepting authorities and a summary of this section of the Act is set out below.

The following items of expenditure should be added together:

- Estimated expenditure incurred in carrying out duties which will be charged to a revenue account;
- Any contingency allowance for the year;
- Any amounts to be raised to increase reserves for estimated future expenditure in respect of:
 - Working balances to cover payments in advance of receipts on revenue account in the following year,
 - Expenditure which will be incurred and charged to revenue account in the following or subsequent financial years.
- Any amount required to meet accumulated deficits. A local precepting authority must calculate its estimated income by adding together:-
 - Estimated income which will be credited to a revenue account, but excluding any estimated precept receipts;
 - An estimate of the amount of reserves to be used during the financial year in respect of carrying out its duties and any contingency allowance.

The budget requirement for the year is the difference between expenditure and income calculated in accordance with Section 50.

Therefore for 2022/2023, expenditure, taking into account the above, will be £899,148. Income, taking into account projected interest on investments, and fees and charges, is projected to be £176,292. This leaves a net requirement of £722,856 for 2022/2023. In order to cover additional staffing costs for the Library, the remaining £2,500 from the £25,000 one-off transfer grant received from Leicestershire County Council is allocated to be used. This leaves a net precept requirement of £720,356 (5.63% increase on 2021/2022 base budget) amounting to a 5.66% increase on the precept (Council Tax charge).

The proposed income and expenditure budgets for 2022/2023 are attached as Appendix 1.

Comparative figures showing last year's outturn (31st March 2021), the current year budget and spend to 31st December 2021 and the proposed budget for 2022/2023 for each of the Committee budgets and budget headings is attached as Appendix 2.

The projections for the next 5 years, set out in the Financial Strategy, are attached at Appendix 3 and will be subject to reassessment in October and November 2022 prior to the budget preparations for 2023/2024.

The precept must be agreed at a meeting of Braunstone Town Council (scheduled for 27th January 2022) and notified to Blaby District Council by 1st February.

Budget and Precept Comparisons

<u>SERVICE</u>	<u>2019/2020</u>	<u>2020/2021</u>	<u>2021/2022</u>	<u>2022/2023</u>
Corporate Management	£92,254.98	£88,531.70	£94,811.13	£101,917.76
Braunstone Civic Centre	£116,980.22	£123,853.77	£148,431.69	£135,334.73
Thorpe Astley Centre	£46,322.48	£59,450.33	£74,761.82	£70,562.20
Parks & Open Spaces	£196,390.37	£196,646.60	£212,280.47	£227,333.95
Library	£82,812.68	£108,211.26	£64,236.60	£76,997.65
Community Development	£52,548.43	£53,032.99	£70,201.41	£72,943.80
Planning & Environment	£35,507.84	£35,577.35	£36,237.87	£37,765.91
TOTAL	£622,817	£665,304	£700,961	£722,856
Use of Reserves	£18,000	£9,000	£9,000	£0.00
Library Transfer Grant	-	£10,000	£10,000	£2,500
Precept Requirement	£604,817	£646,304	£681,961	£720,356

Proposed Council Tax for 2022/2023

With a precept base of 4,887.80 and a precept requirement of £720,356, the scaled charges for the precept (Council Tax) are as follows:

COUNCIL TAX BANDS	A (6/9)	B (7/9)	C (8/9)	D (9/9)	E (11/9)	F (13/9)
NUMBER OF PROPERTIES IN EACH BAND (January 2022)	921	3707	1538	731	224	3
SCALED CHARGES FOR 2022/2023	£98.25	£114.63	£131.00	£147.38	£180.13	£212.88
Charges in 2021/2022	£92.99	£108.49	£123.99	£139.49	£170.49	£201.49
<i>Cash Increase</i>	£5.26	£6.14	£7.01	£7.89	£9.64	£11.39

Grants for Community Events to Celebrate The Queen's Platinum Jubilee

On 7th October 2021, Community Development Committee approved a one off mini-programme of events in June 2022 along with a specific grants scheme to support local community groups with organising and holding community celebratory events to mark the Queen's Platinum Jubilee (Community Development Committee minute 45).

The Community Development Committee resolved that consideration be made at the budget estimates meeting to include a budget of £1,000 for 2022/2023 to provide community grants in order to arrange events for the Platinum Jubilee (resolution 2).

Therefore, a budget of £1,000 for this purpose has been included at Appendix 1.

General Events

In addition to the Summer Fete and the Programme of Events, the Council from time to time hosts other community events, such as Apple Day and Open Days. Following the success of Apple Day in 2021, Community Development Committee has expressed its desire to hold a similar event in 2022. Also in 2022 Open Days are being considered for the opening of Shakespeare Park Sports Pavilion and for showcasing and attracting groups/hirers to Thorpe Astley Community Centre.

Therefore, a budget of £1,000 for this purpose has been included at Appendix 1.

Community Grants

Last year, approval was given to increase the annual budget for Community Grants from £5,000 to £6,000, since Community Development Committee had approved fixed term revisions to the Community Grants Scheme to provide additional financial support to local community groups in the medium term whilst the Covid-19 pandemic continued. On 7th October 2021, Community Development Committee approved a revised fixed term amendment to the Community Grant Scheme until October 2022 to provide additional funds for the formation of new groups (Community Development minute 48). Therefore, it is recommended that the increase approved for 2021/2022 be maintained for 2022/2023.

Covid-19 Community Response

In March 2020, the Council established a Community Response initiative to bring together people who wanted to help others and those who needed help, particularly those who were elderly or vulnerable, during the Covid-19 pandemic and particularly the lockdown.

As part of the budget setting process for 2021/22, the Council did not anticipate that the Community Response Scheme would need additional funding, however, it had been considered prudent in the circumstances to allocate some one-off funding to ensure resources would be available if needed. However, to date none of the £1,000 budget had been spent and therefore, as the scheme winds down, it is

recommended that the budget be deleted from 2022/23.

Waste Services

In 2019, Planning & Environment Committee reduced the budget for waste services from £8,300 to £5,300 given that the Council had changed the supplier for dog waste bin emptying and also, following review, reduced the number and frequency of bin emptying.

However, this year, due to rising treatment and transport costs, market pressures, and an increase in waste fees, the contractor has increased their from £2.10 per bin per collection to £3.00. As a result it is proposed to increase the budget from £5,300 per annum to £7,570 per annum.

Street Furniture

Based on the decision of the Planning & Environment Committee to explore gateway signage to the Town at the Parish Boundary with Lubbethorpe on the new road connecting Thorpe Astley with Lubbethorpe and at the entrances to Thorpe Astley estate (Planning & Environment Committee Minute 43, 2019-2021), *Street Furniture* expenditure was increased in 2020/21 by £3,000 to £5,000 to cover the consultancy, design costs and installation costs.

The Thorpe Astley entrance signage has been completed and installed and there remains £2,500 in the Reserves for the gateway signage to the Town due to be installed on Meridian Way extension. This work can commence in 2022/23 since it is understood that this section of road has been adopted by Leicestershire County Council.

In addition, the Capital Plan item “To provide new, improved and enhanced notice boards at key locations over 5 years”, which is also provided for in the Planning & Environment objectives (7), will need funding. As set out in the Priorities and Objectives item, due to resources pressures during 2022/23 the rolling programme should focus on notice boards on Council land.

Therefore, it is recommended that the revenue budget is reduced to £2,500, with the £2,500 capital funds allocated in the reserves, the overall funds available for both the gateway signage and notice board improvements will be retained at £5,000 during 2022/23.

Utility Costs

The Office for Budget Responsibility’s October 2021 “Economic and fiscal outlook” includes a prediction that CPI inflation will reach 4.4% in 2022. The Office for Budget Responsibility has also reported that news since they had closed their forecast would be consistent with inflation peaking at close to 5%. This is predominantly down to rises in fuel and energy costs. With no fuel cap for the non-domestic energy supply, Utility Budgets have been increased by 10% for 2022/23 to account for the rising costs of gas and electricity in the short to medium term.

Public Works Loans

Two of the Council's loans mature in May 2022, therefore, half of the annual repayment cost, £13,486, is saved in 2022/23 and the other half of the annual repayment cost is potentially saved or reinvested in 2023/24. Loan repayment figures at Appendix 1 for the Civic Centre and for Parks and Open Spaces have been adjusted accordingly.

In addition, £4,468 has been saved against the 2021/22 budget for Shakespeare Park Improvement Loans due to reduction in interest rates between budget setting and loan advance.

Library Staffing Costs

Upon transfer of the Library service, the Town Council received a one-off transition grant of £25,000 to take account of staffing costs; which the Council has now fully committed. £2,500 of this remains unspent and is committed for the first part of 2022/2023, being fully spent by September 2022.

