

Ringwood Town Council

Ringwood Gateway, The Furlong, Ringwood, Hampshire BH24 1AT

Tel: 01425 473883

www.ringwood.gov.uk

SUMMONS

Dear Member

24th January 2019

You are hereby summoned to attend a meeting of the Town Council at the Forest Suite, Ringwood Gateway on Wednesday 30th January 2019 at 7.00pm.

Mr C Wilkins
Town Clerk

AGENDA

1. PUBLIC PARTICIPATION

There will be an opportunity for public participation for a period of up to 15 minutes at the start of the meeting

2. To receive Apologies for Absence

3. To receive Declarations of Interest

4. To receive a report from Sergeant Helen Mitchley, New Forest West Neighbourhood Policing Team

5. To approve as a correct record the Minutes of the Meeting held on 19th December '18

6. To receive Minutes of Committees and approve recommendations contained therein:

Recreation, Leisure & Open Spaces

DATE:- 2nd January 2019

Planning, Town & Environment

DATE:- 4th January 2019

Policy & Finance

DATE:- 16th January 2019

RECOMMENDATION:

F/5649 Draft Budget and Precept 2019-20 See separate agenda item 7

7. COUNCIL BUDGET AND PRECEPT 2019-20

To consider a recommendation from Policy and Finance Committee and approve the final budget and Precept 2019-20 (*P/5649 refers*) (*Report A*)

8. To receive such communications as the Town Mayor may desire to lay before the Council (Councillors are reminded that no decision taking may take place as a result of this item)

9. To Receive Reports from Ringwood Town Councillors and Student Advisors (Councillors are reminded that no decision taking may take place as a result of this item)

10. To receive Reports from County and District Councillors (Councillors are reminded that no decision taking may take place as a result of this item)

11. Forthcoming Meetings – to note the following dates:

Planning, Town & Environment	10.00am	Friday 1 st February 2019
Recreation, Leisure & Open Spaces	7.00pm	Wednesday 6 th February 2019
Policy & Finance	7.00pm	Wednesday 20 th February 2019
Full Council	7.00pm	Wednesday 27 th February 2019

If you would like further information on any of the agenda items, please contact Mr Chris Wilkins, Town Clerk, on 01425 484720 or chris.wilkins@ringwood.gov.uk

Council Members:

Chairman: Cllr Tony Ring, Town Mayor
Vice-Chairman: Cllr Philip Day, Deputy Mayor
Cllr Andrew Briers
Cllr Hilary Edge
Cllr Christine Ford
Cllr Jeremy Heron
Cllr Darren Loose
Cllr Anne Murphy
Cllr Gloria O'Reilly
Cllr Steve Rippon-Swaine
Cllr Michael Thierry
Cllr Chris Treleaven
Cllr Tim Ward
Cllr Angela Wiseman

Student Advisors:

Tom Weetman
Finn Rowden

FULL COUNCIL – 30th JANUARY 2019
BUDGET AND PRECEPT 2019/2020

1. INTRODUCTION

- 1.1** Policy & Finance Committee considered the draft budget for 2019/20 on the 16th January. This followed consideration by each Committee, during November and December, of their own draft budgets together with bids for new or increased expenditure. Policy and Finance Committee are now in a position to put forward a recommended budget and precept for consideration by Full Council. This report seeks approval for the proposed budget and the consequent precept.

2. BUDGET 2019 TO 2020

- 2.1** Attached for the Committee's consideration are the following documents:-

Appendix A – summary Council budget proposals 2019/20, including base budgets and revised budgets for 2018/19.

Appendix B – Provisions at 31st March 2018, movements and estimated balances at 31st March 2019 and 2020.

Appendix C – Precept Request 2019/2020

- 2.2** The draft budget has been prepared on an incremental basis with individual budgets rolled forward and adjusted for known, unavoidable changes including inflation. The most significant of these unavoidable changes include:

- i Inflation. The latest inflation indices published by the ONS put the Consumer prices Index, CPI, at 2.1% whilst RPI is currently 2.7% (December 2018). For budget planning purposes, a default inflation rate of 2.0 % has been used, adjusted for known exceptions including pay costs. This adds £26,047 to the budgeted costs and £1,770 to budgeted income, a net increase of £24,277.
- i The inflationary increase includes employee costs, which comprise 64.7% of the gross expenditure budget. These costs are expected to increase by £22,450 or 5.4% in 2019/20. There are 5 significant reasons for this increase.
 - Employer's Pension Contributions - the County Council have increased the employer's contribution to the pension fund for both historic and future commitments. The current contribution and the fixed amount required to meet historic shortfalls will both increase adding around £4,500 to staff costs in 2019/20.
 - The Annual pay award of 2% will add around £8,300 to costs
 - Increments and progression will add £4,350
 - The costs of the Events Co-ordinator will add £4,300
 - Rationalisation and restructuring of pay scales will add around £1,700 to annual costs.

These increases have been mitigated by a reduction in annual pension liabilities of £700 due to an employee opting out of the pension scheme.

- 2.3** The proposed budgets have then been reviewed in comparison with historic expenditure. This has highlighted a number of budgets for which the current provision, prepared, as noted above, on an incremental basis, are not in line with normal requirements. This process has identified net budget savings of £15,367,

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most of which (71%) are in the Policy and Finance Committee budget. These savings are chiefly in the annual IT and telephony costs where the new arrangements are expected to deliver annual savings of around £6,000 and through a reduction of annual building maintenance and vandalism budgets for which any future significant expenditure will be met from reserves previously established for this purpose. A similar review process has been applied to the other Committee budgets.

- 2.4 The expenditure budget has also been increased by £4,000 in anticipation of election costs, although this sum will be met from the election reserve with no impact on the net budget.
- 2.5 An annual write down to revenue from historic developer's contributions has now come to an end as the earmarked fund is now exhausted, adding £2,340 to net costs. Also, following a review of capacity, the provision of memorial benches has been removed reducing income by a further £1,760.
- 2.6 Other adjustments, previously agreed, include an increase in the annual transfer to the Machinery Replacement reserve of £3,000, and the creation of a Cemetery Extension reserve with an annual contribution from revenue of £4,000.
- 2.7 Non-recurring expenditure of £10,060, included in the 2018/19 budget, has been removed from the 2019/20 budget.
- 2.8 The overall impact of these changes is a net increase in the budget requirement for 2019/20 of £9,950, before any additional bids are considered. This would require a transfer from the general fund of £25,393 in order to achieve a balanced budget before any changes to the Council Tax or Council Tax base are taken into account.

