

Appendix A



COUNCIL MEETING
25 January 2017

Agenda item 5
Estimates for 2017/18

Budget Summary - By Committee

Note : Loughton Town Council Budget 2017/18

	<u>Last Year 2015/16</u>		<u>Current Year 2016/17</u>			<u>Next Year 2017/18</u>	
	Budget	Actual	Revised Budget	Actual YTD	Projected Actual	Next Year Budget	
<u>Resources and General Services</u>							
<u>101</u>	<u>Communication</u>						
	Overhead Expenditure	20,400	20,174	21,800	13,235	18,500	18,800
101	Net Expenditure	20,400	20,174	21,800	13,235	18,500	18,800
<u>102</u>	<u>Office Expenses</u>						
	Overhead Expenditure	12,250	10,261	12,800	10,360	12,337	12,300
	Total Income	0	31	0	37	37	0
102	Net Expenditure	12,250	10,230	12,800	10,324	12,300	12,300
<u>103</u>	<u>Audit</u>						
	Overhead Expenditure	2,900	2,830	2,900	420	2,860	2,900
103	Net Expenditure	2,900	2,830	2,900	420	2,860	2,900
<u>105</u>	<u>Central Personnel</u>						
	Overhead Expenditure	288,800	278,869	297,300	225,420	299,800	316,300
105	Net Expenditure	288,800	278,869	297,300	225,420	299,800	316,300
<u>106</u>	<u>Council Expenses</u>						
	Overhead Expenditure	11,600	11,676	12,500	14,305	15,628	14,150
	Total Income	0	200	0	609	609	0
106	Net Expenditure	11,600	11,476	12,500	13,696	15,019	14,150

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Budget Summary - By Committee

Note : Loughton Town Council Budget 2017/18

	<u>Last Year 2015/16</u>		<u>Current Year 2016/17</u>			<u>Next Year 2017/18</u>
	Budget	Actual	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
<u>107</u> <u>Other Services (RGS)</u>						
Overhead Expenditure	11,950	3,274	53,750	21,789	39,245	11,250
Total Income	0	0	0	2	0	0
107 Net Expenditure	11,950	3,274	53,750	21,787	39,245	11,250
<u>108</u> <u>Members' Expenses</u>						
Overhead Expenditure	2,900	2,072	2,900	102	2,252	3,000
108 Net Expenditure	2,900	2,072	2,900	102	2,252	3,000
<u>110</u> <u>Buckingham Court</u>						
Overhead Expenditure	53,800	54,399	39,714	48,967	51,596	30,950
Total Income	6,000	8,199	10,310	11,274	11,200	28,500
110 Net Expenditure	47,800	46,200	29,404	37,692	40,396	2,450
<u>111</u> <u>Service Re-charge (RGS)</u>						
Overhead Expenditure	-241,400	-241,400	-251,000	0	-251,000	-253,000
111 Net Expenditure	-241,400	-241,400	-251,000	0	-251,000	-253,000
<u>112</u> <u>Library</u>						
Overhead Expenditure	0	0	8,000	0	0	13,700
112 Net Expenditure	0	0	8,000	0	0	13,700

Budget Summary - By Committee

Note : Loughton Town Council Budget 2017/18

	<u>Last Year 2015/16</u>		<u>Current Year 2016/17</u>			<u>Next Year 2017/18</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>205 Grants</u>						
Overhead Expenditure	38,000	36,886	35,500	27,631	35,500	35,500
205 Net Expenditure	38,000	36,886	35,500	27,631	35,500	35,500
Resources and General - Expenditure	201,200	179,042	236,164	362,229	226,718	205,850
Income	6,000	8,430	10,310	11,921	11,846	28,500
Net Expenditure	<u>195,200</u>	<u>170,612</u>	<u>225,854</u>	<u>350,308</u>	<u>214,872</u>	<u>177,350</u>