Health and Social Care Levy

The government announced in September 2021 that a new Health and Social Care Levy will be introduced on earnings to fund increases in health spending, alongside reforms to the provision and funding of social care. A 1.25% contribution is paid by both the employer and employee. The levy will be implemented in April 2023.

Before the levy is introduced all three rates of National Insurance Contributions will increase by 1.25% for both employer and employee in April 2022 for one year. This has the same effect as the levy, except that it will not apply to earnings over state pension age.

An additional £2,440 has been included in the staffing budgets at Appendix 1 to fund the employer contribution.

Review of NJC Scales and Job Evaluation

As part of the 2016-18 pay deal, the National Joint Council (NJC) agreed to conduct a review of the NJC pay spine. The primary reason for this review was the introduction of the Government's National Living Wage. The new spine points have now been agreed and implemented from 2020.

In order to meet both annual pay increases (estimated to average around 2%) and ensure that the Town Council continues to meet the Living Wage Foundation rates; a 10% increase in staffing costs is predicted over 5 years, which has been built into the income/expenditure projections in the Medium Term Strategy and have been factored into the staffing budgets at Appendix 1.

As part of the staffing reorganisation approved in April 2021, an annual saving of approximately £8,177 was achieved. However, the Job Evaluation of the Executive Officer & Town Clerk remained outstanding alongside a benchmark review of the posts that report to the Executive Officer & Town Clerk to ensure equity of pay grades across the organisation. These reviews are now complete and recommend an uplift, which goes beyond the £8,177 saving and, if implemented, would cost the Council an additional £10,492 in the first year. This increase in establishment costs had not been factored into the Medium Term Strategy and would result in a precept increase of 6.82%, Band D: £149.01.

However, a separate proposal to manage the increase in costs will be considered by Policy & Resources Committee, which, if implemented, would reduce the additional costs in 2022/23 to £2,545; the equivalent of a precept increase of 5.66%, Band D: £147.38 (compared to 5.29%, Band D: £146.86 in the Strategy).

Overall the uplift in staffing costs is 2%.

Pension Costs

All eligible staff have been auto-enrolled in the pension scheme and no eligible staff have opted out.

The actuarial valuation of the Leicestershire County Council Pension Fund is undertaken every three years, with that last valuation based on the position of each employing body at 31st March 2019.

Braunstone Town Council's employers' contribution rates for the three year period commencing 1st April 2020 has risen to 22.1%. The previous contribution 2016/17 – 2019/20 was 19.79%.

However, the most significant pressure placed on pensions will be the requirement to meet the extra entitlements resulting from any pay increases in excess of 2% and implementation of the job evaluation proposals.

Overall the uplift in pension costs is 1.9%.

Pressure on income from Facility Hires

The closure of the Town Council's Community Centres and Sports Facilities as a result of the Covid-19 pandemic resulted in a significant loss of income over a period of 17 months from March 2020 to July 2021, which covers the staffing costs of those employed in these services.

Since re-opening Braunstone Civic Centre has seen an uptake in one-off bookings (e.g. party/functions). It is difficult to assess at this stage whether this is a backlog of functions due to the pandemic or a potential increase in custom which can be sustained. Most of the regular hirers have returned, with some new hirers joining the regular hirer's scheme. Some regular hirers no longer exist; others are waiting until spring 2022 to restart their activities.

Two regular hirers have returned to Thorpe Astley Community Centre. Due to block bookings by the NHS for vaccinations/boosters until the end of the year, there has been limited scope for ad-hoc hires at the Community Centre.

The 2021/2022 budget anticipates Civic Centre hire income of £67,384. Hire income received up to 30th September is £26,684.11 (this will include advance bookings and does not include Bar income). At Thorpe Astley Community Centre, the budget anticipates £9,632 in hire income; £1,035 has been received up to 30th September (this will include advance bookings and does not include the Nursery/Pre-School income).

The Community Centres Working Group is reviewing the pricing and discount schemes. Given the economic pressures many are facing, to increase hire charges in line with the projected increase in precept over the next 3 years is likely to have an additional negative impact on the net income from room hire and more widely on the offer and appeal the centres have in the community, significantly reducing the ability to recover hires and income to pre-Covid-19 levels. In fact it is likely that the Council will need to consider discounting hire prices and offering packages in order to encourage users to return to its facilities.

Therefore, no increase in charges is currently recommended and the budgeted income at Appendix 1 remains unchanged.

Christmas Lights and Decorations

To ensure that the Council's facilities were appropriately decorated for future Christmas seasons; the 2021/22 budgets included a one-off amounts of £2,000 for the Civic Centre site (including the Library) and £1,000 for Thorpe Astley Community Centre for purchasing Christmas lights and associated fixings (including the electrical installation). Due to other commitments this year, less than £200 has been spent from these budgets. Therefore, it is recommended the budgets be included for 2022/23.

Projects

Additional funding is recommended for the Council's services to deliver specific projects, for example, responding to Climate Change. These have been proposed at Appendix 1.

The Council Tax Base and Town / Parish Precepts

The Council Tax Base is calculated by Blaby District Council each year. It is calculated for the District as a whole and also for each individual parish. The Council Tax Base represents the number of Band D equivalent dwellings within the District or Parish adjusted for the following items:-

- Exemptions;
- Discounts;
- New Properties;

- The Collection Rate Percentage.

Once agreed the parish Tax Base is used to calculate the Town/Parish element of each Council Tax Bill.

The Localism Act and Council Tax Regulations which came into effect in 2013 have resulted in changes in the way the Council Tax is collected. The government's Welfare Reforms have resulted in a reduction in the Tax Base Figure. There is however no mechanism for the government to provide funding directly to Town and Parish Councils to make up any shortfall due to the reduced Council Tax Base. The government says however that there is a clear expectation that the District Council will work with Parishes in its area to pass down funding so that the precept can be reduced to reflect the reduction in the Council Tax Base.

From 2013/2014 to 2017/2018, Blaby District Council passed on the parish share of the Council Tax Support Grant, which amounted to £56,819.90 in 2013/2014 and £48,897 in 2017/2018. However, Blaby District Council determined in February 2017 to discontinue the redistribution of this grant to parishes, along with ending the redistribution of the New Homes Bonus, from April 2018.

This decision presented the most significant financial risk to the Town Council's finances and services, since the grant offset the income from the tax base which was lost as a result of the reforms to the welfare system. Therefore, without the grant, residents on low income or in receipt of benefits can apply to reduce their Council Tax and the Town Council will no longer receive this payment. The risk of setting significantly higher precepts is that among residents on lower incomes or where income is being squeezed; higher precept increases could increase the number of applications for Council Tax reductions/exemptions.

Therefore, the decision of Blaby District Council to end the payment of the parish share of the Council Tax Support Grant will continue to impact upon the Council's finances and ability to deliver capital investment for the next couple of years.

Council Tax Property Bands

All domestic properties in England and Wales became liable to a local tax called Council Tax from 1st April 1993. The council tax has a property element and a personal element.

The property element depends on the valuation band to which the property is allocated. The bands are:-

Band A	up to	£40,000
Band B		£40,000 to £52,000
Band C		£52,000 to £68,000
Band D		£68,000 to £88,000
Band E		£88,000 to £120,000
Band F		£120,000 to £160,000
Band G		£160,000 to £320,000

The personal element is related to the number of adults resident in the property. The basic bill assumes that there are two adults resident in the property and in this case the personal element and the property element will each comprise 50% of the bill. If there are more than two resident adults, the bill is not increased. However, if there are fewer than two residents, the bill is discounted accordingly. The bill for a one-adult household will be 75% of the basic bill. Of this, 50% represents the property element and 25% the personal element.

Loans (Public Works Loan Board)

Public Works Loan Board loans have fixed interest rates and repayments are made twice yearly, i.e. each May and November. The total balance on loans outstanding at the beginning of 2021 was £1,128,008.14. Loans outstanding at the end of 2021:-

<u>Loan No.</u>	<u>Balance outstanding</u>	<u>Service</u>	<u>Estimated Annual Repayment</u>	<u>Rate</u>	<u>Maturity Date</u>
235384	£427,463.86	5 OS	£8,861.93	2.63%	07.05.2060
292038	£491,502.30	5 OS	£8,904.08	1.87%	07.11.2060
477930	£7,672.31	2 CC	£15,977.78	8.25%	07.05.2022
480508	£8,523.20	2 CC	£4,586.04	6.00%	07.11.2023
482623	£30,482.89	2 CC	£9,647.56	5.25%	07.05.2025
485188	£12,640.12	5 OS	£3,525.80	5.00%	07.05.2025
485557	£22,912.74	2 CC	£5,783.06	5.25%	07.05.2026
487506	£31,417.66	5 OS	£6,033.30	4.50%	07.11.2027
490422	£23,800.00	6 CS	£4,060.00	4.50%	07.05.2030
501336	£5,446.88	5 OS	£10,994.00	1.84%	07.05.2022
TOTAL	£1,061,861.96		£78,373.55		

Any amount to be borrowed must not be less than the maximum amount the Council is entitled to spend under Section 137 i.e. £8.41 (2021/22) times the number on the electoral role on 1st April. On 1st April 2021 the number on the electoral role in Braunstone Town was 12,652, meaning the amount to be borrowed must not be less than £106,403.

