



# Congleton Town Council

Historic market town

Town Clerk: **BRIAN HOGAN**



To: **MEMBERS OF THE FINANCE & POLICY COMMITTEE**

21<sup>st</sup> November, 2013

Dear Councillor,

## **Finance and Policy Committee Meeting – Thursday 28<sup>th</sup> November 2013**

You are requested to attend a meeting of the Finance and Policy Committee to be held in the Town Hall, High Street, Congleton on – **Thursday 28<sup>th</sup> November 2013** commencing at **7.45pm**

**Please note that there will be a meeting of the Planning Committee on the same evening, commencing at 7.00pm**

**The Public and Press are welcome to attend the meeting.** There may be confidential items towards the end of the meeting which the law requires the Council to make a resolution to exclude the public and press.

Yours sincerely,

Brian Hogan  
Town Clerk

## **AGENDA**

1. Apologies for absence (Members are respectfully reminded of the necessity to submit any apology for absence in advance and to give a reason for non attendance).

2. Minutes of Last Meeting (enclosed)

To approve the Minutes of the Meeting of the Committee held on 17<sup>th</sup> October 2013.

3. Declarations of Interest

Members are requested to declare both “pecuniary” and “non pecuniary” interests as early in the meeting as they become known.

4. Outstanding Actions

There are no outstanding actions.

Congleton  
**beartown**  
*where friends are made*

5. Grant Approvals and Commitments 2013-14 (enclosed)  
To receive a statement showing the current position.
6. New Applications for Financial Assistance (enclosed)
  - i) **GR10/1314** – Congleton Town FC
  - ii) **GR12/1314** – The Smile Group
  - iii) **GR13/1314** – St Peter's Church
  - iv) **GR14/1314** – Bromley Friendship Group
7. New Grant Activities Monitoring Forms  
No forms have been submitted.
8. Management Accounts for April 2013 - Oct 2013 (enclosed)  
To consider the Management Accounts to Oct 2013.
9. CCTV (enclosed)  
To receive and consider correspondence from CEBC on the operation of CCTV in Congleton and a report on the cost and operation of CCTV monitoring in the Town
10. Network Server (enclosed)  
To receive and consider report to replace the Town Council's Network Server.
11. Precept and Council Tax Support Grant (enclosed)  
To receive correspondence from CEBC concerning the arrangements for payment of Council Tax Support Grant in 2014-15.
12. Draft Budget 2014-15 (enclosed)  
To consider a report by The Town Clerk outlining the main aspects of the Draft Budget and to consider the Budget for 2014-15.

To: Members of the Finance and Policy Committee (and other Members of the Council for information); Press (3), Burgesses (5)

## CONGLETON TOWN COUNCIL

### MINUTES OF THE MEETING OF THE FINANCE AND POLICY COMMITTEE HELD ON THURSDAY 17<sup>TH</sup> OCTOBER 2013

#### PRESENT

Councillors

- L D Barker
- P Bates
- G Baxendale
- R I Brightwell
- Mr G R Edwards (Chairman)
- G P Hayes (Town Mayor)
- Mrs S A Holland
- Mrs A M Martin
- Mrs J D Parry (Vice Chairman)
- D Murphy
- N T Price
- Mrs E Wardlaw

#### 1. APOLOGIES

Apologies for absence were received from Cllrs D A Parker.  
Apologies were also received from Councillor G S Williams who is not a member of this particular Committee.

#### 2. MINUTES

**FAP/10/1314 RESOLVED** that the Minutes of the Meeting of the Committee held on 29<sup>th</sup> August 2013 be approved and signed by the Chairman.

#### 3. DECLARATIONS OF INTEREST

Members are requested to declare both "pecuniary" and "non-pecuniary" interests as early in the meeting as they become known.

Cllr G. Baxendale declared a non-pecuniary interest in all matters related to Cheshire East Council.  
Cllr D Murphy and the Town Clerk declared a non-pecuniary interest in item 11.  
Cllrs Mrs A M Martin declared a non-pecuniary interest in item 6 (iv) and left the room whilst this item was discussed.

#### 4. OUTSTANDING ACTIONS

There are no outstanding actions.

#### 5. GRANT APPROVALS AND COMMITMENTS 2013-2014

A summary of grant approvals and commitments was considered by the Committee and it was noted that £15,876 is available for grants in 2013-14.



## **6. NEW APPLICATIONS FOR FINANCIAL ASSISTANCE**

**FAP/11/1314 RESOLVED that:-**

**i. GR.8/1314 Congleton Choral Society**

A grant of £250 be approved.

**ii. GR.9/1314 Congleton Jazz and Blues Festival**

A grant of £500 be approved. However, the applicants to be informed that further requests for a grant after the event has taken place are likely to be refused in future.

**iii. GR.10/1314 Congleton Town FC**

The applicant to be requested to confirm whether the lights have been repaired yet and to clarify the status of the meaning of a not for profit organisation

**iv. GR.11/1314 Friends of Congleton Park**

A grant of £500 be approved.

## **7. NEW GRANT ACTIVITIES MONITORING FORMS**

The Grant Activities Monitoring Form submitted by Beartown Patch Workers and Quilters was considered and noted.

## **8. MANAGEMENT ACCOUNTS FOR APRIL 2013 – AUG 2013**

**FAP/12/1314 RESOLVED** that the Management Accounts for August 2013 be received.

## **9. INTERNAL AUDIT REPORT 2013-14**

**FAP/13/1314 RESOLVED** that:-

1. The Internal Audit Report be received and approved.
2. The recommendation to include the relevant power in the minutes for approval of grants was noted and actioned.

## **10. ANNUAL GOVERNANCE STATEMENT 2012-13**

**FAP/14/1314 RESOLVED** that:-

1. The Annual Governance Statement 2012-13 be received and approved.
2. It was noted that the actions identified by the Auditor to increase the Fidelity Guarantee and include additional items on the Asset Register have already been actioned.



#### **11. ROTARY BONFIRE EVENT**

A request from the Congleton Rotary Club to underwrite potential losses on the Bonfire Event to be held on Saturday 2<sup>nd</sup> November 2013 was considered.

**FAP/15/1314 RESOLVED** that the Town Council underwrites any potential losses on the event up to a maximum value of £5000.

#### **12. BUDGET 2014-15**

There were no additional items noted for inclusion in the 2014-15 budget.

#### **13. CHESHIRE PENSION FUND INSURANCE**

The Committee considered a proposal to take out an Ill Health Liability insurance cover because of concerns at the increased liability of taking on additional staff via Devolved Services.

**FAP/16/1314 RESOLVED** that the proposal to take out Ill Health Liability insurance cover be approved with at a cost of £3423.55 per annum.

G.R Edwards

Chairman

Congleton Town Grant Commitments 2013/14									
Permitted and S137									
Date Grant Approved	To	For	Section	Minute Reference	Approved EMR b/fwd £	Approved 13/14 £	Paid £	Outstanding £	Date Paid
03/07/2008	Cong Disabled Action Group	Promotional work	S137	FAP/3/089	108.00			108.00	
23/02/2012	Bromley Farm Community Trust	Bromley farm news	S137		500.00			500.00	
	Subsidised Use of Town Hall		S137			4,000.00	3264.12	735.88	
29/11/2012	Beartown Patchwork Group	Support for exhibition 2013	S145	FAP/37/1213	100.00		100.00	0.00	16/07/2013
14/02/2013	Sol Theatre School	Summer theatre school 2013	S145	FAP/55/1213	1,000.00		1000.00	0.00	29/04/2013
28/03/2013	Congleton Learning Partnership	Replacement of old/obsolete computers	S137	FAP/64 /1213	1,000.00		1000.00	0.00	10/04/2013
28/03/2013	Team Congleton 2012	Legacy projects	S145	FAP/64 /1213	1,500.00			1500.00	
28/03/2013	Rotary of Congleton	Youth Makes Music Project	S145	FAP/64 /1213	200.00		200.00	0.00	05/04/2013
30/05/2013	Vale Juniors	Girls Trophies	S137	FAP/02/1314		273.58	273.58	0.00	08/07/2013
30/05/2013	Cong Musical theatre	Support for the Sound of Music	s145	FAP/02/1314		250.00		250.00	
30/05/2013	Eaton Bank academy	Ann Packer Centre support	S133	FAP/02/1314		1,000.00		1000.00	
29/08/2013	Congleton Harriers	Support for Congleton half marathon	S137	FAP/08/1314		250.00	250.00	0.00	20/09/2013
17/10/2013	Congleton Choral Society	Set up Children's Choir	GPoC	FAP/11/1314		250.00	0.00	250.00	
17/10/2013	Cong Jazz and Blues Festival	support for 2013 festival	GPoC	FAP/11/1314		500.00	500.00	0.00	29/10/2013
17/10/2013	Friends of Congleton Park	Cables etc for park events	GPoC	FAP/11/1314		200.00		200.00	
								0.00	
								0.00	
<b>Totals</b>					4408.00	6723.58	6587.70	4543.88	
	<b>EMR b/fwd</b>								
	<b>Budget 13/14</b>				£4,408.00				
	<b>Total approved to date</b>				£24,752.25	£80,233.00	Total Grant budget (Specific Budgets and S137)		
					£11,131.58				
	<b>Total money still available for grants</b>								
					<b>£18,028.67</b>				