Budget Summary - By Committee

Note : Loughton Town Council Budget 2017/18

	<u>Last Year 2015/16</u>		<u>Current Year 2016/17</u>			<u>Next Year 2017/18</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>Recreation</u>							
<u>208</u>	<u>Kingsley Hall</u>						
	Overhead Expenditure	29,800	13,473	40,500	14,361	39,550	15,200
	Total Income	36,000	35,583	36,000	29,111	36,000	36,000
208	Net Expenditure	-6,200	-22,110	4,500	-14,749	3,550	-20,800
<u>209</u>	<u>The Murray Hall</u>						
	Overhead Expenditure	138,600	136,367	136,700	98,190	134,155	131,600
	Total Income	63,000	65,223	63,000	71,716	65,855	64,400
209	Net Expenditure	75,600	71,144	73,700	26,474	68,300	67,200
<u>210</u>	<u>Other Services (Rec)</u>						
	Overhead Expenditure	8,200	7,756	11,200	8,229	11,200	11,000
	Total Income	0	1,767	0	1,287	650	0
210	Net Expenditure	8,200	5,990	11,200	6,943	10,550	11,000
<u>220</u>	<u>Service Re-charge (Rec)</u>						
	Overhead Expenditure	140,000	140,000	131,000	0	131,000	135,000
220	Net Expenditure	140,000	140,000	131,000	0	131,000	135,000

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Budget Summary - By Committee

Note : Loughton Town Council Budget 2017/18

	<u>Last Year 2015/16</u>		<u>Current Year 2016/17</u>			<u>Next Year 2017/18</u>	
	Budget	Actual	Revised Budget	Actual YTD	Projected Actual	Next Year Budget	
301	<u>Roding Valley Recreation Gnd</u>						
	Overhead Expenditure	257,628	140,690	259,700	22,608	128,870	261,450
	Total Income	11,870	9,900	12,750	11,036	11,070	11,250
301	Net Expenditure	245,758	130,790	246,950	11,573	117,800	250,200
303	<u>Open Spaces</u>						
	Overhead Expenditure	21,600	19,900	22,300	8,671	22,600	25,025
	Total Income	0	0	125	0	0	125
303	Net Expenditure	21,600	19,900	22,175	8,671	22,600	24,900
306	<u>Playgrounds</u>						
	Overhead Expenditure	35,350	20,491	115,950	84,195	101,539	27,857
	Total Income	0	0	20,000	20,920	20,920	0
306	Net Expenditure	35,350	20,491	95,950	63,275	80,619	27,857
310	<u>Skateboard Facility</u>						
	Overhead Expenditure	43,000	11,201	36,410	1,990	2,000	34,000
	Total Income	0	250	0	500	0	0
310	Net Expenditure	43,000	10,951	36,410	1,490	2,000	34,000

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	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
320 <u>Will. Rd. Playing Field</u>						
Overhead Expenditure	15,800	6,955	13,000	8,847	14,122	16,010
Total Income	1,690	291	305	1,507	1,608	1,610
320 Net Expenditure	14,110	6,665	12,695	7,340	12,514	14,400
325 <u>Van replacement fund</u>						
Overhead Expenditure	2,000	0	1,000	0	1,000	1,000
325 Net Expenditure	2,000	0	1,000	0	1,000	1,000
Recreation - Expenditure	691,978	496,833	767,760	247,092	586,036	658,142
Income	112,560	113,012	132,180	136,076	136,103	113,385
Net Expenditure	579,418	383,821	635,580	111,016	449,933	544,757

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	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>	
<u>Environment and Heritage</u>							
<u>203</u>	<u>Christmas Best Dressed Window</u>						
	Overhead Expenditure	375	334	375	391	375	375
	203 Net Expenditure	375	334	375	391	375	375
<u>305</u>	<u>Cemetery (Church Lane)</u>						
	Overhead Expenditure	68,500	46,931	70,880	21,511	55,271	71,600
	Total Income	22,500	15,666	22,500	16,613	22,000	22,000
	305 Net Expenditure	46,000	31,265	48,380	4,898	33,271	49,600
<u>315</u>	<u>Street Furniture</u>						
	Overhead Expenditure	26,700	28,639	31,120	18,152	26,916	28,800
	Total Income	0	2,092	0	0	0	0
	315 Net Expenditure	26,700	26,547	31,120	18,152	26,916	28,800
<u>316</u>	<u>Allotments</u>						
	Overhead Expenditure	5,000	8,449	7,080	2,751	7,053	5,500
	Total Income	2,564	3,910	2,564	2,981	2,888	2,466
	316 Net Expenditure	2,436	4,539	4,516	-230	4,165	3,034

