

## FINANCE & GENERAL PURPOSES COMMITTEE

### Llandudno Town Council

Minutes of a Special meeting of Llandudno Town Council - Finance & General Purposes Committee

Held on Friday 10<sup>th</sup> January 2020, 7.00pm

Council Chamber, Town Hall, Lloyd Street, Llandudno

#### Those Present:

Cllr Frank Bradfield – Chairman

Cllr D J Hawkins – Vice Chairman

Cllr Miss A O’Grady – The Mayor

Cllr Mrs J Jones

Cllr Mrs C Beard

Cllr Mrs M Lyon

Cllr A W Bertola

Cllr Miss C Marubbi

Cllr B B Bertola

Cllr M J Pavey

Cllr F Davies

Cllr M A Pearce

Cllr Mrs L G Emery

Cllr G J T Robbins

Cllr P C Evans, JP

Cllr H T M Saville

Cllr S R Hillman

Cllr I Turner

Cllr M Hold, JP

Cllr Mrs M Wigzell

In attendance: Cllr C Cater, Conwy CBC.

One member of the public

#### 34. APOLOGIES FOR ABSENCE

There were none.

#### 35. DECLARATIONS OF INTEREST UNDER THE LOCAL GOVERNMENT CODE OF CONDUCT.

The following interests were declared:

Name:	Item:	Personal or Prejudicial:
Cllr Mrs C Beard	36.2: Delivering sustainable services in Conwy’s communities 2020/21 and financial asks 36.2 Conwy CBC funding request for CCTV cameras Penrhyn Bay	Personal: Member of Conwy CBC Personal: Member of Conwy CBC and instigator of request.
Cllr F Bradfield	36.2: Delivering sustainable services in Conwy’s communities 2020/21 and financial asks	Personal: Member of Conwy CBC
Cllr Mrs L Emery	36.2: Delivering sustainable services in Conwy’s communities 2020/21 and financial asks	Personal: Member of Conwy CBC
Cllr P C Evans JP	36.2: Delivering sustainable services in Conwy’s communities 2020/21 and financial asks	Personal: Member of Conwy CBC
Cllr G J T Robbins	36.2: Delivering sustainable services in Conwy’s communities 2020/21 and financial asks	Personal: Member of Conwy CBC
Cllr H T M Saville	36.2: Delivering sustainable services in Conwy’s communities 2020/21 and financial asks	Personal: Member of Conwy CBC

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Cllr Mrs M Wigzell	36.2: Delivering sustainable services in Conwy's communities 2020/21 and financial asks: Penrhyn Bay Community Library.	Prejudicial. Member of PBCL Committee.
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**36. TO CONSIDER THE DRAFT BUDGET FOR 2020/21**
**36.1 Brief presentation on the current budget and budget lines, and analysis of Accounts and Reserves.**

The Town Clerk gave a screen presentation on paperwork provided to members for this Special meeting: a spreadsheet showing the budget for 2019/20, expenditure to end December 2019 and forecasts to financial year end; possible new budget lines for 2020/21; analysis of accounts as of 01.04.2019 and forecasts to 31.03.2020; General Reserves; and Ear Marked Reserves.

In view of the Conwy County Borough Council service funding and transfer 'asks' of Llandudno for 2020, examples of Newtown and Welshpool Town Councils and how they had expanded to provide more services and facilities by a process of service assessment, justification, identification of budget and staff resources, and communication with residents was also touched upon.

**36.2 Consideration of budget lines and estimates for 20/21, by members.**

Members had been previously circulated with the below and considered each existing budget line, and potential new budget lines, 2020/2021 in turn:

- Information from Conwy CBC regarding the Precept requirement 2019/20.
- Draft Town Council budget lines and estimates 2019/20 and consideration of accounts and reserves (as per 36.1 above).
- Further information received from Conwy CBC regarding community 'asks' of Llandudno, as requested by Council (13.12.2019), particularly funding for CCTV, Play Areas, and Craig y Don Paddling Pool and costings for transfer of public conveniences.
- Additional funding requests from Conwy CBC: Great Orme Feral Goat Management and a request for funding for new CCTV cameras for Penrhyn Bay.
- Any budget requests received from members:  
An options paper for the 2020 fireworks had also been circulated to members on behalf of the Fireworks Sub Committee. A request for Council to consider further the establishment of two more Standing Committees had also been circulated.
- Information on General and Ear Marked Reserves, Community Fund, and General Development Fund.

