

Services Committee - Library Precept Budget 2021-22
Saltash Town Council
As at 27th November 2020

Account	Actual Received/ Spend 2019/20	EMF Balances B/F 2019/20	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
Operating Income													
Library Income													
4517 LI Library - Fines (Collected on behalf of CC)	1,448	0	0	1,130	0	1,130	0	(Covid Six Months Allocation)	568	1,137	1,144	1,150	1,157
4518 LI Library - Photocopying Fees	831	0	0	1,126	0	1,126	0	(Covid Six Months Allocation)	566	1,133	1,140	1,146	1,153
4519 LI Hire of Video, DVDs & Books (Collected on behalf of CC)	144	0	0	248	0	248	0	Agreed not to charge for CD audio books	110	219	221	222	223
4523 LI Library Income - Seagull Bags	1,385	0	0	1,700	435	1,265	706	To be transferred to Service Delivery	1,710	1,720	1,731	1,741	1,752
4524 LI Library Book Sales	176	0	0	150	272	(122)	522		151	152	153	154	155
4525 Library - Miscellaneous Income	111	0	0	0	65	(65)	65		0	0	0	0	0
4526 LI Library Activity Income	0	0	0	100	0	100	0		100	101	101	102	102
4527 LI Library Cafe Rental Income	0	0	0	3,000	0	3,000	0	(Covid Six Months Allocation)	3,000	6,000	6,036	6,072	6,109
Library Merchandise Income	0	0	0	0	0	0	0	New Income (Covid Six Months Allocation)	425	850	855	860	865
Total Library Income	4,096	0	0	7,454	772	6,682	1,293		6,631	11,312	11,380	11,448	11,517
Total Operating Income	4,096	0	0	7,454	772	6,682	1,293		6,631	11,312	11,380	11,448	11,517
Operating Expenditure													
Library Expenditure													
6900 LI Rates - Library	13,257	0	0	13,920	13,473	447	13,473	Fixed Cost	14,004	14,088	14,172	14,257	14,343
6901 LI Water Rates - Library	0	0	0	321	0	321	321	Fixed Cost	323	325	327	329	331
6902 LI Gas - Library	1,923	0	0	1,720	382	1,338	1,720	Fixed Cost	1,730	1,741	1,751	1,762	1,772
6903 LI Electricity - Library	2,129	0	0	1,404	712	692	1,404	Fixed Cost	1,412	1,421	1,429	1,438	1,447
6904 LI Fire & Security Alarm - Library	2,120	0	0	750	525	225	750	Fixed Cost	755	759	764	768	773
6905 LI Fire Extinguishers - Library	185	0	0	408	488	(80)	976	To be combined with 6904 Fire & Security Fixed Cost, New Contract	160	161	162	163	164
6907 LI Seagulls Bags	1,620	0	0	1,763	480	1,283	960	To be transferred to the Service Delivery Budget FC	1,774	1,784	1,795	1,806	1,817
6908 LI Cleaning Materials & Equipment - Library	599	0	0	1,633	0	1,633	600	Fixed Cost	1,643	1,653	1,663	1,673	1,683
6909 LI Boiler Service & Maintenance - Library	2,341	0	0	1,000	142	858	1,000	Fixed Cost	1,006	1,012	1,018	1,024	1,030
6910 LI General Repairs & Maintenance - Library	1,399	0	0	2,000	219	1,781	278	Fixed Cost	2,012	2,024	2,036	2,048	2,061
6911 LI TV License & PRS - Library	680	0	0	1,250	885	365	1,250	Fixed Cost	1,258	1,265	1,273	1,280	1,288
6913 LI Refreshment Costs - Library	102	0	0	250	0	250	0	Fixed Cost	252	253	255	256	258
6914 LI Replace Equipment - Library	154	0	0	1,020	979	41	1,020	Additional IT Equipment	1,026	1,032	1,038	1,045	1,051
6918 LI Professional Fees (Private Contractors)	1,981	0	0	1,000	765	235	1,000		1,006	1,012	1,018	1,024	1,030
6920 LI Legionella Risk Assessment - Library	210	0	0	513	140	373	140	Fixed Cost	516	519	522	525	529
6921 LI IT & Office Costs - Library	4,798	0	0	5,100	2,321	2,779	4,004	Fixed Cost	5,131	5,161	5,192	5,224	5,255
6922 LI Library Activities, Events & Marketing	0	0	0	1,500	497	1,003	146	To include Merchandise	1,400	1,408	1,417	1,425	1,434
6923 LI PWLB Loan Repayment & Interest	0	0	(23,000)	23,000	0	0	0	Fixed Cost	21,500	21,500	21,500	21,500	21,500
Total Library Expenditure	33,498	0	(23,000)	58,552	22,007	13,545	29,041		56,906	57,118	57,332	57,547	57,763
Library Staffing Expenditure													
Library Staff Expenses	37	0	0	750	264	486	527	Now 6 members of staff Fixed Cost	1,900	1,911	1,923	1,934	1,946
6682 ST LI Staff Training (Library)	626	0	0	1,500	263	1,237	500	Fixed Cost	1,509	1,518	1,527	1,536	1,546
Library Staffing Costs	63,632	0	(10,000)	96,508	42,164	44,344	85,614	Fixed Cost	94,903	97,750	100,683	103,703	106,814
Total Library Staffing Expenditure	64,294	0	(10,000)	98,758	42,691	46,067	86,641		98,312	101,180	104,133	107,174	110,306
Total Library Operating Expenditure	97,792	0	(33,000)	157,310	64,697	59,613	115,682		155,218	158,298	161,465	164,721	168,069
Total Library Operating Surplus/ Deficit	(93,697)	0	33,000	(149,856)	(63,925)	(52,931)	(114,389)		(148,587)	(146,986)	(150,085)	(153,273)	(156,552)