Congleton Town Grant Commitments										
Congleton Town Grant Commitments										
Date Grant Approved	To	Specific Budgets	Section	Minute Reference	EMR b/fwd	Budget	Approved 13/14	Paid £	Outstanding £	Date Paid
	Xmas lights	xmas lights	S144		4,947.00			398.58	4,518.42	20/11/2013
	Carnival Committee	Carnival Committee	S144		30.00	0.00		30.00	0.00	30/04/2013
	Congleton Museum	Notional rent								
	Community Projects	Project support	S144			4,500.00	4,500.00	4,500.00	0.00	
	Congleton Partnership	Rent								
	Citizens Advice Bureau	annual grant	S142			16,000.00	16,000.00	16,000.00	0.00	09/04/2013
	Christmas Lights	Christmas Lights	S144			1,533.00	1,533.00	1,533.00	0.00	
	Carnival Committee	Bi-annual Congleton Carnival	S144			15,000.00	15,000.00	15,000.00	0.00	29/04/2013
	Mercian March	Mercian March through town	S137			9,000.00	9,000.00		9,000.00	
	Royal British Legion	Remembrance Day Parade	S137			3,750.00	3,750.00		3,750.00	
	St Peter's Church	Churchyard Maintenance	S215			1,797.75	1,797.75	1,797.75	0.00	
	St Peter's Church	Church clock maintenance	PCA1957 s2			650.00	650.00	51.00	599.00	29/10/2013
Totals					4,947.00	55,480.75	52,230.75	39,310.33	17,867.42	
	Ear marked reserve b/fwd									
	Budget 2013/14		£4,947							
	Total approved to date		£55,481							
	Total awaiting application		£57,178							
			£3,250							





## Congleton Town Council

### Application for Financial Assistance



#### Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR 10 13/14.
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1.1	<b>Applicant(s):</b>	1. Nigel Moorhouse 2. David McGifford
1.2	<b>Representing:</b>	Congleton Town FC
1.3	<b>Email Address:</b>	
1.4	<b>Tel No.</b>	
1.5	<b>Project Title:</b>	Emergency Floodlight Repairs
1.6	<b>Project Objectives:</b>	To repair damaged floodlighting to enable the football club to fulfil its fixture and community obligations to avert potential fines and to enable continued fund raising activities
1.7	<b>Brief Project Description:</b>	Water damage to the lights and structures has resulted in a reduction in capacity of 25% which is not adequate to illuminate the pitch for training, matches and community soccer schools / coaching. Apart from reducing potential income streams there is the potential that the club could be fined for not being able to fulfil fixtures
1.8	<b>Details accounts/budgets</b>	The club operates on a not for profit basis and has not generated sufficient surpluses for these emergency repairs. If requested accounts will be forwarded to support the application

#### Part 2: Cost Details / Resources / Timescale

2.1	<b>Total Cost of Project:</b>	Initial cost estimate from electrician £1000
2.2	<b>Total contribution sought:</b>	£500
2.3	<b>What will the money be spent on?</b>	Replacement parts Labour (electrician) Access – Cherry picker

2.4	<b><i>Any ongoing costs:</i></b>	Normal maintenance is covered within existing budgets, the club is currently exploring sports grants for longer term upgrades
2.5	<b><i>Details of confirmed match funding include source</i></b> <i>Cash:</i>  <i>In kind:</i>	£500 from club funds and business sponsorship  Not on this project but each week there is over 100 hours of voluntary work on ground maintenance and improvements
2.6	<b><i>Resources needed:</i></b>	None
2.7	<b><i>Estimated timescale of project from start to finish:</i></b>	1 to 2 weeks

### Part 3: Potential Benefits / Outputs

3.1	<b><i>What are the potential benefits/outputs to residents of Congleton</i></b>	Recent partnership arrangements have been made with key junior clubs (600 boys and girls) who will share the use of the facilities –attend the forthcoming soccer schools, general training and coaching sessions
3.2	<b><i>Are there similar services/projects provided in the area</i></b>	no

### Part 4: Evaluation

4.1	<b><i>How will the project be evaluated?</i></b>	It's a simple evaluation as it is an emergency repair and activities will therefore be able to go ahead. We will write to you to confirm that the repairs have taken place and that the issue is resolved
4.2	<b><i>Who will carry out the evaluation?</i></b>	As above

Signature: N Moorhouse / D McGifford

date:1/10/2013

## Congleton Town FC

Congleton Town FC in essence works as a not for profit organisation and is owned by seven volunteers one of which is the Supporters Trust. None of the Directors are paid and the company does not pay dividends, it is run entirely for the benefit of the Congleton community.

As a club it has made a decision to change its mode of operation to a community interest club which operates on a not for profit basis, this is likely to be completed by January 2014

The grant application was to enable emergency works for the repair of the floodlights which if not operational could result in fines for the club if they are not able to fulfill fixtures and also additional costs for training facilities.

One of the Directors of the club has provided a short term loan to enable these works to avoid the fines and costs.

The club is more than willing to provide detailed accounts at the end of season to ensure transparency.

Please let me know if you require any further information

Regards

David McGifford





## Congleton Town Council

### Application for Financial Assistance



#### Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR12 13/14
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1.1	<b>Applicant(s):</b>	Caroline Kelf
1.2	<b>Representing:</b>	The SMILE Group
1.3	<b>Email Address:</b>	<a href="mailto:thesmilegrouporg@gmail.com">thesmilegrouporg@gmail.com</a>
1.4	<b>Tel No.</b>	
1.5	<b>Project Title:</b>	Facilitation of The SMILE Group, Congleton Children's Centre
1.6	<b>Project Objectives:</b>	<p>The SMILE Group was established in March 2011 at Hurdsfield Children's Centre, Macclesfield to provide support to families affected by postnatal illness. Due to popular demand, on 11<sup>th</sup> September 2013 we opened a group at Congleton Children's Centre.</p> <p>This project is to assist with the running costs of The SMILE Group, Congleton Children's Centre.</p>
1.7	<b>Brief Project Description:</b>	<p>The Congleton group meet every Wednesday from 10am to 12pm at Congleton Children's Centre. We invite mums, dads and their babies and toddlers to relax and chat in a welcoming and open atmosphere about their experience of postnatal illness.</p> <p>The running costs include a Facilitator to run the group (3 hours per week @ £15 per hour), an Administrator (1 hour @ £12.50) and a monthly holistic therapist (£50 per month).</p> <p>We do not have to pay for a venue as the Children's Centre has provided a room free of charge.</p>
1.8	<b>Details accounts/budgets</b>	Up to date accounts enclosed

#### Part 2: Cost Details / Resources / Timescale

2.1	<b>Total Cost of Project:</b>	£3590.00 per annum
2.2	<b>Total contribution sought:</b>	£250.00

		This is a contribution to the annual running costs. If you would like to contribute more we would put it towards the running costs.
2.3	<b>What will the money be spent on?</b>	The running costs of the group as explained in point 1.7
2.4	<b>Any ongoing costs:</b>	As above
2.5	<b>Details of confirmed match funding include source</b> Cash:  In kind:	
2.6	<b>Resources needed:</b>	N/A
2.7	<b>Estimated timescale of project from start to finish:</b>	The funding sourced will cover one month's running costs as explained in point and will be used this financial year (April 2013 – March 2014)

### Part 3: Potential Benefits / Outputs

3.1	<b>What are the potential benefits/outputs to residents of Congleton</b>	<p>Research shows that at least one in seven suffers with post-natal illness. The centre where the group meets is located in a high area of need. The numbers of live births across the Macclesfield area in 2010 was 1,629.</p> <p>We know that our group is providing valuable support to parents and families as we have received powerful feedback from attendees and document members' journeys as a result of coming into contact with our service, stipulating how attending The SMILE Group has played a pivotal role in recovery and changed lives. We have also introduced mood monitoring to provide an audit demonstrating the value of the group to people's wellbeing.</p> <p>We became a registered charity in September 2013 and have 3 trustees of the charity, all of whom work very hard behind the scenes to increase awareness of The SMILE Group among local stakeholders, in media, via national and international social media channels and through strategic networking.</p> <p>Our communications efforts have resulted in press coverage in local media, via mental health websites, in national press (Sunday Express and Prima Baby), via BBC radio as well as the NHS Choices website, advising parents across the UK on core issues. We also have a Facebook page with more than 160 likes and a global twitter following of in</p>
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		<p>excess of 1,200.</p> <p>We also maintain informal links with Chair of the NHS Regional Cluster, Director of Public Health, National PND charities (eg Joe Bingley Foundation, Sheffield Light, PANDA), Local Councillors, Local GP surgeries, Macclesfield Hospital Midwifery, NCT, Private Complementary Therapists and IAPT as well as 1,300 followers on twitter, including national and international mental health organisations.</p>
3.2	<i>Are there similar services/projects provided in the area</i>	There are no other peer-support groups for families suffering from post natal illness in the Congleton area.

