



BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, CORNWALLS MEADOW,
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09 January 2019

Councillor,

You are summoned to the **Precept Meeting** of Buckingham Town Council to be held at 7pm on **Monday 14th January 2018** in the Council Chamber, Cornwall's Meadow, Buckingham.

Mr. P. Hodson
Town Clerk

Please note that the Full Council will be preceded by Public Question time in accordance with Standing Order 3.f, which will last for a maximum of 15 minutes.

AGENDA

1. Apologies for Absence

Members are asked to receive apologies from Members.

2. Declarations of Interest

To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011, Sections 26-34 & Schedule 4.

3. Budgets 2019/20

BTC/77/18

To discuss and agree the Town Council budgets for the financial year 2019/20

4. To resolve to provide sundry grants under Section 137 of the Local Government Act 1972 as follows:

Resolved that the Council in accordance with its powers under Section 137 of the Local Government Act 1972 should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:

The Council Agreed to funding of £25,226

Applicant	Grant Awarded
Bucks Youth Clubs Ltd	£5,200 PA (3 year grant)
Buckingham Old Gaol	£3000 PA (3 year grant)
Citizens Advice Aylesbury Vale	£5,176 PA (3 year grant)
Buckingham Canal Society	£1,150
Buckingham Churches Children's Holiday Club	£750
Buckingham Literary Festival	£400
Buckingham Summer Festival	£750
Buckingham Tennis Club	£1,000
Buckingham Town Cricket Club	£1,000
Buckingham United Football Club	£950
Friends of the Old Goal	£1,000



Summer Festival Supporters	£250
Buckingham West End Bowls Club	£750
Chandos Park Bowls Club	£500
Slade Recreation Club	£1,000
Swan Community Hub	£1,000
Project Street Life	£500
Gawcott Cricket Club	£135
North Bucks Carers (adults)	£1,000
Total	£25,511

5. Precept 2019/20

To pass a resolution agreeing the Precept figure for 2019/20 as per the above discussions

6. Chairman's Announcements

7. Date of next meeting:

Full Council Monday 28th January 2019

BUCKINGHAM TOWN COUNCIL PRECEPT MEETING

Councillor: Councillor Jon Harvey Town Mayor

Officer: Paul Hodson Town Clerk

Recommendation

To adopt the budgets attached and increases the precept by 12.5p per week on a band D property. The new cost per band D property would be £166.03 and would be a yearly increase of £8.95 or 4.10%.

To roll over any budgets on major items such as the new cemetery if these monies have not cleared before the year end.

That the total funding requirement for 2019/20 to be levied on the Aylesbury Vale District Council be set at £859,364.

Information

Due to an increase in the base number of houses in the town a 0% precept increase would provide £825,535, compared to £813,075 in 2018/19.

The proposed budgets for the Resources, Town Centre & Events and Environment Committees have been discussed by them twice. Minor changes have been made to reflect more accurate forecasting e.g. of salaries and office costs.

Resources have also discussed the grant requests, and the proposals given are as amended by Resources.

TOTALS

Budget	Actual 2017/18	Estimated 2018/19	Budget 2018/19	Recommendation 2019/20
TC & E	12,809	89,575	98,355	99,817
Environment	242,214	364,049	387,538	376,076
Planning		41,700	39,700	43,144
Resources	361,993	310,569	290,686	311,599
Repayments for new cemetery				28,728
Ear Marked Reserve	56,759	72,089	72,089	
TOTAL	617,016	805,893	816,279	859,364

The Ear Marked reserve recommendations are not included in the budget totals because they don't form part of the precept but are included in the table above.

The estimated money in the Bank Accounts at 31st March is
Officer Recommended Earmarked Reserves total

£403,781
£ 83,905

Using Officer Recommended Earmarked Reserves would give a General Reserve of £319,876

The SLCC, BMKALC and the Council's internal and external auditors agree that approximately 3 to 6 months of the precept should be kept as a general reserve. Based on the budget proposed this would be £214,841 to £429,682. The proposed General Reserve fits well within the suggested range.

Summary of additional items.

It is recommended that the precept rise slightly ahead of inflation. This is accounted for by a number of items, including:

- Planned repayments for the purchase and development of the new allotments and cemetery
- A new £7,000 cost for a new footpath in the current cemetery, to allow more grave spaces to be made available. This is pending the outcome of current testing
- The provision of a new fence for the Bourton Park play area and a new gate for Lace Hill play area
- An increase in the Council's required pension contribution of 25.1%, up from 23.7%.