3. Additional Budget Bids for 2019/20

- 3.1 The schedule of additional budget bids is set out below and at the foot of each Committee budget page in Appendix A. The additional bids are also summarised in the overall budget summary. The aggregate cost of all of the bids in 2019/20 is £65,963 of which £47,463 would be drawn from earmarked reserves and provisions or funded from grants and £3,000 from funds carried over from the current year and held in the General Reserve.
- 3.2 Recurring budget bids, totalling £13,500, are set out in table 1, below.
- 3.3 The Christmas Lights replacement bid is in anticipation of a new management contract which is currently being investigated. The costs are estimated at this stage and further detail will be brought before members as the contract is developed.
- 3.4 The tree management survey and management plan is considered necessary to manage the Town Council's continuing responsibility to maintain open spaces.

Table 1 - Recurring Budget Bids:**Policy & Finance**

--Christmas Lights replacement (new contract)	5,500
Total recurring bids	5,500

Recreation, Leisure & Open Spaces

--Tree Management Plan - Survey	3,000
--Tree Management Plan - Tree Works	5,000
Total recurring bids	8,000

- 3.5** Non-recurring bids, totalling £52,463 are summarised in Table 2, below. The most significant of these include the replacement of a 12 year old tractor and a 29 year old walk behind sprayer, both of which have reached the end of life. Costs are provisional at this stage and quotes have been requested. An estimate has been made of the disposal or trade in value of the existing equipment. The net costs may therefore differ. The machinery replacement reserve will stand at £14,954 at the end of this year (with a further £13,000 due to be transferred from the revenue account in 2019/20) and it is proposed to use these funds to offset the net replacement cost.

Table 2 - Non-Recurring Budget Bids:

Policy & Finance Committee

--Investment in IT replacement	10,000
Less Financed from Provisions	-10,000
Net new non-recurring bids	0

Recreation, Leisure & Open Spaces Committee

--Tree Management Plan - contuing surveys and tree works	2,000
--Grounds Department Workshop and storage - feasibility study	3,000
--Pocket Park Boardwalk Overhaul	0
--New Vehicles and machinery (£34,488 less £9,025 trade in)	25,463
Total	30,463
Less financed from provisions	-28,463
Net new non-recurring bids	2,000

Planning, Town & Environment Committee

--Neighbourhood Plan (deferred from 2018/19)	3,000
--Neighbourhood Plan additional bid to be funded from grant	9,000
Total	12,000
Less financed from grants & reserves	-12,000
Net new non-recurring bids	0

- 3.6** The proposed neighbourhood plan is expected to be funded from a combination of grant and funds deferred from the current year.

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- 3.7 The IT systems replacement bid will be met from an earmarked reserve. Costs are very uncertain at this stage, but are expected to be within this figure and the replacement system is expected to reduce annual running costs considerably, mainly through the move away from the HPSN.
- 3.8 Planned transfers to reserves in 2019/20 are £51,300 including the additional £4,000 for the cemeteries extension provision and the £3,000 increase in the annual transfer to the machinery replacement provision. The planned drawdown from earmarked reserves is £42,463 including the £38,463 in respect of one-off items detailed in table 2, and the election costs noted in paragraph 2.4, above. A further transfer from the cemeteries maintenance reserve and from Developer's contributions in respect of Crow Lane together with anticipated grant receipts of £9,000 mean that with no other transfers, the balance on reserves would decrease to £1,393 by March 2020.
- 3.9 However, the Council's net budget will be £526,089 which exceeds the current precept by £40,893. The underlying revenue budget, before any growth items are considered, is £510,589, which, in itself, would require a Council Tax increase of 5.2% to achieve a sustainable balanced budget without drawing on reserves. The recurring budget bids add a further £13,500 per annum, which adds a further 2.8% to the Council Tax requirement. The additional net impact of the one off items will require further funding of £2,000.
- 3.10 The Council Tax base will increase by 0.53% to 5285.2 in 2019/20 which would deliver an additional £2,575 with no increase in the Council Tax.
- 3.11 It is proposed, therefore, to increase the Council tax by 2% which will, because of the growth in the Council Tax base, increase the precept by 2.54% or £12,353 to £497,549. The remaining shortfall of £28,540 will require a transfer from the General reserve which is now predicted to be £236,432 at 31st March 2020. This represents 47.5% of the proposed precept. A full analysis of reserves and provisions is set out in Appendix B.
- 3.12 The Band D equivalent Council Tax attributable to Ringwood Town Council is currently £92.29 per annum. The proposed Council Tax increase of 2% will increase this to £94.14, an increase of £1.85 per band D property per year.

4. RECOMMENDATIONS

- 4.1 Subject to any further amendments made at this meeting, **it is recommended that the Council:-**
- 4.2 Approve the budget set out in Appendix A'
- 4.3 Note the predicted balances of reserves and provisions, Appendix B and
- 4.4 Approve the Precept and consequent Council Tax set out in Appendix C.

