

## CTC Budget Forecast 2020/21 (Prepared 28/11/19)

### Expenditure Table

Heading	Final 17/18	Final 18/19	Final 19/20	Final 20/21	Comments
IT	£6,188	£5,897	£6,071	£10,482	Assumes SAGE £780, printer rental £2,192, copy charges £800, Web support £720, mapping technical support £200, IT support contract £540, IT maintenance charges £400, retention of gov.uk domains annd additional email accounts £250, Two PCs to be replaced £1,100. Upgrading website to meet accessibility requirements by September 2020 £3,500
Audit/Accounts	£1,370	£1,830	£1,445	£1,830	Assumes audit rates remain unchanged. Internal and interim audit £770 External audit £600, GDPR audit £460
Expenses	£111	£112	£103	£150.00	
Allotments	£20,900	£1,729	£1,192	£3,461	Hedge cutting and basic maintenance £1,000; Path improvements at both sites £2,500
Membership subscriptions	£1,102	£1,136	£1,249	£1,290	DALC £700, SLCC £202, ICCM £95, Allotments Association £55, Information Commission £35. Devon Communities Together £50. CPRE £44. TECS £10. Grants online £99
Stationery/stores	£3,506	£2,605	£2,887	£2,750	Includes cleaning materials, consumables for kitchens/toilets and postage.
Telephony	£1,653	£1,805	£1,714	£1,740	Assumes £140 per month for new phone/broadband system. Vodafone £60 per annum for Adrian's mobile
Rates (TH & Cemetery)	£959	£1,062	£1,117	£1,135	2019/20 Town Hall £0. Cemetery £1,1135.23.
Carried Forward	£35,789	£16,176	£15,778	£22,838	

Brought Forward	£35,789	£16,176	£15,778	£22,838	
Grants	£2,100	£4,304	£3,550	£4,500	I have assumed that council will wish to allocate a similar level of grants as this year. I have added £1,000 to cover CCP's request for assistance with running costs
Water	£2,132	£2,674	£1,006	£2,055	2020/2120 £123 x 12 on metered supply. £579.36 on WR supply.
Elections/Parish Poll	£0	£0	£2,765	£0	There is the danger that we will have councillor resignations and be forced to fill resulting vacancies by a formal election. However, I think the chances are slight. If it occurs the cost of the poll will need to come from reserves.
Grounds maintenance	£17,350	£12,920	£8,669	£10,870	Includes tree surveys at Culver Green and Two Oaks (£1,000), Grass cutting at Culver & Two Oaks (£1,375), grass cutting at Millstream (£1,815), Verge cutting (£720), SW Phormiums (£200), tree works (£1,000), weed spraying (£1,600), 2x benches (£960), town centre planting (£1,000), grass/hedge cutting at bat garden, general hedge and shrub maintenance (£1,000) and servicing of strimmers etc (£200)
PWLB repayments (TH)	£5,598	£5,598	£5,598	£5,598	Town Hall renovation
PWLB repayments (WR)	£4,754	£4,418	£2,084.00	£0	Loan repaid in full in May 2019
Insurance	£6,015	£6,361	£6,511	£6,575	Annual insurance cost £6,550 + £25 brokerage fee
Xmas Fayre	£4,410	£4,094	£4,429	£4,625	Assumes no enhancement in displays and no price increase. Xmas lights £4,350, Road closure £75, Miscellaneous costs £200
Carried Forward	£78,148	£56,545	£50,390	£57,061	

