

**BIDDULPH TOWN COUNCIL  
BUDGET PROPOSAL DOCUMENT 2022-23**

Please note, below are indicative costs based on estimates. Prepared January 2022.

**EXPENDITURE**

	A/c Code	Actual Expenditure 2020-21	General Fund Budget 2021-22	2021-22 Year To Date	Underspent/ Overspent or On-track	Explanation (if required)	Proposed General Fund Budget 2022-23	Proposed Incr/ Decr	Earmarked Reserves Allocation	Comment in relation to 'Proposed Budget 2021-22' column
<b>General Administration-100</b>										
Audit Fees	4050	£1,185.00	£1,300.00	£1,540.00		Turnover increased; requirement to increase budget.	£1,600.00	£300.00	£0.00	
Elections	4055	£4,216.00	£5,100.00	£0.00		No invoice received to-date.	£5,100.00	£0.00	£0.00	
Office costs	4435/4440/4020	£0.00	£200.00	£6.90		Costs coded to specific accounts in 2021-22.	£200.00	£0.00	£0.00	Include potential discretionary spend where other agencies can not support struggling families.
Photocopier Costs	4065	£1,953.00	£3,000.00	£1,886.93			£3,000.00	£0.00	£0.00	
IT and Website Support	4066	£15,822.00	£5,000.00	£9,593.26		Additional costs approved from FSM Committee; allocation from EMR.	£15,000.00	£10,000.00	£0.00	All licenses, phones, and ongoing costs. Town Councillors have own email provision in 2022-23.
Stationery	4070	£2,918.00	£1,500.00	£1,732.84		New burial register and minute binder accounted for £312 of cost.	£1,500.00	£0.00	£0.00	
Refreshments	4071	£28.00	£600.00	£430.64			£600.00	£0.00	£0.00	
Equipment	4075	£1,026.00	£500.00	£4,935.29		Large items purchased following Committee approval- branded clothing, radios with license, Broxap bench, cooker in Town Hall kitchen.	£1,000.00	£500.00	£5,000.00	Office/ event items- Projects EMR.
Travel and expenses	4094	£92.00	£200.00	£78.18			£200.00	£0.00	£0.00	
Advertising	4216	£185.00	£1,000.00	£1,447.95		Caretaker advertisement included, in addition to event advertising.	£1,000.00	£0.00	£0.00	BTC leaflet/ booklet printing.
Insurance	4020	£2,475.00	£800.00	£0.00		Est £2500 to be paid end of February 2022; to be present to Town Council.	£2,500.00	£1,700.00	£0.00	Enhanced provision due to more asset management activities.
Legal Fees	4040	£986.00	£1,000.00	£6,331.68		£1500 HR fees; purchase of Station Road; H&S fees (to be coded elsewhere in 2022-23)	£2,000.00	£1,000.00	£0.00	Additional activities due to enhanced activities and staff team.
Furnishing/ Furniture	4080	£1,180.00	£500.00	£-336.22			£500.00	£0.00	£0.00	
Coronavirus	4304	£1,011.00	£1,000.00	£135.29			£0.00	£0.00	£3,000.00	Day-to-day expense part of maintenance allowance. EMR allocation for recovery projects and monitoring/control equipment.
Room Rent - District Council	5000	£9,893.00	£30,000.00	£0.00		Internal transfer- as required	£30,000.00	£0.00	£0.00	