Key points arising from the meeting were:

Income, administration/office overhead, elections and audit, and subscriptions

Budget lines and estimates (as provided by the Town Clerk) were accepted and approved, with the exception of Town Hall rent which was increased by members to £36,000 p.a. Members noted the reports of the Town Hall Lease working party on the Conwy CBC review of the Town Council's rent and offer of additional office space. The minimum rental was likely to be £27,000 (existing office space plus hire of the Council Chamber) and maximum of £36,000 for existing rental plus additional space/Chamber).

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Members further noted the recommended budget line to implement new regulations for public sector bodies in respect of accessible websites.

Members allowances:

**IT WAS RESOLVED** to carry over a £500 unclaimed Committee Chairman's allowance 2019 (member not eligible) to 2020, thus providing an allowance for up to four Committees, if needed at a future date.

*Cllr PC Evans JP, Cllr D Hawkins, Cllr HTM Saville arrived.*

Following debate, **IT WAS RESOLVED** to set a budget of £5,000 for a Carer's Allowance, in line with the mandatory Independent Remuneration Panel Determination.

*Cllr Mrs C Marubbi asked for her vote against this to be recorded.*

Staff, Civic budgets and Mayor's Charity Fund:

These were agreed by members.

Sub Committees with delegated budgets.

Following a recommendation from the Bloom Chairman **IT WAS RESOLVED** to reduce the Llandudno in Bloom budget to £10,000.

It was noted that the Christmas Parade Sub Committee was due to meet on the 15.01.2020 and would report back to Council on its needs; a small increase was expected. Other Sub Committee budgets were confirmed.

Llandudno land and assets.

Members noted various areas of land and assets that were the responsibility of the Town Council.

A new budget line for grounds maintenance/civic contingency was agreed and **IT WAS RESOLVED** to allocate £3,000, plus £2,000 for refurbishment works to West Shore shelter.

As the Town Council held significant Ear Marked Reserves for bus shelter maintenance and provision of new shelters, **IT WAS RESOLVED** to split the annual £10,000 bus shelter budget and allocate £5,000 to Town Centre Improvements Sub Committee for proposed work to Carlton Island Clock 2020/21.

Partnership Projects:

Annual commitment to CCTV maintenance: **IT WAS RESOLVED**, in view of the Conwy CBC 'ask', to increase the Town Council's commitment from £7,587 to £9,072, as requested.

**IT WAS RESOLVED** that the budget contribution to Conwy CBC for play area maintenance remain as per 2019, at £24,000, in view of the unknown outcome of the Conwy CBC Play Provision Task & Group early 2020. Cllr HTM Saville did not vote on this item.

Grants.

Members noted that Grants had already been set by Council and that they would be reviewed for 2020. **IT WAS RESOLVED** to allocate £4,000 to the Grants Contingency budget.

General Development & Community Funds Top ups. It was agreed to leave in abeyance for 2020.

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### Consideration of new Conwy CBC Service funding/transfer asks for 2020 and other potential new budget lines:

Further information had been received from Conwy CBC, as requested by Council 13.12.19.

There was good discussion on Declarations of Interest by County members in respect of the following items. Reference was made to guidance on this previously circulated by Conwy CBC to Town & Community Councils. It was noted that any objection to the Conwy CBC guidance could be taken up with Conwy CBC or the Ombudsman. County Councillors considered that, whilst it was up to the individual to decide their interests, they were also there as Town Councillors and to represent their wards, and not as an advocate of the County Council. It was also commented that Town Councillors significantly outnumbered dual hatted members.

Play areas and CCTV: as these were not new budget lines these had been discussed earlier.

Paddling Pool: £10,000 funding support sought from Conwy CBC towards the £38,000 annual maintenance and operational costs of the facility. A proposal that the Town Council contribute £0 to revenue costs was lost on a vote. Instead, **IT WAS RESOLVED to allocate a budget of £10,000 to the Craig y Don Paddling Pool 2020/21 and that the Town Council be involved with any stakeholder discussions on its future.**

Take pART/Young Creatives: £5,000 additional support was sought from Conwy CBC. It was noted that the Town Council had already committed £5,000 in its annual grants budget towards the event. Members considered the event worthy of further consideration, however, following proposals of £2,500 and £5,000 additional funding, a counterproposal was made and voted on and **IT WAS RESOLVED not to commit any further funding to the £5,000 annual commitment by the Town Council.**

Major Events: £10,000 support was sought from Conwy CBC. No information had been received so there was no discussion or commitment.