Brought Forward	£78,148	£56,545	£50,390	£57,061	
Rubbish disposal	£1,269	£2,540	£2,180	£2,420	TDC refuse collection (£1,420 - £355 per quarter + £900 to use TDC as holiday cover for bin emptying on our land holdings + £100 for confidential waste disposal (GDPR)
Gas	£2,817	£3,272	£2,501	£2,697	Gazprom
Electricity	£4,969	£5,257	£5,827	£5,970	SSE
Playpark/skatepark equipment	£3,500	£6,066	£11,652	£4,000	The four quarterly inspections will cost £1,500. I have put in £2,500 for miscellaneous repairs
Building maintenance	£18,410	£11,587	£10,942	£12,277	Includes annual boiler service (£364), stair-lift service (£138), fire risk assessment (£350), extinguisher service (£115), fire alarm/emergency lights testing (£260), drain clearance (£150), Carpet and chair cleaning (£850), PAT testing (£250), periodic testing £800, + £9,000 for day to day repairs, routine maintenance and unanticipated issues.
CCTV	£2,063	£3,559	£1,080	£2,000	This is sufficient to cover the annual maintenance contract and the replacement of one camera
PWLB allotment loan	£0	£1,648	£1,622	£1,596	First payment was in June 2018
Cemetery	£9,958	£9,143	£5,917	£6,777	Grass cutting (£3,905), hedge cutting (£640), maintenance of ashes garden (£250) 2 replacement benches (£982), create hearse turning circle (1,000)
Mayor's allowance	£278	£83	£261	£360	Also funds civic service
Carried Forward	£121,412	£99,700	£92,372	£95,158	

Brought Forward	£121,412	£99,700	£92,372	£95,158	
Salaries	£66,118	£70,157	£71,830	£73,948	The Living wage will increase from £9.00 to £9.30 per hour. Increasing Diane and Geoff to this figure and adding 30p per hour to Amii and Adrian. I have assumed a 2% increase in the Clerk's national pay scales. This produces the following:- Adrian £8,290; Geoff £7,654, John £25,710; Amii £17,264; Diane £12,090; deputising costs £1,000; payroll £420; £1,500 added to budget to take account of the need for watering planters during summer due to shortage of volunteers
LGPS	£13,078	£14,052	£14,926	£15,688	Assumes no increase in the employer's contribution but + 3.5% to take account of wage increases.
Miscellaneous services	£9,134	£6,946	£9,690	£9,970	Includes window cleaning (£720), WPS H & S (£550), HR service (£760) water cooler (£200), citizen's award (£150), sanitary services (£1,130), advertising (£140), piano tuning (£120), staff uniforms (£200), training (£500), PRS licence (£860), + £1,000 contingency). + £2,000 for replacement of defibrillator (3 year hire agreement)
Contract cleaning	£0	£4,875	£7,707	£8,354	Assumes 2% increase
Youth activities	£0	£0	£542	£6,500	Increased from £4,000 following the TH & F committee meeting on 16/12/19
Palace Meadow	£0	£0	£0	£2,440	Difficult to quantify as we do not know when we will take ownership of the verges in Palace Meadow. I have assumed that it will probably not happen until mid or late summer 2020. Costs based on £240 per grass cut and £1,000 for tree works and shrub cutting.
Interpretation boards	£0	£0	£0	£1,000	
Climate emergency	£0	£0	£0	£4,000	This is a very broad assumption as I do not know the scale of activities planned
Newsletters	£0	£0	£0	£685	
Exeter Road speed sign	£0	£0	£0	£2,500	
<b>Total</b>	<b>£209,742</b>	<b>£195,730</b>	<b>£205,621</b>	<b>£220,243</b>	

## Ring Fenced Expenditure

Heading	Final 17/18	Final 18/19	Final 19/20	Final 20/21	Comments
Grounds maintenance	£6,823	£3,500	£0	£0	2018/19 figure includes a £500 grant for weed spraying and £3,000 Invest in Devon grant for Culver Green path
Footpaths	£196	£120	£0	£123	
Fore Street project	£105	£0	£2,268	£895	Games wall upgrades and benches
Communities Together projects			£5,259	£0	
Colway Lane project	£0	£0	£0	£3,000	Public art section 106
Palace Meadow project	£0	£0	£0	£61,578	The section 106 funds promised by TDC. We will almost certainly need to find £10-£15,000 more from other funding sources or reserves
Pump track: Millstream Meadow	£0	£0	£0	£75,000	An early assumption of the cost of the pump track
Fair Trade	£0	£250	£0	£0	
CIL	£0	£2,585	£0	£5,172	
Sustrans project	£0	£0	£400	£0	Funds provided by County Councillor Brook
Transfer to Town Hall maintenance account	£0	£6,500	£6,500	£6,500	Transfers on 1/4/20
<b>Total</b>				<b>£152,668</b>	