

Saltash Town Council

Thursday 2nd February 2016

Agenda no 17

Budget Reports:

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Date:02.02.2017

**SALTASH TOWN COUNCIL
SUMMARY OF EXPENDITURE PLANNED FOR 2017/2018**

	2016/2017	2017/2018	Percentage increase/ decrease
	£	£	%
Burial Board : St Stephen's	7,465	56,715	659.7
Burial Authority : Churchtown	37,695	27,355	-27.4
Services	222,645	148,285	-33.4
Policy & Resources: Office	17,140	19,480	13.7
Policy & Resources: General	123,541	127,057	2.8
Policy & Resources: Property	99,420	63,565	-36.1
Staffing	223,632	241,682	8.1
TOTAL EXPENDITURE	731,538	684,139	-6.5
Less Income, Refunds, Grants	73,880	46,875	-36.6
Planned Budget	657,658	637,264	-3.1
Less Central Government Council Tax Support Funding	27,550	28,591	
Less funding available from the Capital Works arising (General Reserves)	31,000	-	
Precept	599,108	608,673	1.60
Amount per Band D Dwelling: Tax Base : 5247.72	114.45	115.99	1.34
<u>Capital & Reserves (Est 2017/18)</u>			
Capital Works arising from Devolved Assets and Services (General Reserves)	35,000	154,331	
Earmarked Reserve	191,048	368,385	
S106 (LIDL)	173,071	149,009	
S106 (Waitrose)	23,736	18,917	
Statutory Contingency	90,000	90,000	
Station Fund	15,000	15,000	
Estimated Reserves at 31st March 2017:	527,855	795,642	
Employees at 31st March 2017:	8 FTE	8 FTE	