For any further information, please contact:

Rory Fitzgerald
Finance Manager
Tel: 01425 484723

or Chris Wilkins
Town Clerk
Tel: 01425 484720

**REVISED BUDGET 2018/19 & ORIGINAL BUDGET 2019/20
AND PRECEPT SUMMARY (Including New Bids)**

Col. 1	2	3	4
Description	Original 18/19 £	Revised 18/19 £	Original 19/20 £
REVENUE			
POLICY & FINANCE COM.	406,246	414,957	412,088
EXPEND.			
RECREATION, LEIS & O/S	202,639	203,187	189,209
CEMETERY	46,961	47,249	46,022
ALLOTMENTS	12,058	11,577	12,314
PLANNING, TOWN & ENVIR.	21,801	19,117	18,800
TOTAL REVENUE EXPENDITURE	689,706	696,087	678,434
CAPITAL			
POLICY & FIN COM.-CAP EXP	0	15,000	0
EXPEND.			
REC, LEIS & O/S-CAP EXP	10,000	54,000	0
PLAN, TOWN & ENV.-CAP EXP	8,000	8,000	0
TOTAL CAPITAL EXPENDITURE	18,000	77,000	0
TOTAL EXPENDITURE	707,706	773,087	678,434
REVENUE			
POLICY & FINANCE COM.	-119,717	-141,566	-127,536
INCOME			
RECREATION, LEIS & O/S	-34,870	-38,202	-34,953
CEMETERY	-45,999	-46,652	-45,123
ALLOTMENTS	-5,100	-5,100	-5,202
PLANNING, TOWN & ENVIR.	-1,110	-1,850	-1,100
TOTAL REVENUE INCOME	-206,796	-233,370	-213,914
CAPITAL			
POLICY & FIN COM.-CAP EXP	0	0	0
FINANCE			
REC, LEIS & O/S-CAP EXP	0	0	0
PLAN, TOWN & ENV.-CAP EXP	0	0	0
TOTAL CAPITAL FINANCE	0	0	0
TOTAL INCOME & FINANCE	-206,796	-233,370	-213,914
Less reduction in budget	0		0
NET EXPENDITURE BEFORE TRANSFERS	500,910	539,717	464,519
ADD TRANSFERS TO PROVISIONS			
POLICY & FINANCE COM.	24,400	24,400	27,400
RECREATION, LEIS & O/S	16,900	16,900	19,900
CEMETERY	0	0	4,000
PLANNING, TOWN & ENVIR.	0	0	0
TOTAL TRANSFERS TO PROVISIONS	41,300	41,300	51,300
LESS TRANSFERS FROM PROVISIONS			
POLICY & FINANCE COM.	0	-20,250	-4,000
RECREATION, LEIS & O/S	-32,340	-70,818	0
CEMETERY	-230	-230	-230
PLANNING, TOWN & ENVIR.	-9,000	-9,255	-1,000
TOTAL TRANSFERS FROM PROVISIONS	-41,570	-100,553	-5,230
BUDGET REQUIRE BEFORE NEW BIDS	500,640	480,464	510,589
Add recurring bids for 2018/19			
Policy & Finance			5,500
Recreation, Leis & O/S			8,000
Planning, Town & Env			0
Add non-recurring bids for 2018/19			
Policy & Finance			10,000
Recreation, Leis & O/S			30,463
Planning, Town & Env			12,000
P&F R&M Buildings			0
Less transfers from provisions			-50,463
SUB TOTAL NET NEW BIDS			15,500
COUNCIL'S NET BUDGET	500,640	480,464	526,089
Additional Transfers from(-) or to Provisions	0	0	0
Transfers from(-) or to General Reserve	-15,444	4,732	-28,540
COUNCIL'S PRECEPT BEFORE GRANTS	485,196	485,196	497,549
To be met from Identifiable Grant from NFDC	0	0	0
To be met from Transitional Grant from NFDC	0	0	0
COUNCIL TAX PAYERS IN RINGWOOD	485,196	485,196	497,549

COUNCIL TAX LEVELS FOR 2016/17, 2017/18, 2018/19 & 2019/20

	2016/17	2017/18	2018/19	2019/20	Per Year	Per month
Council Precept before Grant	462,992	468,223	485,196	497,549		
Council Tax Base	5,146.6	5,225.7	5,257.3	5,285.2		
Council Tax Per Band D Dwelling before grants	89.96	89.60	92.29	94.14	£1.85	0.15
Grant	-1.94	0.00	0.00	0.00	£0.00	0.00
Council Tax Per Band D Dwelling after grants	88.02	89.60	92.29	94.14	£1.85	0.15

REVISED BUDGET 2018/19 & ORIGINAL BUDGET 2019/20							
POLICY & FINANCE COMMITTEE							
Col. 1	2	3	4	5	6	7	
AC	Code CC	Description	Budget Manager	Actual 17/18 £	Original 18/19 £	Revised 18/19 £	Original 19/20 £
		EXPENDITURE-Establishment					
P004	TA101	--Window Cleaning Greenways	CW	0	0	0	0
P100	TA101	--Electricity	CW	6	50	50	0
P150	TA101	--Water	CW	0	50	50	0
P220	TA101	--Insurance Premium	CW	10,415	10,557	10,722	10,500
P553	TA101	--Health & Safety	CW	85	2,375	3,200	2,399
S002	TA101	--Office Equipment	CS	0	250	250	200
S006	TA101	--Furniture	CS	88	500	250	300
S010	TA101	--Books & Publications	CS	100	265	200	200
S030	TA101	--Stationery	CS	703	1,046	1,250	1,250
S031	TA101	--Photocopy/scanner	JH	2,648	2,602	2,750	2,250
S033	TA101	--File Management System	CW	0	0	0	0
S046	TA101	--Postage	CS	1,057	1,750	1,500	1,500
S059	TA101	--Telephone & Fax	CW	8,360	8,466	8,300	3,500
S062	TA101	--Computer Maintenance	CW	3,075	3,137	3,026	2,000
S063	TA101	--G.I.S. Mapping	CW	500	500	500	510
S066	TA101	--Web Site Maintenance	CW	960	1,035	1,000	1,000
S067	TA101	--Computer equipment/s-ware	CW	60	300	100	100
S074	TA101	--Subscriptions	JH	2,569	2,989	2,989	3,049
S084	TA101	--Adverts	CW	1,249	765	765	780
S212	TA101	--Bank Charges	RF	222	250	300	300
S616	TA101	--Audit	CW	2,830	2,398	2,800	2,846
T211	TA101	--Travel Expense	CW	704	750	500	600
S002	TA102	--Office Exps Gtwy	CW	99	500	250	250
S073	TA102	--Hospitality/Refreshments	CW	286	255	255	260
E692	TA115	Caretaker Gtwy-Rechargeable	CW	7,012	7,423	6,863	7,286
E693	TA115	Cleaning Gtwy-Rechargeable	CW	4,799	5,991	5,530	5,962
E694	TA115	Info Officers Gtwy-Rechargeable	CW	48,795	50,569	53,280	51,988
S002	TA115	Supplies Gtwy-Rechargeable	CW	1,438	510	1,500	520
		Total Establishment		98,060	105,283	108,180	99,550
		Maintenance					
P012	TA101	--Vandalism	CW	696	1,530	1,530	200
P003	TA102	--Gateway	CW	28,173	31,563	31,563	32,194
P002	TA103	--Greenways	CW	907	5,000	1,000	1,000
P002	TA108	--92 Southampton Road	CW	755	510	510	1,000
		Total Maintenance		30,531	38,603	34,603	34,394
		Employee Costs					
E690	TA181	--Allocated Office Staff	CW	96,637	108,729	109,094	116,948
E691	TA181	--Allocated Groundstaff	CW	1,076	4,055	3,913	4,397
S040	TA101	--Payroll Outsourcing	CW	967	951	951	970
E505	TA101	--Staff Training	CW	654	1,000	750	750
E120	TA101	--Eye Tests	CW	13	102	200	104
		Total Employee Costs		99,347	114,837	114,907	123,169