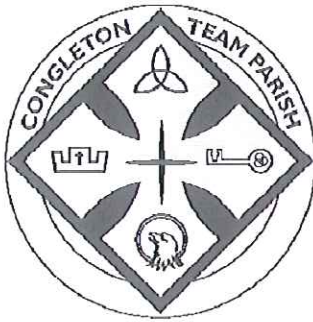
#### Part 4: Evaluation

4.1	<i>How will the project be evaluated?</i>	The number of attendees and results from our mood monitoring questionnaires will evaluate the success of the group.
4.2	<i>Who will carry out the evaluation?</i>	The Facilitator will carry out the evaluations. The Trustees of the group will evaluate the results.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_







# CONGLETON TEAM PARISH

## **The Church Office**

c/o The Rectory  
14 Chapel Street  
Congleton  
Cheshire CW12 4AB

Tel. 01260 273212

Email: [admin@congletonteamparish.co.uk](mailto:admin@congletonteamparish.co.uk)

Website: [www.congletonteamparish.co.uk](http://www.congletonteamparish.co.uk)

11<sup>th</sup> November 2013

Dear Mr. Hogan,

I am submitting an application for financial assistance for the maintenance of St Peter's church clock, to be considered at the next financial committee meeting.

In the past, Congleton Town Council has very generously met the cost of this annual service and the vicar, church wardens and church committee are very grateful.

We hope that the council will be able to help us again this year.

We apologise for the delay in submitting the application, the matter got overlooked .

Yours sincerely,

Felicity Laurence

Church Warden



# Congleton Town Council

## Application for Financial Assistance



### Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR.13/14
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1.1	<b>Applicant(s):</b>	Felicity Laurence ( Church Warden) Parish Office, 14 Chapel Street, Congleton CW12 4AB
1.2	<b>Representing:</b>	St Peter's Church
1.3	<b>Email Address:</b>	.....@......uk
1.4	<b>Tel No.</b>	Office: 273212. ....
1.5	<b>Project Title:</b>	Maintenance of St Peter's clock
1.6	<b>Project Objectives:</b>	To keep the clock in good working order.
1.7	<b>Brief Project Description:</b>	Annual service of clock carried out 25 <sup>th</sup> July 2013
1.8	<b>Details accounts/budgets</b>	N/A

### Part 2: Cost Details / Resources / Timescale

2.1	<b>Total Cost of Project:</b>	Annual service carried out in July ,£243.60
2.2	<b>Total contribution sought:</b>	£ 243.60
2.3	<b>What will the money be spent on?</b>	The money has been spent on the annual servicing of the clock



2.4	<b>Any ongoing costs:</b>	N/A
2.5	<b>Details of confirmed match funding include source</b> Cash:  In kind:	Income in direct giving from the congregation
2.6	<b>Resources needed:</b>	
2.7	<b>Estimated timescale of project from start to finish:</b>	Completed

### Part 3: Potential Benefits / Outputs

3.1	<b>What are the potential benefits/outputs to residents of Congleton</b>	<p>The tower and clock face can be seen from many areas of the town.</p> <p>St Peter's is Congleton's Town church. It is used for special Civic services throughout the year</p> <p>Aldermen and other leading citizens of Congleton rebuilt St Peter's in 1742 on the site of an earlier mediaeval chapel. It is a Grade 1 listed building and has been described by the Georgian Society and English Heritage as one of the best preserved Georgian church interiors in the north of England. It houses the Mayor's pew and Mace holder.</p>
3.2	<b>Are there similar services/projects provided in the area</b>	

### Part 4: Evaluation

4.1	<b>How will the project be evaluated?</b>	The clock continues to keep good time.
4.2	<b>Who will carry out the evaluation?</b>	The Tower bell captain, John Gibb

GR 14/1314



## Congleton Town Council

### Application for Financial Assistance



#### Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	
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1.1	<b>Applicant(s):</b>	Rebecca Wakefield
1.2	<b>Representing:</b>	Bromley Friendship Group
1.3	<b>Email Address:</b>	rebecca.wakefield@neighbourhoodinvestor.com
1.4	<b>Tel No.</b>	01260 288286
1.5	<b>Project Title:</b>	Bromley Friendship Group Christmas Party
1.6	<b>Project Objectives:</b>	Removing social isolation in vulnerable adults during Christmas
1.7	<b>Brief Project Description:</b>	Christmas is a difficult time for elderly people who don't have a network of support around them. The Bromley Friendship Group meets every other Tuesday and they are currently looking to arrange a Christmas party to prevent isolation and improve wellbeing during this festive season.
1.8	<b>Details accounts/budgets</b>	Budget £2000 operating fund + bi weekly membership fees £1.00 per person

#### Part 2: Cost Details / Resources / Timescale

2.1	<b>Total Cost of Project:</b>	£500
2.2	<b>Total contribution sought:</b>	£500
2.3	<b>What will the money be spent on?</b>	A healthy Christmas meal which will be sourced externally, entertainers, raffle prizes and transport for people to attend.
2.4	<b>Any ongoing costs:</b>	No
2.5	<b>Details of confirmed match funding include source</b> Cash:  In kind:	Plus Dane Group have funded the group £2,000 to operate for 12

		months.
2.6	<i>Resources needed:</i>	equipment / food / entertainment / promotion/ transport
2.7	<i>Estimated timescale of project from start to finish:</i>	11 <sup>th</sup> November – 10 <sup>th</sup> Dec 2013

### Part 3: Potential Benefits / Outputs

3.1	<i>What are the potential benefits/outputs to residents of Congleton</i>	Community support networks established in the community Reduced social isolation Reduction in GP visits Improved social cohesion
3.2	<i>Are there similar services/projects provided in the area</i>	Not in the Bromley Community

### Part 4: Evaluation

4.1	<i>How will the project be evaluated?</i>	WEMWBS model Number of attendees Retained people access the sessions
4.2	<i>Who will carry out the evaluation?</i>	Plus Dane Group

Signature: R.Wakefield

Date: 01/11/2013

## Management Accounts October 2013

See attached Income and Expenditure sheet. These figures are for 7 months so the % of budget used would be 58% if the expenditure was regular monthly.

### Variance Analysis:

#### Finance and Policy Committee

##### **Corporate Management**

- Reception TIC is for October to March – this will show in November's figures as the invoice has just been received.
- Subscriptions and Publications include annual charges to SLCC and ChALC.
- Insurance is a full year cost.
- 1 internal audit visit out of 3 has taken place
- External audit is accrued at the end of the financial year
- Accountancy support includes payroll charges and year end accounts preparation which are mostly incurred at the end of the financial year.
- Legal and Professional fees include charges for registering the land around the Cenotaph.

##### **Civic**

- Mayor's annual allowance has been paid.
- 2 out of 3 major civic events for the year (Mayor making and the Mayor's Civic service) have taken place so almost 50% of this budget has been used.
- Civic Artefacts and Treasures – this is for refurbishing the 2 Mayor's chairs.

##### **Grants**

- Out of our initial grants budget of £77,000 a considerable amount has already been allocated e.g. Citizens' Advice Bureau; CCP; Christmas Lights. £15,378 is currently available for new grant applications coming in throughout the next year to 31/03/14.

#### Community, Environment and Services Committee

- Paddling Pool – Chemicals and Water charges were much higher than budget due to increased usage this hot summer.
- Floral Displays - This is a mainly seasonal budget so 84% has already been spent.
- The full annual cost of the PCSO's has been paid.
- Fellowship House – the budget did not allow for the small amount of consumables and maintenance associated with this service.

#### Town Hall and Assets Committee

- A detailed trading account is provided to the Town Hall committee – Income is on budget and expenditure is slightly down.

#### Personnel Committee

- The overall budget includes increased staffing costs for potentially taking on devolved services in from April 2013. For the management accounts these figures have not been included.



# Congleton Town Council - Management Accounts - Oct 2013

	Current Month Actual	Actual Year To Date	Current Annual Bud	Variance Annual Total	% of Budget
<b>Finance and Policy</b>					
<b>101 Corporate Management</b>					
Staff Costs (re-allocated)	9,578	66,945	119,656	52,711	56%
Travel	116	514	1,200	686	43%
Training / Conferences	55	284	2,600	2,316	11%
Rent Payable	1,163	8,138	13,950	5,812	58%
Reception - TIC	0	0	2,500	2,500	0%
Miscellaneous Office Costs	11	43	300	257	14%
Telephone/Fax/Internet	18	712	1,400	688	51%
Postage	0	1,089	3,360	2,271	32%
Stationery & Printing	37	1,074	1,800	726	60%
Subscriptions & Publications	0	1,625	2,000	375	81%
Insurance	0	3,515	3,700	185	95%
Computer/IT Costs	458	3,137	4,545	1,408	69%
Photocopy Charges	0	1,850	3,465	1,615	53%
Recruitment Advertising	0	0	500	500	0%
Other Advertising	18	79	200	121	40%
Equipment Replacement\Tools	0	0	200	200	0%
Bank Charges	0	14	50	36	28%
Audit Fees - External	0	0	2,000	2,000	0%
Audit Fees - Internal	0	400	1,200	800	33%
Accountancy Support	694	1,426	3,675	2,249	39%
Legal & Professional fees	545	1,259	1,500	241	84%
HR & H&S support	213	1,491	2,560	1,069	58%
Central Overheads reallocated	-2,869	-16,690	-31,012	-14,322	54%
<b>Corporate Management:-Expenditure</b>	<b>10,037</b>	<b>76,905</b>	<b>141,349</b>	<b>64,444</b>	<b>54%</b>
Interest Receivable	-330	-6,456	-4,000	2,456	161%
<b>Corporate Management :- Income</b>	<b>-330</b>	<b>-6,456</b>	<b>-4,000</b>	<b>2,456</b>	<b>161%</b>
<b>Net Expenditure over Income</b>	<b>9,707</b>	<b>70,449</b>	<b>137,349</b>	<b>66,900</b>	<b>51%</b>
<b>102 Democratic Rep'n &amp; Mgmt/Civic</b>					
Staff Costs (re-allocated)	1,771	12,420	21,700	9,280	57%
Training / Conferences	0	420	1,000	580	42%
Stationery & Printing	0	0	250	250	0%
Marketing/Promotions	50	78	1,000	922	8%
Council Newsletter	688	1,714	5,230	3,516	33%
Council Website	0	835	2,000	1,165	42%
Mayor's Allowance	0	3,000	3,000	0	100%
Members Expenses	0	0	360	360	0%
Civic Expenses	0	2,701	5,500	2,799	49%
Civic Regalia	0	16	100	84	16%
Hall & Room Hire	313	3,080	7,000	3,920	44%
Civic Artefacts and Treasures	0	590	500	-90	118%
Election Expenses	0	0	0	0	0%
Central Overheads reallocated	325	1,889	3,672	1,783	51%
<b>Democratic Rep'n &amp; Mgmt/Civic:-Expenditure</b>	<b>3,147</b>	<b>26,743</b>	<b>51,312</b>	<b>24,569</b>	<b>52%</b>
<b>107 Grants</b>	<b>0</b>	<b>61,655</b>	<b>77,033</b>	<b>15,378</b>	<b>80%</b>
(see separate sheet for breakdown)					
<b>F&amp;P Income - Expenditure Totals</b>	<b>12,854</b>	<b>158,847</b>	<b>265,694</b>	<b>106,847</b>	<b>60%</b>

