

# Bradford on Avon Town Council



## Budget Planning 2020-2021



## Draft Committee Budget 2020/21

### Summary



#### Expenditure

Committee	2018/19	2019/20	Actual 19/20 P7	Revised 19/20	2020/21
Community & Recreation	74,000	96,270	43,040	96,270	97,260
Environment & Planning	13,000	13,000	7,581	13,000	10,000
Highway & transport	20,000	20,000	279	20,000	20,000
Resources	502,490	538,930	301,084	559,780	635,880
Town Development	47,300	50,550	24,448	55,550	54,750
Operations	130,150	146,600	72,880	139,000	278,700
<b>Total</b>	<b>786,940</b>	<b>865,350</b>	<b>449,312</b>	<b>883,600</b>	<b>1,096,590</b>

#### Income

Committee	2018/19	2019/20	Actual 19/20 P7	Revised 19/20	2020/21
Community & Recreation	11,000	19,000	14,938	23,000	23,000
Environment & Planning					
Highway & transport					
Resources	701,440	767,150	895,404	774,750	957,570
Town Development	6,500	7,200	11,526	11,600	11,250
Operations	64,000	72,000	47,206	74,250	104,800
<b>Total</b>	<b>786,940</b>	<b>865,350</b>	<b>852,239</b>	<b>883,600</b>	<b>1,096,590</b>

### Previous Council Precepts

2018/19	£689,590	Band D £174.42	Increase per week	£0.65
2019/20	£744,390	Band D £185.39	Increase per week	£0.21

## Draft Committee Budget 2020/21

### Community and Recreation



#### Introduction:

The Community and Recreation committee will manage social, community and recreation policy. Developing initiatives and oversight of the services that council provide in relation to recreation, youth services, health and wellbeing. The committee will work in liaison with the Local Youth Network and Health and Well Being area board groups.

Budget Expenditure	2018 - 2019	2019/20	Actual 19/20 P7	Revised 19/20	2020/21	Comments
4102 Grants	34,000.00	34,000.00	5,132.00	27,000.00	27,000.00	Committed expenditure £2,400
Health & Wellbeing		15,000.00	10,531.00	22,000.00	22,000.00	Committed expenditure £4,510
Youth Strategy	40,000.00	47,270.00	27,377.00	47,270.00	48,260.00	
	<b>74,000.00</b>	<b>96,270.00</b>	<b>43,040.00</b>	<b>96,270.00</b>	<b>97,260.00</b>	

Budget Income	2018 - 2019	2019/20	Actual 19/20 P7	Revised 19/20	2020/21	Comments
Contribution from EMR Youth		2,000.00		2,000.00	2,000.00	
Youth Strategy grant CWLPEC		6,000.00	8,000.00	8,000.00	8,000.00	
Youth Strategy Income Area Bo	8,000.00	8,000.00	5,000.00	10,000.00	10,000.00	
1005 BoA Youth Service Bookir	3,000.00	3,000.00	1,938.00	3,000.00	3,000.00	
	<b>11,000.00</b>	<b>19,000.00</b>	<b>14,938.00</b>	<b>23,000.00</b>	<b>23,000.00</b>	

Project	Priority	2020/21	Comments
Culver Close/Victory Field adult play		£10,000	
	<b>Total</b>	<b>£10,000</b>	
Skate Park		£250,000	Fundraising and Grants

EMR		Comments
Youth	£27,105	
Recreation	£10,000	
Secret Gardens	£1,000	

# Draft Committee Budget 2020/21

## Environment and Planning



### Introduction:

The Environment and Planning committee will develop environmental policy and initiatives, undertake the council's statutory consultee function and provide planning development advice to Full Town Council. The committee also champions environmental issues across all areas including Planning considerations and are developing a Bradford on Avon Environmental Plan as well as supporting environmental projects.

	2018 - 2019	2019/20	Actual 19/20 P7	Revised 19/20	2020/21		Comments
4401 Conservation Consultant	3,000.00	3,000.00	276.00	3,000.00	0.00	EMR	
Environmental Development Fur	10,000.00	10,000.00	7,305.00	10,000.00	10,000.00		
	<b>13,000.00</b>	<b>13,000.00</b>	<b>7,581.00</b>	<b>13,000.00</b>	<b>10,000.00</b>		

Project	Priority	2020/21	Comments
Climate Emergency Actions		£15,000	
	<b>Total</b>	<b>£15,000</b>	
Neighbourhood Plan revision			Possible grant

EMR		Comments

## Draft Committee Budget 2020/21

### Highway and Transport



#### Introduction:

The Highways and Transport committee will develop and promote an agreed strategy on air quality, delivery of complimentary tactical initiatives. It also engages with Wiltshire Council to devise and implement measures to try to reduce traffic-related problems in and around the town, receiving reports and considering recommendations from the Wiltshire Council Community Area Transport Group (WCCATG).