Staffing

Increase to the Finance Officer's hours

This year, the internal auditor has requested an additional day's work, to enable the audit to cover the new areas the Council is now covering, i.e. the Tourist Information Centre, Shopmobility and Lace Hill. It has also become apparent that these have put additional strain on the Finance function within the office. It is therefore proposed to increase the Finance Officer's hours from 20 to 24 from 1st April to ensure there is sufficient capacity to effectively carry out all the necessary work. It is also proposed to take on an external payroll service, to ensure that payroll is processed securely and consistently in light of the increased complexity of the process.

Staffing Costs

The Council has agreed for each Committee to report and budget for staffing under one heading. In this way, it is not possible to identify the salaries paid to any individuals. However, the Council's staffing structure, including the salary ranges of each post, are published. The Town Council pays staff using the National Joint Council for Local Government Services pay scale and agreed annual increases. The pay scale system is changing for 2019/20 to use a simplified version. The new scale points are show below. The agreed inflationary increase for all staff for 2019/20 is 2%.

Staff appraisals were carried out by line managers in line with staff contracts during October 2018. Where staff have performed satisfactorily, salaries will rise by one increment point, and by an additional increment point where exemplary performance has been delivered. Staff already at the top of their range are only eligible for the inflationary increase.

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Appendix 1 Pay Scales for 2019/20

The Council's staffing structure consists of the following roles:

Job Title	Budget	Range (new SCP)	Pay Range (Full time equivalent)	Contracted hours
Administrator	Resources	7-12	£19,544 - £21,589	26
Committee Clerk	Resources	7-12	£19,544 - £21,589	16
Deputy Town Clerk	Resources	33-36	£35,934 - £38,813	37
Estates Administrator	Environment	7-12	£19,544 - £21,589	9
Estates Manager	Environment	29-32	£32,039 - £34,788	37
Events Coordinator	Town Centre & Events	7-12	£19,544 - £21,589	37
Finance Officer	Resources	13 - 20	£22,021 - £25,295	24
Grounds Maintenance Person x a	Environment	7-12	£19,544 - £21,589	37
Grounds Maintenance Person x b	Environment	7-12	£19,544 - £21,589	37
Grounds Maintenance Person x c	Environment	7-12	£19,544 - £21,589	37
Grounds Maintenance Person x d	Environment	7-12	£19,544 - £21,589	37
Grounds Maintenance Supervisor	Environment	15-20	£22,911-£25,295	37
LHSCC Caretaker	Environment	1-5	£17,364 - £18,795	12
LHSCC Co-Ordinator	Environment	7-12	£19,544 - £21,589	27
Market Manager	Town Centre & Events	7-12	£19,544 - £21,589	10
Planning Officer	Planning	7-12	£19,544 - £21,589	32
Shopmobility Officer	Town Centre & Events	18-23	£24,313 - £26,999	10
Tourist Information Centre Supervisor	Town Centre & Events	7-12	£19,544 - £21,589	32.5
Tourist Information Centre Assistant (P/T)	Town Centre & Events	5-6	£18,795 - £19,171	6.5
Tourist Information Centre Assistants (Zero Hrs)	Town Centre & Events	5-6	£18,795 - £19,171	0
Town Clerk	Resources	46 - 49	£49,101 - £52,869	37
Town Plan Officer	Planning	7-12	£19,544 - £21,589	20

Appendix 2 Budget Summary

	Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
TOWN CENTRE AND EVENTS TOTAL EXPENDITURE	40,901	154,578	145,355	174,787
INCOME	28,092	65,003	47,000	74,970
TOTAL EXPENDITURE OVER INCOME	12,809	89,575	98,355	99,817

	Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
ENVIRONMENT TOTAL EXPENDITURE	503,727	465,233	484,567	512,608
INCOME	261,513	101,185	97,029	107,804
TOTAL EXPENDITURE OVER INCOME	242,214	364,049	387,538	376,076

PLANNING TOTAL EXPENDITURE		41,700	39,700	43,144
INCOME				
TOTAL EXPENDITURE OVER INCOME		41,700	39,700	43,144

	Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
RESOURCES TOTAL EXPENDITURE	362,185	310,669	291,186	312,099
TOTAL INCOME	192	100	500	500
NET EXPENDITURE OVER INCOME	361,993	310,569	290,686	311,599