Date:02.02.2017

Saltash Town Council

Cover Sheet Budget Report - December 2016

Budget Report as at 31st December 2016										
	Received 2015/2016	Budgeted Income 2016/2017	From/to reserve	Received YTD 2016/17	Yet to Receive		Proposed Estimated Y/E Income	Proposed Budgeted Income 2017/2018	Forecast 2018/2019	Forecast 2019/2020
Income										
Burial Board : St. Stephen's	£ 15,972	£ 900	£ -	£ 4,890	£ -		£ 6,000	£ 6,180	£ 6,305	£ 6,435
Burial Authority : Churchtown	£ 9,370	£ 21,730	£ -	£ 6,635	-£ 15,095		£ 10,000	£ 10,000	£ 10,200	£ 10,404
Services Committee	£ 4,653	£ 39,350	£ -	£ 5,312	-£ 34,038		£ 6,312	£ 18,575	£ 18,947	£ 19,325
P&R Property	£ 11,963	£ 9,100	£ -	£ 6,786	-£ 2,314		£ 9,170	£ 9,220	£ 9,404	£ 9,592
P&R General	£ 3,909	£ 2,800	£ -	£ 2,927	£ -		£ 3,000	£ 2,900	£ 2,958	£ 3,017
P&R Office	£ -	£ -	£ -	£ -	£ -		£ -	£ -	£ -	£ -
Staffing	£ -	£ -	£ -	£ -	£ -		£ -	£ -	£ -	£ -
Total	£ 45,867	£ 73,880	£ -	£ 26,549	-£ 51,447		£ 34,482	£ 46,875	£ 47,814	£ 48,774
	Spend 2015/2016	Budget 2016/2017	From/to reserve	Actual Spend YTD 2016/17	Actual Funds Available to date	Funds Available after Planned Spend	Proposed Estimated Y/E Spend	Proposed Budget 2017/2018	Forecast 2018/2019	Forecast 2019/2020
Expenditure										
Burial Board : St. Stephen's	£ 1,309	£ 6,965	£ -	£ 1,201	£ 5,764	£ 5,764	£ 3,130	£ 6,465	£ 6,610	£ 6,761
Burial Authority : Churchtown	£ 22,412	£ 26,495	£ -	£ 12,588	£ 13,907	£ 13,907	£ 24,795	£ 24,855	£ 25,352	£ 25,859
Services Committee	£ 41,153	£ 142,820	£ -	£ 52,421	£ 90,399	£ 49,022	£ 81,717	£ 111,635	£ 113,868	£ 116,145
P&R Property	£ 17,413	£ 26,850	£ -	£ 16,458	£ 10,392	£ 10,392	£ 26,136	£ 29,275	£ 29,861	£ 30,458
P&R General	£ 84,558	£ 102,041	£ -	£ 56,115	£ 45,926	£ 28,316	£ 87,717	£ 106,057	£ 108,178	£ 110,342
P&R Office	£ 11,544	£ 15,140	£ -	£ 12,745	£ 2,395	£ 2,395	£ 15,374	£ 16,980	£ 17,330	£ 16,560
Staffing	£ 163,262	£ 213,632	£ -	£ 151,099	£ 62,533	£ 62,390	£ 205,921	£ 241,682	£ 246,516	£ 251,446
Total	£ 341,650	£ 533,943	£ -	£ 302,627	£ 231,316	£ 172,185	£ 444,790	£ 536,949	£ 547,714	£ 557,570
	EMF b/f 2015/16	Budget 2016/2017	From/to reserve	Spend YTD 2016/17	Actual Funds Available to date	Funds Available after Planned Spend	Proposed Estimated Y/E Balance	Proposed Budget 2017/2018	Forecast 2018/2019	Forecast 2019/2020
EMF expenditure										
Burial Board : St. Stephen's	£ 14,565	£ 500	£ -	£ 4,765	£ 10,300	£ 10,300	£ 10,300	£ 50,250	£ -	£ -
Burial Authority : Churchtown	£ 10,265	£ 11,200	£ 8,570	£ 12,993	£ 17,042	£ 16,200	£ 16,200	£ 2,500	£ -	£ -
Services Committee	£ 96,521	£ 79,825	£ 34,454	£ 15,607	£ 195,193	£ 192,288	£ 192,288	£ 36,650	£ -	£ -
P&R Property	£ 20,441	£ 72,570	£ 1,000	£ 9,616	£ 84,395	£ 82,315	£ 82,315	£ 34,290	£ -	£ -
P&R General	£ 34,863	£ 21,500	£ 5,000	£ 10,620	£ 50,743	£ 49,994	£ 49,994	£ 21,000	£ 5,000	£ 5,000
P&R Office	£ 531	£ 2,000	£ -	£ -	£ 2,531	£ 2,531	£ 2,531	£ 2,500	£ 1,500	£ 1,500
Staffing	£ 7,376	£ 10,000	£ -	£ 3,023	£ 14,353	£ 14,353	£ 14,353	£ -	£ -	£ -
Total EMF expenditure	£ 184,562	£ 197,595	£ 49,024	£ 56,624	£ 374,557	£ 367,981	£ 367,981	£ 147,190	£ 6,500	£ 6,500
Grand total	£ 526,212	£ 731,538	£ 49,024	£ 359,251	£ 605,873	£ 540,166	£ 812,771	£ 684,139	£ 554,214	£ 564,070
STC Funds @ 31st December 2016								BALANCE	ESTIMATED INTEREST	MATURITY DATE
Barclays Current Account								£ 159,968		
Barclays Active Saver								£ 401,316		
Lloyds Current Account								£ 75		
Lloyds Investment - 12 months 1.05% pa								£ 101,857	£ 1,070	21/07/2017
Lloyds Investment - 12 months 1.05% pa								£ 101,607	£ 1,067	16/03/2017
Public Sector Deposit Fund - CCLA								£ 200,000	£ -	
Total								£ 964,823	£ 2,137	

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Saltash Town Council Fees and Charges			
All prices inclusive of VAT where applicable			
Description		2016/2017 charge	2017/2018 charge
Room Hire (min of 2 hour booking from 01/04/2014)			
Guildhall	Casual ph - weekdays	£16.00	£16.00
	Casual ph - weekends	£21.00	£21.00
	Regular ph - weekdays	£15.00	£15.00
	Regular ph weekends	£18.00	£18.00
Council Chamber	Casual ph weekdays	£11.00	£11.00
	Casual ph - weekends	£15.00	£15.00
	Regular ph - weekdays	£10.00	£10.00
	Regular ph - weekends	£14.00	£14.00
Mayor's Parlour	Casual ph weekdays	£11.00	£11.00
	Casual ph - weekends	£15.00	£15.00
	Regular ph - weekdays	£10.00	£10.00
	Regular ph - weekends	£14.00	£14.00
Room Hire Extras	Piano	£10.00 per session	£10.00 per session
	Tea/Coffee per cup	£0.30	£0.30
	Tea/coffee per cup with biscuits	£0.50	£0.50
	Photocopying	10p - black 20p - colour	10p - black 20p - colour
Allotments 2017/18 Charges Effective For 1st January 2018	Grenfell Avenue pa	£25.00	£25.00
	Fairmead Road pa	£35.00	£35.00
	Churchtown pa	£35.00	£35.00
	Grenfell Avenue New Site pa	£25.00	£25.00
	Water pa	£5.00	£5.00
Trailer Hire	Saltash Community Groups	Donation (min £50)	Donation (min £50)
	Other Councils and Non-Profit Organisations		
	Outside of Saltash	£240.00	£240.00
	Commercial Organisations or Hirers	£360.00	£360.00
Other Charges	Freedom of Information Charge (charged in 15 minute units)	£20.00 per hour	£20.00 per hour