## Congleton Town Council - Management Accounts - Oct 2013

		Current Month Actual	Actual Year To Date	Current Annual Bud	Variance Annual Total	% of Budget
<b><u>Community, Environment &amp; Services</u></b>						
201	Paddling Pool	182	22,965	22,621	-344	102%
212	Propogation Unit	0	0	1,000	1,000	
215	Floral Displays	1,545	14,742	17,500	2,758	84%
241	Allotments	34	214	180	-34	119%
251	Handyman service	5,579	31,792	74,311	42,519	43%
263	Public Toilets	0	0	0	0	
280	Devolved Services	0	0	37,773	37,773	0%
301	Congleton Partnership	2,164	15,145	25,963	10,818	58%
302	Community Development	1,892	18,548	32,272	13,724	57%
303	Police Community Support Officers	0	47,200	47,200	0	100%
305	Christmas Fayre/lights	0	0	4,000	4,000	0%
321	Tourism	0	1,300	3,000	1,700	43%
341	Youth and Young People	54	686	2,000	1,314	34%
351	Fellowship House	207	3,276	4,557	1,281	72%
					0	
		<b>11,657</b>	<b>155,868</b>	<b>272,377</b>	<b>116,509</b>	<b>57%</b>
<b><u>Town Hall</u></b>						
221	Town Hall - Expenditure		84,827	152,560	-67,733	56%
	Town Hall - Income		54,662	93,583	38,921	58%
		<b>0</b>	<b>30,165</b>	<b>58,977</b>	<b>28,812</b>	<b>51%</b>
<b><u>Total Net Expenditure</u></b>						
			<b>344,881</b>	<b>597,048</b>	<b>252,167</b>	<b>58%</b>
<b><u>Personnel</u></b>						
401	Staff Costs - Reallocated	<b>24,476</b>	<b>174,159</b>	<b>311,380</b>	<b>137,221</b>	<b>56%</b>

### Reserves as at 31/10/13

General Reserve	161,141
Capital Vehicle Fund	24,000
Capital Contingency Fund	172,055
EMR Elections	15,000
EMR Crime Prevention/Traffic calmin	3,779
EMR Ancient Treasures	3,000
EMR Training	3,000
EMR Devolved Services	57,250
EMR Loan Repayments	2,075
EMR Public Toilets	20,000
EMR Play Areas	6,000
EMR Public Realm	3,906
EMR Legal Fees	10,000
	<b>481,206</b>

Report to Finance and Policy Committee

Thursday 28<sup>th</sup> November

CCTV Operation in Congleton

The cost of the operation of CCTV in Cheshire East is currently £k750 p.a. and the Borough want to cut £k250 from this budget. A review of staffing has resulted in some savings, but, substantial costs are paid to BT for fibre optics, which they are expecting to reduce.

There are 280 cameras in Cheshire East, in comparison Cheshire West and Chester have only 147.

There are 10 operators in Macclesfield working 24 hours a day 7 days a week monitoring the cameras.

Cheshire East Borough Council has requested all Town and Parish Councils to contribute towards the cost of CCTV provision and have proposed a cost of £1850 per camera. If no contribution is made by the Town to the CCTV operation the cameras will be left on, but, not monitored.

There are 8 cameras in Congleton two in the Park and one at Bromley Farm.

CEBC is undertaking to examine CCTV provision and needs in the Town, which includes producing a map of camera coverage versus crime statistics in conjunction with the police.

There will then be a review camera by camera alongside the crime statistics to determine if the CCTV is in the most appropriate position and whether or not a particular camera is even needed. On the other hand we could install an additional camera if there is hotspot in the town not covered and is considered vital to the monitoring and reduction of crime.

If the Town Council wishes to continue to have CCTV it is expected that it will have to pick up this cost, currently £14,800.

Recommendation:-

To include a cost of £14,800 in the 2014-15 budget to cover the cost of CCTV provision and monitoring in Congleton.





Mr B Hogan  
Clerk to Congleton Town Council  
Town Hall  
High Street,  
Congleton  
Cheshire  
CW12 1BN

Westfields  
Middlewich Road  
SANDBACH  
Cheshire  
CW11 1HZ

Tel: 01270 686639

[www.cheshireeast.gov.uk](http://www.cheshireeast.gov.uk)

Date: 18 October 2013

OUR REF: PH/lis

YOUR REF:

Dear Mr Hogan

**RE: TOWN & VILLAGE CENTRE CCTV**

Earlier this year I wrote to all Town and Parish Councils, who have CCTV in their area to begin a discussion on the future operation and funding of CCTV.

Over the past six months we have worked with a number of Town and Parish Councils and Police colleagues to review the current network of cameras, together ensuring that the surveillance is appropriate and proportionate to the current needs of the area.

This detailed work is still ongoing and will be completed this year, with regular reviews in future years too as we seek to ensure the network remains fit for purpose and necessary for the prevention and detection of crime.

As part of the Protection of Freedoms Act 2012, the Council also needs to ensure that we have a mandate from local people to monitor cameras and operate the service under a philosophy of 'surveillance by consent'.

As part of that commitment, Cheshire East Borough Council is seeking a financial contribution from each Town and Parish Council to actively monitor the system and repair and maintain the camera network.

The current 2013/14 budget for CCTV is £585k and this supports a network of over 260 cameras across the Borough.

After taking account of existing planned savings for the service and making an adjustment for the Council's Out Of Hours phone service costs, the average cost per camera is £1,850 per annum.



There are 8 cameras operating within your area and therefore your contribution to the service is calculated to be £14,800 per annum. As I explained in my earlier letter, where no commitment is made, the cameras will remain in place on a 'tour' cycle but will not be actively monitored by the operators or be maintained and replaced when necessary.

A number of Town and Parish Councils have already agreed to this arrangement and I would ask that you discuss this with your Members at the earliest opportunity and confirm your acceptance of this contribution by 31<sup>st</sup> December 2013.

Yours sincerely,



**Peter Hartwell**  
**Head of Public Protection and Enforcement**

Brain, have we definitely got 8? (You thought 7  
when we discussed the budget)  
JP.

## Finance and Policy Committee

Thursday 28<sup>th</sup> November 2013

### Report to consider replacing the Town Council's Server

The Town Council's server is central to the effective operation of the IT functions performed by the council. It is the hardware required to create the local network for the users' PCs, and to store and distribute information between them.

The existing equipment has begun to show inefficiencies, has become slow and been subject to a number of failures recently. The warranty for the server expired in 2012, which means that the council would be subject to hardware costs, should components of the server fail.

More importantly to note however, is that if the server were to fail, data may be at risk and the day-to-day running of the council would be affected. Some issues have occurred recently as individual PC's are now not entirely compatible with the out of date server.

Due to the nature of the server replacement, on-site installation would be required. As Prism currently manages our ongoing IT needs, there are a number of advantages to Prism supplying this hardware and also conducting this installation:

1. Prism has a detailed overview and knowledge of the Town Hall site, ensuring recommendations and proposed solutions are accurate
2. Prism is a Dell partner, and is therefore able to obtain hardware at preferential/discounted rates
3. Labour conducted by Prism is offered at a reduced rate, to existing support clients.
4. Prism manage the council's key IT functions such as Support, Anti-Virus and off-site data backup, and all software which is installed on the server

The current quotation to replace the server is £2337.65 which includes 2 days on site and a 5 year extended warranty with next day on-site service from Dell.

### Recommendation

To proceed with the server upgrade with Prism Total IT Solutions at a cost of £2337.65

Congleton Town Council  
Town Hall  
High Street  
Congleton  
Cheshire  
CW12 1BN



Delamere House  
Delamere Street  
Crewe  
Cheshire  
CW1 2JZ

Tel: 01270 685870

DATE: 23/10/2013

OUR REF: Parish Precept & Grant

YOUR REF:

Please Contact: [honor.field@cheshireeast.gov.uk](mailto:honor.field@cheshireeast.gov.uk)

Dear Sir/Madam

**PRECEPT AND COUNCIL TAX SUPPORT GRANT ARRANGEMENTS FOR 2014/2015  
DEADLINE – 17<sup>TH</sup> JANUARY 2014**

I recognise that decisions by Cheshire East Council can have a significant impact on Town and Parish Council budgets. I think it is important therefore to provide an early indication that payments to Town & Parish Councils, in relation to the Council Tax support scheme, will be reducing next year in line with reductions in the Council's government funding.