EARMARKED RESERVES TOTAL EXPENDITURE	56,759	63,905	72,089	83,905
INCOME				
TOTAL EXPENDITURE OVER INCOME	56,759	63,905	72,089	83,905

	Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
TOTAL EXPENDITURE not Inc. EMR	906,813	972,180	960,808	1,042,638
TOTAL INCOME	289,797	166,288	144,529	183,274
TOTAL EXPENDITURE OVER INCOME not Inc. EMR	617,016	805,893	816,279	859,364

Appendix 3 Dashboard

Tax base 19/20	5,176
Band D 2018/19	£159.49
Base Precept 0% change	£825,520
Proposed % rise	4.10%

Proposed budget	£859,364
Proposed band D	£166.03
Proposed band D increase	£6.54

Increases %	Band D	Precept
1	£ 161.08	£ 833,775
2	£ 162.68	£ 842,031
3	£ 164.27	£ 850,286
4	£ 165.87	£ 858,541
5	£ 167.46	£ 866,796
6	£ 169.06	£ 875,051
7	£ 170.65	£ 883,307
8	£ 172.25	£ 891,562
9	£ 173.84	£ 899,817
10	£ 175.44	£ 908,072

Estimated money in bank at YE	£403,781
Minimum reserves required	£214,841

Appendix 4 Proposed Resourced Budget 2019/20

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
	101	PERSONNEL COSTS				
4,000		WAGES & SALARIES ADMIN	163,629	129,732	121,500	136,484
4,005		ERS NATIONAL INS	13,558	10,749	11,200	17,593
4,006		ERS PENSION CONT	30,528	32,563	28,800	31,999
4,007		STAFF TRAVEL	242	450	550	900
4,008		OCCUPATIONAL HEALTH	700	1,200	1,200	1,200
		HR ADVICE				4,325 ¹
		STAFF & RECRUITMENT COSTS				750
		TOTAL EXPENDITURE	208,657	174,694	163,250	193,251
		TOTAL INCOME				
			208,657	174,694	163,250	193,251

	102	OFFICE EXPENSES				
4,010		STATIONERY	1,956	1,800	1,800	1,800
4,011		POSTAGE	408	450	600	500
4,012		PHOTOCOPIER	1,643	1,958	1,700	1,500
4,013		EQUIPMENT PURCHASE	249	832	800	800
4,015		ADVERTISMENT	2	500	300	500
4,017		SUBSCRIPTIONS	3,815	3,500	2,800	3,500 ²
4,018		TELEPHONE	4,653	4,773	3,700	5,000 ³
4,019		HIRE OF HALL	97	356	250	250
4,021		HOSPITALITY	244	150	300	300
4,023		TRAINING	4,954	5,000	15,000	8,000
4,032		PUBLICITY	7,162	5,701	7,300	6,000
4,038		COMPUTER EQUIP/MAINT	6,054	8,024	7,300	2,000 ⁴
		COMPUTER SOFTWARE				7,809 ⁵
		PAYROLL				880

¹ The Council undertook a three-year contract with ELAS to provide HR support and advice, starting from July 2018.

² This includes subscriptions to BMKALC, AVALC, SLCC, and the Institute of Cemetery and Crematorium Management (ICCM).

³ This includes the current landline and broadband contract, installing a broadband line for the depot, and a new contract for mobiles to include the new Grounds Maintenance staff.

⁴ To allow for replacement equipment as required, given that current PCs will be 8 years old.

⁵ Separated from hardware for clarity. Includes the Microshade contract.

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
4,041		WEB SITE PROVISION	1,420	1,000	1,000	2,000 ⁶
4,043		CLOTHING INC PROTECTIVE	211	1,400	900	1,100
4,052		HEAT LIGHT POWER	2,278	2,098	2,600	800
4,055		ALARM	789	540	350	550
4,156		BUCKINGHAM CENTRE RENT	8,066	8,728	11,000	4,500
		TOTAL EXPENDITURE	44,001	46,810	57,700	47,789
1,010		CHAMBER HIRE	1,176	600	1,100	600
1,012		PHOTOCOPIER USE	8	40	10	40
		TOTAL INCOME	1,184	640	1,110	640
			42,817	46,170	56,590	47,149

	103	COUNCILLORS				
4,020		MAYOR'S DUTIES	1,800	1,800	1,800	1,800
4,029		MAYOR'S CIVIC	1,200	1,200	1,200	1,200
4,044		COUNCILLORS MILEAGE / EXPS	54	500	500	600
4,045		COUNCILLORS ALLOWANCE	7,308	8,282	8,282	7,308
		ELECTION EXPENSES				1,906 ⁷
		TOTAL EXPENDITURE	10,362	11,782	11,782	10,908
			10,362	11,782	11,782	10,908