REVISED BUDGET 2018/19 & ORIGINAL BUDGET 2019/20						
POLICY & FINANCE COMMITTEE						
Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 17/18 £	Original 18/19 £	Revised 18/19 £	Original 19/20 £
	Members Costs					
S002	TA105 --Mayoral Regalia	CW	0	0	0	0
S040	TA105 --Election Expenses	CW	6,479	0	0	4,000
S076	TA105 --Members Allowances	CW	5,441	6,630	6,630	7,350
S077	TA105 --Mayor's Allowance Allocated	CW	1,000	1,020	1,020	1,040
S078	TA105 --Mayor's Allowance Unalloc	CW	0	0	0	0
S520	TA105 --Civic Expenses	CW	313	1,530	750	1,000
S522	TA105 --Members Training	CW	150	500	250	350
S522	TA105 --Members Travel & Subsist	CW	0	250	100	200
	Total Members Costs		13,383	9,930	8,750	13,940
	Grants					
S080	TA101 --Discretionary grants	CW	4273	9000	9000	9,000
	Total Grants		4,273	9,000	9,000	9,000
	Other					
P593	TA101 --CCTV	CW	8,790	9,180	8,790	9,000
P594	TA101 --Car Park Clock Refurbishment	CW	230	1,255	1,500	260
S480	TA101 --Legal Fees	CW	151	1,530	1,530	1,000
S756	TA101 --Consultants Fees	CW	4,040	2,750	8,000	2,650
S753	TA108 --92 Southampton Road Agents fees	CW	1,365	1,341	1,400	1,400
S754	TA108 --92 Southampton Road	CW	0	0	0	0
S040	TA109 --Christmas Lights Instal & Stor	CW	13,965	11,220	11,220	11,500
E695	TA110 --Youth Workers	CB	38,355	46,015	35,056	44,010
S040	TA110 --Carvers Club House	CB	13,564	11,222	17,462	16,954
S040	TA111 --Millenium Clock	CW	70	0	0	0
S036	TA112 --Visitor Info Cntr - Purchases	CW	1,069	1,500	4,000	1,500
E696	TA112 --Visitor Information Centre	CW	2,716	4,433	4,361	4,714
S040	TA116 --Jubilee Lamp	CW	0	0	0	0
B206	TA120 --Bad Debts Write Off	RF	156	0	0	0
S040	TA121 --Support for Christmas activities	CW	0	0	0	0
S040	TA122 --WW1 Commemoration	CW	46	1,500	4,500	2,500
S084	TA124 --Ringwood Market - Advertising	CW	318	102	102	0
S002	TA125 --Support for Town Twinning	CW	0	0	50	0
S002	TA126 --Civic Events / Celebrations	CW	4,513	5,000	10,000	5,000
	Total Other		89,348	97,048	107,971	100,489
	Debt Charges					
C070	TA113 --Interest	RF	13,635	13,040	13,040	12,426
C080	TA113 --Loan Repaid	RF	17,911	18,506	18,506	19,120
	Total Debt Charges		31,546	31,546	31,546	31,546
	Total Revenue Expenditure		366,488	406,246	414,957	412,088
	Capital Expenditure					
C320	TA901 --Gateway Project	RF	5,249	0	0	0
C320	TA902 --The Place Youth Facility	RF	9,574	0	0	0
C384	TA903 --Computer Hardware	RF	0	0	15,000	0
	Total Capital Expenditure		14,823	0	15,000	0
	COMMITTEE EXPENDITURE		381,311	406,246	429,957	412,088

REVISED BUDGET 2018/19 & ORIGINAL BUDGET 2019/20							
POLICY & FINANCE COMMITTEE							
Col. 1	2	3	4	5	6	7	
Code	Description	Budget Manager	Actual 17/18 £	Original 18/19 £	Revised 18/19 £	Original 19/20 £	
REVENUE INCOME							
R062	TA101	--Insurance Premium Income	CW	-6,913	0	-200	0
R063	TA101	--Interest Received	RF	-1,074	-960	-960	-960
R001	TA103	--Rent: Ground Floor Greenways	CW	-16,380	-16,325	-16,325	-16,500
R000	TA104	--Rent: 1st Floor Greenways	CW	-10,497	-10,856	-10,856	-10,856
R031	TA108	--Southampton Road Rent	CW	-13,100	-13,091	-13,200	-13,200
R008	TA110	--Carvers Club House Income	CB	-3,594	0	-9,540	-8,500
R032	TA110	--Grant for Youth Workers	CB	0	0	0	0
R035	TA112	--VIC Sales	CW	-1,564	-1,750	-5,000	-1,785
R061	TA115	--Recharge to NFDC	RF	-67,537	-68,735	-68,735	-68,735
R080	TA121	--Christmas Events	CW	-1,900	0	-250	0
R080	TA122	--WW1 Commemoration Grant	CW	0	0	-4,000	0
R000	TA124	--Market Stall Income	CW	-2,550	-3,000	-2,000	-2,000
R080	TA126	--Civic Events / Celebrations	CW	-9,896	-5,000	-10,500	-5,000
Total Revenue Income				-135,005	-119,717	-141,566	-127,536
CAPITAL INCOME/FINANCE							
R555	TA114	--Trans From Unapplied Cap rec	RF	0	0	0	0
R583	TA904	--The Place Project Grant Income	RF	0	0	0	0
Total Capital Income/Finance				0	0	0	0
TOTAL COMMITTEE INCOME				-135,005	-119,717	-141,566	-127,536
TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS				246,306	286,529	288,391	284,552
Transfer To Provisions							
M410	TA114	--Transfer To Provisions	RF	24,242	24,400	24,400	27,400
Total Transfer To Provisions				24,242	24,400	24,400	27,400
Transfer From Provisions							
R551	TA114	--Trans From Provs (Rev)	RF	-14,823	0	0	-4,000
R550	TA114	--Trans From Provs (Cap)	RF	-6,479	0	-20,250	0
Total Transfer From Provisions				-21,302	0	-20,250	-4,000
TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS				249,246	310,929	292,541	307,952