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	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
319 Cemetery (Debden Lane)						
Overhead Expenditure	10,600	510	10,600	510	510	10,600
319 Net Expenditure	10,600	510	10,600	510	510	10,600
328 Other services (EH)						
Overhead Expenditure	1,900	1,160	2,000	0	2,000	1,000
328 Net Expenditure	1,900	1,160	2,000	0	2,000	1,000
330 Service Re-charge (EH)						
Overhead Expenditure	74,400	74,400	90,000	0	90,000	87,000
330 Net Expenditure	74,400	74,400	90,000	0	90,000	87,000
Environment and Heritage - Expenditure	187,475	160,423	212,055	43,315	182,125	204,875
Income	25,064	21,668	25,064	19,594	24,888	24,466
Net Expenditure	162,411	138,755	186,991	23,721	157,237	180,409

Budget Summary - By Committee

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	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>	
Planning and Licensing							
401	Service Re-charge (PL)						
Overhead Expenditure	27,000	27,000	30,000	0	30,000	31,000	
401	Net Expenditure	27,000	27,000	30,000	0	30,000	31,000
<hr/>							
403	Other Services (PLC)						
Overhead Expenditure	20,500	121	25,500	0	500	35,500	
403	Net Expenditure	20,500	121	25,500	0	500	35,500
<hr/>							
Planning and Licensing - Expenditure							
	47,500	27,121	55,500	0	30,500	66,500	
<hr/>							
	Income	0	0	0	0	0	
<hr/>							
	Net Expenditure	47,500	27,121	55,500	0	30,500	66,500
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Budget Summary - By Committee

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	<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 Van</u>						
Overhead Expenditure	0	0	0	3,319	0	0
501 Net Expenditure	0	0	0	3,319	0	0
Van - Expenditure	0	0	0	3,319	0	0
Income	0	0	0	0	0	0
Net Expenditure	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,319</u>	<u>0</u>	<u>0</u>

NB The van expenditure is included here for reference but is recharged to the Recreation Committee, hence the zero budget.

Budget Summary - By Committee

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	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
<u>Other Costs and Income</u>						
<u>601 Other Costs and Income</u>						
Total Income	651,129	643,590	645,125	635,353	644,625	671,816
601 Net Expenditure	-651,129	-643,590	-645,125	-635,353	-644,625	-671,816
Other Costs and Income - Expenditure	0	0	0	0	0	0
Income	651,129	643,590	645,125	635,353	644,625	671,816
Net Expenditure	-651,129	-643,590	-645,125	-635,353	-644,625	-671,816
Total Budget Expenditure	1,128,153	863,419	1,271,479	655,955	1,025,379	1,135,367
Income	794,753	786,701	812,679	802,944	817,462	838,167
Net Expenditure	333,400	76,718	458,800	-146,990	207,917	297,200

Resources and General Services Rolling Programme		2016/17			2017/18			2018/19		
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	4,009			4,859			4,950		
	Production & distribution of annual report	891			941			960		
	Newsletter - Deliver good quality quarterly newsletter to homes and businesses in Loughton, via Royal Mail	6,500	5,400		6,500	5,500		6,600	5,600	
	Noticeboards maintenance + new board at Traps Hill	1,000			1,000			1,000		
	Website improvements*		2,000	2,000						
Office expenses	Stationery, office equipment & maintenance etc*	12,800			12,300			12,500		
Audit & accounts	Internal & external audit	2,900			2,900			3,600		
Central personnel	*(£6,000 from ER)	297,300			304,300	12,000		322,000		
Council expenses	Press and advertising	250			250			250		
	Subscriptions	3,600			3,400			3,500		
	Insurance	5,200			5,150			5,200		
	Training, conferences etc	1,600			1,500			1,500		
	Legal	1,000			3,000			3,000		
	Town Mayor's expenses	750			750			750		
	Christmas cards competitions - 4 classes, £25 prizes	100				100			120	
Other services	Election expenses* (£31,000 from ER)	36,000			9,000			9,000		
	Contingency	1,000			1,000			1,000		
	Future accommodation (£15,000 in ER)	15,000								
	Loughton Citizenship awards		1,000			1,000			1,000	
	Civic Service/Celebration		250			250			250	
	Honours board*									
	QEII 90 th birthday			500						
Members' expenses	PBA @ £108 for 22 members + travel & subsistence	2,900			3,000			3,000		
Buckingham Court	Running costs (inc Public Works Loan)	39,720			28,550	2,400		28,550	2,500	
Library Offices	Rent & service charge and misc expenses	8,000			13,700			13,700		
Grants	Support of local groups & orgs inc youth projects		27,500			27,500			35,000	
	Support of local CAB branch		8,000			8,000			8,000	
TOTALS		440,520	44,150	2,500	402,100	56,750	0	421,060	52,470	0
	* Money from earmarked reserves									
	Grand total		487,170			458,850			473,530	
	<i>Less service recharge (TBC)</i>		<i>- 251,000</i>			<i>- 253,000</i>			<i>TBC</i>	
	<i>Net expenditure</i>		<i>236,170</i>			<i>205,850</i>			<i>473,530</i>	