	104	LEGAL REQUIREMENTS				
4,014		AUDIT FEE	2,460	4,200	3,500	5,200 ⁸
4,022		INSURANCE	14,296	14,773	14,500	16,000
		LEGAL COSTS				2,500 ⁹
		TOTAL EXPENDITURE	16,756	18,973	18,000	21,200

⁶ The Communications Strategy Group agreed to recommend an increased budget to enable the website to be upgraded to meet the new requirements of the Public Sector Bodies websites and mobile applications accessibility regulations 2018

⁷ The next election will take place in May 2020; the amount given is 50% of the cost yet to be raised, after the amount already in earmarked reserve has been included.

⁸ The internal auditor has requested for two, two day visits in light of the Council's increased volume and range of financial activities.

⁹ A new budget has been created to cover legal costs such as the drawing up of leases.

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
	120	THREE YEAR GRANTS				
4,077		OLD GAOL FUNDING	2,000	3,000	3,000	3,000
4,081		CAB GRANT	5,000	5,000	5,000	5,176
4,086		YOUTH CENTRE GRANT	5,000	5,000	5,000	5,200
		TOTAL EXPENDITURE	12,000	13,000	13,000	13,376

	125	COMMEMORATIVE ITEMS				
4,501		CIVIC AWARD	405	585	360	585
4,504		REMEMBERANCE WREATH	17	25	25	25
4,505		MAYORS SALVER	180		180	180
		TOTAL EXPENDITURE	602	610	565	790
			585	585	565	790

	130	ADMIN RESERVES				
1,176		PRECEPT				
1,190		INTEREST RECEIVED	192	100	500	500
		TOTAL INCOME	192	813,575	813,576	857,353
			-192	-813,075	-813,576	-857,353

	131	GRANTS				
4,084		COMMUNITY CENTRE CAPITAL	2,100	5,000	5,000	5,000
4,085		COMMUNITY CENTRE	50,948	0	0	0
11,900		OTHER	11,900	10,300	10,300	12,135
		UNIVERSITY CIVIC PRIZES				150
		TOTAL EXPENDITURE	64,948	15,300	15,300	17,285
			64,948	15,300	15,300	17,285

	132	CONTINGENCIES				
4,500		CONTINGENCIES	4,859	29,500	10,589	7,500
		TOTAL EXPENDITURE	4,859	29,500	10,589	7,500
			4,859	29,500	10,589	7,500

	304	BUCKINGHAM TOWN YOUTH COUNCIL				
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Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
4,237		YOUTH COUNCIL BUDGET	0	0	900	0
4,238		YOUTH COUNCIL ADMIN	0	0	100	0
		TOTAL EXPENDITURE	0	0	1,000	0
			0	0	1,000	0

		TOTAL EXPENDITURE	362,185	310,669	291,186	312,099
		TOTAL INCOME	192	100	500	500
		NET EXPENDITURE OVER INCOME	361,993	310,569	290,686	311,599