Penrhyn Bay Community Library: additional £3,000 revenue support. *Cllr Mrs M Wigzell declared a prejudicial interest in this item and left the room, returning thereafter.* It was noted that the Town Council already supported with £6,000 p.a. **IT WAS RESOLVED to allocate an additional £3,000 in the 2020/21 budget, as sought by Conwy CBC.**

Public Conveniences: Transfer of facilities. Members commented that they found the operational and maintenance costs provided for the eight public conveniences in Llandudno confusing, whether the potential costs reductions if the facilities were transferred over could be achieved, and, if potential future savings had been identified (rainwater harvesting and solar lighting), why Conwy CBC wasn't already implementing these. It was considered that the Town Council would need to cost out and assess itself operational and other costs should it be interested in taking on this service. The Mayor reported that she had been informed that a third party had offered to take on public conveniences but had been declined by Conwy CBC. A member further reminded members of the work and costs involved when the Town Council operated the former underground public conveniences at North Western Gardens. Further concern was raised about resources and staff to take on facilities and a query was raised regarding TUPE of Council staff. A proposal that the Town Council make enquiries of those Town and Community Councils already operating facilities regarding their experiences and

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costs was not supported. **IT WAS RESOLVED** to decline the 'ask' from Conwy CBC to consider taking on public conveniences in Llandudno.

*Cllr GJT Robbins abstained from the vote on PC's.*

### Additional Funding Asks:

Great Orme Feral Goat Management 2020: As the Town Council, was one of several stakeholders involved in managing the herds, and had not been asked for a contribution in recent years **IT WAS RESOLVED** to commit £3,200 as requested.

Provision of two new CCTV cameras Penrhyn Bay (letters of support had also been received from residents). **IT WAS RESOLVED** to allocate the £5,000 released from the Bloom budget to support the request for provision of new CCTV cameras for Penrhyn Bay.

Suggestions from members: establishment of two new Standing Committees (Events and Cultural). It was noted that Council had previously discussed requests to establish two new Standing Committees at (22.03.19 and 03.05.19). The Clerk reminded that Council had previously resolved that detailed proposals would have to be submitted by the proposers to Council for further consideration. Whilst members could see some merits in the proposals, concern was expressed about Staff and Councillor capacity for more committees. Staff were congratulated for what they do already. A member brought to Council's attention opportunities for Town & Community Councils to borrow funds for capital projects.

Ear Marked Reserves: Following a recommendation from the Clerk on monies held in Ear Marked reserves **IT WAS RESOLVED** to virement £11,000 held in EMR for Children's corner maintenance funds from 2018 and 2019, and no longer needed, to the Civic Sub Committee for proposed repair work to Llandudno War Memorial in 2020.

**IT WAS RESOLVED** to recommend to Council the draft budget for 2020/21, as attached to the minutes as Appendix 1

Members considered that there had been good discussions on the budget, with assessments and justification on the various budget lines. Finish time 9pm.

### 37. DATE OF THE NEXT MEETING

Due to there being insufficient items for the proposed Finance & General Purposes Committee, to be held on 17<sup>th</sup> January 2020, it was agreed to cancel the meeting and that the reported late grant applications received would be submitted to the next meeting of the Council.

**DRAFT BUDGET 2020-21 - As recommended to Council by Finance Committee 10 January 2020**

The Town Council has few sources of income additional to the Precept.

**INCOME**

INCOME (excludes Precept)	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Clerks Estimate 20/21	Members Estimate 20/21	Notes
Bank Interest	£ 400.00	£ 510.00	£ 650.00	£ 700.00	£ 700.00	Estimate
Grounds maintenance (footpaths)	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	Funding from Conwy CBC for LTC to trim public footpaths
Fireworks	£ 1,500.00	£ 1,385.00	£ 1,385.00	£ 1,500.00	£ 1,500.00	Public Donations - variable income
Llandudno in Bloom	£ 1,500.00	£ 1,029.00	£ 1,029.00	£ 1,100.00	£ 1,100.00	Variable income
Decorative Lighting	£ -	£ -	£ -	£ -	£ -	No income at present
Christmas Parade	£ 200.00	£ 180.00	£ 180.00	£ 180.00	£ 180.00	Sponsorship
Town Twinning	£ 8,500.00	£ 8,318.00	£ 8,318.00	£ 8,500.00	£ 8,500.00	Town Twinning Expenditure largely offset by Income.
Miscellaneous	£ 200.00	£ 710.00	£ 710.00	£ 200.00	£ 200.00	Incs a CVSC playscheme grant of £500
<b>Total</b>	<b>£ 13,300.00</b>	<b>£ 13,132.00</b>	<b>£ 13,272.00</b>	<b>£ 13,180.00</b>	<b>£ 13,180.00</b>	

