

Services Committee - Guildhall Budget  
Saltash Town Council  
As at 26th October 2020

Account	Actual Received/ Spend 2019/20	EMF Balances B/F 2020/21	To/From Reserves & Budget Virements 2020/21	Budget 2020/21	Actual Received/Spend YTD 2020/21	Actual Funds to Receive/ Available to Date 2020/21	Estimated Y/E Income/ Spend 2020/21	Notes for Precept 2021/22	Budget 2021/22	Budget 2022/23	Budget 2023/24	Budget 2024/25	Budget 2025/26
<b>Operating Income</b>													
<b>Guildhall Income</b>													
4200 GH Income - Guildhall Bookings	10,329	0	0	10,200	105	10,095	0	(Covid Six Months Allocation)	5,100	10,261	10,323	10,385	10,447
4201 GH Income - Guildhall Refreshments	252	0	0	255	0	255	0	(Covid Six Months Allocation)	130	257	258	260	261
4202 GH Guildhall Piano	0	0	0	20	0	20	0	(Covid Six Months Allocation)	10	20	20	20	20
4206 GH Income - Guildhall Misc Property Income	39	0	0	231	0	231	0	(Covid Six Months Allocation)	115	232	234	235	237
<b>Total Guildhall Income</b>	<b>10,620</b>	<b>0</b>	<b>0</b>	<b>10,706</b>	<b>105</b>	<b>10,601</b>	<b>0</b>		<b>0</b>	<b>5,355</b>	<b>10,770</b>	<b>10,835</b>	<b>10,900</b>
<b>Total Operating Income</b>	<b>10,620</b>	<b>0</b>	<b>0</b>	<b>10,706</b>	<b>105</b>	<b>10,601</b>	<b>0</b>		<b>0</b>	<b>5,355</b>	<b>10,770</b>	<b>10,835</b>	<b>10,900</b>
<b>Operating Expenditure</b>													
<b>Guildhall Expenditure</b>													
6400 GH Rates - Guildhall (6400)	8,470	0	0	8,639	8,608	31	8,608	Fixed Cost	8,691	8,743	8,795	8,848	8,901
6401 GH Water Rates - Guildhall (6401)	618	0	0	1,017	121	896	618	Reduced, FC	750	755	759	764	768
6402 GH Gas - Guildhall (6402)	1,450	0	0	3,319	554	2,765	1,108	New contract rates, FC	2,000	2,012	2,024	2,036	2,048
6403 GH Electricity - Guildhall (6403)	3,745	0	0	4,925	1,064	3,861	2,128	Reduced, FC	4,000	4,024	4,048	4,072	4,097
6404 GH Fire & Security Alarm - Guildhall (6404)	1,976	0	0	1,071	813	258	813	Fixed Cost	1,077	1,084	1,090	1,097	1,104
6405 GH Fire Extinguishers - Guildhall (6405)	397	0	0	824	232	592	464	To be combined with 6404 Fire & Security, Reduced, FC	500	503	506	509	512
6408 GH Cleaning Materials & Equipment - Guildhall (6408)	2,407	0	0	2,409	411	1,998	812	Reduced, FC	1,000	1,006	1,012	1,018	1,024
6409 GH Boiler Service & Maintenance	345	0	0	1,000	166	834	332	Fixed Cost	1,006	1,012	1,018	1,024	1,030
6410 GH General Repairs & Maintenance	5,279	0	0	2,500	711	1,789	1,422		2,515	2,530	2,545	2,561	2,576
6411 GH TV License/ PRS	230	0	0	160	349	(189)	349	Increased, FC	375	377	380	382	384
6412 GH Lift Service & Maintenance	2,738	0	0	5,000	928	4,072	1,856	Reduced, FC (EMF for Lift)	2,500	2,515	2,530	2,545	2,561
6413 GH Refreshment Costs - Guildhall	306	0	0	374	0	374	0	(Covid Six Months Allocation)	190	376	379	381	383
6414 GH Replace Equipment - Guildhall	306	0	0	1,713	30	1,683	60	Reduced	1,000	1,006	1,012	1,018	1,024
6418 GH Professional Fees	300	0	0	1,020	0	1,020	0		1,026	1,032	1,038	1,045	1,051
6420 GH Legionella Risk Assessment (Guildhall)	315	0	0	440	70	370	140	Fixed Cost	443	445	448	451	453
<b>Total Guildhall Expenditure</b>	<b>28,881</b>	<b>0</b>	<b>0</b>	<b>34,411</b>	<b>14,056</b>	<b>20,355</b>	<b>18,710</b>		<b>27,073</b>	<b>27,421</b>	<b>27,585</b>	<b>27,751</b>	<b>27,917</b>
<b>Guildhall Staffing Expenditure</b>													
Guildhall Staffing Expenses	0	0	0	400	27	373	54	Fixed Cost	402	405	407	410	412
6678 ST GH Staff Training (Guildhall)	135	0	0	1,000	0	1,000	0	Reduced, FC	500	503	506	509	512
Guildhall Staffing Costs	32,764	0	0	25,842	14,329	11,513	25,842	(Covid Six Months Allocation), FC	22,931	25,997	26,153	26,310	26,468
<b>Total Guildhall Staffing Expenditure</b>	<b>32,899</b>	<b>0</b>	<b>0</b>	<b>27,242</b>	<b>14,356</b>	<b>12,886</b>	<b>25,896</b>		<b>23,833</b>	<b>26,905</b>	<b>27,066</b>	<b>27,229</b>	<b>27,392</b>
<b>Total Guildhall Operating Expenditure</b>	<b>61,780</b>	<b>0</b>	<b>0</b>	<b>61,653</b>	<b>28,412</b>	<b>33,241</b>	<b>44,606</b>		<b>50,906</b>	<b>54,325</b>	<b>54,651</b>	<b>54,979</b>	<b>55,309</b>
<b>Total Guildhall Operating Surplus/ Deficit</b>	<b>(51,161)</b>	<b>0</b>	<b>0</b>	<b>(50,947)</b>	<b>(28,307)</b>	<b>(22,640)</b>	<b>(44,606)</b>		<b>(45,551)</b>	<b>(43,555)</b>	<b>(43,817)</b>	<b>(44,079)</b>	<b>(44,344)</b>