Estimated Reserves for 2021/2022

	2018/2019 (Actual)	2019/2020 (Actual)	2020/2021 (Actual)	2021/2022 (Estimated)
Balance b/f	£268,198.63	£236,782.01	£245,340.26	£618,174.73
Annual Precept	£574,107.00	£604,817.00	£646,304.00	£681,961.00
Other Income	£188,870.62	£222,249.08	£1,124,854.83	£108,947.80
Staff Costs	£463,923.55	£479,395.64	£485,277.95	£414,254.63
Loan Repayments	£60,891.04	£60,765.04	£66,628.11	£94,185.39
Other Expenditure	£269,579.65	£278,347.15	£846,418.30	£653,470.53
Balance c/f	£236,782.01	£245,340.26	£618,174.73	£247,172.98*

* *It should be noted that the full loan of £936,936 for the Shakespeare Park Improvements was drawn down in 2020/21. While at the end of the financial year £394,415 of payments remained due since the works were not complete until the summer and also 2.5% of the total cost will be retained for a further 12 months.*

Local Government Finance Act 1972 (Section 106)

Members are reminded that when a local council is considering budgetary items any councillor who is in arrears for more than two months with his/her Council Tax payments, he/she must declare that Section 106 applies and neither speak nor vote on the matter before the council. It is a criminal offence for a 'Councillor to vote on Council Tax level or Council Budget in these circumstances'.

Committee Consideration

Community Development Committee on 9th December 2021 considered the draft budget estimates for its services and recommended:

1. that a budget of £1,000 be included as a one-off in 2022/2023 budget for Grants for community events to mark the Queen's Platinum Jubilee;
2. that a new budget of £1,000 be included for General Events;
3. that the budget for the Covid-19 Community Response be deleted; and
4. that the draft Estimates for the Community Development Committee [included at Appendix 1] be included in the Budget Estimates for 2022/2023.

(Community Development Committee minute 71).

Planning & Environment Committee on 6th January 2022 considered the draft budget estimates for its services and recommended:

1. that the *Waste Services* budget be increased from £5,300 per annum to £7,570 per annum;
2. that the *Street Furniture* revenue budget be reduced from £5,000 to £2,500; and that the £2,500 capital funds allocated in the reserves to *Gateway Signage* be retained;
3. that the draft Estimates for the Planning and Environment Committee [included at Appendix 1] be included in the Budget Estimates for 2022/2023.

(Planning & Environment Committee Minute 75).

Policy & Resources Committee on 13th January 2022 considered and approved for recommendation to Council, the budget estimates for the whole Council, and identified the precept demand in order that Council can set a balanced budget (Policy & Resources Committee minute 72).

Recommendations

1. That a budget of £1,000 be included as a one-off in 2022/2023 budget for Grants for community events to mark the Queen's Platinum Jubilee;
2. that the following be included as new items in the 2022/2023 budget:
 - (a) £5,500 for Special (non-Capital) Projects, for example Climate Change initiatives, for the Town Council's facilities and parks;

- (b) £200 for Library Cleaning; and
- (c) £1,000 for General Events;
- 3. that the following one-off budgets in 2021/22 be retained in 2022/23:
 - (a) Christmas lights and decorations at Braunstone Civic Centre and Thorpe Astley Community Centre; and
 - (b) Library Capital Projects;
- 4. that the budget for the Covid-19 Community Response be deleted;
- 5. that no percentage increase be applied to Community Centres, sports pitches and miscellaneous fees and charges;
- 6. that £2,500 of the £25,000 one-off Library Transfer Grant received from Leicestershire County Council be earmarked in the reserves in 2022/23 to be used to offset the additional Library staffing costs transferred under TUPE;
- 7. that the Estimates for 2022/2023, as attached at Appendix 1 of the report, be approved as the Council's Budget for 2022/2023; and
- 8. that a Net Precept Requirement for £720,356 for the financial year 2022/2023 be submitted to Blaby District Council.

Reasons

1. To ensure appropriate financial support to enable Queen's Platinum Jubilee anniversary events to be organised and to ensure their success.
2. To fund specific items identified as a priority and to allocate a separate budget heading for Library Cleaning.
3. Due to other commitments in 2021/22, the budget for Christmas lights and decorations had not been fully utilised. With Climate Change and other initiatives; there was a need to continue with Capital Projects provision for the Library.
4. Financial Resources had not been required for the Covid-19 Community Response during 2021 and the scheme was winding down.
5. Following a review of the budgeted income from Room Hires, Policy & Resources Committee established a Community Centres Working Group, which would report in February 2022.
6. To enable the Town Council to continue to employ staff at Braunstone Town Library, as set out in its proposed service model.
7. To meet the Town Council's operating budgets for 2022/2023 along with funding for the Capital Plan and service pressures as identified in the report on Medium Term Priorities and Financial Planning.
8. The precept requirement for the year being the difference between expenditure and income, calculated in accordance with Section 50 of the Local Government Finance Act 1992.

APPENDIX 1 - BRAUNSTONE TOWN COUNCIL
DRAFT ESTIMATES 2022/2023

Represents an increase in Council Tax paid of 5.66%

COUNCIL TAX CALCULATION		£
COMMITTEE REQUIREMENT		
Corporate Management	£101,917.76	
Braunstone Civic Centre	£135,334.73	
Thorpe Astley Centre	£70,562.20	
Parks & Open Spaces	£227,333.95	
Library	£76,997.65	
Community Development	£72,943.80	
Planning & Environment	£37,765.91	
TOTAL REQUIREMENT	£722,856.00	£722,856.00
DEDUCT FROM RESERVES		£0.00
USE OF £25,000 LIBRARY TRANSFER GRANT		£2,500.00
NET REQUIREMENT		£720,356.00
SCALED COUNCIL TAX BASE		4,887.80
NET REQUIREMENT ÷ SCALED COUNCIL TAX BASE = BAND 'D' COUNCIL TAX		£147.38

COUNCIL TAX BANDS	A (6/9)	B (7/9)	C (8/9)	D (9/9)	E (11/9)	F (13/9)
NUMBER OF PROPERTIES IN EACH BAND	921	3707	1538	731	224	3
ANNUAL PAYMENT	£98.25	£114.63	£131.00	£147.38	£180.13	£212.88

5.66% Increase

KEY TO ACTS (followed by Section Number in Brackets)

1. Local Government Act 1972
2. Parish Councils Act 1957
3. Local Government and Ratings Act 1997
4. Local Government (Miscellaneous Provisions) Act 1976
5. Local Government Finance Act 1992
6. Representation of the People Act 1983 and 85 (as amended by the Local Government Finance (Repeals and Consequential Amendments) Order 1991)
7. Open Spaces Act 1906
8. Litter Act 1983
9. Local Government Pension Scheme Regulations 1995
10. Local Authorities (Members' Allowances) (England) Regulations 2003 (As amended by the Local Authorities (Members' Allowances) (England) (Amendment) Regulations 2004)
11. Local Government & Housing Act 1989
12. The Climate Change and Sustainable Energy Act 2006
13. Localism Act 2011 (s1 - 8 to be used as the power of last resort)
14. Local Government Act 2003

BRAUNSTONE TOWN COUNCIL
POLICY & RESOURCES COMMITTEE
RESOURCES & FACILITIES: CORPORATE MANAGEMENT
DRAFT ESTIMATES 2022/2023

