



Penrith Town Council

PROPOSED BUDGET 2021/22

ACTUAL OUTTURN 2019/20	APPROVED BUDGET 2020/21		BUDGET HEADING	FORECAST OUTTURN 2020/21		PROPOSED BUDGET 2021/22	
£	£	£		£	£	£	£
			INCOME				
			Precept:				
437,813		454,233	Council Tax		454,233		450,069
7,940		7,829	EDC - CTRS Grant		7,829		7,700
			Other Income:				
1,112		500	Investment Income		840		670
1		10	Miscellaneous Income		10		10
446,866		462,572	TOTAL INCOME		462,912		458,449
			EXPENDITURE				
			PLANNING COMMITTEE:				
			Officer Support		0		0
1,423		0	Planning Consultancy		8,000		10,000
3,645		15,000	Consultation		0		0
1,574		0	Planning Committee Total		8,000		10,000
6,642		15,000	CCEG COMMITTEE:				
			Town Projects:				
5,806	30,000		Town Projects	15,000		15,000	
0	0		Covid-19 Response	20,000		5,000	
5,806		30,000	Arts & Entertainment:		35,000		20,000
			Officer Support	2,500		5,000	
215	5,000		Arts & Cultural Strategy	10,000		0	
0	7,500		Events	10,000		29,000	
22,884	30,000	42,500	Environment:		22,500		34,000
23,099			Greening		9,200		14,500
16,491		15,500	Community Grants		10,000		31,000
16,913		32,000	Corporate Communications:				
			Community Engagement	0		12,500	
7,239	15,000		Press Support	2,500		2,500	
1,720	1,830		CCEG Committee Total		79,200		114,500
8,959		16,830	CLIMATE CHANGE:				
71,268		136,830	Climate Change		6,500		0
			Climate Change Total		6,500		0
			FINANCE COMMITTEE:				
			Staffing:				
160,610	174,900		Salaries	172,780		178,580	
14,495	15,420		National Insurance	15,380		15,980	
28,167	30,980		Superannuation	30,620		31,640	
851	950		Staff Training	700		950	
961	3,000		Conferences	300		1,500	
479	700		Staff Expenses	350		700	
205,563		225,950	Sub-Total		220,130		229,350
			Accommodation:				
7,500	8,250		Rent	7,500		7,500	
1,559	1,900		Heat, Light & Water	1,300		1,700	
634	670		Service Charges	670		920	
529	230		Room Hire	100		230	
369	380		Insurances	380		380	
(24)	(50)		Letting Income	(10)		(10)	
10,567		11,380	Sub-Total		9,940		10,720

ACTUAL OUTTURN 2019/20	APPROVED BUDGET 2020/21		BUDGET HEADING	FORECAST OUTTURN 2020/21		PROPOSED BUDGET 2021/22	
	£	£		£	£	£	£
387	400		Civic Functions:	200		400	
0	700		Civic Functions			700	
0	300		Mayoral Expenses	700		300	
67	100		Deputy Mayor's Expenses	300		100	
454		1,500	Civic Regalia	100	1,300		1,500
			Sub-Total				
188	0		Cost of Democracy:	0		200	
1,893	0		Annual Meeting	0		0	
304	2,020		Elections	0		1,000	
383	200		Members' Training	300		200	
0	200		Members' Expenses	100		200	
2,768		2,420	Notice/Honours Board	100	500		1,600
			Sub-Total				
19,345		20,000	IT		22,000		20,000
4,621		2,050	Website		3,500		2,050
(1,400)	(1,400)		Devolved Services:	(1,400)		(1,400)	
(100)	1,550		Bring Site	1,550		1,550	
(50)	975		Allotments	975		400	
538	1,080		War Memorial	1,080		790	
(1,093)	8,550		Benches	8,550		5,410	
(649)	300		Bus Shelters	300		1,700	
(60)	250		Bandstand	250		420	
(7,377)	(2,110)		Musgrave Monument	(1,610)		1,200	
1,200	1,200		Fairhill Park	0		0	
0	1,500		Toilets	0		1,500	
0	1,175		Play Areas	0		0	
0	0		Coronation Gardens	0		0	
73	9,500		Fairhill United Utilities Planting Maintce	0		0	
0	4,000		Fairhill Site Improvements	9,500		0	
0	300		Thacka Beck	(3,370)		3,000	
10,018	8,400		Signage	1,300		300	
45,244	11,074		Community Caretaker	8,400		8,800	
46,344		46,344	Contribution to Devolution Reserve	20,819	46,344	22,674	46,344
			Sub-Total				
2,408	2,350		Other Overheads:	1,500		1,800	
1,441	1,700		Printing, Postage & Stationery	1,700		1,700	
3,542	3,700		Audit Fees	4,000		4,000	
86	100		Insurance	100		100	
4,225	3,500		Bank Charges & Interest	3,000		2,800	
2,588	3,400		Accountancy Fees	2,460		2,500	
65	730		Legal Fees	400		450	
3,058	2,000		Licences	3,000		3,000	
17,413		17,480	Subscriptions		16,160		16,350
			Sub-Total				
6,988		8,000	Repairs & Renewals		8,000		8,000
314,063		335,124	Finance Committee Total		327,874		335,914
0		4,500	Contingency		1,000		1,000
n/a		0	Available Resources for allocation to growth		0		53,800
0		0	Transfer to/(from) Acquisitions Reserve		0		0
391,973		491,454	TOTAL EXPENDITURE		422,574		515,214
54,893		(28,882)	INCREASE/(DECREASE) IN GENERAL RESERVE		40,338		(56,765)