	2018 - 2019	2019/20	Actual 19/20 P7	Revised 19/20	2020/21	Comments
4409 Highways improvements	20,000.00	20,000.00	279.00	20,000.00	20,000.00	Committed Expenditure £8,839
	<b>20,000.00</b>	<b>20,000.00</b>	<b>279.00</b>	<b>20,000.00</b>	<b>20,000.00</b>	

Project	Priority	2020/21	Comments
ANPR		£20,000	Grants?
Transport Consultation		£15,000	Partnership
Safer Pathways Project		£20,000	
Station approach		£2,500	Cat G
	<b>Total</b>	<b>£57,500</b>	
Transport – outcomes			

EMR		Comments
Highways & Transport	£32,332	£20k allocated above
Station Approach	£2,500	Allocated above

# Draft Committee Budget 2020/21

## Resources



### Introduction:

The Resources committee will act as the council scrutiny committee in all matters that are referred and for all committee expenditure over capped committee spending levels. The committee will have responsibility for financial management, including budgeting and oversight, HR matters, governance policies and IT.

	2018 - 2019	2019/20	Actual 19/20 P7	Revised 19/20	2020/21	Comments
4054 Payroll Fees	1,000.00	1,000.00	538.00	1,000.00	1,000.00	
4007 Staff Travel	500.00	500.00	399.00	500.00	500.00	
4008 Training and Conferences	2,500.00	5,000.00	1,014.00	5,000.00	5,000.00	
Volunteer training		3,000.00		3,000.00	3,000.00	
4001 Staff Employment Costs	383,000.00	412,150.00	234,863.00	438,400.00	507,000.00	allowed increments and 3% inflation plus full time Town Warden & Green Spaces Officer
4002 Agency/Temp Staff	3,000.00	0.00			0.00	
4031 Recruitment Advertising	2,000.00	2,000.00		2,000.00	2,000.00	
4056 HR Matters	2,500.00	5,000.00	3,264.00	5,000.00	5,000.00	
4051 Audit Fees - external	2,000.00	2,000.00	1,233.00	2,000.00	2,000.00	
4052 Audit Fees - internal	900.00	900.00	513.00	900.00	900.00	
4055 Legal Fees	2,500.00	5,000.00	1,293.00	5,000.00	5,000.00	
4901 CP - Loan Repayment	18,340.00	18,340.00	9,170.00	18,340.00	18,340.00	
4202 Chairmans Expenses	750.00	750.00	73.00	750.00	750.00	
4201 Chairmans Allowance	1,100.00	1,100.00		1,100.00	1,100.00	
4203 Members Expenses	600.00	600.00	428.00	600.00	600.00	
4011 Rates	20,000.00	20,900.00	10,366.00	18,000.00	22,000.00	
4013 Rent	17,500.00	18,650.00	8,239.00	18,650.00	18,650.00	TIC, Youth Club and PC
4014 Gas & Electricity	13,000.00	11,140.00	5,764.00	11,140.00	11,140.00	
4021 Telephone & Broadband	3,000.00	3,000.00	1,336.00	3,000.00	1,500.00	
4022 Postage (incl Franking M/c	1,000.00	1,000.00	37.00	1,000.00	500.00	
4023 Stationery	1,300.00	1,300.00	776.00	1,300.00	1,300.00	
4024 Photocopying	1,500.00	1,500.00	705.00	1,000.00	1,000.00	
4025 Insurance	9,400.00	10,000.00	4,736.00	8,500.00	15,000.00	Due to increased assets
4026 Subscriptions	3,500.00	3,500.00	1,189.00	3,000.00	2,000.00	
4034 Newsletter	4,500.00	4,500.00	2,601.00	4,500.00	4,500.00	
4063 Service Charge	800.00	800.00	479.00	800.00	800.00	
4064 Bank Charges	300.00	300.00	195.00	300.00	300.00	
Democratic Development Fund	5,000.00	4,000.00		4,000.00	4,000.00	
Election expenses			228.00			
4058 Professional Fees	1,000.00	1,000.00	645.00	1,000.00	1,000.00	
Contingency fund			11,000.00			
	<b>502,490.00</b>	<b>538,930.00</b>	<b>301,084.00</b>	<b>559,780.00</b>	<b>635,880.00</b>	