Salaries/pensions	4000/4001/4005	£174,477.00	£250,000.00	£182,027.08		Underspend predicted based on retirement vacancy.	£250,000.00	£0.00	£0.00	New business development role to be considered including involvement with apprentice scheme.
Subscriptions	4090	£2,797.00	£2,600.00	£3,165.62			£2,600.00	£0.00	£0.00	To be reviewed in 2022-23
Security	4440	£45.00	£200.00	£22.50			£200.00	£0.00	£0.00	
Projects (EMR)	4600	£2,812.00								
Mayoral expenses	5175	£4,275.00								
Training	4095	£2,471.00	£2,000.00	£1,504.53			£2,000.00	£0.00	£0.00	
<b>Sub total</b>		<b>£229,847.00</b>	<b>£306,500.00</b>	<b>£214,502.47</b>			<b>£319,000.00</b>	<b>13,500.00</b>	<b>8,000.00</b>	
<b>Town and Community Committee-200</b>										
Christmas Lights	4200/4201/4202/4203	£23,334.00	£26,000.00	£23,716.74		Event returned in 2021.	£26,000.00	£0.00	£4,000.00	New fittings/ enhancements from EMR
Civic Allowance	4205	£0.00	£4,165.00	£4,165.00			£4,165.00	£0.00	£0.00	Civic allowances considered in September 2020- no increase awarded.
Centoph and Centenary Projects		£0.00	£0.00	£0.00			£0.00	£0.00	£3,000.00	Repairs/ cleaning to be paid through income previously generated.
Civic Expenditure- restoration/ heritage	4210	£964.00	£0.00	£0.00			£0.00	£0.00	£10,000.00	Activity funded through income generated previously and supported by grants.
Clocks	4211	£350.00	£350.00	£2,235.00		Repair to Town Hall clock funded through EMR, approved by FSM Committee	£350.00	£0.00	£0.00	
Civic Regalia	4206	£6,327.00	£500.00	£226.17			£500.00	£0.00	£0.00	
Dementia Action Plan	4246	£0.00	£800.00	£88.13		Many activities on-hold due to Covid restrictions	£800.00		£0.00	Improvements to buildings planned, with DFG funding.
Biddulph Network Development		£0.00	£200.00	£0.00		Many activities on-hold due to Covid restrictions	£0.00	£0.00	£0.00	Activity funded through income generated previously and supported by grants.
Remembrance Sunday	4225	£25.00	£100.00	£270.00		Town Council now responsible for road closures; no RBL/ Police support.	£300.00	£200.00	£0.00	
Artisan Market	4250/4251	£6,199.00	£6,000.00	£4,825.00		Artisan Markets resumed during 2021; £2000 funding received from SMDC.	£6,000.00	£0.00	£0.00	£2000 usually allocated from SMDC for improvements; new approach 2022-23.
New Events	4204	£1,067.00	£2,000.00	£1,437.14		Activities to be included in Welcome Back fund.	£3,000.00	£1,000.00	£0.00	Significant programme of events for 2022-23
Regeneration	4230/4235	£21,550.00	£8,000.00	£11,886.29		Amey project- EMR; temporary lighting at Town Hall, to be reimbursed by Welcome Back fund.	£8,000.00	£0.00	£0.00	Various projects funded through EMR.