**EXPENDITURE**

ADMINISTRATION /OVERHEADS	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Clerks Estimate 20/21	Members Estimate 20/21	Notes
Town Hall rent	£ 16,904.00	£ 14,900.00	£ 14,900.00	£ 32,000.00	£ 36,000.00	Lease review by Conwy CBC . Min £27-£36k? £2k held in EMR from 2019
Telephone/Broadband	£ 400.00	£ 295.00	£ 395.00	£ 400.00	£ 400.00	Lower contract rates secured in 2017
Insurance (renewal date 01/04/2020)	£ 3,800.00	£ 3,925.00	£ 3,925.00	£ 4,500.00	£ 4,500.00	Insurance up for renewal Apr 2020 + insurance of any new assets
Stationery/office supplies	£ 2,500.00	£ 2,477.00	£ 2,500.00	£ 3,000.00	£ 3,000.00	Budget remained static for couple of years. Small increase 2020
Printing/photocopier	£ 5,500.00	£ 4,511.00	£ 5,000.00	£ 6,000.00	£ 6,000.00	Review budget for 2020
Postage	£ 1,600.00	£ 1,852.00	£ 1,852.00	£ 2,000.00	£ 2,000.00	Budget remained static for couple of years. Small increase 2020
IT/Website/Translation/Shredding	£ 5,000.00	£ 4,000.00	£ 5,000.00	£ 7,000.00	£ 7,000.00	Some IT upgrade work required 2020
GDPR Regulations	£ 1,500.00	£ 1,340.00	£ 1,500.00	£ 2,000.00	£ 2,000.00	Retain a budget for 2020 + Shredding Service
Accessibility Website 2020	£ -	£ -	£ -	£ 1,000.00	£ 1,000.00	New budget line. Estimated cost for new compliance requirements.
Bank charges	£ 450.00	£ 350.00	£ 435.00	£ 450.00	£ 450.00	Variable
<b>Sub Total</b>	<b>£ 37,654.00</b>	<b>£ 33,650.00</b>	<b>£ 35,507.00</b>	<b>£ 58,350.00</b>	<b>£ 62,350.00</b>	

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ELECTIONS/AUDIT	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Clerks Estimate 20/21	Members Estimate 20/21	Notes
Internal Audit	£ 1,000.00	£ 999.00	£ 1,000.00	£ 1,050.00	£ 1,050.00	Allow for small increase in 2020?
External Audit	£ 320.00	£ 314.00	£ 314.00	£ 320.00	£ 320.00	
Elections	£ 2,500.00	£ -	£ -	£ -	£ -	carry over unspent 2019 budget to EMR 2020
<b>Sub Total</b>	<b>£ 3,820.00</b>	<b>£ 1,313.00</b>	<b>£ 1,314.00</b>	<b>£ 1,370.00</b>	<b>£ 1,370.00</b>	

SUBSCRIPTIONS	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Clerks Estimate 20/21	Members Estimate 20/21	Notes
North and Mid Wales Assoc of Councils	£ 150.00	£ 80.00	£ 120.00	£ 250.00	£ 250.00	Llandudno hosting in 2020
Society of Local Council Clerks	£ 300.00	£ 247.00	£ 247.00	£ 250.00	£ 250.00	Clerks annual membership
<b>Sub Total</b>	<b>£ 450.00</b>	<b>£ 327.00</b>	<b>£ 367.00</b>	<b>£ 500.00</b>	<b>£ 500.00</b>	

MEMBERS	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Clerks Estimate 20/21	Members Estimate 20/21	Notes
IRP Members Allowances (20 members)(IRP)	£ 2,550.00	£ 2,400.00	£ 2,400.00	£ 2,700.00	£ 7,700.00	Set by Independent Remuneration Panel Wales (16 claims 2019)
Members Travel expenses	£ 200.00	£ 132.00	£ 160.00	£ 200.00	£ 200.00	
Members Training	£ 500.00	£ 120.00	£ 120.00	£ 200.00	£ 200.00	
3 x Ctee Chairmans Allowances (IRP)	£ 1,500.00	£ 1,000.00	£ 1,000.00	£ 1,500.00	£ 1,500.00	IRP £500 per Ctee Chairman (2 claims 2019)
<b>Sub Total</b>	<b>£ 4,750.00</b>	<b>£ 3,652.00</b>	<b>£ 3,680.00</b>	<b>£ 4,600.00</b>	<b>£ 9,600.00</b>	