KEY	EXPENDITURE	
	ADMINISTRATION AND CAPITAL PROJECTS	
1.(s112)	Staff Salaries	426,061.00
9.	Pensions	99,940.00
1.(s111)	Supplies, Stationery & Postage	3,000.00
1.(s174)	Staff Expenses	300.00
1.(s111)	Telephones	2,530.00
1.(ss111&114)	Insurance	14,000.00
1.(s111)	Photocopier	2,000.00
1.(s111)	Computer Supplies, Training, Service Contract	10,000.00
1.(s111)	Audit	2,500.00
	TOTAL	560,331.00
	Management & Administration	
	Apportioned to services as follows:-	
	Community Centres	31.04% 173,902.93
	Open Spaces / Parks Management	26.75% 149,885.95
	Library / Customer Service Shop	14.05% 78,704.65
	Planning & Environment	4.94% 27,685.91
	Community Development	8.43% 47,263.80
	Corporate Management	14.79% 82,887.76
10.(s25)	Councillors Allowances	6,000.00
10.(s26)	Councillors Expenses	300.00
5.(s50)	Contingency	0.00
1.(s222)	Legal Fees	250.00
6.(s36)	Elections	1,000.00
1.(s111)	Staff Training	2,500.00
1.(s111)	Councillor Training	1,000.00
1.(s175 & s143)	Subscriptions	4,000.00
1.(s142)	Advertisements	4,840.00
	Fees on Cambridge Saver	
13	Miscellaneous	700.00
	TOTAL EXPENDITURE	103,477.76
KEY	INCOME	
	ADMINISTRATION AND CAPITAL PROJECTS	
	Sale Of Assets	
	Photocopying	150.00
	Interest on No 1 Interest on No 1 Account	400.00
	Interest on No 2 Account	10.00
	Interest on Cambridge Saver	1,000.00
	TOTAL INCOME	1,560.00
	NET REQUIREMENT	101,917.76

Staffing Costs increased in line with Medium Term Financial Strategy
Pensions - increased in line with recent fund valuation
Advertisements - additional £440 to cover additional Life publicity
Income and Expenditure items adjusted based on the current year projected
outturn for actual costs.

**BRAUNSTONE TOWN COUNCIL
POLICY & RESOURCES COMMITTEE
RESOURCES & FACILITIES: COMMUNITY CENTRES
DRAFT ESTIMATES 2022/2023**

KEY	EXPENDITURE	BRAUNSTONE CIVIC CENTRE	THORPE ASTLEY	TOTAL EXPENDITURE
1.(s112)	Management & Administration			
	Apportioned to services as follows:-	59%	41%	
	31.04%	102,602.73	71,300.20	173,902.93
4.(s19)	Capital Projects	8,000.00	1,000.00	9,000.00
1.(s144)&4.(s19)	Special Projects	2,500.00	1,500.00	4,000.00
7.(ss9&10)	LOAN INTEREST & REPAYMENTS (Nos. 477930, 480508, 482623, 485557)	28,006.00		28,006.00
1.(s144)&4.(s19)	GENERAL EXPENDITURE (Community Rooms/Office) (VAT Treatment - Partial Exempt - 68% Exempt: 32% Non Business)			
1.(s222)	Legal Fees			0.00
1.(s144)&4.(s19)	Clothing	500.00		500.00
1.(s144)&4.(s19)	Cleaning Materials	1,600.00	1,000.00	2,600.00
1.(s144)&4.(s19)	Utility Bills	21,860.00	10,650.00	32,510.00
1.(s144)&4.(s19)	Waste Services	8,000.00	2,500.00	10,500.00
1.(s144)&4.(s19)	Laundry Services	500.00	250.00	750.00
1.(s144)&4.(s19)	Rates	21,500.00	7,700.00	29,200.00
1.(s111)	Catering for Hirers (VAT)			0.00
1.(s111)	Miscellaneous Services for Hirers (VAT)			0
1.(s111)	Credit Card and Transit fees	1,700.00	800.00	2,500.00
1.(s144)&4.(s19)	Building Repairs & Maintenance	12,000.00	3,000.00	15,000.00
1.(s144)&4.(s19)	Equipment Repairs & Maintenance	6,000.00	4,500.00	10,500.00
1.(s144)&4.(s19)	Miscellaneous	150.00	150.00	300.00
	SUB TOTAL	73,810.00	30,550.00	104,360.00
	GENERAL EXPENDITURE (Community Rooms only) (Exempt VAT Supplies)			
1.(s142)	Printing & Copying	600.00	300.00	900.00
1.(s144)&4.(s19)	Christmas Lights & Decorations	2,000.00	1,000.00	3,000.00
1.(s144)&4.(s19)	Telephones	1,000.00	1,000.00	2,000.00
1.(s144)&4.(s19)	Licences	1,300.00	400.00	1,700.00
1.(s144)&4.(s19)	Refundable Deposits	0.00	0.00	0.00
	SUB TOTAL	4,900.00	2,700.00	7,600.00
	TOTAL EXPENDITURE	219,818.73	107,050.20	326,868.93
KEY	INCOME	BRAUNSTONE CIVIC CENTRE	THORPE ASTLEY	TOTAL INCOME
	Capital Grants			0.00
	Room Hire	67,384.00	36,448.00	103,832.00
	Catering for Hirers (VAT)	100.00	40.00	140.00
	Licensed Bar	17,000.00		17,000.00
	Miscellaneous			0.00
	TOTAL INCOME	84,484.00	36,488.00	120,972.00
	NET REQUIREMENT	135,334.73	70,562.20	205,896.93

Special Projects: one off non-capital expenditure (e.g. Climate Change).

Loan Interest & Repayments reduced by £7,988 as Loan 477930 matures in May 2022.

Utility Bills: 10% increase to cover projected increases in energy costs.

Income and Expenditure items adjusted based on the current year projected outturn for actual costs.

**BRAUNSTONE TOWN COUNCIL
POLICY & RESOURCES COMMITTEE
COMMUNITY SERVICES: PARKS & OPEN SPACES
DRAFT ESTIMATES 2022/2023**

KEY	EXPENDITURE	
	OPEN SPACES & PARKS MANAGEMENT	
	Management & Administration	
	Apportioned to services as follows:-	
	26.75%	149,885.95
4.(s19)	Capital Projects	22,213.00
1.(s144)&4.(s19)	Special Projects	1,000.00
7.(ss9&10)	LOAN (Nos. 485188, 487506, 501336 + 235384 + 292038)	50,588.00
1.(s222)	Legal Fees	1,000.00
4.(s19)	Clothing	500.00
4.(s19)	Cleaning Materials	1,000.00
4.(s19)	Telephones	410.00
4.(s19)	Utility Bills	3,500.00
4.(s19)	Waste Services	2,000.00
4.(s19)	Laundry Services	500.00
4.(s19)	Sports Pitches & Facilities	1,000.00
4.(s19)	Building Repairs & Maintenance	4,800.00
4.(s19)	Equipment Repairs & Maintenance	10,000.00
4.(s19)	Site Maintenance	4,000.00
4.(s19)	Equipment Purchase	2,000.00
4.(s19)	Vehicle Costs	10,000.00
4.(s19)	Machinery Hire	500.00
4.(s19)	Petrol for equipment	3,800.00
4.(s19)	Miscellaneous	100.00
	SUB TOTAL	45,110.00
	TOTAL EXPENDITURE	268,796.95
KEY	INCOME	
	Capital Grants	17,213.00
	Thorpe Astley Commuted Sums	21,500.00
	Loans	0.00
	Agency Fees	150.00
	Sports Pitches & Facilities	2,500.00
	Miscellaneous	100.00
	TOTAL INCOME	41,463.00
	NET REQUIREMENT	227,333.95

Capital Projects, Grants & Loans: adjusted according to Shakespeare Project.
Special Projects: one off non-capital expenditure (e.g. Climate Change)
Loans: £5,497 saving as Loan 501336 matures in May 2022; and £4,468 saving on 2021/22 budget for Shakespeare Loans due to reduction in interest rates.
Cleaning Materials: increase by £500 to cover Shakespeare Park Pavilion
Utility Bills: £1,000 increase to cover Shakespeare and increases in energy costs.
Thorpe Astley Commuted Sums: held by Blaby DC for Thorpe Astley Park; increase by £3,500 to cover increase in costs.

**BRAUNSTONE TOWN COUNCIL
POLICY & RESOURCES COMMITTEE
COMMUNITY SERVICES: LIBRARY
DRAFT ESTIMATES 2022/2023**

KEY	EXPENDITURE	
	SOCIAL INCLUSION	
	Management & Administration Apportioned to services as follows:-	
		14.05%
		78,704.65
4.(s19)	Capital Projects	1,700.00
1.(s144)&4.(s19)	Special Projects	500.00
1.(s111)	Utility Bills	2,880.00
1.(s111)	Telephones	200.00
1.(s111)	Photocopier	800.00
1.(s142)	Printing & Copying	150.00
1.(s142)	Advertisements	200.00
1.(s145)	Programme of Events	800.00
1.(s144)&4.(s19)	Cleaning Materials	200.00
13	Miscellaneous	800.00
	TOTAL EXPENDITURE	86,934.65
KEY	INCOME	
	Service Charges	1,052.00
	Grant - Leicestershire County Council	7,335.00
	Fines	1,500.00
	Miscellaneous	50.00
	TOTAL INCOME	9,937.00
	NET REQUIREMENT	76,997.65

Capital Projects reduced by £1,300 as LED conversion should be complete.

