



## **COUNCIL MEETING 17 JANUARY 2018**

Agenda item 6

Estimates for 2018/19

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Resources and General Services Rolling Programme		2017/18			2018/19			2019/20		
Expenditure		Core running costs	Enhanced services	Additional items (desired)	Core running costs	Enhanced services	Additional items (desired)	Core running costs	Enhanced services	Additional items (desired)
Function	Activity	£	£	£	£	£	£	£	£	£
Communications	Phone, internet, postage	4,859			2,905			3,000		
	Production & distribution of annual report	941			965			970		
	Newsletter - Deliver good quality quarterly newsletter to homes and businesses in Loughton, via Royal Mail	6,500	5,500		6,550	5,630		6,600	5,600	
	Website maintenance				250			250		
	Noticeboards maintenance + new board at Traps Hill	1,000			1,000			1,000		
Office expenses	Stationery, office equipment & maintenance etc*	12,300			12,300			12,600		
Audit & accounts	Internal & external audit	2,900			2,925			3,100		
Central personnel		304,300	12,000		301,100		6,600	310,000		6,000
Council expenses	Press and advertising	250			250			250		
	Subscriptions	3,400			3,400			3,500		
	Insurance	5,150			5,220			5,250		
	Training, conferences etc	1,500			1,600			1,500		
	Legal	3,000			3,000			3,000		
	Town Mayor's expenses	750			750			750		
	Christmas cards competitions - 4 classes, £25 prizes		100			100			100	
Other services	Election expenses* (£17,000 from ER)	9,000			9,000			9,000		
	Contingency	1,000			1,000			1,000		
	Loughton Citizenship awards		1,000			1,000			1,000	
	Civic Celebration		250			250			250	
Members' expenses	PBA @ £108 for 22 members + travel & subsistence	3,000			2,660			3,000		
Buckingham Court	Running costs (inc Public Works Loan)	28,550	2,400		31,790			28,550	2,600	
Library Offices	Rent & service charge and misc expenses	13,700			13,700			13,700		
Grants	Support of local groups & orgs inc youth projects		27,500			27,500			30,000	
	Support of local CAB branch		8,000			8,000			8,500	
<b>TOTALS</b>		402,100	56,750	0	400,365	42,480	6,600	407,020	48,050	6,000
	* Money from earmarked reserves									
	<b>Grand total</b>		<b>458,850</b>			<b>449,445</b>			<b>461,070</b>	
	<i>Less service recharge (TBC)</i>		- 253,000			- 257,500			TBC	
	<i>Net expenditure</i>		205,850			191,945			461,070	

Recreation Committee Rolling Programme Expenditure		2017/18			2018/19			2019/20		
		Core running costs	Enhanced services	Additional items (desired)	Core running costs	Enhanced services	Additional items (desired)	Core running costs	Enhanced services	Additional items (desired)
Function	Activity									
Kingsley Hall	Operate small hall as community facility; basic standard but maintained in good condition	15,200			15,280			16,000		
	Replacement windows and doors*					20,000				
	Replacement tables									TBC
	Interior redecoration									
	Energy efficiency measures						2,000			
Murray Hall	Operate and maintain quality community venue	59,300			58,540			60,000		
	Loan repayments	72,300			72,300			72,300		
	Energy efficiency measures*									TBC
Other services	Contingency	1,000			1,000			1,000		
	Community events		10,000			10,000			TBC	TBC
	Defibrillators*				1,200					
Roding Valley Rec. Gd.	To manage a recreation ground and its associated sporting activities	141,450			148,900	1,000		150,000		
	Major improvements (grant funding required)*		100,000			100,000			TBC	
	Charlie Moules Bridge repair fund*		20,000			15,000				
Open Spaces	Maintenance of various grassed areas in the town including land adj to WRd Allotments	21,025			23,350			24,000		
	Land adj to WRd Allotments		1,500			840			900	
	Memorial Rose Garden		2,500			2,600			2,650	
Playgrounds	Maintenance and rolling programme of improvements of 8 playgrounds	24,560		3,297	24,990			26,000		
	Upgrading works (RVRG play area)						15,000			
Skateboarding facility - Capital	To provide a skateboarding facility*		33,000						TBC	
Skateboarding facility - Revenue	To provide skateboarding events		1,000			10,000			TBC	
Willingale Road Playing Field	To operate and maintain a playing field offering informal public leisure and football pitches	13,010			13,990			15,000		
	Tree inspection and works	3,000			5,000			5,000		
Vehicle replacement			1,000			1,000			1,000	
<b>TOTALS</b>		<b>350,845</b>	<b>169,000</b>	<b>3,297</b>	<b>364,550</b>	<b>160,440</b>	<b>17,000</b>	<b>369,300</b>	<b>4,550</b>	<b>-</b>
<b>* Money from earmarked reserves</b>	<b>Grand total</b>		<b>523,142</b>			<b>541,990</b>			<b>373,850</b>	
	Service recharge		135,000			138,000	TBC			
	Net expenditure		658,142			679,990				