STAFF & RELATED COSTS	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Clerks Estimate 20/21	Members Estimate 20/21	Notes
Employees	£ 100,000.00	£ 86,700.00	£ 110,000.00	£ 115,000.00	£ 115,000.00	Staff review held 2019
Staff Training & eye tests	£ 1,500.00	£ 686.00	£ 686.00	£ 700.00	£ 700.00	c/o £800 unspent to 2020. Training budget set by Finance
<b>Sub Total</b>	<b>£ 101,500.00</b>	<b>£ 87,386.00</b>	<b>£ 110,686.00</b>	<b>£ 115,700.00</b>	<b>£ 115,700.00</b>	

CIVIC	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Sub Ctee Requests 20/21	Members Estimate 20/21	Notes
Civic Sub Committee	£ 16,500.00	£ 17,597.00	£ 18,417.00	£ 16,500.00	£ 16,500.00	Budget requested by Civic Sub
Civic Traffic Management	£ 7,800.00	£ 7,442.00	£ 8,342.00	£ 8,500.00	£ 8,500.00	Budget requested by Civic Sub
Civic Allowances (Mayor and Deputy)	£ 2,500.00	£ 2,000.00	£ 2,500.00	£ 2,500.00	£ 2,500.00	
Civic Freedom Parade (2020)	£ 3,000.00	£ -	£ -	£ 1,500.00	£ 1,500.00	Budget requested by Civic Sub. (C/O £3000 from 2019)
IRP allowances	£ 1,500.00	£ 1,500.00	£ 2,000.00	£ 2,000.00	£ 2,000.00	2019 budget incorrect. Should read £2,000
<b>Sub Total</b>	<b>£ 31,300.00</b>	<b>£ 28,539.00</b>	<b>£ 31,259.00</b>	<b>£ 31,000.00</b>	<b>£ 31,000.00</b>	

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MAYORS CHARITY FUND	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Clerks Estimate 20/21	Members Estimate 20/21	Notes
Mayors Charity Fund	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	Annual contribution previously set by Council
<b>Sub Total</b>	<b>£ 1,000.00</b>	<b>£ 1,000.00</b>	<b>£ 1,000.00</b>	<b>£ 1,000.00</b>	<b>£ 1,000.00</b>	

SUB COMMITTEES WITH DELEGATED BUDGET	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Sub Ctee Requests 20/21	Members Estimate 20/21	Notes
Llandudno in Bloom Sub Ctee	£ 15,000.00	£ 9,858.00	£ 13,000.00	£ 15,000.00	£ 10,000.00	Budget requested by Sub Committee
Christmas Parade Sub Ctee	£ 12,000.00	£ 10,041.00	£ 54,000.00	£ 12,000.00	£ 12,000.00	Budget to be set by Sub Committee.
Decorative & Christmas Lighting Sub Ctee	£ 56,000.00	£ 48,881.00	£ -	£ 56,000.00	£ 56,000.00	Budget requested by Sub Committee.
Decorative Lighting Contingencies	£ 10,000.00	£ -	£ -	£ 10,000.00	£ 10,000.00	Budget requested by Sub Committee. c/o to EMR 2020
Fireworks Sub Ctee	£ 23,000.00	£ 33,147.00	£ 36,000.00	£ 23,000.00	£ 23,000.00	Budget to be requested by Sub Ctee. Sponsorship to be identified for re
Town Twinning (mostly offset by income)	£ 11,500.00	£ 11,269.00	£ 11,500.00	£ 12,000.00	£ 12,000.00	Budget requested by Twinning. Mostly offset by income.