ACTUAL OUTTURN 2019/20	APPROVED BUDGET 2020/21		BUDGET HEADING	FORECAST OUTTURN 2020/21		PROPOSED BUDGET 2021/22	
£	£	£		£	£	£	£
181,256		184,170	General Reserve:		236,149		276,487
54,893		(28,882)	Balance brought forward 1 April		40,338		(56,765)
236,149		155,288	Increase/(decrease) in year		276,487		219,722
			Balance carried forward 31 March				
55,815		100,279	Devolution Reserve:		101,059		121,878
45,244		11,074	Balance brought forward 1 April		20,819		22,674
101,059		111,353	Contribution from Annual Budget		121,878		144,552
			Balance carried forward 31 March				
50,000		50,000	Acquisitions Reserve:		50,000		50,000
0		0	Balance brought forward 1 April		0		0
50,000		50,000	Increase/(decrease) in year		50,000		50,000
			Balance carried forward 31 March				
387,208		316,641	TOTAL RESERVES AT 31 MARCH		448,365		414,274

ACTUAL OUTTURN 2019/20	APPROVED BUDGET 2020/21		COUNCIL TAX	FORECAST OUTTURN 2020/21		PROPOSED BUDGET 2021/22	
£437,813		£454,233	Precept		£454,233		£450,069
5,358.79		5,466.76	Taxbase (Band D properties)		5,466.76		5,416.64
£81.70		£83.09	Council Tax (Band D)		£83.09		£83.09
2.00%		1.70%	Increase (%)		1.70%		0.00%



Penrith Town Council

PROPOSED MEDIUM TERM FINANCIAL PLAN 2021/22 TO 2025/26

BUDGET HEADING	2021/22	2022/23	2023/24	2024/25	2025/26
	£	£	£	£	£
INCOME					
Council Tax	450,069	468,241	487,186	506,875	527,331
All Other Income	8,380	8,230	8,030	7,780	7,480
TOTAL INCOME	458,449	476,471	495,216	514,655	534,811
EXPENDITURE					
Staff Costs	229,350	229,350	229,350	229,350	229,350
All Other Expenditure	209,390	197,750	213,950	218,150	228,325
Inflation: Staff Costs: 2.0% pa	0	4,590	9,170	13,760	18,350
Inflation: Other Expenditure: Average 0.5% pa	0	990	2,140	3,270	4,570
Contribution to Devolution Reserve	22,674	24,414	14,214	4,014	0
Transfer to/(from) Acquisitions Reserve	0	0	0	0	0
Allowance for Growth Items	53,800	45,400	44,100	44,800	48,800
TOTAL EXPENDITURE	515,214	502,494	512,924	513,344	529,395
INCREASE/(DECR) IN GENERAL RESERVE	(56,765)	(26,023)	(17,708)	1,311	5,416

RESERVES:	2021/22	2022/23	2023/24	2024/25	2025/26
	£	£	£	£	£
General Reserve:					
Balance brought forward 1 April	276,487	219,722	193,699	175,991	177,302
Increase/(decrease) in year	(56,765)	(26,023)	(17,708)	1,311	5,416
Balance carried forward 31 March	219,722	193,699	175,991	177,302	182,718
<i>Target General Reserve: 35% of Expenditure</i>				176,900	182,700
Devolution Reserve:					
Balance brought forward 1 April	121,878	144,552	168,966	183,180	187,194
Contribution from Annual Budget	22,674	24,414	14,214	4,014	0
Balance carried forward 31 March	144,552	168,966	183,180	187,194	187,194
Acquisitions Reserve:					
Balance brought forward 1 April	50,000	50,000	50,000	50,000	50,000
Contribution from Annual Budget	0	0	0	0	0
Balance carried forward 31 March	50,000	50,000	50,000	50,000	50,000
TOTAL RESERVES AT 31 MARCH	414,274	412,665	409,171	414,496	419,912

COUNCIL TAX:	2021/22	2022/23	2023/24	2024/25	2025/26
Precept	£450,069	£468,241	£487,186	£506,875	£527,331
Taxbase (Band D properties)	5,416.64	5,524.97	5,635.47	5,748.18	5,863.14
Council Tax (2020/21 £83.09)	£83.09	£84.75	£86.45	£88.18	£89.94
Increase (%)	0.00%	2.00%	2.00%	2.00%	2.00%