Environment & Heritage Committee Rolling Programme		2017/18			2018/19			2019/20		
Expenditure	Activity	Core running costs	Enhanced services	Additional items (desired)	Core running costs	Enhanced services	Additional items (desired)	Core running costs	Enhanced services	Additional items (desired)
Christmas BDW competitions	Christmas windows		375			375			375	
Cemetery-Church Lane	General maintenance and running costs	45,260			46,800			48,000		
	Memorial testing*		3,000				2,000		TBC	
	Boundary wall repairs*		20,000			20,000				
	Path repairs		3,000			3,000			TBC	
	Digitisation of cemetery registers	120								
Lady Whitakers Mead/new cemetery	Development of new cemetery*/maintenance	600	10,000		600	10,000		620	TBC	
Street furniture	Other misc. street furniture	1,000			1,050			1,200		
	Christmas lights - tree on King's Green	200			225				230	
	Christmas lights shopping centres		10,765			10,765	4,235		TBC	
	Bus shelters*	1,000			1,000			1,000		TBC
	Installation/maintenance of seats & benches	500			500			500		
	Lopping Hall Clock maintenance	175			175			190		
	Community toilet scheme*		1,000			1,000			1,000	
	Heritage plaques, panels and leaflets		500			500	500		600	
	Alleyway names		600			600			600	
	Salt & grit bins replacement*		400			400			420	
	Flower baskets		7,160			7,160			7,350	
	War memorial insurance & maintenance*	500			500			500		
	Drinking fountain maintenance		1,000			1,000			1,000	
	Oakwood Hill Estate improvements*		4,000			4,000				
	Town signs						TBC			
Allotments	3 sites, 1 directly managed	3,000	2,000		3,000	1,770		3,000		
	Pyrls Lane project		500			500			500	
Other services	Community Tree Strategy*									
	First World War 2018 centenary									
	Contingency	1,000			1,000			1,000		
	* Money from earmarked reserves									
<b>TOTALS</b>		<b>53,355</b>	<b>64,300</b>	<b>-</b>	<b>54,850</b>	<b>61,070</b>	<b>6,735</b>	<b>56,010</b>	<b>12,075</b>	<b>-</b>
	<b>Grand total</b>		117,655			122,655			TBC	
	Service recharge		87,000			89,000				
	Net expenditure		<b>204,655</b>			<b>211,655</b>				

**Planning & Licensing Committee Rolling Programme**

Expenditure		2017/18			2018/19			2019/20		
		Core running costs	Enhanced services	Additional items (desired)	Core running costs	Enhanced services	Additional items (desired)	Core running costs	Enhanced services	Additional items (desired)
Function	Activity									
Neighbourhood and Local Plans *			25,000	10,000		35,000	10,000		TBC	
Design Award Scheme			500			200			200	
* £35,000 from earmarked reserves wef 1/4/18										
	<b>Grand total</b>		35,500			45,200			TBC	
	<i>Service recharge</i>		31,000			30,500				
	<i>Net expenditure</i>		66,500			75,700				

Loughton Town Council  
Budget Summary - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Council Estimates and Budgets 2018/19

	<u>Last Year 2016/17</u>		<u>Current Year 2017/18</u>		<u>Projected Actual</u>	<u>Next Year 2018/19</u> Next Year Budget	
	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>			
<b><u>Resources and General Services</u></b>							
<b><u>101</u></b>	<b><u>Communication</u></b>						
	OverHead Expenditure	21,800	17,192	18,800	14,007	18,000	17,300
	101 Net Expenditure	21,800	17,192	18,800	14,007	18,000	17,300
<b><u>102</u></b>	<b><u>Office Expenses</u></b>						
	OverHead Expenditure	12,800	12,054	12,300	8,335	9,850	12,300
	Total Income	0	57	0	20	20	0
	102 Net Expenditure	12,800	11,996	12,300	8,315	9,830	12,300
<b><u>103</u></b>	<b><u>Audit</u></b>						
	OverHead Expenditure	2,900	2,860	2,900	840	2,860	2,925
	Total Income	0	0	0	0	0	0
	103 Net Expenditure	2,900	2,860	2,900	840	2,860	2,925
<b><u>105</u></b>	<b><u>Central Personnel</u></b>						
	OverHead Expenditure	297,300	300,976	316,300	179,478	242,250	307,700
	105 Net Expenditure	297,300	300,976	316,300	179,478	242,250	307,700
<b><u>106</u></b>	<b><u>Council Expenses</u></b>						
	OverHead Expenditure	12,500	14,628	14,150	11,157	13,511	14,320