Budget Income	2018 - 2019	2019/20	Actual 19/20 P7	Revised 19/20	2020/21	Comments
1330 Culver Close Income	5,000.00	5,000.00	2,625.00	5,000.00	10,000.00	
1300 Café Rent	4,000.00	0.00				
1305 Utilities Recharge	800.00	0.00	49.00	100.00	100.00	
1310 Insurance Recharge	300.00	0.00				
1315 Business Rates Recharge	1,250.00	0.00				
Col William Charity - SLA		8,000.00	19,667.00	19,000.00	19,500.00	
Donations			7,500.00			
CIL/S106			117,313.00			
1010 Grants Received	3,500.00	0.00	1,000.00			
1076 Precept	685,590.00	744,390.00	744,390.00	744,390.00	885,590.00	
1090 Interest Received	1,000.00	1,000.00	1,616.00	2,500.00	25,600.00	
Solar panel Income		1,760.00	1,244.00	1,760.00	2,750.00	
Contribution from asset EMR					10,000.00	
Contribution from gen reserves		7,000.00		2,000.00	2,000.00	
Contribution from HR EMR					2,000.00	
	<b>701,440.00</b>	<b>767,150.00</b>	<b>895,404.00</b>	<b>774,750.00</b>	<b>957,540.00</b>	

Project	Priority	2020/21	Comments
New phone system		£5,000	
Town Council vehicle 4x4		£15,000	Grant?
ICT equip replacements		£1,900	
Town Council Eco Building Systems		£50,000	Grants?
	<b>Total</b>	<b>£71,900</b>	

EMR		Comments
Democratic Development	£4,000	
Property	£6,500	
IT Replacements	£10,809	
Asset Transfer	£57,500	£10,000 allocated above
Consultant/agency staff	£43,000	Conservation consultant and £2k above



# Draft Committee Budget 2020/21

## Town Development



### Introduction:

The Town Development committee will undertake the Council's forward planning and strategic development, including built environment, sustainable business development and tourism. The committee will oversee Town Council events. It supports the work of the relevant volunteer groups, such as the Community Emergency Volunteers (CEVs), the Tourism Information Centre (TIC) and Clean up Bradford (CLuB) and liaises with the emergency services.

	2018 - 2019	2019/20	Actual 19/20 P7	Revised 19/20	2020/21	Comments
Tourism Development Fund	8,000.00	6,000.00	2,640.00	6,000.00	6,000.00	
Volunteer Development Fund	4,000.00	0.00	380.00	0.00	0.00	
4059 CEV	3,000.00	3,000.00	2,213.00	3,000.00	3,000.00	
4030 Events - SMH	2,500.00	2,500.00	4,279.00	5,000.00	4,000.00	
Tourism Memberships		4,250.00	1,882.00	4,250.00	4,250.00	
4045 Christmas Lights	8,000.00	12,000.00	1,015.00	14,500.00	14,500.00	
4219 South West In Bloom	5,000.00	5,000.00	1,524.00	5,000.00	5,000.00	
4221 Twinning	1,300.00	1,300.00	1,123.00	1,300.00	1,300.00	
4225 Signage & Wayfinding Pro	10,000.00	10,000.00	396.00	10,000.00	10,000.00	
4302 Hanging Baskets	5,500.00	6,500.00	6,544.00	6,500.00	6,700.00	
Fireworks			2,452.00			
	<b>47,300.00</b>	<b>50,550.00</b>	<b>24,448.00</b>	<b>55,550.00</b>	<b>54,750.00</b>	

Budget Income	2018 - 2019	2019/20	Actual 19/20 P7	Revised 19/20	2020/21	Comments
1203 Events Income	2,500.00	3,200.00	3,017.00	3,200.00	3,200.00	
1200 Christmas Lights Income	4,000.00	4,000.00	5,520.00	5,500.00	5,500.00	
Sponsorship			1,625.00	1,600.00	1,250.00	
Christmas Fair			1,334.00	1,300.00	1,300.00	
Fireworks			30.00			
	<b>6,500.00</b>	<b>7,200.00</b>	<b>11,526.00</b>	<b>11,600.00</b>	<b>11,250.00</b>	