Special Projects: one off non-capital expenditure (e.g. Climate Change).

Utility Bills: 10% increase to cover projected increases in energy costs.

Cleaning Materials: New code, previously unaccounted for.

LCC Grant increased in line with CPI.

**BRAUNSTONE TOWN COUNCIL
COMMUNITY DEVELOPMENT COMMITTEE
DRAFT ESTIMATES 2022/2023**

KEY	EXPENDITURE	
	SOCIAL INCLUSION	
	Management & Administration Apportioned to services as follows:-	
		8.43%
		47,263.80
1.(s15(5))	Town Mayor's Travel & Subsistence Allowance	375.00
1.(s15(5))	Town Mayor's Entertainment Allowance	375.00
3.(s31)	Signs	500.00
1.(s145)	Programme of Events	4,000.00
11.(s28)	Summer Fete	2,400.00
13	Civic Functions	1,850.00
13	Community Grants	6,000.00
1.(s112)	Grants for the Queen's Platinum Jubilee (2022)	1,000.00
1.(s145)	General Events	1,000.00
13	Covid-19 Community Response	0.00
7.(ss9&10)	Loan Interest & Repayments (No.490422)	4,430.00
13	Citizens Advice Bureau SLA	3,150.00
1.(s31)	Community Safety	500.00
3.(s31)	Consumer Products (Purchase for resale) Crime Prevention	100.00
13	Miscellaneous	100.00
	TOTAL EXPENDITURE	73,043.80
KEY	INCOME	
	Civic Functions	0.00
	Consumer Products (Sales) General	50.00
	Consumer Products (Sales) Crime Prevention	50.00
	Miscellaneous	0.00
	TOTAL INCOME	100.00
	NET REQUIREMENT	72,943.80

Inflationary Increases to cover for additional costs.

£1,000 One-off: Grants for Queen's Platinum Jubilee Community Events.

£1,000 general Events Budget to cover Apple Day and Open Days.

£1,000 Covid-19 Community Response no longer required.

**BRAUNSTONE TOWN COUNCIL
PLANNING & ENVIRONMENT COMMITTEE
DRAFT ESTIMATES 2022/2023**

KEY	EXPENDITURE	
	Management & Administration Apportioned to services as follows:-	
	4.94%	27,685.91
1.(s222)	Professional Fees	250.00
8.(ss5&6)	Waste Services	7,570.00
2.(ss2&3)	Street Furniture	2,500.00
8.(ss5&6)	Consumer Products (Purchase for resale) Poop Scoops	1,600.00
3.(s31)	Consumer Products (Purchase for resale) Waste & Garden Bags	420.00
	TOTAL EXPENDITURE	40,025.91
KEY	INCOME	
	Consumer Products (Sales) Poop Scoops	1,700.00
	Consumer Products (Sales) Waste & Garden Bags	560.00
	TOTAL INCOME	2,260.00
	NET REQUIREMENT	37,765.91

Waste Services: increased by £2,570 due to cost increases in emptying dog bins.

Street Furniture: reduced by £2,500 and the same taken from the ring-fenced reserve.

**BRAUNSTONE TOWN COUNCIL
APPORTIONMENT OF SALARIES 2022/2023**

	POLICY & RESOURCES				COMMUNITY DEVELOPMENT	PLANNING & ENVIRONMENT	TOTAL
	CORPORATE MANAGEMENT	COMMUNITY CENTRES	PARKS & OPEN SPACES	LIBRARY			
EXECUTIVE OFFICER & TOWN CLERK	21,824.36 35%	9,353.30 15%	6,235.53 10%	6,235.53 10%	6,235.53 10%	12,471 20%	62,355.30
PERSONAL ASSISTANT & ADMINISTRATIVE OFFICER	13,113.29 50%	1,311.33 5%	1,311.33 5%	1,311.33 5%	1,311.33 5%	7,868 30%	26,226.57
DEPUTY EXECUTIVE OFFICER & COMMUNITY SERVICES MANAGER	7,509.67 15%	0.00 0%	15,019.33 30%	15,019.33 30%	11,014.18 22%	1,502 3%	50,064.44
PARKS & OPEN SPACES STAFF	1,937.07 2%	4,842.69 5%	87,168.33 90%	0.00 0%	1,937.07 2%	969 1%	96,853.70
CUSTOMER & INFORMATION SERVICES ADVISORS	1,253.72 3%	20,895.36 50%	10,447.68 25%	4,179.07 10%	4,179.07 10%	836 2%	41,790.71
COMMUNITY SERVICES & ENGAGEMENT OFFICER	3,553.93 15%	2,369.29 10%	2,369.29 10%	2,369.29 10%	11,846.43 50%	1,185 5%	23,692.85
RESOURCES & FACILITIES MANAGER	23,902.86 50%	21,512.57 45%	956.11 2%	956.11 2%	478.06 1%	0 0%	47,805.72
FINANCE ASSISTANT & RECEPTION	464.57 3%	7,742.76 50%	3,871.38 25%	1,548.55 10%	1,548.55 10%	309.71 2%	15,485.52
CLEANER & PREMISES OPERATIVE	0.00 0%	27,221.54 60%	9,073.85 20%	9,073.85 20%	0.00 0%	0.00 0%	45,369.24
LIBRARY STAFF	0.00 0%	0.00 0%	0.00 0%	29,789.57 95%	1567.87 5%	0.00 0%	31,357.44
DUTY OFFICER - COMMUNITY CENTRES	4,249.97 5%	67,999.48 80%	4,249.97 5%	3,399.97 4%	4,249.97 5%	850 1%	84,999.35
TOTALS	77,809.42 14.79%	163,248.31 31.04%	140,702.79 26.75%	73,882.60 14.05%	44,368.05 8.43%	25,989.66 4.94%	526,000.84

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
1. P&R - Corporate Management						
Income						
101	Precept	£646,304.00	£681,961.00	£681,961.00	£0.00	£720,356.00
107	Projects	£0.00	£0.00	£0.00	£0.00	£0.00
113	Staff Salaries Grant (Furlough)	£36,945.59	£0.00	£7,190.41	£7,190.41	£0.00
120	Sale Of Assets	£0.00	£0.00	£0.00	£0.00	£0.00
141	Photocopying	£164.75	£150.00	£46.80	£-103.20	£150.00
181	Interest on No 1 Account	£0.00	£400.00	£0.00	£-400.00	£400.00
182	Interest on No 2 Account	£0.00	£10.00	£0.00	£-10.00	£10.00
183	Interest on Cambridge Saver	£694.55	£1,000.00	£0.00	£-1,000.00	£1,000.00
199	Miscellaneous	£178.80	£0.00	£84.00	£84.00	£0.00
Total Income		£684,287.69	£683,521.00	£689,282.21	£5,761.21	£721,916.00
Expenditure						
1010	Staff Salaries	£382,766.80	£418,094.00	£251,169.56	£166,924.44	£426,061.00
1015	Staff Expenses	£8.10	£300.00	£48.13	£251.87	£300.00
1020	Pensions	£146,496.71	£98,102.00	£59,521.41	£38,580.59	£99,940.00
1030	Councillors Allowances	£5,643.40	£6,000.00	£6,079.80	£-79.80	£6,000.00
1035	Councillors Expenses	£0.00	£300.00	£-40.00	£340.00	£300.00
1060	Contingency	£0.00	£0.00	£0.00	£0.00	£0.00
1070	Projects					
1070/1	Climate Change	£0.00	£0.00	£0.00	£0.00	£0.00
1070	Total	£0.00	£0.00	£0.00	£0.00	£0.00
1090	Covid-19 Recovery	£6,882.97	£0.00	£14.98	£-14.98	£0.00
1150	Insurance	£14,016.84	£14,000.00	£12,231.96	£1,768.04	£14,000.00
1160	Audit	£2,040.00	£2,500.00	£2,000.00	£500.00	£2,500.00
1170	Legal Fees	£1,696.00	£250.00	£1,295.00	£-1,045.00	£250.00