Appendix 5 Proposed Town Centre & Events Budget 2019/20

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
	301	TOWN CENTRE & EVENTS				
3997		NI TC & E	n/a	3,900	3,900	5,446
3998		PENSIONERS TC & E	n/a	13,200	13,200	11,620
3999		WAGES & SALARIES TC & E	n/a	51,345	55,600	55,096
		EVENTS EQUIPMENT				1,000
4079		FAIR TRADE PROMOTION	400	30	400	400
4094		YOUTH PROJECT (including Play Around the Parishes)	1,560	2,414	3,000	3,000
4104		TOWN IN BLOOM	4,104	6,578	6,300	7,000
4107		PRIDE OF PLACE	250	193	250	250
4115		RIVER RINSE	440	186	400	400
4119		ICE RINK	0	7,650	8,600	8,000 ¹⁰
4125		ENTERPRISE FAIR	0	31	500	0
4126		GOOD ENDINGS FAIR	0	1,105	1,000	1,000
4166		LACE HILL EVENTS	0	800	1,000	1,000
4201		CHRISTMAS LIGHTS	10,022	9,000	9,000	11,000
4202		FIREWORK DISPLAY	4,288	4,054	4,500	5,000
4203		COMMUNITY FAIR	215	300	785	400
4205		CHRISTMAS PARADE	2,975	3,000	3,000	3,900
4208		SPRING FAIR	0	90	500	500
4210		PANCAKE RACE	55	0	75	75
4211		BAND JAM	3,110	3,631	3,500	3,500
4212		CHRISTMAS LIGHT SWITCH ON	1,085	1,300	1,300	1,500
4213		DOG AWARENESS	300	189	300	400
4216		MAY DAY EVENT	38	0	50	50
4220		MUSIC IN THE MARKET	3,613	3,430	3,500	3,500
4230		SCOUT PARADE	46	18	50	50
4241		COMEDY NIGHT EXPENDITURE	0	0	3,000	3,000
4243		CHARTER FAIR EXPENDITURE	2,000	609	4,445	2,550
		TOTAL EXPENDITURE	34,501	113,052	128,155	129,637
1013		HANGING BASKETS	483	333	400	400
1028		LACE HILL EVENTS INCOME	0	800	1,000	1,000
1029		GOOD ENDINGS FAIR INCOME	0	1,230	1,000	1,000
1031		ENTERPRISE FAIR INCOME	0	0	500	0
1033		ICE RINK INCOME	0	6,974	8,600	8,000
1062		COMMUNITY FAIR - TABLE	200	200	300	200
1066		COMEDY NIGHT INCOME	0	0	3,000	3,000

¹⁰ Budget and income are set at £8,000, so if the ice rink goes ahead in 2019 it would be cost neutral (excluding staff time).

1069		CHARTER FAIR INCOME	6,400	6,630	6,400	6,670
		FIREWORK DISPLAY				100 ¹¹
		CHRISTMAS LIGHT SWITCH ON				100
		TOTAL INCOME	7,083	16,167	21,200	20,470
			27,418	96,885	106,955	109,167

	302	STREET MARKET				
4017		SUBSCRIPTIONS	0	318	330	330
4225		RATES	3,041	2,631	4,000	3,000
4235		MARKET INFRASTRUCTURE	1,765	800	1,950	1,500
		TOTAL EXPENDITURE	4,806	3,749	6,280	4,830
1005		STREET MARKET	14,236	12,500	14,000	14,000
1006		FLEA MARKET	4,740	4,500	5,500	5,000
		TOTAL INCOME	18,976	17,000	19,500	19,000
			-14,170	-13,251	-13,220	-14,170

	303	SPECIAL EVENTS				
4075		FESTIVAL OF HEALTH	1,228	0	2,500	0
4221		FRINGE	0	3,032	6,000	6,000
4242		FOOD FAIR	366	500	500	500
4244		FLAGS	0	241	420	420
		TOTAL EXPENDITURE	1,594	3,773	9,420	6,920
1020		FOOD FAIR INCOME	725	500	400	500
1034		FESTIVAL OF HEALTH	1,308	0	2,500	0
1083		FRINGE INCOME	0	336	3,000	3,000
		TOTAL INCOME	2,033	836	5,900	3,500
			-439	2,937	3,520	3,420

	305	TOURIST INFORMATION CENTRE				
4253		TIC EXPENDITURE	0	29,604	1,500	30,000
		TIC INCOME	0	31,000	400	32,000
1084			0	-1,396	1,100	-2,000

		ACCESSIBILITY				
		ACCESSABLE	0	4,400	0	3,400

		Expenditure	40,901	154,578	145,355	174,787
		Income	28,092	65,003	47,000	74,970
		Net Expenditure over Income	12,809	89,575	98,355	99,817

¹¹ Low income amounts have been added for the Fireworks and Light Switch on events, to enable income to be accounted for clearly if any is raised.

Appendix 6 Proposed Planning Budget for 2019/20

Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
601	PLANNING				
	NEIGHBOURHOOD PLAN		£3,000	£1,000	£1,000
	WAGES		£29,700	£29,700	£30,341
	NATIONAL INSURANCE		£1,900	£1,900	£4,187
	PENSION		£7,100	£7,100	£7,616
	TOTAL EXPENDITURE		£41,700	£39,700	£43,144