**Loughton Town Council**  
**Budget Summary - By Committee**

*Note: (-) Net Expenditure means Income is greater than Expenditure*

**Note : Council Estimates and Budgets 2018/19**

	<u>Last Year 2016/17</u>		<u>Current Year 2017/18</u>		<u>Projected Actual</u>	<u>Next Year Budget</u>
	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>		
<b>Total Income</b>	0	609	0	268	268	0
<b>106 Net Expenditure</b>	12,500	14,019	14,150	10,888	13,243	14,320
<b><u>107 Other Services (RGS)</u></b>						
<b>OverHead Expenditure</b>	53,750	23,426	11,250	18,546	30,379	11,250
<b>Total Income</b>	0	202	0	0	0	0
<b>107 Net Expenditure</b>	53,750	23,224	11,250	18,546	30,379	11,250
<b><u>108 Members' Expenses</u></b>						
<b>OverHead Expenditure</b>	2,900	2,106	3,000	70	2,300	2,660
<b>108 Net Expenditure</b>	2,900	2,106	3,000	70	2,300	2,660
<b><u>110 Buckingham Court</u></b>						
<b>OverHead Expenditure</b>	39,714	53,797	32,450	29,614	47,739	31,790
<b>Total Income</b>	10,310	9,611	28,500	300	8,425	32,850
<b>110 Net Expenditure</b>	29,404	44,186	3,950	29,314	39,314	-1,060
<b><u>111 Service Re-charge (RGS)</u></b>						
<b>OverHead Expenditure</b>	-251,000	-251,000	-253,000	0	-253,000	-257,500
<b>111 Net Expenditure</b>	-251,000	-251,000	-253,000	0	-253,000	-257,500

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**Loughton Town Council**  
**Budget Summary - By Committee**

*Note: (-) Net Expenditure means Income is greater than Expenditure*

**Note : Council Estimates and Budgets 2018/19**

	<u>Last Year 2016/17</u>		<u>Current Year 2017/18</u>			<u>Next Year 2018/19</u>
	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
<b>112 Library</b>						
<b>OverHead Expenditure</b>	8,000	0	13,700	3,607	5,000	13,700
<b>112 Net Expenditure</b>	8,000	0	13,700	3,607	5,000	13,700
<b>205 Grants</b>						
<b>OverHead Expenditure</b>	35,500	35,328	35,500	26,244	35,500	35,500
<b>205 Net Expenditure</b>	35,500	35,328	35,500	26,244	35,500	35,500
<b>Resources and General - Expenditure</b>	236,164	211,367	207,350	291,897	154,389	191,945
<b>Income</b>	10,310	10,479	28,500	588	8,713	32,850
<b>Net Expenditure</b>	225,854	200,887	178,850	291,309	145,676	159,095

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## Budget Summary - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

## Note : Council Estimates and Budgets 2018/19

		<u>Last Year 2016/17</u>		<u>Current Year 2017/18</u>		<u>Projected</u>	<u>Next Year</u>
		<u>Budget</u>	<u>Actual</u>	<u>Revised</u>	<u>Actual YTD</u>	<u>Actual</u>	<u>Budget</u>
<b>Recreation</b>							
<b>208</b>	<b><u>Kingsley Hall</u></b>						
	OverHead Expenditure	40,500	18,665	15,200	9,758	14,765	35,280
	Total Income	36,000	34,874	36,000	30,727	36,000	37,000
208	Net Expenditure	4,500	-16,209	-20,800	-20,970	-21,235	-1,720
<b>209</b>	<b><u>The Murray Hall</u></b>						
	OverHead Expenditure	136,700	135,437	131,600	91,275	129,084	132,840
	Total Income	63,000	68,551	64,400	81,893	73,420	66,620
209	Net Expenditure	73,700	66,886	67,200	9,382	55,664	66,220
<b>210</b>	<b><u>Other Services (Rec)</u></b>						
	OverHead Expenditure	11,200	8,247	11,000	11,188	11,000	12,200
	Total Income	0	1,287	0	1,951	1,000	0
210	Net Expenditure	11,200	6,960	11,000	9,238	10,000	12,200
<b>220</b>	<b><u>Service Re-charge (Rec)</u></b>						
	OverHead Expenditure	131,000	131,000	135,000	0	135,000	138,000
220	Net Expenditure	131,000	131,000	135,000	0	135,000	138,000