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
1180	Elections	£2,183.15	£1,000.00	£0.00	£1,000.00	£1,000.00
1210	Staff Training	£144.00	£2,500.00	£1,389.19	£1,110.81	£2,500.00
1230	Councillor Training	£130.00	£1,000.00	£130.00	£870.00	£1,000.00
1300	Supplies, Stationery & Postage	£1,862.65	£2,900.00	£2,738.59	£161.41	£3,000.00
1350	Subscriptions	£6,499.81	£4,000.00	£3,912.18	£87.82	£4,000.00
1360	Advertisements	£0.00	£4,400.00	£4,512.00	-£112.00	£4,840.00
1400	Telephones	£3,031.46	£2,530.00	£2,213.81	£316.19	£2,530.00
1410	Photocopier	£973.19	£2,000.00	£1,174.70	£825.30	£2,000.00
1420	Computer Supplies, Training, Service Contract	£3,834.44	£10,000.00	£8,438.70	£1,561.30	£10,000.00
1830	Fees on Cambridge Saver	£0.00	£0.00	£123.29	-£123.29	£0.00
1990	Miscellaneous	£160.50	£700.00	£1,490.92	-£790.92	£700.00
1991	Paid from Number 1 Account in Error	£0.00	£0.00	£2,413.51	-£2,413.51	£0.00
1992	Paid from Number 2 Account in Error	£0.00	£0.00	£0.00	£0.00	£0.00
Total Expenditure		<u>£578,370.02</u>	<u>£570,576.00</u>	<u>£360,857.73</u>	<u>£209,718.27</u>	<u>£580,921.00</u>

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
2. P&R - Civic Centre						
Income						
205	Capital Grants	£0.00	£0.00	£0.00	£0.00	£0.00
207	Projects	£0.00	£0.00	£0.00	£0.00	£0.00
250	Room Hire	-£10,997.33	£67,384.00	£37,756.55	-£29,627.45	£67,384.00
251	Catering for Hirers (VAT)	£32.65	£100.00	£827.39	£727.39	£100.00
257	Licensed Bar	£1,416.67	£17,000.00	£2,358.84	-£14,641.16	£17,000.00
299	Miscellaneous	£14.55	£0.00	£218.95	£218.95	£0.00
Total Income		-£9,533.46	£84,484.00	£41,161.73	-£43,322.27	£84,484.00
Expenditure						
2050	Capital Projects					
2050/1	Toilets/Bar Refurbishment	£947.50	£6,500.00	£2,125.00	£4,375.00	£6,500.00
2050/2	General Refurbishment	£0.00	£1,500.00	£0.00	£1,500.00	£1,500.00
2050	Total	£947.50	£8,000.00	£2,125.00	£5,875.00	£8,000.00
2070	Projects					
2070/1	Climate Change	£0.00	£0.00	£0.00	£0.00	£2,000.00
2070/2	General	£0.00	£0.00	£0.00	£0.00	£500.00
2070	Total	£0.00	£0.00	£0.00	£0.00	£2,500.00
2080	Loan Interest & Repayments					
2080/1	PWLB 477930	£15,977.78	£15,978.00	£15,977.78	£0.22	£7,988.00
2080/2	PWLB 480508	£4,586.04	£4,586.00	£4,586.04	-£0.04	£4,586.00
2080/3	PWLB 482623	£9,647.56	£9,647.00	£9,647.56	-£0.56	£9,648.00
2080/4	PWLB 485557	£5,783.06	£5,783.00	£5,783.06	-£0.06	£5,784.00
2080	Total	£35,994.44	£35,994.00	£35,994.44	-£0.44	£28,006.00
2090	Covid-19 Recovery	£2,364.85	£0.00	£732.45	-£732.45	£0.00

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
2170	Legal Fees	£0.00	£0.00	£0.00	£0.00	£0.00
2250	Service Charges	£0.00	£0.00	£0.00	£0.00	£0.00
2290	Clothing	£128.17	£500.00	£274.53	£225.47	£500.00
2320	Printing & Copying	£0.00	£600.00	£146.20	£453.80	£600.00
2330	Cleaning Materials	£1,461.61	£1,600.00	£1,190.74	£409.26	£1,600.00
2400	Telephones	£1,559.42	£1,000.00	£1,878.86	-£878.86	£1,000.00
2430	Utility Bills	£10,188.99	£19,900.00	£7,161.67	£12,738.33	£21,860.00
2440	Waste Services	£5,619.51	£8,000.00	£6,942.89	£1,057.11	£8,000.00
2450	Laundry Services	£0.00	£500.00	£0.00	£500.00	£500.00
2460	Rates	£19,585.75	£21,500.00	£15,667.75	£5,832.25	£21,500.00
2490	Christmas Lights & Decorations	£0.00	£2,000.00	£201.54	£1,798.46	£2,000.00
2500	Refundable Deposits	£0.00	£0.00	£0.00	£0.00	£0.00
2510	Catering for Hirers (VAT)	£4.93	£0.00	£224.60	-£224.60	£0.00
2520	Miscellaneous Services for Hirers (VAT)	£0.00	£0.00	£0.00	£0.00	£0.00
2570	Licences	£649.50	£1,300.00	£472.50	£827.50	£1,300.00
2580	Card Card and Transit fees	£1,070.51	£1,700.00	£1,139.78	£560.22	£1,700.00
2600	Building Repairs & Maintenance	£5,780.14	£15,000.00	£8,466.75	£6,533.25	£12,000.00
2610	Equipment Repairs & Maintenance					
2610/1	General	£2,804.30	£1,600.00	£7,600.34	-£6,000.34	£4,600.00
2610/2	Fire Extinguisher Service	£238.42	£400.00	£429.94	-£29.94	£400.00
2610/3	Alarm Maintenance	£964.28	£1,000.00	£14.78	£985.22	£1,000.00
2610	Total	£4,007.00	£3,000.00	£8,045.06	-£5,045.06	£6,000.00
2990	Miscellaneous	£201.60	£150.00	-£71.85	£221.85	£150.00
Total Expenditure		£89,563.92	£120,744.00	£90,592.91	£30,151.09	£117,216.00

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
3. P&R - Thorpe Astley Community Centre						
Income						
307	Projects	£0.00	£0.00	£0.00	£0.00	£0.00
325	Service Charges	£0.00	£0.00	£0.00	£0.00	£0.00
350	Room Hire					
350/1	Room Hires	-£3,812.12	£9,632.35	£1,907.07	-£7,725.28	£9,632.35
350/2	Pre-School Contract	£22,837.25	£26,815.65	£12,562.13	-£14,253.52	£26,815.65
350/3	NHS Facility	£3,759.57	£0.00	£4,962.11	£4,962.11	£0.00
350	Total	£22,784.70	£36,448.00	£19,431.31	-£17,016.69	£36,448.00
351	Catering for Hirers (VAT)	£0.00	£40.00	£1.01	-£38.99	£40.00
399	Miscellaneous	£0.00	£0.00	£0.00	£0.00	£0.00
Total Income		£22,784.70	£36,488.00	£19,432.32	-£17,055.68	£36,488.00
Expenditure						
3050	Capital Projects					
3050/1	General Improvements	£0.00	£1,000.00	£0.00	£1,000.00	£1,000.00
3050/2	NHS Facility	£0.00	£0.00	£0.00	£0.00	£0.00
3050	Total	£0.00	£1,000.00	£0.00	£1,000.00	£1,000.00
3070	Projects					
3070/1	Climate Change	£0.00	£0.00	£0.00	£0.00	£1,000.00
3070/2	General	£0.00	£0.00	£0.00	£0.00	£500.00
3070	Total	£0.00	£0.00	£0.00	£0.00	£1,500.00
3090	Covid-19 Recovery	£537.31	£0.00	£0.00	£0.00	£0.00
3290	Clothing	£0.00	£0.00	£0.00	£0.00	£0.00
3320	Printing & Copying	£110.00	£300.00	£0.00	£300.00	£300.00
3330	Cleaning Materials	£618.98	£1,000.00	£156.17	£843.83	£1,000.00

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
3400	Telephones	£1,213.68	£1,000.00	£430.55	£569.45	£1,000.00
3430	Utility Bills	£15,209.74	£9,700.00	£10,016.03	-£316.03	£10,650.00
3440	Waste Services	£1,270.23	£2,500.00	£846.82	£1,653.18	£2,500.00
3450	Laundry Services	£0.00	£250.00	£0.00	£250.00	£250.00
3460	Rates	£7,110.75	£7,700.00	£5,688.75	£2,011.25	£7,700.00
3490	Christmas Lights & Decorations	£990.89	£1,000.00	£135.68	£864.32	£1,000.00
3500	Refundable Deposits	£0.00	£0.00	£0.00	£0.00	£0.00
3510	Catering for Hirers (VAT)	£0.00	£0.00	£0.00	£0.00	£0.00
3520	Miscellaneous Services for Hirers (VAT)	£0.00	£0.00	£0.00	£0.00	£0.00
3570	Licences	£0.00	£400.00	£339.00	£61.00	£400.00
3580	Credit Card and Transit Fees	£105.04	£800.00	£64.36	£735.64	£800.00
3600	Building Repairs & Maintenance	£1,233.72	£3,000.00	£2,145.40	£854.60	£3,000.00
3610	Equipment Repairs & Maintenance					
3610/1	General	£752.74	£1,150.00	£380.40	£769.60	£1,150.00
3610/2	Fire Extinguisher Service	£26.20	£350.00	£93.04	£256.96	£350.00
3610/3	Alarm Maintenance	£1,763.85	£3,000.00	£1,314.32	£1,685.68	£3,000.00
3610	Total	£2,542.79	£4,500.00	£1,787.76	£2,712.24	£4,500.00
3990	Miscellaneous	£97.94	£150.00	£0.00	£150.00	£150.00
Total Expenditure		£31,041.07	£33,300.00	£21,610.52	£11,689.48	£35,750.00