This time last year the Council adopted a number of changes to the local tax base, which encompassed statutory changes as well as local decisions. These changes will continue to impact on the way that each Town & Parish Council receives funding via Cheshire East Council in 2014/2015. Funding will still come from two main sources:

- 1. Precept payments from the Town or Parish tax base**
- 2. Council Tax Support Grant from Cheshire East Council**

It is important to note the information below in respect of each item, and Town and Parish Clerks are invited to comment on the following approach by Cheshire East Council.

**1. Precept payments from the Town or Parish tax base**

Cheshire East Council is expecting to calculate the tax base in November for approval at the Council meeting of 12th December 2013. There is no intention to change the process for calculating the tax base for 2014/2015, however there will almost certainly be variations in each town and parish based on new homes and changes to discounts provided to residents (such as single person discounts, empty property and Council Tax support). Town and Parish Councils will be expected to calculate their precept/Band D charges based on their budget requirement and their new tax base in the normal way.



## 2. Council Tax Support Grant from Cheshire East Council

In 2013/2014 Cheshire East Council provided compensation to each eligible Town and Parish Council for the reduction in tax base following the introduction of the council tax support scheme. This grant was based on the receipt of general government grant provided to Cheshire East Council. In providing this grant it was also made clear that the situation would be reviewed before any commitment was made to continue payments in 2014/2015.

To minimise the impact on Town & Parish Councils a further grant will be paid in 2014/2015, but at a reduced level in line with overall reductions to Cheshire East Council's general government grant. The current estimated reduction is 15.3%, which means the total grant to be distributed between local Town and Parish Councils will reduce from £450,000 to £381,150. The actual figure is expected to be confirmed following the Autumn statement from the Chancellor. However, if this statement is delayed the Council may commit to an estimated figure to allow Town and Parish Councils to set their precepts in a timely manner.

In addition to the information above, it is important to recognise that Town or Parish Councils retain the flexibility to utilise balances or other income sources in setting their budgets for the year.

Certain Town and Parish Councils have also been working with the Council on local service delivery initiatives, and there is no change in approach being planned by the Council for 2014/2015. Where Town or Parish Councils are involved in schemes, such as devolving local services or transferring assets in to local management, they should ensure their budgets are set to reflect new arrangements from April 2014.

Please note that the deadline for 2014/2015 precept information is **17th January 2014**.

If you wish to comment on any aspect of the approach described above, or require further clarification on any of these matters, please contact **Honor Field**, in the Council's Strategy and Funding Team, either by email or telephone as shown above.

I will be attending the Town and Parish Council Conference next month to provide a briefing on the compensation grant.

Yours faithfully,

*Cllr Peter Raynes*

Cllr Peter Raynes  
Portfolio Holder For Finance  
Cheshire East Council



## Finance & Policy Meeting 28th November 2013

### Report on the Budget & Precept 2014-15

#### **Introduction**

As the Council's budget has become more complex, particularly with the inclusion of Devolved Services which is a feature of this and future budgets, it is ever more important for members to be able to understand the format and detail to enable them to make informed decisions. This then, is the eighth year that a covering report has been produced along with the draft budget, to bring to the fore the main factors influencing its form.

Over the last eight years the Council through its current and previous corporate strategies has set in place an ambitious programme of service enhancement and community leadership, which has necessitated its capacity, skill levels and inevitably its costs, to be increased. 2013-14 has been another challenging year as we prepare for the next stages of devolution of local services, regeneration of the Town both physically and economically and building a sustainable agenda. It has also been a year of additional pressures from needing to respond to the effects of the recession and the developing policies and sometimes uncertainty created by Cheshire East Council, particularly in its increasing propensity to pass on costs to the Town Council for a number of services.

The 2014-15 Budget is structured to deliver the Corporate Strategy; however its greatest pressure will come from the uncertainties from Cheshire East Council in this area, coupled with continuing low interest rates for the Council's investments.

The budget is structured to reflect the on-going commitment to finance devolved services from April 2014, noting that service devolution should actually start in January 2014

#### **2013-14 Outturn**

The projected expenditure to March 2014 is anticipated to show a saving of approximately £k68. Although there have been minor variations to both income and expenditure during the year, the main variations are summarised below, a number of which will affect the 2014-15 Budget.

- A saving on corporate management costs of £k6.5
- A saving on democratic management costs of £k3.1
- Paddling pool labour costs are up by £k1.7 reflecting the greater usage of the facility arising from a good summer and water and power are over budget by a similar amount £k1.7
- Floral displays are over budget by £k2.5 reflecting the increased expenditure on new hanging baskets in the town for traders offset by a similar amount of income

- Savings of £15.4 on the Handyman service as no recruitment took place of an additional person to assist with devolved services requirements
- Congleton Partnership overspent by £7 which shows in our accounts, but, is simply them bringing forward and spending their reserves on pre planned projects
- Marketing promotions was over spent by £3.3 financing a promotion on Mountbatten Way for the banners, again offset by a similar amount of income
- Additional expenditure of £2 on Fellowship House to pay for repairs to kitchen equipment
- Savings on gas and electricity on the Town Hall of £4.3
- Total expenditure was below budget by £54

### **Town Hall**

Expenditure on the Town Hall is expected to be about £2 less than budget, however, letting income is £8 below budget, but this is offset by savings on gas and electricity of £4.2 This has meant that this year the deficit has been reduced by £4.

In the 2014-15 budget, the plan is to reduce this by a further £5

### **Budget Format**

The budget is divided into its main spending committees and within each cost centres and income/expenditure codes

### **Reserves**

The General Reserve at the year end is anticipated to be £216k, General Capital contingency £169k, Elections £15, Devolved Services £7, vehicle replacements/equipment £24k, Play Areas £6, Legal Fees £10 and Public Realm £4

The Council is recommended to have a minimum of 3 months General reserve equal to net revenue expenditure, which equates to £156,040 whilst actual reserves for 2013-14 are projected to be £215,596

### **General Budget Assumptions**

The Medium Term Financial Strategy had originally indicated an anticipated Precept increase of 8.5 % for 2014-15, mainly to accommodate the cost of some devolved functions and some increase in office capacity. However the actual total increase has been reduced to 3.91% because much of the service improvement costs for devolved services have been absorbed or withdrawn during the budget framing process.

The increase though requires further explanation and understanding in terms of how it has been derived and the main reasons for the increase.



First of all, the funding emanating from Cheshire East Borough Council is now broken down into two elements, the precept and the Council Tax Support Grant. Prior to this change the precept was £693,826, however, with the introduction of the support grant this reduced the precept to £618,472 thus changing the base on which any future increases are to be based.

	Precept	Support Grant	Total	Increase £
2013-14	618,472	75,354	693,826	0
2014-15	656,714	63,825	720,539	26,713

The overall increase taking into account the precept and the support grant the increase is £26,713, which represents £2.63 per year on a band D property

The increase in the precept is entirely down to factors created by Cheshire East Borough Council due to the following:-

1. Reduction in Council Tax Support grant of 15.3% amounting to £11,529, this equates to £1.14 per year on a Band D property. This has essentially occurred because the Government has reduced the support grant it provides Cheshire East by 15.3%.
2. Transferring the cost of CCTV to the Town Council at a cost of £14,800, this equates to £1.46 per year on a Band D property
3. Transfer of toilets £15,000, this equates to £1.48 per year on a Band D property
4. This amounts to £41,329 whilst the increase in the precept is £26,713 which means that despite the large increases emanating from Cheshire East, the Town Council has been able to absorb £14,616 of the costs along with other increases to good and services.

#### Other budget assumptions

- Salary increases have been assumed to be about 2%.
- £15k has been included for 2014-15 for the CAB.
- Increased insurance costs associated with devolved services of £k3.9
- £16k has been included for Community Projects; however, this level of support will be a challenge to the organisation as their operating costs are significantly higher than this.
- Grant provision for the Congleton Partnership is £k14, which is the same level as the current year, which is also supported by a £k8 grant from CEBC.
- Costs have been included to take on devolved services which include one additional support staff.

#### **Investment Policy**

The Council is required to maintain and review its Investment Policy at least annually. A review has recently been completed and only small changes are

recommended. Investment income is again anticipated to be similar to previous years.

