

Services Committee - Service Delivery Budget 23-2024

Saltash Town Council

For the 5 months ended 31 August 2023

| Account | Actual 2022/23 | EMF Balances B/F 2022/23 | To/From Reserves & Budget Virements 2023/24 | Budget 2023/24 | Actual YTD 2023/24 | Budget Available 2023/24 | Precept 2024/2025 | Notes | Budget 2025/26 | Budget 2026/27 | Budget 2027/28 | Budget 2028/29 |
|------------------------------------------------------------------------------------|------------------|--------------------------|---------------------------------------------|------------------|--------------------|--------------------------|-------------------|--------------------------------------------------------------------------------------------------------------------------|------------------|------------------|------------------|------------------|
| Service Delivery Operating Income | | | | | | | | | | | | |
| Service Delivery Income | | | | | | | | | | | | |
| Grounds & Premises Income | | | | | | | | | | | | |
| 4500 SE Allotment Rents | 3,432 | 0 | 0 | 4,000 | 3,957 | 43 | 5,600 | Based on agreed fee increases for 2024/25 | 5,600 | 5,880 | 5,880 | 6,174 |
| 4510 SE Public Footpath Grant | 1,573 | 0 | 0 | 1,722 | 415 | 1,307 | 0 | LMP to be agreed for 2024/25 | 0 | 0 | 0 | 0 |
| 4511 SE Christmas Event income (Delete Code) | 0 | 0 | 0 | 150 | 0 | 150 | 0 | No income planned for 2024/25 | 0 | 0 | 0 | 0 |
| 4512 SE Misc Income Grounds & Premises National Grid Wayleave Income (Rename Code) | 2,472 | 0 | 0 | 0 | 14 | (14) | 14 | Based on Actual 2023/24 | 14 | 14 | 14 | 14 |
| 4513 SE Water Rates Income | 0 | 0 | 0 | 3,560 | 952 | 2,608 | 1,714 | Recharged water rates to Bowling Club. Based on YTD income (higher in summer mths) | 1,886 | 2,074 | 2,282 | 2,510 |
| 4523 SE Service Delivery Income - Seagull Bags | 1,140 | 0 | 0 | 2,003 | 686 | 1,317 | 0 | CC replacing seagull bags with wheelie bins. Date TBC | 0 | 0 | 0 | 0 |
| Total Grounds & Premises Income | 8,617 | 0 | 0 | 11,435 | 6,024 | 5,411 | 7,328 | | 7,500 | 7,968 | 8,176 | 8,698 |
| Town & Waterfront Income | | | | | | | | | | | | |
| 4520 SE Waterfront Income - Trusted Boat Scheme | 1,945 | 0 | 0 | 4,265 | 2,440 | 1,825 | 3,000 | Based on 36 users (2023/24) x £100 (incl VAT). Fees 2024/25 TBA | 3,300 | 3,630 | 3,993 | 4,392 |
| 4521 SE Waterfront Income - Annual Mooring Fees | 6,246 | 0 | 0 | 10,800 | 9,477 | 1,323 | 11,235 | Fees for 2024/25 TBA | | | | |
| 4522 SE Waterfront Income - Daily Mooring Fees | 875 | 0 | 0 | 2,400 | 2,730 | (330) | 3,276 | Based on YTD income (higher during summer mths). Fees 2024/25 TBA | 3,604 | 3,964 | 4,360 | 4,796 |
| Total Town & Waterfront Income | 9,066 | 0 | 0 | 17,465 | 14,647 | 2,818 | 17,511 | | 6,904 | 7,594 | 8,353 | 9,189 |