Project	Priority	2020/21	Comments
CCTV		£7,500	
Wayfinding		£5,000	
Picnic table & chairs		£3,000	
Station car park – study		£20,000	Partnership/grants
Westbury Gardens wall		£10,000	
	<b>Total</b>	<b>£45,500</b>	
Culver Close pavilion		£200,000	Community Grants & Fundraising
Living Wall			Support firstport
Community Land Trust			

EMR		Comments
Signage & Wayfinding	£9,950	
Flood Defence	£30,000	
Infrastructure	£76,000	Pedestrian footbridge

## Draft Budget 2020/21

### Operations



#### Introduction:

The operations budget headings cover the day to day costs of running the Town Councils functions, including the office, buildings and sites/open spaces which are in the Councils ownership and are therefore fairly fixed in the business of the Council.

	2018 - 2019	2019/20	Actual 19/20 P7	Revised 19/20	2020/21	Comments
4070 Goods for Resale	1,500.00	3,500.00	2,397.00	3,500.00	3,500.00	
Culver Close	30,000.00	30,000.00	17,524.00	25,000.00	20,000.00	
Other Assets from WC	30,000.00	30,000.00		25,000.00	20,000.00	
Transfer 2020					154,150.00	
4012 Water	6,000.00	6,000.00	7,153.00	11,500.00	8,300.00	
4016 Refuse Disposal	2,100.00	2,100.00	1,706.00	2,100.00	2,100.00	
4017 Cleaning	2,600.00	2,600.00	1,741.00	2,600.00	2,600.00	
4027 Licences	1,000.00	1,000.00	841.00	1,000.00	1,000.00	
4039 CCTV Costs	1,000.00	1,000.00	8.00	1,000.00	1,000.00	
4040 Alarms	750.00	750.00	318.00	750.00	750.00	
4006 Refreshments	900.00	900.00	117.00	900.00	900.00	
4019 Miscellaneous	500.00	500.00	112.00	500.00	500.00	
4028 Uniforms/Protective Clothi	150.00	5,000.00	508.00	5,000.00	5,000.00	
4032 Advertising	3,000.00	5,000.00	602.00	3,000.00	3,000.00	
4036 Software & Support	5,000.00	5,000.00	8,820.00	12,000.00	12,000.00	
IT director support		6,000.00		0.00	0.00	
4037 Computer Hardware	2,500.00	2,500.00	2,191.00	0.00	0.00	EMR
4043 Equipment Running Costs	500.00	500.00	3,416.00	1,900.00	1,650.00	
4046 Equipment Purchase	2,500.00	7,500.00	4,380.00	6,500.00	6,500.00	
4213 Hall/Room Hire	3,000.00	0.00		0.00	0.00	
4038 Town Clock Maintenance	250.00	250.00	216.00	250.00	250.00	
4253 V F Safety Checks Play E	600.00	0.00		0.00	0.00	
4041 Property & Other Maintena	13,000.00	13,000.00	8,965.00	13,000.00	13,000.00	
4062 Westbury Gardens mainte	6,000.00	6,000.00	1,412.00	6,000.00	5,000.00	
4252 Victory Field Maintenance	10,000.00	10,000.00	5,207.00	10,000.00	10,000.00	
4303 Seat Repairs&Renewals	1,500.00	1,500.00		1,500.00	1,500.00	
4311 Public Conv's Cleaning Pr	1,300.00	1,500.00	682.00	1,500.00	1,500.00	
4404 Tory Trees	1,000.00	1,000.00	450.00	1,000.00	1,000.00	
4601 Bearfield Maintenance	2,500.00	2,500.00	1,620.00	2,500.00	2,500.00	
4602 Festival Gardens	1,000.00	1,000.00	330.00	1,000.00	1,000.00	
Hall/room hire			2,164.00			
	<b>130,150.00</b>	<b>146,600.00</b>	<b>72,880.00</b>	<b>139,000.00</b>	<b>278,700.00</b>	