Appendix 7 Proposed Environment Budget for 2019/20

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
	201	ENVIRONMENT				
3,995		NI ENVIRONMENT	10,278		0	
3,996		PENSION ERS ENVIRONMENT	27,554		0	
4,005		ERS NATIONAL INS	0	10,600	10,600	23,567
4,006		ERS PENSION CONT	0	35,400	35,400	44,107
4,004		WAGES & SALARIES	123,411	149,600	149,600	185,719 ¹²
4,068		COMMUNITY SERVICE	4,536	6,240	6,820	6,500
4,069		GRIT / SALT BINS	0	-	0	-
4,101		SEATS AND BINS		1,000	1,000	1,000
4,112		ENVIRONMENT EQUIPMENT	5,898	7,000	7,000	7,000
		SOLAR LOAN REPAYMENT	0	9,500	9,500	7,844
		SOLAR PANELS MAINTENANCE				795
4,118		GREEN WASTE DISPOSAL	0	0	500	0
		TOTAL EXPENDITURE	171,677	219,340	220,420	276,532
1,081		SOLAR PANEL FIT RATE				
1,082		SOLAR PANEL EXPORT RATE			2,500	
					1,500	
		TOTAL INCOME	0	0	4,000	0
			171,677	219,340	216,420	276,532

	202	ROUNDBABOUTS				
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¹² includes 2 additional staff to carry out work previously paid for through the horticultural contract.

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
		TOTAL EXPENDITURE	4,787	4,515	8,900	1,500
1,051		ROUNDABOUT NO 1 OPEN	2,075	2,127	2,075	2,125
1,052		ROUNDABOUT NO 2 ELLA	1,106	1,134	1,580	1,618
1,053		ROUNDABOUT NO 3	1,815	1,861	1,816	1,860
1,054		ROUNDABOUT NO 4 R & B	2,314	2,372	2,258	2,312
1,056		ROUNDABOUT NO 6 EUROLANE	2,465	1,684	2,478	2,537
1,057		ROUNDABOUT NO 7 RING ROAD	1,257	1,288	1,264	1,294 ¹³
		TOTAL EXPENDITURE	4,787	4,515	8,900	1,500
		INCOME	11,032	10,466	11,471	11,746
			-6,245	-5,951	-2,571	-10,246
	203	MAINTENANCE				
4,063		VEHICLE HIRE AND RUNNING	5,148	19,000	20,000	14,000 ¹⁴
4,082		ALLOTMENTS	1,500	1,500	1,500	2,000 ¹⁵
4,102		DOG BINS	4,520	4,000	5,000	4,500
		TOTAL EXPENDITURE	11,168	24,500	26,500	20,500
			11,168	24,500	26,500	20,500

	204	DEVOLVED SERVICES				
		Ongoing non-carriageway devolved services	20,599	20,353	22,000	20,353
		Annual minor highways devolved budget				100
		TOTAL EXPENDITURE	20,599	20,353	22,000	20,453
		Ongoing non-carriageway devolved services	20,353	20,353	20,353	20,353
		Other devolved works				3,000
1,017		TOTAL INCOME	20,353	20,353	20,353	23,353
			246		1,647	-2,900

	248	DEPOT				
4,013		EQUIPMENT PURCHASE				6,000
4,055		ALARM	630	400	400	400
4,225		RATES	3,868	3,984	4,500	4,500
4,601		REPAIRS& MAINTENANCE FUND	481	400	500	500
4,602		ELECTRICITY	933	2,500	2,500	2,500

¹³ RPI % uplift added to sponsorship for all roundabouts (2.4%)

¹⁴ £8k running costs plus new vehicle lease

¹⁵ The Allotment Society have requested an increase due to increasing rent.

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
4,603		WATER	485	1,500	1,500	1,500
		TOTAL EXPENDITURE	6,397	8,784	9,400	15,400
			6,397		9,400	