Non Recurring Items Included in 2018/19 Budget, deducted from 2019/20 Base Budget

	£
1. --Millenium Clock (Furlong Car Park)	1,000
2. --WW1 Armistice Centenary commemoration - lasting addition to remembrance	500
3. --WW1 Armistice Centenary commemoration - to support a commemoration eve	1,000
Total	2,500

Non Recurring Items for consideration for 2019/20 Budget

Priority

11. --Investment in IT replacement	10,000
12. 0	
Less Financed from Provisions	-10,000
Total	0

Recurring Items for consideration for 2019/20 Budget

21. --Christmas Lights replacement new contract	5,500
Total	5,500

The Estimated Total Net Budget for 2019/20, including all new bids, will be

	£	£
Total Net Budget for 2018/19 with new bids	310,929	
Total Net Budget for 2019/20 <u>without</u> new bids		307,952
Add new bids		5,500
Total Net Budget for 2019/20 <u>with</u> new bids		313,452

**REVISED BUDGET 2018/19 & ORIGINAL BUDGET 2019/20
RECREATION LEISURE & OPEN SPACES COMMITTEE**

Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 17/18 £	Original 18/19 £	Revised 18/19 £	Original 19/20 £
	Establishment					
P100	TB101 --Electricity	KW	844	1,000	1,000	1,020
P210	TB101 --Cleaning mats/consumables	KW	9	100	100	102
P552	TB101 --Environmental Agency	KW	447	479	447	460
P553	TB101 --Health & Safety	KW	483	204	204	208
S012	TB101 --Protective Clothes	KW	1,134	852	852	869
S052	TB101 --Mobile Phones	KW	392	530	600	611
T211	TB101 --Travel Expense	KW	129	150	100	150
P150	TB229 --Water	KW	1,661	1,530	1,530	1,561
P553	TB272 --Playground Inspections	JH	250	270	250	275
T022	TB280 --Fuel	KW	5,653	6,000	6,000	6,000
	Total Establishment		11,002	11,115	11,083	11,255
	Maintenance					
S042	TB201 --Bickerley Toilets	KW	0	0	0	0
P002	TB202 --Buildings	KW	414	2,975	6,675	3,035
P002	TB203 --Carvers Pavilion maintenance	KW	172	0	300	0
P550	TB204 --Grounds - Carvers	KW	841	2,000	2,000	2,040
P006	TB207 --Maint in Closed Churchyard	KW	224	1,000	1,500	500
P002	TB208 --Dr. Littles Garden	KW	0	0	0	0
P002	TB213 --Long Lane Mtn	KW	522	2,000	1,500	1,500
P002	TB217 --The Bickerley/Pocket Park	KW	0	0	500	0
P002	TB218 --Poulner Lakes	KW	0	0	400	0
P002	TB224 --War Memorial	KW	31	0	150	0
P006	TB229 --Grounds - Other	KW	4,656	5,160	5,160	4,080
P542	TB229 --Fencing	KW	950	1,020	500	1,040
P545	TB229 --Tree Safety Work	KW	3,440	3,000	3,000	3,060
P546	TB229 --Tree Safety Consultant	KW	0	408	400	416
P006	TB254 --Pest Control	KW	248	300	500	500
P550	TB255 --St Furn paint	KW	29	204	600	400
P002	TB271 --Ash Grove Play Area	KW	250	0	0	0
P002	TB272 --Play Areas	KW	926	1,500	1,500	1,530
	Total Maintenance		12,703	19,567	24,685	18,101
	Machinery					
S002	TB280 --Small Tools Purchase	KW	5,495	1,000	1,000	1,000
T010	TB280 --Machine Maintenance	KW	6,044	7,000	9,000	7,140
T100	TB280 --Machine Purch	KW	0	20,000	16,346	0
T110	TB280 --Hiring Costs	KW	1	204	200	208
T010	TB281 --tipper truck service/maint	KW	1,356	1,300	1,300	1,326
	Total Machinery Costs		12,896	29,504	27,846	9,674
	Employee Costs					
E310	TB101 --Staff Recruitment	CW	0	0	0	0
E505	TB101 --Staff Training	CW	224	1,600	2,000	2,000
E690	TB181 --Office Staff Allocated Costs	CW	32,365	36,353	34,865	37,661
E691	TB181 --Groundstaff Allocated Costs	CW	91,533	94,251	92,854	103,547
	Total Employee Costs		124,122	132,204	129,719	143,208