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
5. P&R - Parks & Open Spaces						
Income						
505	Capital Grants	£106,900.00	£17,213.00	£0.00	£-17,213.00	£17,213.00
507	Projects	£0.00	£0.00	£0.00	£0.00	£0.00
508	Loans	£936,608.05	£223,300.00	£0.00	£-223,300.00	£0.00
511	Thorpe Astley Commuted Sums (transfer from)	£23,760.00	£18,000.00	£0.00	£-18,000.00	£21,500.00
527	Agency Fees	£0.00	£150.00	£0.00	£-150.00	£150.00
555	Sports Pitches & Facilities					
555/1	Pitch Season Fees	£700.00	£2,500.00	£1,563.00	£-937.00	£2,500.00
555/2	Individual Match Fees (VAT)	£0.00	£0.00	£0.00	£0.00	£0.00
555/3	Court/Multi Play (VAT)	£0.00	£0.00	£6.05	£6.05	£0.00
555/4	Changing Rooms (VAT)	£0.00	£0.00	£0.00	£0.00	£0.00
555	Total	£700.00	£2,500.00	£1,569.05	£-930.95	£2,500.00
599	Miscellaneous	£-100.00	£100.00	£1,500.00	£1,400.00	£100.00
Total Income		£1,067,868.05	£261,263.00	£3,069.05	£-258,193.95	£41,463.00
Expenditure						
5050	Capital Projects					
5050/1	General	£3,591.86	£1,700.00	£3,550.00	£-1,850.00	£1,000.00
5050/2	Shakespeare Park Improvement Project	£547,709.71	£223,300.00	£332,532.32	£-109,232.32	£17,213.00
5050/3	Shakespeare Tennis Courts	£0.00	£0.00	£608.00	£-608.00	£2,000.00
5050/4	Shakespeare Playground	£0.00	£0.00	£0.00	£0.00	£2,000.00
5050	Total	£551,301.57	£225,000.00	£335,986.22	£-110,986.22	£22,213.00
5070	Projects					
5070/1	Climate Change	£0.00	£0.00	£0.00	£0.00	£500.00

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
5070/2	General	£0.00	£0.00	£0.00	£0.00	£500.00
5070	Total	£0.00	£0.00	£0.00	£0.00	£1,000.00
5080	Loan Interest & Repayments					
5080/1	PWLB 485188	£3,525.80	£3,526.00	£3,525.80	£0.20	£3,526.00
5080/2	PWLB 487506	£6,033.30	£6,033.00	£6,033.30	-£0.30	£6,033.00
5080/3	PWLB 501336	£10,994.00	£10,994.00	£10,994.00	£0.00	£5,497.00
5080/4	PWLB - Shakespeare Park (235384)	£5,989.07	£37,888.00	£33,672.35	£4,215.65	£17,724.00
5080/5	PWLB - Shakespeare Park (292038)	£0.00	£0.00	£0.00	£0.00	£17,808.00
5080	Total	£26,542.17	£58,441.00	£54,225.45	£4,215.55	£50,588.00
5090	Covid-19 Recovery	£376.77	£0.00	£0.00	£0.00	£0.00
5170	Legal Fees	£0.00	£1,000.00	£508.50	£491.50	£1,000.00
5290	Clothing	£270.92	£500.00	£364.45	£135.55	£500.00
5330	Cleaning Materials	£162.97	£500.00	£111.23	£388.77	£1,000.00
5400	Telephones	£0.00	£410.00	£0.00	£410.00	£410.00
5430	Utility Bills	£3,560.43	£2,000.00	£3,898.08	-£1,898.08	£3,500.00
5440	Waste Services	£1,156.40	£2,000.00	£734.33	£1,265.67	£2,000.00
5450	Laundry Services	£0.00	£500.00	£0.00	£500.00	£500.00
5550	Sports Pitches & Facilities	£7,599.00	£1,000.00	£358.33	£641.67	£1,000.00
5600	Building Repairs & Maintenance					
5600/1	Mossdale Meadows	£1,882.29	£4,800.00	£310.65	£4,489.35	£4,800.00
5600/2	Shakespeare Park	£793.93	£0.00	£0.00	£0.00	£0.00
5600	Total	£2,676.22	£4,800.00	£310.65	£4,489.35	£4,800.00

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
5610	Equipment Repairs & Maintenance					
5610/1	General Maintenance	£7,529.24	£4,000.00	£2,587.56	£1,412.44	£4,000.00
5610/2	Playgrounds	£1,085.78	£6,000.00	£6,527.74	-£527.74	£6,000.00
5610	Total	£8,615.02	£10,000.00	£9,115.30	£884.70	£10,000.00
5620	Site Maintenance					
5620/1	General	£285.00	£1,000.00	£4,761.71	-£3,761.71	£1,000.00
5620/2	Trees	£97.38	£3,000.00	£2,728.31	£271.69	£3,000.00
5620	Total	£382.38	£4,000.00	£7,490.02	-£3,490.02	£4,000.00
5630	Equipment Purchase	£1,733.53	£2,000.00	£1,756.21	£243.79	£2,000.00
5650	Vehicle Costs	£22,484.35	£10,000.00	£11,517.89	-£1,517.89	£10,000.00
5660	Machinery Hire	£0.00	£500.00	£750.00	-£250.00	£500.00
5670	Petrol	£2,399.01	£3,800.00	£3,371.92	£428.08	£3,800.00
5990	Miscellaneous	£4,134.73	£100.00	£296.23	-£196.23	£100.00
	Total Expenditure	£633,395.47	£326,551.00	£431,498.91	-£104,947.91	£118,911.00

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
6. P&R - Library Services						
Income						
607	Projects	£0.00	£0.00	£0.00	£0.00	£0.00
609	Covid-19 Library Grant	£0.00	£0.00	£0.00	£0.00	£0.00
625	Service Charges	£3,121.15	£1,052.00	£1,053.48	£1.48	£1,052.00
626	Service Level Agreements					
626/1	Grant - Leicestershire County Council	£7,083.00	£7,121.00	£5,350.50	£-1,770.50	£7,335.00
626	Total	£7,083.00	£7,121.00	£5,350.50	£-1,770.50	£7,335.00
690	Consumer Products (Sales)					
690/1	Stamps	£35.23	£0.00	£0.00	£0.00	£0.00
690	Total	£35.23	£0.00	£0.00	£0.00	£0.00
698	Fines	£38.24	£1,500.00	£101.01	£-1,398.99	£1,500.00
699	Miscellaneous	£182.42	£50.00	£7,659.59	£7,609.59	£50.00
Total Income		£10,460.04	£9,723.00	£14,164.58	£4,441.58	£9,937.00
Expenditure						
6050	Capital Projects	£0.00	£3,000.00	£0.00	£3,000.00	£1,700.00
6070	Projects					
6070/1	Climate Change	£0.00	£0.00	£0.00	£0.00	£250.00
6070/2	General	£0.00	£0.00	£0.00	£0.00	£250.00
6070	Total	£0.00	£0.00	£0.00	£0.00	£500.00
6090	Covid-19 Recovery	£632.91	£0.00	£0.00	£0.00	£0.00
6320	Printing & Copying	£0.00	£150.00	£0.00	£150.00	£150.00
6330	Cleaning Materials	£0.00	£0.00	£51.90	£-51.90	£200.00
6360	Advertisements	£0.00	£200.00	£0.00	£200.00	£200.00

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
6400	Telephones	£0.00	£200.00	£0.00	£200.00	£200.00
6410	Photocopier	£0.00	£800.00	£0.00	£800.00	£800.00
6430	Utility Bills	£3,404.80	£2,618.00	£2,339.73	£278.27	£2,880.00
6700	Programme of Events	£0.00	£800.00	£0.00	£800.00	£800.00
6900	Consumer Products (Purchase for resale)					
6900/1	Stamps	£0.00	£0.00	£56.10	-£56.10	£0.00
6900	Total	£0.00	£0.00	£56.10	-£56.10	£0.00
6990	Miscellaneous	-£26.95	£800.00	£1,730.91	-£930.91	£800.00
Total Expenditure		£4,010.76	£8,568.00	£4,178.64	£4,389.36	£8,230.00