Recreation Committee Rolling Programme Expenditure		2016/17			2017/18			2018/19		
		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	14,900		600	15,200					
	Replacement windows and doors*		25,000							
	Replacement tables									
	Interior redecoration									
	Energy efficiency measures									TBC
Murray Hall	Operate and maintain quality community venue	58,900			59,300					
	Loan repayments	72,300			72,300			72,300		
	Energy efficiency measures*			5,500						TBC
Other services	Contingency	1,000			1,000			1,000		
	Community events			9,000		10,000				TBC
	Defibrillators*			1,200						
Roding Valley Rec. Gd.	To manage a recreation ground and its associated sporting activities	139,700			141,450					
	Major improvements (grant funding required)*		100,000			100,000				
	Charlie Moules Bridge repair fund*		20,000			20,000				
Open Spaces	Maintenance of various grassed areas in the town including land adj to WRd Allotments	19,600			21,025					
	Land adj to WRd Allotments		1,200			1,500				
	Memorial Rose Garden		1,500			2,500				
Playgrounds	Maintenance and rolling programme of improvements of 8 playgrounds	23,950	12,000		24,560		3,297			
	Upgrading works (Traps Hill 15/16)		60,000	20,000						
	Safety surfacing RVRG play area									
Skateboarding facility - Capital	To provide a skateboarding facility*		35,000			33,000				
Skateboarding facility - Revenue	To provide skateboarding events		1,410			1,000				
Willingale Road Playing Field	To operate and maintain a playing field offering informal public leisure and football pitches	10,000			13,010					
	Tree inspection and works	3,000			3,000					
Vehicle replacement			1,000			1,000			1,000	
	TOTALS	343,350	257,110	36,300	350,845	169,000	3,297			
* Money from earmarked reserves	Grand total		636,760			523,142				
	<i>Service recharge</i>		<i>131,000</i>			<i>135,000</i>				
	<i>Net expenditure</i>		<i>767,760</i>			<i>658,142</i>				

Environment & Heritage Committee Rolling Programme		2016/17			2017/18			2018/19		
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			45,600			46,500		
	Memorial testing*		3,000			3,000			TBC	
	Boundary wall repairs*		15,000	5,000		20,000				
	Path repairs		2,500			3,000			3,000	
	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			1,000			1,200		
	Christmas lights - tree on King's Green		1,800		200				2,000	
	Christmas lights shopping centres		10,765			10,765			12,000	
	Bus shelters*	1,000			1,000			1,000		1,000
	Installation/maintenance of seats & benches	600			500			500		
	Lopping Hall Clock maintenance	180			175			190		
	Community toilet scheme*		1,000			1,000			1,000	
	Heritage plaques, panels and leaflets		600	400		500			600	
	Alleyway names		600			600			600	
	Salt & grit bins replacement*		400			400			400	
	Flower baskets		7,160			7,160			7,350	
	War memorial insurance & maintenance*	615			500			500		
	Drinking fountain maintenance		1,000			1,000			1,000	
	Oakwood Hill Estate improvements*		4,000			4,000				
	Town signs									
Allotments	3 sites, 1 directly managed	3,080		2,000	3,000	2,000		3,000		
	Pyrles Lane project		2,000			500			500	
Other services	Community Tree Strategy*		500	500						
	Contingency	1,000			1,000			1,000		
	* Money from earmarked reserves									
TOTALS		53,455	60,700	7,900	53,575	64,300	-	54,510	28,825	1,000
	Grand total		122,055			117,875			TBC	
	Service recharge					87,000				
	Net expenditure					204,875				

Planning & Licensing Committee Rolling Programme

Expenditure		2016/17			2017/18			2018/19		
		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		25,000	10,000		TBC	10,000	
Design Award Scheme			500		500			500		
* £25,000 from earmarked reserves										
	Grand total		25,500		35,500			TBC		
	<i>Service recharge</i>				30,000					
	<i>Net expenditure</i>				65,500					