Budget Income	2018 - 2019	2019/20	Actual 19/20 P7	Revised 19/20	2020/21	Comments
1201 TIC Income	3,000.00	6,000.00	1,788.00	6,000.00	6,000.00	
1204 Charity Christmas Cards	1,000.00	1,000.00		1,000.00	1,000.00	
Market Income					9,000.00	
Cemetery Income					21,000.00	
Allotment Income					1,000.00	
Misc Income			670.00	650.00	500.00	
English Heritage Income			1,600.00	1,600.00	1,300.00	
1001 Booking Income	60,000.00	65,000.00	43,148.00	65,000.00	65,000.00	
	<b>64,000.00</b>	<b>72,000.00</b>	<b>47,206.00</b>	<b>74,250.00</b>	<b>104,800.00</b>	

EMR		Comments
S106/CIL	£54,965	

## Proposed Projects 2020/21



Project	Budget	Comment
Culver Close/Victory Adult Play	£10,000	
Climate Emergency Actions	£15,000	
ANPR	£20,000	Possible grant support
Transport Consultation	£15,000	Partnership
Safer Pathways Project	£20,000	
Station Approach	£2,500	Cat G
New Phone System	£5,000	
Town Council 4x4	£15,000	Possible grant support
ICT Replacements	£1,900	
Town Council Eco Building Systems	£50,000	Grants
CCTV	£7,500	
Wayfinding	£5,000	
Picnic tables & Chairs	£3,000	
Station Car Park Study	£20,000	Possible partnership/grants
Westbury Gardens Wall	£10,000	
<b>Total</b>	<b>£199,900</b>	
Skate Park	£250,000	Fundraising & Grants
Neighbourhood Plan Revision		Grant
Culver Close Eco Pavilion	£200,000	Community Grants & Fundraising
Community Land Trust		
Living Wall		Support firstport

Earmarked Reserves	£
Flood	£30,000
Signage & Wayfinding	£ 9,950
Infrastructure	£76,000
Youth	£27,105
Highways & Transport	£32,332
Consultant/agency	£43,000
Democratic development	£ 4,000
CIL	£54,965
Asset management	£57,500
Recreation	£10,000
Property	£ 6,500
IT Replacement	£13,000
Secret Gardens	£ 1,000
Station Approach	£ 2,500
<b>Total</b>	<b>£367,852</b>

Table of Increase – Band D

Percentage	Annual Increase	Annual Amount	Total Raised	Wkly	Increase
10%	£18.54	£203.92	£832,608.12	£0.36	£88,218.12
11%	£20.39	£205.78	£840,177.29	£0.39	£95,787.29
12%	£22.25	£207.63	£847,746.45	£0.43	£103,356.45
15%	£27.81	£213.19	£870,453.95	£0.53	£126,063.95
16%	£29.66	£215.05	£878,023.11	£0.57	£133,633.11
17%	£31.52	£216.90	£885,592.28	£0.61	£141,202.28
18%	£33.37	£218.75	£893,161.44	£0.64	£148,771.44
19%	£35.22	£220.61	£900,730.61	£0.68	£156,340.61
20%	£37.08	£222.46	£908,299.77	£0.71	£163,909.77

For each 1% increases income by £7,569

## Summary



	Revenue	Projects	Totals	%
Grants	49,000.00		49,000.00	3.78
Youth	68,260.00		68,260.00	5.26
Environment	10,000.00	15,000.00	25,000.00	1.93
Highways	20,000.00	57,500.00	77,500.00	5.98
Tourism	47,750.00	8,000.00	55,750.00	4.30
Town Develop Projects		37,500.00	37,500.00	2.89
Estate	195,150.00	15,000.00	210,150.00	16.21
Property	90,440.00	60,000.00	150,440.00	11.60
Administration	63,650.00	6,900.00	70,550.00	5.44
Establishment costs	517,500.00		517,500.00	39.92
Volunteers	6,000.00		6,000.00	0.46
Commercial	10,500.00		10,500.00	0.81
Loan	18,340.00		18,340.00	1.41

<b>1,096,590.00</b>	<b>199,900.00</b>	<b>1,296,490.00</b>	<b>100.00</b>
---------------------	-------------------	---------------------	---------------

Grants	18,000.00	15,000.00	33,000.00	2.55
Income	151,400.00		151,400.00	11.68
Interest	25,600.00		25,600.00	1.97
Reserves	16,000.00	184,900.00	200,900.00	15.50
Precept	885,590.00		885,590.00	68.31

<b>1,096,590.00</b>	<b>199,900.00</b>	<b>1,296,490.00</b>	<b>100.00</b>
---------------------	-------------------	---------------------	---------------