| Total Service Delivery Income | 17,683 | 0 | 0 | 28,900 | 20,671 | 8,229 | 24,839 | | 14,403 | 15,562 | 16,529 | 17,887 |
| Total Service Delivery Operating Income | 17,683 | 0 | 0 | 28,900 | 20,671 | 8,229 | 24,839 | | 14,403 | 15,562 | 16,529 | 17,887 |
| Service Delivery Operating Expenditure | | | | | | | | | | | | |
| Service Delivery Expenditure | | | | | | | | | | | | |
| Grounds & Premises Expenditure | | | | | | | | | | | | |
| 6209 SE Oyster Beds | 3 | 0 | 0 | 1 | 0 | 1 | 1 | Current Budget | 1 | 1 | 1 | 1 |
| 6500 SE Tree Survey and Tree Maintenance | 7,297 | 0 | 0 | 11,010 | 0 | 11,010 | 11,814 | Current Budget + CPI 7.3% | 12,676 | 13,602 | 14,595 | 15,660 |
| 6503 SE Allotments | 1,700 | 0 | 0 | 1,321 | 138 | 1,183 | 1,418 | Current Budget + CPI 7.3% | 1,522 | 1,633 | 1,752 | 1,880 |
| 6506 SE Grounds Maintenance & Watering | 5,678 | 0 | 0 | 10,000 | 5,107 | 4,893 | 10,730 | Current Budget + CPI 7.3% | 11,513 | 12,354 | 13,256 | 14,223 |
| 6508 SE Public Toilets (Operational Costs) | 4,839 | 0 | 0 | 4,430 | 2,359 | 2,071 | 5,655 | Based on Actual YTD + CPI 7.3% (Saving £420 Legionella testing as being carried out in-house) | 6,068 | 6,511 | 6,986 | 7,496 |
| 6517 SE Cross (Maintenance) | 417 | 0 | 0 | 3,303 | 58 | 3,245 | 3,545 | Current Budget + CPI 7.3% | 3,804 | 4,081 | 4,379 | 4,699 |
| 6525 SE Public Toilets (Repairs & Maintenance Costs) | 2,048 | 0 | 0 | 2,753 | 586 | 2,168 | 2,954 | Current Budget + CPI 7.3% | 3,170 | 3,401 | 3,649 | 3,916 |
| 6526 SE Tools, Equipment & Materials (Store & All Areas) | 3,287 | 0 | 0 | 3,303 | 1,271 | 2,032 | 3,545 | Current Budget + CPI 7.3% | 3,804 | 4,081 | 4,379 | 4,699 |
| 6529 SE Refuse Disposal | 5,465 | 0 | 0 | 6,056 | 2,221 | 3,835 | 6,499 | Current Budget + CPI 7.3% | 6,973 | 7,482 | 8,029 | 8,615 |
| 6907 SE Seagulls Bags | 1,212 | 0 | 0 | 2,002 | 304 | 1,698 | 0 | CC replacing seagull bags with wheelie bins. Date TBC | 0 | 0 | 0 | 0 |
| 6530 SE Allotment Software NEW CODE | | | | | | | 700 | Minute - Services 63/23/24 | 751 | 806 | 865 | 928 |
| 6531 SE Public Toilet Commercial Cleaning NEW CODE | | | | | | | 32,000 | New commercial contract cleaning Vire from 6700 ST SE Services Staff Contingency | 34,336 | 36,843 | 39,532 | 42,418 |
| Longstone Expenditure | | | | | | | | | | | | |
| 7100 LO Rates - Longstone | 2,157 | 0 | 0 | 2,375 | (6,261) | 8,636 | 0 | CC checking if rates charge due. Recommend safeguarding balance and Vire to 6590 SE EMF Utilities & Rates | 0 | 0 | 0 | 0 |
| 7101 LO Water Rates - Longstone | 2,203 | 0 | 0 | 4,012 | 1,420 | 2,592 | 3,352 | Based on Actual YTD + CPI 7.3% | 3,597 | 3,859 | 4,141 | 4,443 |
| 7103 LO Electricity - Longstone | 1,086 | 0 | 0 | 6,153 | 161 | 5,992 | 1,581 | Based on annual kwh at current rates + 15% | 1,696 | 1,820 | 1,953 | 2,096 |