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## Note : Council Estimates and Budgets 2018/19

	<u>Last Year 2016/17</u>		<u>Current Year 2017/18</u>		<u>Projected Actual</u>	<u>Next Year 2018/19</u>	
	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>			
<b>301</b>	<b><u>Roding Valley Recreation Gnd</u></b>						
	OverHead Expenditure	259,700	125,660	261,450	25,919	143,237	264,900
	Total Income	12,750	11,191	11,250	13,482	13,548	4,750
<b>301</b>	Net Expenditure	246,950	114,469	250,200	12,436	129,689	260,150
<b>303</b>	<b><u>Open Spaces</u></b>						
	OverHead Expenditure	22,300	21,683	25,025	11,514	27,049	26,790
	Total Income	125	0	125	225	225	0
<b>303</b>	Net Expenditure	22,175	21,683	24,900	11,289	26,824	26,790
<b>306</b>	<b><u>Playgrounds</u></b>						
	OverHead Expenditure	115,950	99,506	27,857	8,419	25,257	39,990
	Total Income	20,000	20,920	0	0	0	0
<b>306</b>	Net Expenditure	95,950	78,586	27,857	8,419	25,257	39,990
<b>310</b>	<b><u>Skateboard Facility</u></b>						
	OverHead Expenditure	36,410	1,990	34,000	0	4,000	10,000
	Total Income	0	500	0	0	0	0
<b>310</b>	Net Expenditure	36,410	1,490	34,000	0	4,000	10,000

Budget Summary - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Council Estimates and Budgets 2018/19

		<u>Last Year 2016/17</u>		<u>Current Year 2017/18</u>		<u>Next Year 2018/19</u>	
		<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
<b>320</b>	<b><u>Will. Rd. Playing Field</u></b>						
	OverHead Expenditure	13,000	10,807	16,010	11,633	15,701	18,990
	Total Income	305	1,619	1,610	2,798	2,738	1,510
<b>320</b>	<b>Net Expenditure</b>	<b>12,695</b>	<b>9,188</b>	<b>14,400</b>	<b>8,834</b>	<b>12,963</b>	<b>17,480</b>
<b>325</b>	<b><u>Van replacement fund</u></b>						
	OverHead Expenditure	1,000	0	1,000	0	1,000	1,000
<b>325</b>	<b>Net Expenditure</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>
	<b>Recreation - Expenditure</b>	<b>767,760</b>	<b>552,994</b>	<b>658,142</b>	<b>169,706</b>	<b>506,093</b>	<b>679,990</b>
	<b>Income</b>	<b>132,180</b>	<b>138,942</b>	<b>113,385</b>	<b>131,077</b>	<b>126,931</b>	<b>109,880</b>
	<b>Net Expenditure</b>	<b>635,580</b>	<b>414,052</b>	<b>544,757</b>	<b>38,629</b>	<b>379,162</b>	<b>570,110</b>

**Loughton Town Council**  
**Budget Summary - By Committee**

*Note: (-) Net Expenditure means Income is greater than Expenditure*

**Note : Council Estimates and Budgets 2018/19**

	<u>Last Year 2016/17</u>		<u>Current Year 2017/18</u>		<u>Projected Actual</u>	<u>Next Year Budget</u>	
	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>			
<b><u>Environment and Heritage</u></b>							
<b><u>203</u></b>	<b><u>Christmas Best Dressed Window</u></b>						
	OverHead Expenditure	375	391	375	151	375	375
	203 Net Expenditure	375	391	375	151	375	375
<b><u>305</u></b>	<b><u>Cemetery (Church Lane)</u></b>						
	OverHead Expenditure	70,880	42,858	71,600	22,056	47,808	71,800
	Total Income	22,500	23,469	22,000	10,887	22,000	22,500
	305 Net Expenditure	48,380	19,389	49,600	11,169	25,808	49,300
<b><u>315</u></b>	<b><u>Street Furniture</u></b>						
	OverHead Expenditure	31,120	19,428	28,800	15,609	23,592	33,610
	Total Income	0	0	0	0	0	0
	315 Net Expenditure	31,120	19,428	28,800	15,609	23,592	33,610
<b><u>316</u></b>	<b><u>Allotments</u></b>						
	OverHead Expenditure	7,080	4,907	5,500	2,282	5,228	5,270
	Total Income	2,564	3,032	2,466	2,737	2,866	2,970
	316 Net Expenditure	4,516	1,875	3,034	-455	2,362	2,300