	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Clerks Estimate 20/21	Members Estimate 20/21	Notes
Town Twinning Memorial	£ 1,730.00	£ -	£ 1,730.00	£ 1,730.00	£ 1,730.00	Budget requested by Twinning.
Alice in Wonderland Sub Cttee	£ 500.00	£ 494.00	£ 494.00	£ 500.00	£ 500.00	Budget to be set by Sub Committee.
Town Centre Improvements Sub Cttee	£ -	£ -	£ -	£ -	£ 5,000.00	Already has £10k in EMR. £5k for Clock repairs?
<b>Sub Total</b>	<b>£ 129,730.00</b>	<b>£ 113,690.00</b>	<b>£ 116,724.00</b>	<b>£ 130,230.00</b>	<b>£ 130,230.00</b>	
<b>Llandudno TC Land and Assets</b>						
Grounds maintenance	£ 8,000.00	£ 6,438.00	£ 8,000.00	£ 9,000.00	£ 9,000.00	Work needed at some land sites 2020. Ash die back?
Land/grass cutting/memorials/play area/SSSI etc	£ -	£ -	£ -	£ 3,000.00	£ 3,000.00	New budget line recommended & see above.
Grounds maint/Civic Contingency Budget	£ -	£ -	£ -	£ 2,000.00	£ 2,000.00	New budget line. Painting of shelter required 2020/21
West Shore Shelter maintenance	£ 120.00	£ 207.00	£ 207.00	£ 210.00	£ 210.00	inc'd annual insurance costs
West Shore Shelter - Annual Insurance	£ 1,875.00	£ 1,875.00	£ 1,875.00	£ 1,875.00	£ 1,875.00	Annual SLA with CCBC
Happy Valley Lease (LTC land maint by CCBC)	£ 2,500.00	£ 2,505.00	£ 2,505.00	£ 2,500.00	£ 2,500.00	maintenance & new flags
Flagpoles/flags	£ 10,000.00	£ -	£ -	£ 10,000.00	£ 5,000.00	no of bus shelters x £250. C/O £10,000 from 2015
LTC Bus Shelters (CCBC Partnership: maint & new)	£ 3,000.00	£ 3,470.00	£ -	£ 4,000.00	£ 4,000.00	Proposed increase to H&S Officer £1,800 costs due to inc work for LTC
Legal/Health & Safety/Professional Services	£ -	£ -	£ -	£ -	£ -	EMR of £2k Carried over from 2018
<b>Community Notice Boards</b>						
<b>Sub Total</b>	<b>£ 25,495.00</b>	<b>£ 14,495.00</b>	<b>£ 12,587.00</b>	<b>£ 32,585.00</b>	<b>£ 27,585.00</b>	

	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Estimates 20/21?	Members Estimate 20/21	Notes
<b>Partnership Projects</b>						
CCTV maintenance	£ 7,587.00	£ 7,587.00	£ 7,587.00	£ 7,587.00	£ 9,072.00	Annual Commitment
Gt Orme Goats Partnership	£ -	£ -	£ -	£ 3,200.00	£ 3,200.00	Partnership funding requested 2020. LTC has previously supported on re
CVSC Summer Playschemes	£ -	£ -	£ -	£ -	£ -	Council resolved not to fund in 2020
Community Toilet Scheme	£ 1,200.00	£ -	£ 1,200.00	£ 1,200.00	£ 1,200.00	Currently 12 participants @ £100 p.a.
Conwy Walking Project	£ 100.00	£ -	£ 100.00	£ 100.00	£ 100.00	Annual donation
North Shore Beach (Children's Corner)	£ 6,500.00	£ -	£ -	£ -	£ -	One off budget 2019
Prom lights upgrade 2019 (CCBC partnership)	£ 4,200.00	£ -	£ 4,200.00	£ -	£ -	Maintenance funding 2019
Play area maintenance 2019 (CCBC Partnership)	£ 24,000.00	£ -	£ 24,000.00	£ 24,000.00	£ 24,000.00	
<b>Sub Total</b>	<b>£ 43,587.00</b>	<b>£ 7,587.00</b>	<b>£ 37,087.00</b>	<b>£ 36,087.00</b>	<b>£ 37,572.00</b>	

	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Estimates 20/21?	Members Estimate 20/21	Notes
<b>GRANTS</b>						
Grants (community/vol orgs)	£ 95,268.45	£ 95,268.45	£ 95,268.45	£ 88,964.00	£ 88,964.00	Grants budget set for 2020
Grant contingencies	£ 5,000.00	£ 5,150.00	£ 5,150.00	£ 5,000.00	£ 4,000.00	£4,000?
Conwy National Eisteddfod	£ 5,000.00	£ 5,000.00	£ 5,000.00	£ -	£ -	Redundant budget 2020
<b>Sub Total</b>	<b>£ 105,268.45</b>	<b>£ 105,418.45</b>	<b>£ 105,418.45</b>	<b>£ 93,964.00</b>	<b>£ 92,964.00</b>	



COMMUNITY FUNDS - Top ups	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Estimates 20/21?	Members Estimate 20/21	Notes
Community Fund Top up (community projects)	£ -	£ -	£ -	£ -	£ -	Top ups. Depends on what can be afforded.
Gen Development Fund (capital projects/CCBC)	£ 10,000.00	£ -	£ -	£ -	£ -	Top ups. Depends on what can be afforded.
<b>Sub Total</b>	<b>£ 10,000.00</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	