#### **Budget Expenditure Powers 2014-15**

Expenditure	Power	£
Police Community Support Officers	S 31	47200
Other grants and donations	S 137	19350
Citizens Advice Bureau	S 142	15000
Christmas Lights	S 144	9000
Carnival Committee	S 144	3750
Congleton Community Projects	S 145	16000
Church clock maintenance	S 2	3000
Museum grant	S 144	4500

As the Town Council adopted the Power of Competence, Localism Act 2011, ss 1-8 any agreed expenditure in the budget, identified above can also be approved via this power

#### **Recommendations**

1. To agree a revenue and capital budget for 2014-15 as set out in Appendix 1 and to recommend this to Council.
2. To recommend a level of precept for 2014-15 of £656,714, which including the rate support grant is an increase of £26,713 which represents a 5p per week increase on a Band D property (2.63p per annum)
3. To approve the budget expenditure powers

Brian Hogan

8.11.13



## Appendix 1

## Annual Budget 2014-15

		Last Year		Current Year			Next Year	
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
<b>101</b>	<b>Corporate Management</b>							
4000	Staff Costs (re-allocated)	118606	105077	119656	119656	57367	114131	112316
4007	Travel	1200	961	1200	1200	398	1200	1500
4008	Training / Conferences	2600	1794	2600	2600	284	1500	2600
4013	Rent Payable	13950	13950	13950	13950	8138	13950	13950
4019	Reception - TIC	2499	2499	2500	2500	0	2500	2580
4020	Miscellaneous Office Costs	270	150	300	300	32	180	500
4021	Telephone/Fax/Internet	1700	1660	1400	1400	712	1660	2000
4022	Postage	3360	3152	3360	3360	1089	3200	3500
4023	Stationery & Printing	1800	1725	1800	1800	1074	1800	2500
4024	Subscriptions & Publications	1890	1991	2000	2000	1625	2000	2000
4025	Insurance	3800	3584	3700	3700	3515	4000	7905
4026	Computer/IT Costs	4045	3979	4545	4545	3134	5400	5870
4027	Photocopy Charges	3465	2803	3465	3465	1850	3500	3700
4030	Recruitment Advertising	500	112	500	500	0	100	500
4031	Other Advertising	200	146	200	200	79	200	200
4046	Equipment Replacement\Tools	100	0	200	200	0	0	0
4051	Bank Charges	200	12	50	50	14	50	100
4061	Audit Fees - External	2700	1900	2000	2000	0	1600	2000
4062	Audit Fees - Internal	1200	1200	1200	1200	400	1200	1440
4063	Accountancy Support	3675	2684	3675	3675	921	3675	3675
4064	Legal & Professional fees	1500	1525	1500	1500	1259	1500	1500
4066	HR & H&S Support	2501	2641	2560	2560	1363	2556	2560
4921	Trf to EMR Elections	0	15000	0	0	0	0	0
4941	Trf to EMR Digitla Display	0	25000	0	0	0	0	0
5998	Def'd Grts credit to services	0	-1000	0	0	0	0	0
5999	Dep'n charged to services	0	3104	0	0	0	0	0
6000	Central Overheads Reallocated	-29147	-29355	-31012	-31012	-13821	-31012	-31012
	OverHead Expenditure	142614	166294	141349	141349	69433	134890	141884
1176	Precept	681629	681629	693826	693826	618472	618472	657114
1187	CEC Concurrent Functions Grant	0	18751	0	0	75354	75354	63825
1190	Interest Receivable	0	8461	4000	4000	5410	8000	6000
	Total Income	684629	708841	697826	697826	699236	701826	726939
101	Vet Expenditure	-542015	-542549	-556477	-556477	-629804	-556936	-585075
<b>102</b>	<b>Democratic Rep'n &amp; Mgmt/Civic</b>							
4000	Staff Costs (re-allocated)	21569	20032	21700	21700	10649	21521	22189
4008	Training / Conferences	3000	631	1000	1000	420	1000	1000
4023	Stationery & Printing	250	130	250	250	0	250	250
4033	Marketing/Promotions	1500	1447	1000	1000	78	1000	1000
4034	Council Newsletter	5178	4104	5230	5230	1714	4304	5230
4035	Council Website	2000	2050	2000	2000	835	2000	2000
4201	Mayor's Allowance	2600	2600	3000	3000	3000	3000	3000
4203	Members' Expenses	500	105	360	360	0	360	360
4204	Deputy Mayor's Allowance	260	260	0	0	0	0	0
4213	Civic Expenses	4500	4520	5500	5500	2701	5500	5500
4221	Civic Regalia	100	1292	100	100	16	16	100
4222	Hall & Room Hire	7000	4501	7000	7000	2767	5000	6000
4225	Civic Artefacts and Treasures	1000	423	500	500	590	590	500
4231	Election Expenses	0	24979			0	0	0
4971	Trf from EMR Elections	0	-10000			0	0	0
6000	Central Overheads Reallocated	3451	3476	3672	3672	1564	3672	3672

		Last Year		Current Year				Next Year
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
OverHead Expenditure		52908	60550	51312	51312	24334	48213	50801
1199	Miscellaneous Income	0	275	0	0	0	0	0
Total Income		0		0	0	0	0	0
102	Vet Expenditure	52908	60275	51312	51312	24334	48213	50801
<u>107 Grants (incl S137)</u>								
4701	Grants - Permitted	8350	3453	8350	8350	1300	8350	19350
4702	Grants - S137	15000	1920	6000	6000	1575	6000	0
4703	Grants - S137 - Subsidised Use	0	4131	4000	4000	2736	4000	4000
4704	Grant - Team 2012	0	2637	0	0	0	0	0
4705	Grant Jubilee Committee	0	2246	0	0	0	0	0
4706	Grant Sergeant Eardley St	0	-9967			0	0	0
4708	Grant - Museum Notional Rent	4500	4500	4500	4500	2625	4500	4500
4709	CCP Grant	16000	16000	16000	16000	16000	16000	16000
4710	Congleton Partnership Accom	1533	1533	1533	1533	894	1533	1533
4711	Grant - CAB	15000	15000	15000	15000	15000	15000	15000
4712	Grant - Xmas Lights Partnershi	9000	8155	9000	9000	0	9000	9000
4713	Grant - Carnival Committee	3750	6720	3750	3750	30	3750	3750
4714	Grant - Mercian March	0	0	5000	5000	1798	5000	0
4722	Grant - Remembrance Day Parade	650	714	650	650	0	650	650
4731	Grant - Churchyard Maintenance	3000	1950	3000	3000	0	3000	3000
4732	Grant - Church Clock Maint'ce	230	236	250	250	0	250	250
4899	Assets capitalised	0	9967			0	0	0
4925	Tfr to EMR Committed Grants	0	13055	0	0	0	13055	0
4975	Tfr from EMR Committed Grants	0	-19647	0	0	-13055	-13055	0
OverHead Expenditure		77013	62603	77033	77033	28903	77033	77033
107	Vet Expenditure	77,013	62604	77033	77033	28903	77033	77033
<u>108 Mayor's Fundraising Activities</u>								
4297	Mayor's Fundraising Unspent	0	6394	0	0	-10847	-3566	0
4298	Mayor's Fundraising-Donations	0	5573	0	0	0	0	0
4299	Mayor's Fundraising-Expenses	0	4049	0	0	6572	6572	0
OverHead Expenditure		0	16016	0	0	-4275	3006	0
1299	Mayor's Fundraising-Income	0	16016	0	0	3006	3006	0
Total Income		0	16016	0	0	3006	3006	0
108	Vet Expenditure	0	0	0	0	-7281	0	0
<u>109 Capital and Projects</u>								
4053	Loan Interest Payable	18228	18035	17856	17856	8951	17856	17669
4054	Loan Capital Repaid CBC	36350	36350	36350	36350	18175	36350	36350
4055	Loan Capital Repaid - PWLB	3572	3657	5815	5815	3831	5815	4109
4225	Civic Artefacts and Treasures	0	0	0	0	3115	3115	0
4712	Grant - Xmas Lights Partnership	0	0	0	0	300	0	0
4804	CAP - New Vehicle	0	0	0	0	0	0	5000
4805	CAP Town Hall Office	10000	401	0	0	2480	2480	0
4806	CAP Office Equipment/computers	3000	1090	5000	5000	2780	5000	5000
4809	CAP - Town Hall Equipment	0	1432	0	0	4784	4784	0
4811	CAP - Public Realm	0	0	50000	50000	29313	29313	0
4850	CAP - Town Hall 5 Yr Mtce/DDA	0	646	114938	114938	4990	114938	0
4851	CAP - Brasserie & Bridestones	35000	0	0	0	0	0	0
4897	Assets Financed by Loans	-45000	-48007	-114938	-114938	-4980	-114938	0
4898	Assets Financed by Grants	0	-2250	0	0	0	0	0