**REVISED BUDGET 2018/19 & ORIGINAL BUDGET 2019/20
RECREATION LEISURE & OPEN SPACES COMMITTEE**

Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 17/18 £	Original 18/19 £	Revised 18/19 £	Original 19/20 £
	Planters					
S002 TB253	--Planters For Floral Displays	KW	3	510	0	0
	Total Planters		3	510	0	0
	Activities Expenses					
P006 TB204	--Cricket	KW	0	510	250	250
P103 TB204	--Floodlighting	KW	0	0	0	0
P006 TB205	--Tennis Courts	KW	150	306	150	150
P006 TB219	--Poulner School Expenses	KW	255	510	250	250
P006 TB221	--Football	KW	1,878	1,530	2,500	1,561
P006 TB225	--Ringwood School Expenses	KW	0	0	0	0
P006 TB228	--Rugby	KW	0	102	100	100
P007 TB251	--Roundabout Flower Beds	KW	2,827	2,754	2,754	2,809
P006 TB251	--Flower Beds	KW	1,057	714	700	750
P002 TB274	--Skate Park Expenses	KW	572	100	0	0
S040 TB302	--Young Childrens' Entertain	TBD	2,000	2,040	2,000	0
	Total Activities Expenses		8,739	8,566	8,704	5,870
	Other					
P006 TB256	--Dog Waste Collection	KW	828	918	900	900
S380 TB256	--Dog Waste Bins	KW	0	255	250	200
P002 TB257	--Travellers	KW	0	0	0	0
	Total Other		828	1,173	1,150	1,100
	Total Revenue Expenditure		170,293	202,639	203,187	189,209
	Capital Expenditure					
C320/321 TB903	--Carvers Recreation Ground Improvements	CW	0	10,000	10,000	0
S002 TB904	--Playground Equipment, Carvers	CW	0	0	44,000	0
	Total Capital Expenditure		0	10,000	54,000	0
	COMMITTEE EXPENDITURE		170,293	212,639	257,187	189,209

**REVISED BUDGET 2018/19 & ORIGINAL BUDGET 2019/20
RECREATION LEISURE & OPEN SPACES COMMITTEE**

Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 17/18 £	Original 18/19 £	Revised 18/19 £	Original 19/20 £
	REVENUE INCOME					
R028	TB101 --Wayleaves	RF	-91	-90	-90	-92
R026	TB201 --The Bickerley	RF	0	-300	-100	-100
R018	TB204 --Carvers	RF	-3,217	-3,000	-3,000	-3,060
R019	TB204 --Cricket	RF	-1,215	-2,000	-1,500	-1,540
R021	TB204 --Floodlighting	RF	0	0	0	0
R025	TB204 --Tennis	RF	-98	-200	-100	-100
R027	TB206 --Castleman Trail	RF	-981	-700	-700	-714
R011	TB219 --Poulner Junior School	RF	-12,368	-13,500	-13,500	-12,270
R029	TB220 --Poulner Infant School	RF	-2,509	-1,500	-1,500	-1,500
R022	TB221 --Football	RF	-8,226	-6,750	-6,750	-6,885
R012	TB225 --Ringwood School	RF	-3,559	0	-100	0
R013	TB226 --Ringwood Junior School	RF	-230	-612	-300	-300
R017	TB227 --Bowling	RF	-1,681	-1,530	-1,530	-1,561
R023	TB228 --Rugby	RF	-1,863	-2,000	-2,000	-2,040
R040	TB229 --Grounds - Other Income	RF	-194	-200	-5,000	-2,704
R014	TB251 --Roundabouts Flower Beds	RF	-1,996	-2,488	-2,032	-2,088
	Total Revenue Income		-38,228	-34,870	-38,202	-34,953
	CAPITAL INCOME/FINANCE					
R583	TB114 --Capital Grants	RF	0	0	0	0
	Total Capital Income/Finance		0	0	0	0
	TOTAL COMMITTEE INCOME		-38,228	-34,870	-38,202	-34,953
	TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS		132,065	177,769	218,985	154,256
	Transfer To Provisions					
M410	TB114 --Machinery	RF	10,000	10,000	10,000	13,000
S002	TB114 --Play Equipment	RF	8,400	6,900	6,900	6,900
	Total Transfers To Provisions		18,400	16,900	16,900	19,900
	Transfer From Provisions					
R551	TB114 --Transfer from Provisions (rev)	RF	0	-20,000	-20,046	0
R550	TB114 --Transfer from Provisions (cap)	RF	0	-10,000	-50,000	0
R552	TB114 --Transfer from Devlprs contrib (rev)	RF	-2,340	-2,340	-772	0
	Total Transfers From Provisions		-2,340	-32,340	-70,818	0
	TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS		148,125	162,329	165,067	174,156

**REVISED BUDGET 2018/19 & ORIGINAL BUDGET 2019/20
RECREATION LEISURE & OPEN SPACES COMMITTEE**

Non Recurring Items Included in 2018/19 Budget, deducted from 2019/20 Base Budget

	£
1. --Mansfield Road Verge	1,160
1. --Carvers Recreation Ground Improvements	10,000
1. --Plant & Machinery - replacement of 7 year old front deck mower	20,000
1. --Long Lane Sports Field (to be financed by developer's contributions NFDC)	0
	Net Total
	31,160
Less financed from provisions	-30,000
	Net non recurring bids
	1,160

Non Recurring Items for consideration for 2019/20 Budget

		Priority
11 --Tree Management Plan - contuing surveys and tree works	2,000	
12 --Grounds Department Workshop and storage - feasibility study	3,000	
13 --Pocket Park Boardwalk Overhaul	0	
14 --New Vehicles and machinery (£34,488 less £9,025 trade in)	25,463	
	Total	
	30,463	
Less financed from provisions	-28,463	
	Net new non recurring bids	
	2,000	

Recurring Items for consideration for 2019/20 Budget

21 --Tree Management Plan - Survey	3,000	
22 --Tree Management Plan - Tree Works	5,000	
	Total	
	8,000	