| 7104 LO Fire & Security Alarm - Longstone | 999 | 0 | 0 | 1,010 | 794 | 216 | 1,084 | Current Budget + CPI 7.3% | 1,163 | 1,248 | 1,339 | 1,437 |
| 7107 LO Rent - Longstone | 4,620 | 0 | 0 | 4,955 | 1,925 | 3,030 | 5,120 | No increase to annual rent £4,500 + insurance £180 | 5,494 | 5,895 | 6,325 | 6,787 |
| 7108 LO Cleaning Materials & Equipment - Longstone | 537 | 0 | 0 | 677 | 132 | 545 | 727 | Current Budget + CPI 7.3% | 780 | 837 | 898 | 964 |
| 7110 LO General Repairs & Maintenance - Longstone | 456 | 0 | 0 | 551 | 751 | (200) | 592 | Current Budget + CPI 7.3% | 635 | 682 | 731 | 785 |
| 7114 LO Equipment - Longstone | 52 | 0 | 0 | 1,129 | 0 | 1,129 | 700 | As per IT plan | 751 | 806 | 865 | 928 |
| 7121 LO IT & Office Costs - Longstone | 578 | 0 | 0 | 750 | 58 | 692 | 750 | Based on Actual 2022/23 & 2023/24, No need to increase Budget 2024/25 | 805 | 863 | 927 | 994 |
| Total Grounds & Premises Expenditure | 44,634 | 0 | 0 | 65,791 | 11,024 | 54,767 | 92,767 | | 49,531 | 53,146 | 57,026 | 61,189 |
| Town & Waterfront Expenditure | | | | | | | | | | | | |
| 6504 SE Street Furniture (Maintenance) | 893 | 0 | 0 | 2,000 | 253 | 1,747 | 2,500 | To include additional cost for repairs to Town Clock | 2,683 | 2,878 | 3,088 | 3,314 |
| 6505 SE Street Lighting | 160 | 0 | 0 | 750 | 69 | 681 | 750 | Based on Actual 2022/23 & 2023/24, No need to increase Budget 2024/25 | 805 | 863 | 927 | 994 |
| 6511 SE Tourism & Signage | 746 | 0 | 0 | 250 | 182 | 68 | 269 | Current Budget + CPI 7.3% | 289 | 310 | 332 | 357 |
| 6512 SE Bus Shelters (Maintenance) | 0 | 0 | 0 | 565 | 0 | 565 | 565 | Based on Actual 2022/23 & 2023/24, No need to increase Budget 2024/25 | 606 | 651 | 698 | 749 |
| 6515 SE Festive Lights Maintenance & Electricity | 1,319 | 0 | 0 | 3,500 | 457 | 3,043 | 3,756 | Current Budget + CPI 7.3% | 4,030 | 4,324 | 4,640 | 4,979 |
| 6519 SE Flags & Bunting | 1,780 | 0 | 0 | 2,753 | 1,543 | 1,210 | 2,954 | Current Budget + CPI 7.3% | 3,170 | 3,401 | 3,649 | 3,916 |
| 6522 SE Pontoon (Maintenance Costs) (6522) | 7,484 | 0 | 0 | 6,606 | 695 | 5,911 | 3,000 | Decking to be replaced 2023/24 therefore reduce budget for maintenance 2024/25 | 3,219 | 3,454 | 3,706 | 3,977 |
| 6524 SE Vehicle Maintenance and Repair Costs | 10,775 | 0 | 0 | 12,600 | 5,248 | 7,352 | 13,520 | Current Budget + CPI 7.3% | 14,507 | 15,566 | 16,702 | 17,922 |
| 6527 SE Salt Bins Refill | 188 | 0 | 0 | 500 | 0 | 500 | 537 | Current Budget + CPI 7.3% | 551 | 606 | 667 | 735 |
| 6528 SE Pontoon Accommodation | 6,282 | 0 | 0 | 11,921 | 2,507 | 9,414 | 6,335 | Based on Mthly rental + CPI 7.3% | 13,125 | 14,450 | 15,910 | 17,516 |
| Total Town & Waterfront Expenditure | 29,627 | 0 | 0 | 41,445 | 10,954 | 30,491 | 34,186 | | 42,984 | 46,503 | 50,320 | 54,457 |