Date:02.02.2017

Churchtown Cemetery

Fees and Charges

Description	2016/2017 (As of 1st April 2016)	2017/2018 (As of 1st April 2017)
<u>Interment Fees</u>		
Interment under the age of 18 years - (Saltash residents only)	No Charge	No Charge
1st Interment over the age of 18 years - (triple depth plot inc 10 years ERB)	£930.00	£958.00
2nd & 3rd Interment over the age of 18 years - (ERB determined)	£630.00	£649.00
1st Interment of ashes in a casket - (double depth plot inc 10 years ERB)	£400.00	£412.00
2nd Interment of ashes in a casket - (ERB determined)	£300.00	£309.00
1st Interment of loose ashes - (double depth plot inc 10 years ERB)	£250.00	£258.00
2nd Interment of loose ashes - (ERB determined)	£150.00	£155.00
Interment of ashes in Garden of Remembrance	£300.00	£309.00
Service Men and Emergency Service Personnel killed in active service - Saltash Residents Only.	No Charge	No Charge
<u>Memorial Permissions</u>		
Grant of Right to Erect a Memorial	10 years	10 years
Permission to erect headstone including first inscription	£100.00	£103.00
Additional inscriptions	£50.00	£52.00
Permission to place cremated remains tablet	£50.00	£52.00
Renewal of Grant of Right to Erect a Memorial	£25.00	£26.00
Permission to erect/place monument CWG/MOD	No Charge	No Charge
Cremation foundation slab and tablet to be supplied by ERB owner		
<u>Renewal of Exclusive Rights of Burial</u>		
Length of Exclusive Rights of Burial	10 years	10 years
Single grave for the interment under the age of 18 years - (Saltash resident only)	No Charge	No Charge
Second and third interment admin fee (ERB must be determined)	£25.00	£26.00
Renewal of Exclusive Rights of Burial	£25.00	£26.00
Renewal of Exclusive Rights of Cremated Remains	£25.00	£26.00
Issue & registration of duplicate deed of grant of grave space	£25.00	£26.00
Inspection of Burial Register	£25.00	£26.00
Transfer of ERB certificate by assignment	£25.00	£26.00
Transfer of ERB certificate by Statutory Declaration	£75.00	£78.00
Permission of right to CWG Commission or MOD	No Charge	No Charge
Exhumations of coffins or cremated remains casket/loose ashes	Price on Application	Price on Application
Search of Registers by our staff (per search)	£25.00	£26.00
Search of Registers by our staff (non resident)	£50.00	£52.00
<u>Benches</u>		
Low maintenance benches per 5 year renewable license	£100.00	£103.00
Plus the cost of the bench and installation	Price on Application	Price on Application
Double standard fees apply to non Saltash residents, except those who were resident until 2 years prior to their death.	All Fees Double	All Fees Double

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St. Stephens Cemetery

Fees and Charges

Description	2016/2017 (As of 1st April 2016)	2017/2018 (As of 1st April 2017)
<u>Interment Fees</u>		
Re-opening / Interment of a body (Saltash residents)	£630.00	£649.00
Re-opening / Burial of cremated remains (Saltash residents)	£300.00	£309.00
Double standard fees apply to non Saltash residents, except those who were resident until 2 years prior to their death.	All Fees Double	All Fees Double
<u>Benches</u>		
Low maintenance benches per 5 year renewable license Plus the cost of the bench and installation	£100.00 Price on Application	£103.00 Price on Application