**REVISED BUDGET 2018/19 & ORIGINAL BUDGET 2019/20
CEMETERY**

Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 17/18 £	Original 18/19 £	Revised 18/19 £	Original 19/20 £
Establishment						
P100 TB401	--Electricity	KW	535	454	454	463
P150 TB401	--Water	KW	293	204	204	208
P155 TB401	--Sewerage Expenses	KW	0	153	153	156
P210 TB401	--Cleaning materials	KW	30	102	200	104
P556 TB401	--Business Rates	CW	3,784	4,088	4,088	4,170
S059 TB401	--Telephone	KW	252	204	250	208
Total Establishment			4,894	5,205	5,349	5,309
Maintenance						
P006 TB421	--Buildings	KW	1,737	510	2,500	520
P211 TB422	--Chemicals	KW	6	0	0	0
P545 TB422	--Trees & Tree Planting Prog	KW	200	1,020	750	750
P547 TB422	--Memorial Safety	KW	0	510	350	500
S040 TB422	--Grounds	KW	46	4,020	4,020	1,000
P550 TB423	--War Graves Maintenance	KW	0	816	800	832
S040 TB424	--Columbarium	KW	0	0	0	0
S040 TB425	--Refuse Collection	KW	1,919	1,500	1,000	1,000
Total Maintenance			3,908	8,376	9,420	4,604
Employee Costs						
E690 TB481	--Allocated Office Staff	CW	9,891	8,853	8,329	9,172
E691 TB481	--Allocated Groundstaff	CW	23,447	24,527	24,150	26,938
Total Employee Costs			33,338	33,380	32,480	36,110
TOTAL EXPENDITURE			42,140	46,961	47,249	46,022
INCOME						
R050 TB401	--Burials	CW	-18,795	-20,400	-18,000	-18,000
R051 TB401	--Purchase of Plots	CW	-11,640	-13,260	-16,000	-15,525
R052 TB401	--Grave Maintenance	CW	-390	-179	-250	-254
R053 TB401	--Legacy	CW	-109	-102	-102	-102
R054 TB401	--Memorials	CW	-11,216	-10,200	-11,000	-10,404
R056 TB401	--War Graves	CW	-832	-838	-800	-838
R054 TB422	--Memorial Benches	CW	0	-1,020	-500	0
TOTAL INCOME			-42,982	-45,999	-46,652	-45,123
TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS			-842	962	597	899
M410 TB414	Transfer To Provisions --Cemetery Provision	RF	0	0	0	4,000
R551 TB414	Transfer From Provisions --Transfer from Provisions (rev)	RF	0	0	0	0
R486 TB414	--Transfer from Reserve (Maint)	RF	-230	-230	-230	-230
Total Transfers From Provisions			-230	-230	-230	-230
TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS			-1,072	732	367	4,669

Non Recurring Items Included in 2018/19 Budget, deducted from 2019/20 Base Budget

	£
--Cemetery Improvements	3,000
Total	3,000

**REVISED BUDGET 2018/19 & ORIGINAL BUDGET 2019/20
ALLOTMENTS**

Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 17/18 £	Original 18/19 £	Revised 18/19 £	Original 19/20 £
	EXPENDITURE					
P150 TB501	Establishment --Water	KW	739	1,000	750	800
	Total Establishment		739	1,000	750	800
	Maintenance					
S100 TB510	--Allotments Maintenance	KW	841	400	400	408
P420 TB510	--Pest Control	KW	408	816	900	832
	Total Maintenance		1,249	1,216	1,300	1,240
	Employee Costs					
E690 TB501	--Allocated Office Staff	CW	10,414	8,352	8,056	8,658
E691 TB501	--Allocated Groundstaff	CW	1,186	1,255	1,236	1,377
	Total Employee Costs		11,600	9,607	9,292	10,034
	Other					
S043 TB501	--Competition	CS	230	235	235	240
	Total Other		230	235	235	240
	TOTAL EXPENDITURE		13,818	12,058	11,577	12,314
	INCOME					
R070 TB501	--Allotment Rents	CW	-5,051	-5,100	-5,100	-5,202
	TOTAL INCOME		-5,051	-5,100	-5,100	-5,202
	TOTAL NET EXPENDITURE		8,767	6,958	6,477	7,112

**REVISED BUDGET 2018/19 & ORIGINAL BUDGET 2019/20
PLANNING, TOWN & ENVIRONMENT**

Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 17/18 £	Original 18/19 £	Revised 18/19 £	Original 19/20 £
	EXPENDITURE					
	Maintenance					
S040	TC110 --Built Environment-Furniture	JH	19	300	100	100
P100	TC111 --Carvers Street Lighting	JH	443	536	536	547
S002	TC117 --Flood defence	JH	0	0	250	0
P006	TC122 --Bus Shelters	JH	233	400	400	408
S754	TC130 --Sign Painting Fridays Cross	JH	0	400	1,556	0
S756	TC103 --Neighbourhood Plan		0	3,000	0	0
S040	TC903 --Crow Lane Maintenance		1,172	1,020	1,000	1,000
	Total Maintenance		1,867	5,656	3,842	2,055
	Employee Costs					
E690	TC181 --Allocated Office Staff	CW	14,597	16,145	15,275	16,745
	Total Employee Costs		14,597	16,145	15,275	16,745
	Total Revenue Expenditure		16,464	21,801	19,117	18,800
	Capital Expenditure					
C320	TC905 --Human Sundial	JH	0	8,000	8,000	0
	Total Capital Schemes		0	8,000	8,000	0
	TOTAL EXPENDITURE		16,464	29,801	27,117	18,800
	INCOME/FINANCE					
R080	TC101 --Grants Received	JH	-1,100	-1,110	-1,850	-1,100
	TOTAL INCOME		-1,100	-1,110	-1,850	-1,100
	TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS		15,364	28,691	25,267	17,700
	Transfer To Provisions					
R551	TC114 --Transfer To Provisions	RF	0	0	0	0
	Total Transfer To Provisions		0	0	0	0
	Transfer From Provisions					
R551	TC114 --Transfer from Provisions (cap)	RF	-1,000	0	-255	0
R561	TC114 --Transfer from Provisions (revp)	RF	0	0	0	0
R552	TC114 --Transfer from Dev Cont	RF	0	-9,000	-9,000	-1,000
	Total Transfer From Provisions		-1,000	-9,000	-9,255	-1,000
	TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS		14,364	19,691	16,012	16,700

Non Recurring Items Included in 2018/19 Budget, deducted from 2019/20 Base Budget

1. --Human Sundial	8,000
2. --Sign Painting @ Friday's Cross (use code TC130)	400
3. --Neighbourhood Plan	3,000
Less financed from provisions	
	11,400