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**Loughton Town Council**  
**Budget Summary - By Committee**

*Note: (-) Net Expenditure means Income is greater than Expenditure*

**Note : Council Estimates and Budgets 2018/19**

	<u>Last Year 2016/17</u>		<u>Current Year 2017/18</u>		<u>Projected Actual</u>	<u>Next Year 2018/19</u>
	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>		
<b>319 Cemetery (Debden Lane)</b>						
OverHead Expenditure	10,600	510	10,600	510	880	10,600
<b>319 Net Expenditure</b>	<b>10,600</b>	<b>510</b>	<b>10,600</b>	<b>510</b>	<b>880</b>	<b>10,600</b>
<b>328 Other services (EH)</b>						
OverHead Expenditure	2,000	0	1,000	0	1,000	1,000
<b>328 Net Expenditure</b>	<b>2,000</b>	<b>0</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>
<b>330 Service Re-charge (EH)</b>						
OverHead Expenditure	90,000	90,000	87,000	0	87,000	89,000
<b>330 Net Expenditure</b>	<b>90,000</b>	<b>90,000</b>	<b>87,000</b>	<b>0</b>	<b>87,000</b>	<b>89,000</b>
<b>Environment and Heritage - Expenditure</b>	<b>212,055</b>	<b>158,093</b>	<b>204,875</b>	<b>40,608</b>	<b>165,883</b>	<b>211,655</b>
Income	25,064	26,501	24,466	13,624	24,866	25,470
<b>Net Expenditure</b>	<b>186,991</b>	<b>131,592</b>	<b>180,409</b>	<b>26,984</b>	<b>141,017</b>	<b>186,185</b>

## Note : Council Estimates and Budgets 2018/19

	<u>Last Year 2016/17</u>		<u>Current Year 2017/18</u>		<u>Next Year 2018/19</u>
	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Next Year Budget</u>
<b><u>Planning and Licensing</u></b>					
<b><u>401 Service Re-charge (PL)</u></b>					
<b>OverHead Expenditure</b>	30,000	30,000	31,000	0	31,000
<b>401 Net Expenditure</b>	30,000	30,000	31,000	0	31,000
<b><u>403 Other Services (PLC)</u></b>					
<b>OverHead Expenditure</b>	25,500	68	35,500	0	10,500
<b>403 Net Expenditure</b>	25,500	68	35,500	0	10,500
<b>Planning and Licensing - Expenditure</b>	55,500	30,068	66,500	0	41,500
<b>Income</b>	0	0	0	0	0
<b>Net Expenditure</b>	55,500	30,068	66,500	0	41,500

Note : Council Estimates and Budgets 2018/19

		<u>Last Year 2016/17</u>		<u>Current Year 2017/18</u>			<u>Next Year 2018/19</u>
		<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
<u>Van</u>							
<u>501</u>	<u>Van</u>						
	OverHead Expenditure	0	0	0	1,834	0	0
501	Net Expenditure	0	0	0	1,834	0	0
	Van - Expenditure	0	0	0	1,834	0	0
	Income	0	0	0	0	0	0
	Net Expenditure	0	0	0	1,834	0	0

**Loughton Town Council  
Budget Summary - By Committee**

*Note: (-) Net Expenditure means Income is greater than Expenditure*

**Note : Council Estimates and Budgets 2018/19**

	<u>Last Year 2016/17</u>		<u>Current Year 2017/18</u>			<u>Next Year 2018/19</u>	
	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>	
<b><u>Other Costs and Income</u></b>							
<b>601</b>	<b><u>Other Costs and Income</u></b>						
	<b>Total Income</b>	645,125	641,079	671,816	663,597	661,816	683,508
	<b>601 Net Expenditure</b>	-645,125	-641,079	-671,816	-663,597	-661,816	-683,508
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	<b>Other Costs and Income - Expenditure</b>	0	0	0	0	0	0
	<b>Income</b>	645,125	641,079	671,816	663,597	661,816	683,508
	<b>Net Expenditure</b>	-645,125	-641,079	-671,816	-663,597	-661,816	-683,508
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	<b>Total Budget Expenditure</b>	1,271,479	952,522	1,136,867	504,045	867,865	1,159,290
	<b>Income</b>	812,679	817,001	838,167	808,886	822,326	851,708
	<b>Net Expenditure</b>	458,800	135,521	298,700	-304,841	45,539	307,582