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<b>1. EMF Expenditure</b>													
<b>Guildhall EMF Expenditure</b>													
6470 GH EMF Guildhall Maintenance	63	16,509	0	20,000	208	36,301		Five year maintenance plan	15,000	15,000	15,000	0	0
6696 ST GH EMF Staff Contingency (Guildhall)	209	1,752	0	88	0	1,840			1,160	0	0	0	0
<b>Total Guildhall EMF Expenditure</b>	<b>271</b>	<b>18,261</b>	<b>0</b>	<b>20,088</b>	<b>208</b>	<b>38,141</b>	<b>0</b>		<b>16,160</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>0</b>
<b>Total Guildhall Budget Surplus/ Deficit</b>	<b>(51,432)</b>	<b>(18,261)</b>	<b>0</b>	<b>(71,035)</b>	<b>(28,515)</b>	<b>(60,781)</b>	<b>(44,606)</b>		<b>0</b>	<b>(61,711)</b>	<b>(58,555)</b>	<b>(58,817)</b>	<b>(44,079)</b>

**Notes**

Inflationary rate used for fixed costs is CPI 0.6% June 2020

(9,324)

13% Decrease on budget compared to last year

Six month allocation for particular income and any associated costs due to Covid 19 restrictions

**Recommendations**

To precept £10,000 for the refurbishment works due in 2023/24 not £20,000 as agreed by Services Minute No 37/20/21 instead spread the Guildhall refurbishment works cost into 2023/24 as well