FOR DISCUSSION 2020/21?	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Estimates 20/21?	Members Estimate 20/21	Notes
War memorial repairs? C.£11k.	£ -	£ -	£ -	£ -	£ -	Fund with unspent budget/EMR from 2019.
<b>Conwy CBC Services</b>						
Playareas - any additional contribution	£ -	£ -	£ -	£ -	£ -	
Padding Pool - ask up to £38k or Tfr	£ -	£ -	£ -	£ -	10,000.00	CCBC Seeking £10,000 for this year with view to future Tfr
Take Part/Young Creatives - additional ask £5k	£ -	£ -	£ -	£ -	£ -	LTC already commits £5,000 to Takepart (included in Grants)
Major Events - ask £10k	£ -	£ -	£ -	£ -	£ -	
P Bay Community Library - additional ask £3k	£ -	£ -	£ -	£ -	£ -	LTC already commits £6,000 p.a (included in Grants)
CCTV - additional ask ££1,485	£ -	£ -	£ -	£ -	£ -	Additional ask LTC already commits £7587 p.a (see above)
Public Conveniences - TFR of facilities sought	£ -	£ -	£ -	£ -	£ -	further info received. Phased?
<b>Additional CCBC</b>						
CCTV Penrhyn Bay - ask £?					£ 5,000.00	
<b>Sub Total</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 18,000.00</b>	

TOTALS						
SUMMARY	Estimate 19/20	Actual 31/12/19	Estimate to Year End	Clerks Estimate 20/21	Members Estimate 20/21	Notes
Administration	£ 37,654.00	£ 33,650.00	£ 35,507.00	£ 58,350.00	£ 62,350.00	
Election/Audit	£ 3,820.00	£ 1,313.00	£ 1,314.00	£ 1,370.00	£ 1,370.00	
Subscriptions	£ 450.00	£ 327.00	£ 367.00	£ 500.00	£ 500.00	
Members	£ 4,750.00	£ 3,652.00	£ 3,680.00	£ 4,600.00	£ 9,600.00	
Staff/related costs	£ 101,500.00	£ 87,386.00	£ 110,686.00	£ 115,700.00	£ 115,700.00	
Civic/Mayoral	£ 31,300.00	£ 28,539.00	£ 31,259.00	£ 31,000.00	£ 31,000.00	
Mayor's Charity	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	
Sub Committees with Budgets	£ 129,730.00	£ 113,690.00	£ 116,724.00	£ 130,230.00	£ 130,230.00	
Land and Assets	£ 25,495.00	£ 14,495.00	£ 12,587.00	£ 32,585.00	£ 27,585.00	
Partnership projects	£ 43,587.00	£ 7,587.00	£ 37,087.00	£ 36,087.00	£ 37,572.00	
Grants	£ 105,268.45	£ 105,418.45	£ 105,418.45	£ 93,964.00	£ 92,964.00	
GD/Community Funds Top up	£ 10,000.00	£ -	£ -	£ -	£ -	
New budget lines	£ -	£ -	£ -	£ -	£ 18,000.00	
<b>Total:</b>	<b>£ 494,554.45</b>	<b>£ 397,057.45</b>	<b>£ 455,629.45</b>	<b>£ 505,386.00</b>	<b>£ 527,871.00</b>	

Expenditure 2019/20: £ 527,871.00  
 minus income 2019/20: -£ 13,180.00  
 Appropriated from reserves/balances: -£ 2,000.00  
 Total Precept requirement: £512,691.00

2019 Precept = £467,254.45  
 1% increase = £4,672.54  
 5% increase = £23,362.7  
 10% increase = 46,7254.44

Council Tax base: /tax base 9327.83  
 Band D p.a.: £54.96  
 2019 Precept = £467,254.45 + 5% = 490,617.15

2091 Precept = £467254.45 + 10% = £513,979.85

	2016/17	2017/18	2018/19	2019/20
Precept requirements:				
Expenditure	£494,189.57	£464,236.02	£464,206.21	£494,554.45
minus income	-£19,600.00	-£13,480.00	-£13,230.00	-£13,300.00
Appropriated from reserves/balances	-£15,000.00	-£20,800.00	-£-	-£14,000.00
Total Precept requirement:	£459,589.57	£429,956.02	£450,976.21	£467,254.45

Band D /tax base 9290.15 /tax base 9286.97 /tax base 9277.78 /tax base 9,309.89  
 £49.47 £46.30 £48.61 £50.19