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
7. Community Development						
Income						
707	Projects	£0.00	£0.00	£0.00	£0.00	£0.00
709	Covid-19 Community Response	£500.00	£0.00	£0.00	£0.00	£0.00
770	Programme of Events	-£366.68	£0.00	£588.00	£588.00	£0.00
771	Summer Fete					
771/1	Current Year	-£543.35	£0.00	£736.15	£736.15	£0.00
771/2	Next Year	£0.00	£0.00	£0.00	£0.00	£0.00
771	Total	-£543.35	£0.00	£736.15	£736.15	£0.00
775	Civic Functions	-£300.00	£0.00	£141.50	£141.50	£0.00
776	Town Mayor's Charity - Pre May	£0.00	£0.00	£1,200.00	£1,200.00	£0.00
777	Town Mayor's Charity - after May	£100.00	£0.00	£453.35	£453.35	£0.00
790	Consumer Products (Sales)					
790/1	History Publications	£0.00	£0.00	£0.00	£0.00	£0.00
790/2	Crime Prevention	£0.00	£50.00	£0.00	-£50.00	£50.00
790/3	General	£0.00	£50.00	£0.00	-£50.00	£50.00
790	Total	£0.00	£100.00	£0.00	-£100.00	£100.00
799	Miscellaneous	£0.00	£0.00	£0.00	£0.00	£0.00
Total Income		-£610.03	£100.00	£3,119.00	£3,019.00	£100.00
Expenditure						
7040	Town Mayor's Allowance					
7040/1	Town Mayor's Travel & Subsistence Allowance	£0.00	£375.00	£0.00	£375.00	£375.00
7040/2	Town Mayor's Entertainment Allowance	£59.00	£375.00	£123.00	£252.00	£375.00

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
7040	Total	£59.00	£750.00	£123.00	£627.00	£750.00
7070	Projects					
7070/1	Climate Change	£0.00	£0.00	£0.00	£0.00	£0.00
7070	Total	£0.00	£0.00	£0.00	£0.00	£0.00
7080	Loan Interest & Repayments (PWL B 490422)	£4,091.50	£4,430.00	£3,965.50	£464.50	£4,430.00
7090	Covid-19 Community Response	£230.00	£1,000.00	£0.00	£1,000.00	£0.00
7260	Service Level Agreements (CAB)	£3,000.00	£3,000.00	£0.00	£3,000.00	£3,150.00
7340	Signs	£0.00	£500.00	£0.00	£500.00	£500.00
7700	Programme of Events	£396.67	£4,000.00	£1,357.50	£2,642.50	£4,000.00
7710	Summer Fete					
7710/1	Current Year	£0.00	£2,000.00	£2,298.29	£-298.29	£2,100.00
7710/2	Next Year	£0.00	£300.00	£0.00	£300.00	£300.00
7710	Total	£0.00	£2,300.00	£2,298.29	£1.71	£2,400.00
7720	General Events					
7720/1	General	£0.00	£0.00	£0.00	£0.00	£0.00
7720/2	Apple Day	£0.00	£0.00	£0.00	£0.00	£500.00
7720/3	Open Days	£0.00	£0.00	£0.00	£0.00	£500.00
7720	Total	£0.00	£0.00	£0.00	£0.00	£1,000.00
7750	Civic Functions	£34.00	£1,850.00	£1,114.38	£735.62	£1,850.00
7760	Town Mayor's Charity - Pre May	£3,794.95	£0.00	£1,300.00	£-1,300.00	£0.00
7770	Town Mayor's Charity - after May	£0.00	£0.00	£0.00	£0.00	£0.00
7850	Community Grants	£1,641.00	£6,000.00	£2,350.00	£3,650.00	£6,000.00
7870	Grants for Queen's Platinum Jubilee	£0.00	£0.00	£0.00	£0.00	£1,000.00

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
7900	Consumer Products (Purchase for resale)					
7900/1	History Publications	£0.00	£0.00	£0.00	£0.00	£0.00
7900/2	Crime Prevention	£0.00	£100.00	£0.00	£100.00	£100.00
7900	Total	£0.00	£100.00	£0.00	£100.00	£100.00
7950	Community Safety	£0.00	£500.00	£658.57	-£158.57	£500.00
7990	Miscellaneous	£0.00	£100.00	£9.00	£91.00	£100.00
Total Expenditure		£13,247.12	£24,530.00	£13,176.24	£11,353.76	£25,780.00

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

		Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
8. Planning & Environment						
Income						
807	Projects	£0.00	£0.00	£0.00	£0.00	£0.00
890	Consumer Products (Sales)					
890/1	General	£0.00	£0.00	£0.00	£0.00	£0.00
890/2	Poop Scoops	£275.00	£1,700.00	£764.17	£-935.83	£1,700.00
890/3	Waste & Garden Bags	£14.56	£560.00	£0.00	£-560.00	£560.00
890	Total	£289.56	£2,260.00	£764.17	£-1,495.83	£2,260.00
Total Income		£289.56	£2,260.00	£764.17	£-1,495.83	£2,260.00
Expenditure						
8070	Projects					
8070/1	Climate Change	£0.00	£0.00	£0.00	£0.00	£0.00
8070	Total	£0.00	£0.00	£0.00	£0.00	£0.00
8190	Professional Fees	£0.00	£250.00	£0.00	£250.00	£250.00
8440	Waste Services (Dog Bins)	£4,713.99	£5,300.00	£4,704.70	£595.30	£7,570.00
8460	Furniture	£0.00	£5,000.00	£0.00	£5,000.00	£2,500.00
8900	Consumer Products (Purchase for resale)					
8900/1	Poop Scoops	£0.00	£1,600.00	£484.50	£1,115.50	£1,600.00
8900/2	Waste & Garden Bags	£0.00	£420.00	£0.00	£420.00	£420.00
8900	Total	£0.00	£2,020.00	£484.50	£1,535.50	£2,020.00
Total Expenditure		£4,713.99	£12,570.00	£5,189.20	£7,380.80	£12,340.00

Financial Budget Comparison

Comparison between 01/04/21 and 31/12/21 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/21

	Previous Year's Net	2021/2022	Actual Net	Balance	2022/2023
Total Income	£1,775,546.55	£1,077,839.00	£770,993.06		£896,648.00
Total Expenditure	£1,354,342.35	£1,096,839.00	£927,104.15		£899,148.00
Total Net Balance	£421,204.20	-£19,000.00	-£156,111.09		-£2,500.00

APPENDIX 3 – 5 YEAR INCOME / EXPENDITURE PROJECTIONS

	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Total Requirement	£599,729	£600,726	£605,262	£609,934	£617,547	£623,312
Plus Increase in costs	£5,997	£18,022	£18,158	£12,199	£12,351	£6,233
Reduced Income / Revised Budgets	£0	£0	£0	£0	£0	£0
Less Savings / Income Generation	£5,000	£13,486	£13,486	£4,586	£6,586	£9,478
Total including Savings	£600,726	£605,262	£609,934	£617,547	£623,312	£620,067
Additional Pension Provision	£48,884	£50,616	£51,628	£52,661	£53,714	£54,788
Additional Staffing Costs	£46,351	£56,657	£62,557	£64,364	£70,057	£73,920
Health / Social Care Levy	£0	£2,440	£2,834	£3,007	£3,184	£3,365
Additional Borrowing Repayments	£40,000	£35,532	£35,532	£35,532	£35,532	£35,532
Non-Earmarked Reserves	-£19,000	-£2,500	£0	£18,000	£25,000	£32,000
(Balance of Reserves)	£84,452	£81,952	£81,952	£99,952	£124,952	£156,952
Contingency	-£20,000	-£20,000	-£10,000	-£5,000	£0	£5,000
(Balance for Financial Year)	£0	£0	£10,000	£15,000	£20,000	£25,000
Capital Projects	-£15,000	-£10,000	£0	£0	£7,000	£15,000
(Balance for Financial Year)	£10,700	£15,700	£25,700	£25,700	£32,700	£40,700
TOTAL REQUIREMENT	£681,961	£718,007	£752,485	£786,111	£817,799	£839,672
Less Council Tax Support Grant	£0	£0	£0	£0	£0	£0
Net Precept	£681,961	£718,007	£752,485	£786,111	£817,799	£839,672
Band D (scaled Tax Base)	4,888.95	£139.49	£146.86	£153.92	£160.79	£167.27
% Increase	5.51%	5.29%	4.80%	4.47%	4.03%	2.67%
Average % Increase	N/A	4.25%				
£5 Increase on Band D (% increase)	N/A	£144.49 3.58%	£149.49 3.46%	£154.49 3.34%	£159.49 3.24%	£164.49 3.13%
Receipt		£706,406	£730,851	£755,296	£779,740	£804,185