Non Recurring Items for consideration for 2019/20 Budget

		Priority
12 --Neighbourhood Plan (deferred from 2018/19)	3,000	
13 --Neighbourhood Plan additional bid to be funded from grant	9,000	
Less financed from provisions	-12,000	
Net Non Recurring Bids	0	

Recurring Items for consideration for 2019/20 Budget

0	0
Less financed from provisions	0
Net Recurring Bids	0

RESERVES AND PROVISIONS - MOVEMENT & ESTIMATED BALANCES
1st April 2018 to 31st March 2020

		Actual Balance 01/04/18 £	Planned Transfers 2018/19:				Estimated Balance 31/03/19 £	Planned Transfers 2019/20:				Estimated Balance 31/03/20 £
			from Revenue £	to Revenue £	Cash Receipts £	between provisions £		from Revenue £	to Revenue £	Cash Receipts £	between provisions £	
<u>EARMARKED PROVISIONS</u>												
I.T. & Equipment	TM602	33,400.00	4,500.00	-15,000.00			22,900	4,500.00	-10,000.00			17,400.00
Gateway	TM604	23,177.00	4,000.00				27,177	4,000.00				31,177.00
Cemetery Extension	TM605	4,800.00				5,200.00	10,000	4,000.00				14,000.00
Greenways/Southampton Road Buildings Reserve	TM607	0.00	8,000.00				8,000	8,000.00				16,000.00
Election	TM608	8,641.88	2,900.00				11,542	2,900.00	-4,000.00			10,441.88
Vehicle & Machinery Replacement	TM610	16,300.02	10,000.00	-16,346.00		5,000.00	14,954	13,000.00	-25,463.00			2,491.02
Play Equipment	TM611	38,150.50	6,900.00	-40,000.00		6,500.00	11,551	6,900.00				18,450.50
Memorials	TM612	3,000.00					3,000					3,000.00
Christmas Lights	TM613	397.00				10,000.00	10,397					10,397.00
The Place - future development	TM625	16,551.00	5,000.00				21,551	5,000.00				26,551.00
Ringwood Events	TM627	5,342.00					5,342					5,342.00
Carvers Grounds development	TM631	0.00		-3,700.00		15,000.00	11,300		-3,000.00			8,300.00
Infrastructure and Open Spaces Fund	TM632	0.00				9,473.00	9,473	3,000.00				12,473.00
Historic reserves which have been transferred	various	13,673.00				-13,673.00	0					0.00
Total Provisions		163,432.40	41,300.00	-75,046.00	0.00	37,500.00	167,186.40	51,300.00	-42,463.00	0.00	0.00	176,023.40
<u>RESERVES</u>												
General Reserve		299,240.19	1,731.70	0.00		-36,000.00	264,971.89	0.00	-28,540.05			236,431.84
Deferred Expenditure held in General Reserve			3,000.00				3,000.00		-3,000.00			0.00
TOTAL General Reserve		299,240.19	4,731.70	0.00	0.00	-36,000.00	267,971.89	0.00	-31,540.05	0.00	0.00	236,431.84
Dev Contribs	TM680	5,436.13		-7,021.76	5,250.00		3,664.37		-1,000.00			2,664.37
Cem Maint	TM681	1,900.00		-230.00			1,670.00		-230.00			1,440.00
Dev Cons(CIL)	TM682	12,046.95		-18,000.00	6,246.00		292.95					292.95
Capital Receipts	TM684	13,125.00					13,125.00					13,125.00
Grants Unapplied	TM685	1,755.00		-255.00		-1,500.00	0.00		-9,000.00	9,000.00		0.00
Loans Unapplied	TM686	0.00					0.00					0.00
Total Reserves		333,503.27	4,731.70	-25,506.76	11,496.00	-37,500.00	286,724.21	0.00	-41,770.05	9,000.00	0.00	253,954.16
<u>TOTALS</u>												
		496,935.67	46,031.70	-100,552.76	11,496.00	0.00	453,910.61	51,300.00	-84,233.05	9,000.00	0.00	429,977.56

Earmarked Reserves & Provisions		197,695.48	41,300.00	-100,552.76	11,496.00	36,000.00	185,938.72	51,300.00	-52,693.00	9,000.00	0.00	193,545.72
General Reserve		299,240.19	4,731.70	0.00	0.00	-36,000.00	267,971.89	0.00	-31,540.05	0.00	0.00	236,431.84
Total Reserves		496,935.67	46,031.70	-100,552.76	11,496.00	0.00	453,910.61	51,300.00	-84,233.05	9,000.00	0.00	429,977.56

PRECEPT REQUEST FOR RINGWOOD TOWN COUNCIL

PRECEPT 2019/20

Please complete the highlighted cells in table A and B (if appropriate), and return the form **SIGNED and DATED** to Julie Dunsdon in Accountancy, not later than the 14 January 2019.

TABLE A: Amount required by Town / Parish Council in 2019/20 (to the nearest £).

	Council Tax Requirement (Note 1)	Tax Base	Council Tax Per Band D (Note 2)
	£	Properties	£
2018/19	485,196	5,257.30	92.29
2019/20	497,549	5,285.20	94.14
Variation (Increase + / Decrease -)	12,353	27.90	1.85

Signed: _____

Date: _____

Notes:

1. This is the total amount you will receive from the Council, in two instalments.
2. Once you have completed the highlighted cell, your Band D Council Tax level for 2019/20 will be shown in the last column.

TABLE B: Analysis of Income and Expenditure - For completion by Authorities precepting over £100,000 only.

2018/19				2019/20		
Gross Expend £	Income £	Net Expend £		Gross Expend £	Income £	Net Expend £
29,801	-1,110	28,691	Planning & Economic Development	30,800	-1,100	29,700
271,659	-85,968	185,691	Recreation & Tourism	286,008	-85,278	200,730
		0	Housing			0
406,244	-119,870	286,374	Other Services	427,588	-127,536	300,052
41,300	-41,570	-270	Contribution to Funds	51,300	-55,693	-4,393
	-15,290	-15,290	Transfers from/to balances		-28,540	-28,540
749,004	-263,808	485,196	Council Tax Requirement (Precept)	795,696	-298,147	497,549