	249	PUBLIC TOILETS				
4,074		TOILET CAPITAL	159,764		0	
4,225		RATES	0	8,000	8,000	0
4,602		ELECTRICITY	0	1,000	1,000	1,000
4,603		WATER	0	2,500	2,500	2,500
4,608		SHOP MOBILITY	1,915	750	1,000	1,000
4,612		CONTRACTOR CHARGE	11,585	9,674	10,000	10,450 ¹⁶
4,709		MAINTENANCE	569	500	500	500
		TOTAL EXPENDITURE	173,833	22,424	23,000	15,450
4,608		SHOPMOBILITY INCOME	0	350	0	350
1,078		NEW HOMES BONUS	153,815			
			20,018	22,424	23,000	15,100
	250	LACE HILL				
		LACE HILL PLAY AREA				3,000
4,050		LACE HILL PLAYING FIELDS	11,677	9,000	11,000	9,000
4,158		LACE HILL GAS	6,397	5,200	2,800	5,000 ¹⁷
4,159		LACE HILL ELECTRICITY	3,722	5,500	2,500	-3,757
4,160		LACE HILL WATER	855	2,500	2,500	2,500
4,161		LACE HILL REPAIRS & MAINT	4,206	10,000	10,000	10,000
4,162		LACE HILL CONTRACTOR	3,183	3,500	10,000	3,500
4,163		LACE HILL ALARM	104	500	500	500
4,164		LACE HILL EQUIPMENT	6,148	3,000	7,000	3,000 ¹⁸
4,225		RATES	9,087	9,360	9,692	9,600
4,605		HORTICULTURAL CONTRACT	3,506	6,078	4,709	0
		TOTAL EXPENDITURE	48,885	54,638	60,701	39,343
1,026		TOTAL INCOME	40,081	43,661	37,000	44,000
			8,804	10,978	23,701	-4,657

		Community Centre				
		Structural repairs				4,000 ¹⁹

	251	CHANDOS PARK				
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¹⁶ £450 increase to allow for Contract %uplift

¹⁷ Accurate cost of Gas supply.

¹⁸ Reduction in amount of equipment required now the Centre is up and running

¹⁹ New Budget to allow for works that may be necessary

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
4,122		TREE WORKS				2,000
4,106		PLAY AREA MAINTENANCE	96	500	500	3,500 ²⁰
4,601		REPAIRS& MAINTENANCE FUND	1,440	2,000	2,975	2,500
4,602		ELECTRICITY	455	450	500	500
4,603		WATER	2,640	1,500	1,500	1,500
4,605		HORTICULTURAL CONTRACT	4,146	6,306	6,830	0
		TOTAL EXPENDITURE	8,777	10,756	12,305	10,000
1,030		BOWLS INCOME	550	550	550	550
1,035		TENNIS COURT RENT	625	625	625	625
		TOTAL INCOME	1,175	1,175	1,175	1,175
		Expenditure over income	7,602	9,581	11,130	8,825

	252	BOURTON PARK				
4,106		PLAY AREA MAINTENANCE	401	1,000	1,000	1,000
4,122		TREE WORKS	400	7,000	7,000	7,000
4,601		REPAIRS& MAINTENANCE FUND	7,303	4,000	4,000	4,000
4,605		HORTICULTURAL CONTRACT	11,285	17,002	20,471	0 ²¹
4,708		PLAY EQUIPMENT	0	0	0	10,000 ²²
		TOTAL EXPENDITURE	19,389	29,002	32,471	22,000
1,078		NEW HOMES BONUS	0		0	
		TOTAL INCOME	0		0	
			19,389	29,002	32,471	22,000

	253	CEMETERY				
4,225		RATES	106	750	1,300	1,000
4,601		REPAIRS& MAINTENANCE FUND	2,418	3,000	3,000	3,000
4,602		ELECTRICITY	755	400	400	400
4,605		HORTICULTURAL CONTRACT	4,985	6,146	6,806	0
		MEMORIAL TESTING	0	1,000	1,000	2,000
4,620		EXPENSES RE BURIAL DUTIES	7,097	6,500	6,500	6,500
4,621		NEW CEMETERY PLANNING	0	20,000	20,000	7,000 ²³
		TOTAL EXPENDITURE	15,361	37,796	39,006	19,900
1,041		BURIAL FEES	24,959	15,000	12,500	17,000

²⁰ Addition of £3,000 for safety surfacing and roundabout repairs required.

²¹ Horticultural contract ended and work now being provided in-house.

²² New toddler play area fence required

²³ Addition of £7,000 for additional section of footpath to enable additional grave spaces to be used.

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
1,045		CEMETERY WAR GRAVES COMM	0	0	0	0
		TOTAL INCOME	24,959	15,000	12,500	17,000
		Expenditure over income	-9,598	22,796	26,506	2,900

	254	CHANDOS PARK TOILETS				
4,612		CONTRACTOR CHARGE	10,270	12,700	9,000	13,000
4,709		MAINTENANCE	403	1,000	1,000	1,000
		TOTAL EXPENDITURE	10,673	13,700	10,000	14,000
			10,673		10,000	

	255	RAILWAY WALK & CASTLE HILL				
4,120		FRIENDS OF GROUPS	1,595	800	1,000	1,000
		HORTICULTURAL CONTRACT	0	2,360	2,010	0
		MAINTENANCE	0	500	500	500
4,122		TREE WORKS	402	1,500	1,500	1,500
		TOTAL EXPENDITURE	1,997	5,160	5,010	3,000
			1,997		5,010	