| Total Service Delivery Expenditure | 74,261 | 0 | 0 | 107,236 | 21,978 | 85,258 | 126,953 | | 92,515 | 99,650 | 107,346 | 115,646 |
| Service Delivery Staffing Expenditure | | | | | | | | | | | | |
| Service Delivery Staffing Expenses | 3,906 | 0 | 987 | 5,504 | 1,694 | 4,797 | 5,906 | Current Budget + CPI 7.3% | 6,337 | 6,800 | 7,296 | 7,829 |
| 6676 ST SE Services Delivery Staff Training | 6,536 | 0 | 757 | 11,010 | 1,947 | 9,820 | 6,500 | Based on Actual 2022/23 | 12,122 | 13,346 | 14,694 | 16,178 |
| Service Delivery Staffing Costs | 202,994 | 0 | 37,502 | 217,402 | 75,381 | 179,523 | 289,150 | PROVISIONAL FIGURE – Awaiting new NJC Scale for 23/24. Figures for 24/25 based proposed 23/24 NJC Scale + similar uplift | 303,608 | 318,788 | 334,727 | 351,464 |
| Total Service Delivery Staffing Expenditure | 213,436 | 0 | 39,246 | 233,916 | 79,022 | 194,140 | 301,556 | | 322,067 | 338,934 | 356,717 | 375,470 |
| Total Operating Expenditure | 287,697 | 0 | 39,246 | 341,152 | 101,000 | 279,398 | 428,509 | | 414,581 | 438,583 | 464,063 | 491,116 |
| Total Service Delivery Operating Expenditure | 287,697 | 0 | 39,246 | 341,152 | 101,000 | 279,398 | 428,509 | | 414,581 | 438,583 | 464,063 | 491,116 |
| Total Service Delivery Operating Surplus/ (Deficit) | (270,014) | 0 | (39,246) | (312,252) | (80,329) | (271,169) | (403,670) | | (400,178) | (423,021) | (447,534) | (473,230) |
| Service Delivery EMF Expenditure | | | | | | | | | | | | |
| Grounds & Premises EMF Expenditure | | | | | | | | | | | | |
| 6471 SE EMF Heritage Centre | 2,071 | 7,889 | 0 | 0 | 1,473 | 6,417 | 1,000 | As per 5 Year Plan | 1,000 | 1,000 | 1,000 | 1,000 |
| 6571 SE EMF Saltash Recreation Areas | 506 | 39,054 | 0 | 20,000 | 502 | 58,552 | 25,000 | As per 5 Year Plan | 25,000 | 25,000 | 25,000 | 25,000 |
| 6580 SE EMF Public Toilets (Capital Works) | 1,690 | 8,310 | 0 | 0 | 0 | 8,310 | 1,000 | As per 5 Year Plan | 1,000 | 1,000 | 1,000 | 1,000 |
| 6588 SE EMF Victoria Gardens | 0 | 10,000 | 0 | 0 | 0 | 10,000 | 5,000 | As per 5 Year Plan | 5,000 | 5,000 | 5,000 | 5,000 |
| 6589 SE EMF Community Tree Planting Initiatives | 532 | 1,468 | 0 | 2,000 | 0 | 3,468 | 0 | No Increase agreed | 2,000 | 2,000 | 2,000 | 2,000 |
| 6591 SE EMF Open Spaces & Trees NEW CODE | | | | | | | 3,000 | As per 5 Year Plan | 3,000 | 3,000 | 3,000 | 3,000 |

| Account | Actual 2022/23 | EMF Balances B/F 2022/23 | To/From Reserves & Budget Virements 2023/24 | Budget 2023/24 | Actual YTD 2023/24 | Budget Available 2023/24 | Precept 2024/2025 | Notes | Budget 2025/26 | Budget 2026/27 | Budget 2027/28 | Budget 2028/29 |
|-------------------------------------------------------------------|-------------------|--------------------------------|---------------------------------------------------------|-------------------|-----------------------|--------------------------------|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|