Penrith Town Council

2021/22 PROPOSED BUDGET SERVICE DEVELOPMENT PROPOSALS (GROWTH ITEMS)

REF	PROPOSAL	Cost 2021/22	
		£	£
CC	Climate Change: The Council plans to work with Cumbria for Action for Sustainability (CAfS) to assist in delivering its Climate Change Strategy. This is in three parts: a new officer post, a project budget and delivery of carbon literacy training.		
CC1	Officer Post: To work with stakeholders, residents and businesses to deliver the Council's objectives in relation to Climate Change. To manage projects within a budget provided by PTC. This will be a 21 hours per week post on PTC's establishment for a fixed period of 5 years starting in April 2021. <ul style="list-style-type: none"> • Salary, NI and Superannuation • Laptop and IT support • Recruitment and induction costs 	20,000 1,000 1,000	22,000
CC2	Project Budget: Indicative budget for Year One only, to be refined through consideration of the scope of each element and quotes from specialists. <p>a) Community Consultation: Development of Consultation Action Plan, delivery of engagement events.</p> <p>b) Internal Business Plan: Specialist support in relation to feasibility studies and advice on specific carbon reduction actions, associated costs and timescales.</p> <p>c) Carbon Footprinting:</p> <ul style="list-style-type: none"> • Production of high-level carbon footprint baseline for residents and businesses. • Promotion of use of the calculator, delivered through Community Engagement. • Championing, encouraging and supporting use of the calculator, delivered by Councillors and officers. • Contribution to the calculator licence fee. <p>d) Climate Community Hub: Production of business case for a Community Hub, delivered by Council Officers.</p>	5,000 2,000 1,000 0 0 500 0	

REF	PROPOSAL		Cost 2021/22	
			£	£
CC	Climate Change (continued):			
	e) BIG STEP: Review of existing practices, consultation/survey and development of an umbrella scheme.		3,000	
	f) Staff Development/Exceptional Expenses: Specific training in relation to role and/or project work, unforeseen expenses.		800	
	Total Project Budget			12,300
CC3	Carbon Literacy Training: Programme of eLearning for PTC Councillors and Officers.			1,000
	Total Climate Change Proposal			35,300
CCEG1	Arts & Cultural Strategy: Delivery of the aspirations of the Strategy (re-introduction of 2020/21 budget growth not progressed).			7,500
FIN1	Shelters: Installation at Sandgate Taxi Rank. (replaces existing provision in base budget)	*		0
FIN2	Staffing: Additional Officer time for projects, eg Parking & Movement Study, Local Cycling and Walking Infrastructure Plan.			3,000
FIN3	Staffing: Proposals for an employee recognition scheme: to be formulated during the budget year (funding to be considered during the year).			not known
FIN4	Devolution: Provision to create an action plan for local government reorganisation.	*		3,000
FIN5	Projects: Creation of a project budget, to be allocated by Finance Committee to initiatives from Committees which are identified during the budget year as being essential to the delivery of the Council's objectives.			8,000
	TOTAL GROWTH PROPOSALS			56,800
	LESS: MET FROM DEVOLUTION RESERVE	*		(3,000)
	NET COST OF GROWTH PROPOSALS			53,800



Penrith Town Council

PROPOSED MEDIUM TERM FINANCIAL PLAN SERVICE DEVELOPMENT PROPOSALS (GROWTH ITEMS)

REF	PROPOSAL	2021/22	2022/23	2023/24	2024/25	2025/26
		£	£	£	£	£
CC1	Climate Change Staffing: New Officer post: Five year contract 21 hours pw Recruitment & equipment	20,000 2,000	27,400 -	28,100 -	28,800 -	28,800 -
CC2	Climate Change Project Budget: 2021/22 proposal Subsequent years - <i>Illustrative budget</i>	12,300 -	- 10,000	- 10,000	- 10,000	- 10,000
CC3	Climate Change Training: Carbon Literacy Training	1,000	1,000	-	-	-
	Total Climate Change Proposal	35,300	38,400	38,100	38,800	38,800
CCEG1	Arts & Cultural Strategy: Delivery of the aspirations of the Strategy.	7,500	-	-	-	-
FIN2	Staffing: Additional Officer time for projects.	3,000	3,000	3,000	3,000	3,000
FIN3	Staffing: Employee recognition scheme.	not known	-	-	-	-
FIN4	Devolution: An action plan for local government reorganisation.	3,000	-	-	-	-
FIN5	Projects: Project budget to be allocated to in-year initiatives.	8,000	-	-	-	-
	Allowance for New Growth in Future Years	-	4,000	3,000	3,000	7,000
		56,800	45,400	44,100	44,800	48,800
	Less: Met from Devolution Reserve	(3,000)	0	0	0	0
	TOTAL GROWTH ITEMS	53,800	45,400	44,100	44,800	48,800