	256	STORAGE PREMISES				
4,053		GRENVILLE	0		0	
4,066		GRENVILLE GARAGE RENT	699	650	650	650
4,073		COLLEGE FARM	0		0	
		TOTAL EXPENDITURE	699	650	650	650
			699		650	

	257	KEN TAGG PLAYGROUND				
4,106		PLAY AREA MAINTENANCE	92	500	500	500
4,122		TREE WORKS	0	500	500	250 ²⁴
4,605		HORTICULTURAL CONTRACT	491	732	786	0
		TOTAL EXPENDITURE	583	1,732	1,786	750

	258	CEMETERY LODGE				
4,034		PWLB REPAYMENTS INCL	4,702	4,702	4,702	4,702
4,225		RATES	0		0	
4,609		CEMETERY LODGE MAINT	1,800	2,000	2,000	5,000 ²⁵
		TOTAL EXPENDITURE	6,502	6,702	6,702	9,702
1,061		CEMETERY LODGE RENTAL	10,098	10,530	10,530	10,530
		TOTAL INCOME	10,098	10,530	10,530	10,530
			-3,596	-3,828	-3,828	-828

²⁴ £250 reduction, re-allocated to Otters Brook (259/4122)

²⁵ £3,000 increase; new kitchen sink, new bath, flashing requires replacing on Lodge.

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
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	259	OTTERS BROOK				
4,106		PLAY AREA MAINTENANCE	303	500	500	500
4,122		TREE WORKS	0	0	150	400 ²⁶
4,605		HORTICULTURAL CONTRACT	1,647	2,406	2,666	0
		TOTAL EXPENDITURE	1,950	2,906	3,316	900
			1,950		3,316	

	260	CCTV				
4,100		CCTV ONGOING COSTS	450	2,275	2,400	1,600
		TOTAL EXPENDITURE	450	2,275	2,400	1,600
			450		2,400	

		GROUNDS MAINTENANCE²⁷				
		MACHINERY MAINTENANCE				2,000
		FUEL				3,000
		SUNDRIES				1,500
		WASTE DISPOSAL				1,800
		TOTAL EXPENDITURE				8,300

		TOTALS:	Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
		ENVIRONMENT TOTAL EXPENDITURE	503,727	465,233	484,567	483,880
		INCOME	261,513	101,185	97,029	107,804
		TOTAL EXPENDITURE OVER INCOME	242,214	364,049	387,538	376,076

For Information Only:

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Officer Rec. 2019/20
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²⁶ £250 re-allocated from Ken Tagg Tree works(257/4122)

²⁷ New Cost Centre and Account Codes created to accommodate new expenses due to bringing Grounds Maintenance in-house

Account Code	Cost Centre		Actual 2017/18	Estimated 2018/19	Budget 2018/19	Proposed for 2019/20
4,605		Horticultural Contract (Totals)				
		Expenditure		45,545	53,178	0
This is now in-house shown for information.						

Appendix 8 Proposed Ear-Marked Reserves for 2019/20

901 EARMARKED RESERVES

			Estimated for end of 2018/19	Budget 2018/19	Proposed for 2019/20
9,006		SPEED WATCH	598	598	598
9,012		CHRISTMAS LIGHTS	6,753	6,753	6,753
9,015		CHARTER FAIRS	4,136	4,136	4,136
9,025		PLAY AREA REPLACEMENT	17,121	17,121	17,121
9,027		GREEN BUCKINGHAM GROUP	226	226	226
9,029		CIRCULAR WALK MAINT	5,399	5,399	5,399
9,030		TOURISM LEAFLETS	2,404	2,404	2,404
9,033		DESTINATION BUCKINGHAM	22,617	14,061	14,061
9,035		PARKS DEVELOPMENT	2,025	1,405	1,405
9,036		ELECTION COSTS	3,188	3,188	3,188
9,040		PARK RUN	89	89	89
9,045		ACCESS FOR ALL	220	520	520
9,046		PLANNING DISPLAY EQUIPMENT	5,242	5,242	5,242
9,048		BAG FUND	2,071	2,763	2,763
		CEMETERY DEVELOPMENT			20,000 ²⁸
		TOTAL	72,089	63,905	83,905

²⁸ Reserved following underspend in 2018/19