*nb: budget reduced 17/18 - loss of PC's*

## Summary of Reserves and Precept Requirements

		PROJECTION FOR ANNUAL ESTIMATES 2020/21	
		Current Year 2019/20	Forecast 2020/21
<b>Opening Balances as of 01/04/2019</b>			
Current/Business Reserve A/c	£	125,222	140,000.00
Fixed Rate Deposit A/c	£	45,278	45,647.00
Community Fund A/c	£	7,320	5,103.00
Gen Dev Fund A/c	£	15,978	26,010.00
Petty Cash A/c	£	3	-
u/c payments	-£	6,996	-
		<u>£ 186,805</u>	<u>£ 216,760.00</u>
<b>Opening adjustments</b>			
Debtors 31/3/19	£	-	-
Prepayments 31/3/19	£	6,106	26,010.00
Vat Control A/c	£	5,646	5,103.00
Accruals 31/3/19	-£	9,437	45,647.00
Receipts in Advance	-£	3,585	49,967.00
<b>Adjusted balance 01/04/19</b>		<u>£ 185,535</u>	<u>£ 90,033.00</u>
<b>Precept 2019/20</b>			
Projected income 2018/19	£	467,254	-
Less projected exp. 2018/19	£	13,300	-
Less offset by reserves	-£	494,554	-
	£	14,000	<u>£ 185,535</u>
			<u>£ 216,760.00</u>
<b>Projected Balances as of 01/04/2020</b>			
Current/Business Reserve A/c	£		140,000.00
Fixed Rate Deposit A/c	£		45,647.00
Community Fund A/c	£		5,103.00
Gen Dev (Capital) Fund A/c	£		26,010.00
Petty Cash A/c	£		-
			<u>£ 216,760.00</u>
<b>Total Assets 19/20 represented by:</b>			
GDF Capital Fund	£		26,010.00
Community Fund	£		5,103.00
Fixed Rate Deposit	£		45,647.00
EMR's	£		49,967.00
General Reserves	£		90,033.00
			<u>£ 216,760.00</u>
			<u>EMR = Earmarked reserves</u>

## Council's Reserves

To retain a combined General Reserve/Current Acc balance of a minimum of 25% of the annual gross expenditure for cash flow purposes.

The estimated general reserves in current/Business Reserve and Fixed Rate Deposit A/cs is sufficient to meet this requirement.

The Town Council's operating costs are, however, highest April - August, particularly due to grant payments. As the precept is received in three installments (Apr, Aug and Dec) a balance above the 25% of the annual gross expenditure is recommended.

## Comparison

	2015/16	2016/17	2017/18	2018/19	2019/20
Total Precept requirement	£ 459,897.00	£ 459,589.57	£ 429,956.02	£	£ 467,254.45
Council Tax Base	9283	9290.15	9286.97	9277.78	9309.89
Band D	£ 49.54	£ 49.47	£ 46.30	£	£ 50.19
					<i>Included £20,000 Armed Forces Day</i>

### Ear Marked Reserves 2020/21

EMR = Monies set aside from previous years for specific projects/works

#### 1 EMRs - as of 2019/20

New Noticeboards	£	1,663.00	Carry over EMR to 2020
Bus shelters: mainenance and new	£	10,000.00	Carry over EMR to 2020
Town Centre Sub Cttee Projects	£	10,000.00	Carry over EMR to 2020
Beach (Childrens corner) maintenance	£	4,500.00	Release for other projects eg War Memorial repairs 20/21
Bloom budget	£	2,000.00	Release for other projects eg War Memorial repairs 20/21

#### 2 EMRs - Identified for 2020/21

Town Hall Lease	£	2,004.00	Carry over unspent budget from 2019 to 2020
Elections	£	2,500.00	Carry over unspent budget from 2019 to 2020
Freedom Parade	£	3,000.00	Carry over unspent budget from 2019 to 2020
Staff training	£	800.00	Carry over unspent budget from 2019 to 2020
Dec Lighting contingency budget	£	10,000.00	Carry over unspent budget from 2019 to 2020
Bus shelters: mainenance and new	£	10,000.00	Carry over unspent budget from 2019 to 2020
Beach (Childrens corner) maintenance	£	6,500.00	Release for other projects eg War Memorial repairs 20/21
Play areas Budget	£	24,000.00	Carry over if not spent 2019
Prom lights project 2019	£	4,200.00	Carry over if not spent 2019

#### 3 Total Projected EMR for 2020/21 (to be finalised at YE 2019/20)

New Noticeboards	£	1,663.00
Bus shelter mainenance and new	£	20,000.00
Town Centre Sub Cttee Projects	£	10,000.00
Town Hall Lease	£	2,004.00
Elections	£	2,500.00
Freedom Parade	£	3,000.00
Staff training	£	800.00
Dec Lighting contingency budget	£	10,000.00
	£	<u>49,967.00</u>

#### 4 Funds to be released 2020/21 for other purposes (eg War Memorial repairs/offset budget)

Beach (Childrens corner) maintenance 2018	£	4,500.00
Bloom budget	£	2,000.00
Beach (Childrens corner) maintenance 2019	£	6,500.00
	£	<u>13,000.00</u>