		Last Year		Current Year			Next Year	
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4899	Assets Capitalised	0	73282	0	0	0	0	0
4918	Tfr to Capital Vehicle Fund	4000	4000	4000	4000	4000	4000	4000
4920	Tfr to Cap Contingency Fund	35000	35000	35000	35000	35000	35000	35000
4929	Trf to EMR Office Equipment	0	1395	0	0	0	0	
4936	Tfr to EMR Loan Rep't not made	0	1893	0	0	0	0	0
4968	Trf Ffrom Cap Vehicle Fund	0	0			0	0	-5000
4970	Tfr from Cap Contingency Fund	-3000	-24344	-55000	-55000	-5321	-8722	-5000
4979	Trf from EMR Office Equipment	0	0	0	0	-1395	-1395	0
4986	Tfr from EMR CBC Loan Repay'ts	-350	-2157	-2243	-2243	-2068	-2243	-350
4989	Trf from EMR Public Realm	0	-2250	0	0	-3573	-3573	0
4991	Trf from EMR Digital Display	0	0			-25000	-25000	0
5175	NBV of Asset Disposals	0	4143	0	0	0	0	0
5176	NBV Asset of Disposals to CFR	0	-4143	0	0	0	0	0
OverHead Expenditure		96800	98173	96778	96778	75382	102780	96778
1199	Miscellaneous Income	0	0	0	6002	6002	6002	0
109	Vet Expenditure	96,800	98173	96,778	96,778	69370	96778	96778
201 Paddling Pool								
4000	Staff Costs (re-allocated)	12811	12709	12140	12140	13815	13815	13114
4009	Protective Clothing\H & Safety	500	223	500	500	290	290	500
4012	Water	1650	1885	2000	2000	3200	3400	3050
4014	Electricity	1500	1127	1650	1650	1028	1900	2200
4039	Pool Chemicals	0	2055	2100	2100	2532	2532	2600
4040	Maintenance Contracts	2500	631	700	700	0	0	0
4041	Property Maintenance	3500	592	1000	1000	1315	1315	1500
4042	Grounds Maintenance	500	0	500	500	64	64	250
5999	Dep'n charged to services	0	7219	0	0	0	0	0
6000	Central Overheads Reallocated	2050	2064	2181	2181	875	2181	2181
OverHead Expenditure		25011	28505	22771	22771	23119	25497	25395
1199	Miscellaneous Income	200	159	150	150	337	337	150
Total Income		200	159	150	150	337	337	150
201	Vet Expenditure	24,811	28345	22,621	22,621	22783	25160	25245
212 Propogation Unit (Partnership)								
4162	General Expenditure	0	0	1000	1000	0	1000	1000
OverHead Expenditure		0	0	1,000	1,000	0	1000	1000
212	Vet Expenditure	0	0	1,000	1,000	0	1000	1000
215 Floral Displays								
4162	General Expenditure	15000	12675	17500	17500	16803	20000	20000
OverHead Expenditure		15,000	12675	17,500	17,500	16803	20000	20000
1199	Miscellaneous Income	0	364	0	0	2635	2635	2500
Total Income		0	364	0	0	2635	2635	2500
215	Vet Expenditure	15,000	12312	17,500	17,500	14169	17365	17500

		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
<b>221</b>	<b>Congleton Town Hall</b>							
4000	Staff Costs (re-allocated)	55806	63858	51289	51289	26897	53259	51651
4009	Protective Clothing\H & Safety	400	0	400	400	0	400	400
4011	Rates	19918	21068	22120	22120	15165	21666	22120
4012	Water	4290	3735	3500	3500	1541	3000	3500
4014	Electricity	15600	14787	19000	19000	5917	15500	18000
4015	Gas	12000	12741	15250	15250	4383	14500	16250
4016	Janitorial	3500	4176	2500	2500	2268	3500	3500
4017	Refuse Disposal	1500	2021	2100	2100	1071	2300	2500
4020	Miscellaneous Office Costs	1200	1178	1200	1200	587	1200	1200
4022	Postage	0	0	0	0	7	0	0
4025	Insurance	11500	10760	11300	11300	11269	11269	11300
4033	Marketing/Promotions	3500	3116	3500	3500	2558	3500	3500
4040	Maintenance Contracts	3150	4287	4250	4250	3440	4250	4383
4041	Property Maintenance	5000	6737	5000	5000	2851	5000	5250
4046	Equipment Replacement\Tools	1050	1397	0	0	0	0	0
4064	Legal & Professional fees	800	102	100	100	0	100	100
4068	Licences (incl PRS)	1500	1531	1550	1550	1396	1400	1500
5998	Def'd Grts credit to services	0	-35470	0	0	0	0	0
5999	Dep'n charged to services	0	62482	0	0	0	0	0
6000	Central Overheads Reallocated	8929	8993	9501	9501	3697	9501	9501
	<b>OverHead Expenditure</b>	<b>149643</b>	<b>187499</b>	<b>152560</b>	<b>152560</b>	<b>83047</b>	<b>150345</b>	<b>154655</b>
3020	Catering Supplies	10000	7746	5000	5000	7035	10000	10000
3025	Bar charges	0	20	0	0	0	0	0
	<b>Direct Expenditure</b>	<b>10,000</b>	<b>7766</b>	<b>5,000</b>	<b>5,000</b>	<b>7035</b>	<b>10000</b>	<b>10000</b>
1009	Rent Rec'd - Museum Notional	4500	4500	4500	4500	2625	4500	4500
1010	Rent Received - 3rd Party	12100	11333	14033	14033	2769	9033	14033
1011	Rent Received - Internal CTC	13950	13950	13950	13950	8138	13950	17017
1013	Letting Income - Grand Hall	30000	23208	25000	25000	14975	25000	26000
1014	Letting Income - Bridestones	6000	5353	6600	6600	2574	4400	5000
1015	Letting Income - Spencer Suite	4000	1628	2000	2000	1674	2500	3000
1016	Letting Income - De Lacey's	4950	5200	6000	6000	3000	6000	6000
1017	Letting Income - Kitchen	4800	4400	4800	4800	2400	4800	4800
1018	Letting Income - Cambell Suite	0	315	0	0	120	120	0
1021	Letting Income - Internal	11000	9508	8000	8000	5463	8000	8000
1030	TIC/One Stop Shop Service	1500	2641	1500	1500	491	1500	1500
1045	Rental Income - Bar Provision	0	60	0	0	0	0	0
1051	Catering Sales	10000	7991	5000	5000	6404	10000	10000
1055	Commercial Partner Bar	0	2400	0	7200	3600	7200	7200
1199	Miscellaneous Income	0	0	0	0	500	500	0
	<b>Total Income</b>	<b>102800</b>	<b>92487</b>	<b>91383</b>	<b>98583</b>	<b>54733</b>	<b>97503</b>	<b>107050</b>
<b>221</b>	<b>Net Expenditure</b>	<b>56,843</b>	<b>102779</b>	<b>66,177</b>	<b>66,177</b>	<b>35349</b>	<b>62842</b>	<b>57605</b>
<b>222</b>	<b>Cong TH Bar/Catering</b>							
4046	Equipment Replacement\Tools	1000	0	0	0	0	0	0
	<b>OverHead Expenditure</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
3025	Bar charges	0	200	0	0	0	0	0
	<b>Direct Expenditure</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
1045	Rental Income - Bar Provision	400	140	0	0	0	0	0
1055	Commercial Partner Bar	7200	4200	7200	7200	0	0	0



			Last Year		Current Year			Next Year
			Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual
								Next Year Budget
		Total Income	7,600	4340	7200	7200	0	0
	222	Net Expenditure	-6,600	-4140	-7200	-7200	0	0
241	Allotments							
4012	Water		0	27	0	0	0	0
4038	Garage Rent payable		370	361	370	370	180	430
4041	Prroperty Maintenace		0	0	0	0	4	0
4042	Grounds Maintenance		250	0	0	0	0	0
4162	General Expenditure		0	15	0	0	0	0
5999	Dep'n charged to services		0	688	0	0	0	0
	OverHead Expenditure		620	1071	370	370	184	430
1010	Rent Received - 3rd Party		120	190	190	190	0	190
1199	Miscellaneous Income		0	50				
	Total Income		120	240	190	190	0	190
	241	Net Expenditure	500	831	180	180	184	240
251	Handyman Service							
4000	Staff Costs (re-allocated)		50561	33555	61003	61003	19535	45572
4009	Protective Clothing\H & Safety		500	242	250	250	122	250
4041	Property Maintenance		2000	471	500	500	266	500
4044	Equipment Maintenance		200	299	200	200	34	200
4046	Equipment Replacement\Tools		1500	271	750	750	50	750
4047	Vehicle Maintenance\Serv\MOT		6000	2258	3000	3000	1893	3000
4920	Trf to Cap Contingency Fund		0	20000	0	0	0	0
6000	Central Overheads Reallocated		8090	8148	8608	8608	4398	8608
	OverHead Expenditure		68851	65244	74311	74311	26298	58880
	251	Net Expenditure	68,851	65245	74,311	74,311	26298	58880
262	Street Furniture							
4163	Bus Shelter Maintenance		250	0	0	0	0	0
5999	Dep'n charged to services		0	6360	0	0	0	0
	OverHead Expenditure		250	6360	0	0	0	0
	262	Net Expenditure	250	6360	0	0	0	0
263	Public Toilets							
4162	General Expenditure		0	0	0	0	0	2000
4937	Trf to EMR Public Toilets		0	6000	0	0	0	0
4987	Trf from EMR Public Toilets		0	0	0	0	0	-2000
	OverHead Expenditure		0	6000	0	0	0	0
	263	Net Expenditure	0	6000	0	0	0	0
264	Shopmobility							
4151	Shopmobility (global budget)		5000	6100	0	0	0	0
4984	Tfr from Shopmobility Fund		0	-1100	0	0	0	0
	OverHead Expenditure		5,000	5000	0	0	0	0
	264	Net Expenditure	5,000	5000	0	0	0	0