| Longstone EMF Expenditure | | | | | | | | | | | | |
| 7170 LO EMF Longstone Depot Capital Works | 0 | 500 | 0 | 2,000 | 0 | 2,500 | 1,000 | £1k for 5yr plan | 1,000 | 1,000 | 1,000 | 0 |
| Total Grounds & Premises EMF Expenditure | 4,800 | 66,721 | 0 | 22,000 | 1,974 | 86,747 | 36,000 | | 37,000 | 37,000 | 37,000 | 37,000 |
| Town & Waterfront EMF Expenditure | | | | | | | | | | | | |
| 6570 SE EMF Notice Boards (Repair & Replace) | 685 | 1,154 | 0 | 0 | 220 | 934 | 0 | No increase agreed | 0 | 0 | 0 | 0 |
| 6572 SE EMF Festive Lights | 14,668 | 51 | 0 | 10,000 | 0 | 10,051 | 30,000 | Previous 5 year average spend £15k pa. To replace existing lights for better quality - Quote received to replace over 3 years £28k pa. Tender process to be reviewed 2024/25 | 30,000 | 30,000 | 30,000 | 30,000 |
| 6573 SE EMF Public Art & Maintenance | 0 | 1,443 | 0 | 0 | 0 | 1,443 | 0 | No increase agreed | 0 | 0 | 0 | 0 |
| 6574 SE EMF Salt Bins | 0 | 2,464 | 0 | 0 | 0 | 2,464 | 0 | No increase agreed | 0 | 0 | 0 | 0 |
| 6575 SE EMF Street Furniture (New & Replace) | 1,411 | 1,037 | 0 | 0 | 0 | 1,037 | 463 | Increase EMF to £1,500. Members to consider replacement of benches in Victoria Gardens | 0 | 0 | 0 | 0 |
| 6578 SE EMF Equipment and Vehicles (Capital Works) | 0 | 24,749 | 0 | 0 | 11,084 | 13,665 | 6,335 | Increase EMF to £20k towards replacement vehicle | 5,000 | 5,000 | 5,000 | 5,000 |
| 6582 SE EMF Town War Memorial | 0 | 1,978 | 0 | 0 | 0 | 1,978 | 0 | No increase agreed | 0 | 0 | 0 | 0 |
| 6584 SE EMF Pontoon Maintenance Costs | 73 | 6,058 | 0 | 0 | 0 | 6,058 | 10,000 | As per 5 Year Plan | 10,000 | 10,000 | 10,000 | 10,000 |
| 6590 SE EMF Utilities & Rates | 0 | 2,157 | 0 | 0 | 0 | 2,157 | 0 | No increase agreed | 0 | 0 | 0 | 0 |
| 6700 EMF Staff Contingency (Service Delivery) | 0 | 18,534 | 96,849 | 3,207 | 6,421 | 112,169 | (32,000) | Recommend vire £32,000 to 6531 SE Public Toilet Commercial Cleaning | 0 | 0 | 0 | 0 |
| Total Town & Waterfront EMF Expenditure | 16,836 | 59,625 | 96,849 | 13,207 | 17,725 | 151,956 | 14,798 | | 45,000 | 45,000 | 45,000 | 45,000 |
| Total Service Delivery EMF Expenditure | 21,636 | 126,346 | 96,849 | 35,207 | 19,700 | 238,702 | 50,798 | | 82,000 | 82,000 | 82,000 | 82,000 |
| Total Service Delivery Expenditure (Operational & EMF) | 309,333 | 126,346 | 136,095 | 376,359 | 120,700 | 518,100 | 479,307 | | 496,581 | 520,583 | 546,063 | 573,116 |
| Total Service Delivery Budget Surplus/ (Deficit) | (291,650) | (126,346) | (136,095) | (347,459) | (100,029) | (509,871) | (454,468) | | (482,178) | (505,021) | (529,534) | (555,230) |

Precept Notes 2024-25

Inflationary rate used for fixed costs is CPI 7.3 % based on June 2023