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EMF Expenditure													
Library EMF Expenditure													
6474 LI EMF Saltash Library	14,276	1,120	0	0	0	1,120	0	Transfer to Saltash Property	0	0	0	0	0
6971 LI EMF Saltash Library Property Maintenance (from CC)	54,760	10,000	11,966	0	5,842	16,124	21,967	To be c/f	16,500	0	0	0	0
6972 LI EMF Library Equipment & Furniture	0	0	0	15,000	0	15,000	15,000	£12,699 for Library furniture & café £4,000 furniture	17,500	0	0	0	0
EMF Loan Repayment from 2020-21	0	0	23,000	0	0	23,000	0	To be transferred from Operational expenditure 2020-21 to pay for the last loan repayment	0	0	0	0	0
6698 ST LI EMF Staff Contingency (Library)	1,387	2,670	10,000	3,271	0	15,941	0	To be c/f	0	0	0	0	0
Total Library EMF Expenditure	70,423	13,790	44,966	18,271	5,842	71,185	36,967		34,000	0	0	0	0
Total Library Budget Surplus/ Deficit	(164,120)	(13,790)	(11,966)	(168,127)	(69,767)	(124,116)	(151,356)		(182,587)	(146,986)	(150,085)	(153,273)	(156,552)

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

14,460
-9% Increase on budget compared to last year

EMF 6971 £15,000 includes about £9,000 for patio, £5105 for refurbishment shortfall, £1,500 for Signage

Staffing costs have been worked up to include a 3% inflationary rise, this will be revised when the decision is made by government and any surplus will be reallocated within the staffing budget.

Approved recommendations from P&F Committee Minute No 117/20/21

To vire the precepted Loan repayment amount of £23,000 from 2020/21 budget 6923 into EMF to go against a future loan repayment.

To vire £10,000 from 20/21 Library staffing costs to 6698 EMF Library Staffing Contingency towards 2021/22 staffing costs