		Last Year		Current Year			Next Year
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Next Year Budget
<u>280</u>	<u>CTC Streetscape</u>						
4000	Staff Costs (re-allocated)	250418	0	365858	365858	0	270425
4009	Protective Clothing/H & Safety	0	0	0	0	0	2000
4013	Rent Payable	2500	0	5000	5000	0	3067
4016	Janitorial	0	0	0	0	0	6000
4020	Miscellaneous Office Costs	1744	0	3488	3488	0	0
4021	Telephone Fax/Internet	0	0	0	0	0	1200
4025	Insurance	8350	0	16700	16700	0	6000
4043	Horticulturla Supplies	0	0	0	0	0	8000
4047	Vehicle Maintenance\Serv\MOT	35893	0	0	0	0	0
4048	Vehicle Fuel & Oil	18093	0	36186	36186	0	15000
4049	Vehicle Rental Charges	0	0	0	0	0	32376
4162	General Expenditure	20716	0	41432	41432	0	50000
4935	Trf to EMR Devolved Services	0	27250	0	0	0	0
	OverHead Expenditure	337714	27250	468664	468664	0	394068
1165	Dev'd Services inc CEC Gross	310464	0	444217	444217	0	316422
1166	Dev'd Services Savings to CEC	0	0	-13326	-13326	0	0
1199	Miscellaneous Income	0	0	0	0	0	50000
	Total Income	310,464	0	430891	430891	0	366422
280	Net Expenditure	27,250	27250	37773	37773	0	27646
<u>300</u>	<u>Public Realm</u>						
4028	Publications	0	465	0	0	0	0
4162	General Expenditure	0	193	0	0	0	0
4164	CCTV	0	0	0	0	0	14800
4989	Trf from EMR Public Realm	0	-658	0	0	0	0
5998	Def'd Grts credit to services	0	-225	0	0	0	0
5999	Dep'n charged to services	0	450	0	0	0	0
	OverHead Expenditure	0	225	0	0	0	14800
300	Net Expenditure	0	225	0	0	0	14800
<u>301</u>	<u>Congleton Partnership</u>						
4000	Staff Costs (re-allocated)	16716	13532	16117	16117	7556	16132
4025	Insurance	0	619	0	0	0	0
4301	MTI / Congleton Partnership	1000	1937	1000	1000	877	1000
4306	MTI - Regeneration Projects	14000	37259	14000	14000	26189	14000
4309	Cong Means Business Legacy	0	3630	0	0	2500	0
4926	Tfr to EMR Cong Partnership	0	56272	0	0	0	0
4976	Tfr from EMR Cong Partnership	0	-74559	0	0	-56272	0
6000	Central Overheads Reallocated	2675	2694	2846	2846	1162	2846
	OverHead Expenditure	34391	41384	33963	33963	-17988	33978
1177	Grants Receivable - CBC	0	8000	8000	8000	9200	8000
1191	Ice Rink Project	0	1909	0	0	0	0
1199	Miscellaneous Income	0	250	0	0	5800	0
	Total Income	0	10159	8,000	8,000	15000	8000
301	Net Expenditure	34,391	31226	25,963	25,963	-32988	25978



		Last Year		Current Year				Next Year
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
<b>302</b>	<b>Community Development</b>							
4000	Staff Costs (re-allocated)	24696	21596	24918	24918	11600	26148	34992
4033	Marketing/Promotions	3150	2184	3150	3150	6172	6577	3150
6000	Central Overheads Reallocated	3952	3980	4204	4204	1796	4204	4204
	OverHead Expenditure	31798	27760	32272	32272	19568	36929	42346
1199	Miscellaneous Income	0	0	0	0	3427	3427	0
	Total Income	0	0	0	0	3427	3427	0
<b>302</b>	<b>Vet Expenditure</b>	<b>31,798</b>	<b>27760</b>	<b>32,272</b>	<b>32,272</b>	<b>16141</b>	<b>33502</b>	<b>42346</b>
<b>303</b>	<b>Police Community Support Offic</b>							
4162	General Expenditure	47200	47200	47200	47200	47200	47200	47200
	OverHead Expenditure	47,200	47200	47,200	47,200	47200	47200	47200
<b>303</b>	<b>Vet Expenditure</b>	<b>47,200</b>	<b>47200</b>	<b>47,200</b>	<b>47,200</b>	<b>47200</b>	<b>47200</b>	<b>47200</b>
<b>305</b>	<b>Christmas Fayre/Lights</b>							
4171	Christmas Fayre	5000	7837	5000	5000	56	5604	5000
	OverHead Expenditure	5,000	7837	5,000	5,000	56	5604	5000
1169	Chistmas Brochure Income	0	1075	0	0	0	0	0
1170	Christmas Fayre Stall Income	0	837	0	0	679	604	0
1171	Christmas Tree Income	1000	1518	1000	1000	0	1000	1000
1177	Grants receivable - CBC	0	-15	0	0	0	0	0
1199	Miscellaneous Income	0	550	0	0	0	0	0
	Total Income	1,000	3966	1,000	1,000	679	1604	1000
<b>305</b>	<b>Vet Expenditure</b>	<b>4,000</b>	<b>3871</b>	<b>4,000</b>	<b>4,000</b>	<b>-624</b>	<b>4000</b>	<b>4000</b>
<b>321</b>	<b>Tourism</b>							
4162	General Expenditure	4000	2100	3000	3000	1760	3000	3000
4942	Tfr to EMR Tourism	0	460	0	0	0	0	0
5998	Def'd Grts credit to services	0	-600	0	0	0	3000	3000
	OverHead Expenditure	4,000	1960	3,000	3,000	1760	3000	3000
<b>321</b>	<b>Vet Expenditure</b>	<b>4,000</b>	<b>1960</b>	<b>3,000</b>	<b>3,000</b>	<b>1760</b>	<b>3000</b>	<b>3000</b>
<b>341</b>	<b>Youth and Young People</b>							
4162	General Expenditure	2000	1382	2000	2000	649	2000	2000
	OverHead Expenditure	2,000	1382	2,000	2,000	649	2000	2000
<b>341</b>	<b>Vet Expenditure</b>	<b>2,000</b>	<b>1382</b>	<b>2,000</b>	<b>2,000</b>	<b>649</b>	<b>2000</b>	<b>2000</b>
<b>351</b>	<b>Fellowship House</b>							
4000	Staff Costs (re-allocated)	0	4499	4557	4557	2262	4510	4468
4014	Electricity		200			200	800	800
4016	Janitorial		0			164	250	250
4041	Property Maintenance	0	231	0	0	914	1000	1000
4162	General Expenditure	0	415	0	0	0	0	0
6000	Central Overheads Reallocated	0	0	0	0	329	0	0
	OverHead Expenditure	0	5345	4557	4557	3869	6560	6518



		Last Year		Current Year				Next Year
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
1199	Miscellaneous Income	0	4584	0	0	800	1000	1000
	<b>Total Income</b>	0	4584	0	0	800	1000	1000
<b>351</b>	<b>Vet Expenditure</b>	0	760	4,557	4,557	3069	5560	5518
<b>401</b>	<b>Staffing &amp; Staff Costs</b>							
4000	Staff Costs (re-allocated)	-551183	-275201	-677238	-677238	-149682	-361929	-590364
4001	Salaries & Wages	480535	239618	545859	545859	129000	301894	474322
4005	Employers NIC	45247	14953	30504	30504	8469	19321	26468
4006	Employers S/Ann	25401	20630	100875	100875	12213	40714	89574
	<b>OverHead Expenditure</b>	0	0	0	0	0	0	0
<b>401</b>	<b>Vet Expenditure</b>	0	0	0	0	0	0	0
<b>999</b>	<b>Capital Accounting Management</b>							
801	Dep'n F'hold land & Bldgs	0	43472	0	0	0	0	0
811	Dep'n L'hold Land & Bldgs	0	1900	0	0	0	0	0
821	Dep'n Vehicles & Equipment	0	27307	0	0	0	0	0
841	Dep'n Infrastructure Assets	0	7304	0	0	0	0	0
861	Dep'n Community Assets	0	300	0	0	0	0	0
898	Deferred Grants Reversal-CFR	0	37295	0	0	0	0	0
899	Depreciation Reversal-CFR	0	-80283	0	0	0	0	0
5900	Dep'n Charged contra	0	-80283	0	0	0	0	0
	<b>OverHead Expenditure</b>	0	-42988	0	0	0	0	0
<b>999</b>	<b>Vet Expenditure</b>	0	-42988	0	0	0	0	0
	<b>Total Budget Expenditure</b>	1,106,813	841311	1236640	1236640	405367	857080	1213251
	<b>Income</b>	1,106,813	841431	1236640	1236640	785854	911635	1213251
	<b>Net Expenditure</b>	0	-120	0	0	-380487	-54555	0

## Appendix 2

### Budget & Precept 2014-15

#### Timbersbrook Toilets

There is a desire amongst some councillors to re-open the toilets located at the Timbersbrook car park. Detailed below are the costs and implications in considering this issue

1. The current manpower of streetscape and grounds maintenance services which will be transferred to the Town Council on the 1<sup>st</sup> January 2014 stands at 9 men plus a supervisor. Previously up to 18 months ago the manpower was 15
2. Analysis showed that going back some years when the staffing was 15 or higher, service level agreements were not being met and certain tasks were routinely being neglected or dealt with in a longer period of time than is desirable and that set out in the SLA
3. With the recent 33.3% reduction in staff, the SLA's are a long way off being met and as such it is clear that there is no spare capacity whatsoever in the system, in fact there is a strong argument to increase the size of the work force to improve service levels, if finance weren't such a constraint
4. To re-open Timbersbrook toilets will first of all require some refurbishment work at a cost of about £k25
5. To service the toilets will require two daily visits 7 days per week and this does not allow for closing the facility as it is assumed that local residents will undertake this task. The cost of servicing the toilets together with power, water and rates amounts to £19,876 p.a.
6. As there is no spare capacity in the system there would be a need to recruit a part time employee to carry out this work
7. The cost on the precept would equate to a further increase of 3.2% over and above that already identified in the 2014-15 budget