Environment and Climate Change	4419	£0.00	£0.00	£781.30		Wetland and other planting-Dorset Drive.	£1,000.00	£1,000.00	£10,000.00	Tree planting/ pocket park/ cycling projects/ SWT mapping. Grant funding sought; EMR for capital/ development projects.
Tourism	4240/4245	£1,316.00	£2,000.00	£741.00			£1,500.00	£0.00	£5,000.00	
<b>Sub total</b>		<b>£61,132.00</b>	<b>£50,115.00</b>	<b>£50,371.77</b>			<b>£51,615.00</b>	<b>£2,200.00</b>	<b>£32,000.00</b>	
<b>Finance Strategy and Management Committee-300</b>										
Grants (inc. CAB and Biddulph in Bloom)	4300/4301/4302	£76,099.00	£64,000.00	£54,523.00		Second round of grant allocations in January 2022.	£64,000.00	£0.00	£0.00	
Festival	4305	£0.00	£5,000.00	£0.00		No Festival in 2021.	£5,000.00	£0.00	£0.00	
Councillor Grants Scheme	4306	£2,625.00	£3,000.00	£100.00		Councillors to be encouraged to use this allocation asap.	£3,000.00	£0.00	£0.00	
Provision for defibrillator maintenance	4310	£0.00	£2,000.00	£2,000.00			£2,000.00	£0.00	£0.00	
<b>Sub total</b>		<b>£78,724.00</b>	<b>£74,000.00</b>	<b>£56,623.00</b>			<b>£74,000.00</b>	<b>£0.00</b>	<b>£0.00</b>	
<b>Recreation and Amenities Committee</b>										
Allotments-410	4400/4405/4435/4436	£691.00	£2,000.00	£515.00			£1,000.00	£0.00	£10,000.00	Slater Street development from EMR
Maintenance of Springfield Road	4425	£410.00	£1,000.00	£153.51		Issues with contractor 2021-22; new contract to commence in April 2022.	£1,000.00	£0.00	£0.00	
Lengthsman-420	4430	£5,690.00	£8,000.00	£2,749.00			£8,000.00	£0.00	£0.00	
93 Bus	4248	£38,788.00	£40,000.00	£25,746.12		New contract to commence April 2022.	£40,000.00	£0.00	£0.00	
Footpaths	4500	£1,275.00	£1,000.00	£600.00			£1,000.00	£0.00	£0.00	
Burial Grounds Maintenance-400	4420/4435/4436/4440	£24,296.00	£30,000.00	£18,182.00		New contract to commence April 2022. New GOR strip complete; large projects planned for 2022.	£28,000.00	£2,000.00	£115,000.00	Individual development projects included in EMR. Management of Bateman Walk and Memorial Testing new for 2022-23.
Burial Ground Business Rates	4416	£552.00		£439.12		Included in Maintenance costs previously.	£550.00	£550.00		
Utilities	4417	£81.00		£371.29		Included in Maintenance costs previously.	£450.00	£450.00		
Open/ Close WBG	4440			£802.58		Volunteer Policy and process confirmed during 2021.	£1,200.00	£1,200.00		
Butterfly Garden- riparian duties/ tree management	4435	£590.00	£1,000.00	£0.00			£500.00	£0.00	£0.00	
Waste	4436			£2,925.35		Included in Maintenance costs previously.	£3,000.00			
Green Spaces-430	4040/4417/4420/4045	£410.00	£1,000.00	£120.75			£500.00	£0.00	£0.00	EMR allocation for Station Road development.
Footway Lighting	4505	£3,103.00	£5,000.00	£3,853.99			£4,000.00	£0.00	£5,000.00	Replacement lighting funded through EMR.
<b>Sub total</b>		<b>£75,886.00</b>	<b>£89,000.00</b>	<b>£56,458.71</b>			<b>£89,200.00</b>	<b>£200.00</b>	<b>£130,000.00</b>	
<b>Planning Committee</b>										
Neighbourhood Plan	4510	£4,750.00	£0.00	£262.50		Training for Councillors	£0.00	£0.00	£160,000.00	Individual implementation projects included in Earmarked Reserves.
<b>Sub total</b>		<b>£4,750.00</b>	<b>£0.00</b>	<b>£262.50</b>			<b>£0.00</b>	<b>£0.00</b>	<b>£160,000.00</b>	
<b>Town Hall- 800</b>										
Town Hall Management	4450	£6,845.00	£500.00	£773.28		Income received by TC paid to SMDC.	£500.00	£0.00	£0.00	
Legal Fees	4040	£10,193.00	£500.00	£324.30			£500.00	£0.00	£0.00	Creation/ management of tenancies; toilets license/ lease work already paid in 2020-21.
Cleaning- Town Hall products/ Bus Hub cleaning	4207	£6,189.00	£20,000.00	£10,300.38			£15,000.00	£0.00	£0.00	Supplies and contractor at Bus Hub
Public Convenience Maintenance	4208	£2,292.00	£500.00	£0.00			£500.00	£0.00	£0.00	To cover repairs
Town Hall Maintenance	4213	£4,459.00	£15,000.00	£10,005.44			£15,000.00	£0.00	£0.00	Compliance activities. To be renegotiated pre-April 2021.
Town Hall Repairs	4214	£12.00	£2,000.00	£3,502.08			£2,000.00	£0.00	£0.00	
Town Hall Improvements	4215	£132.00	£0.00	£22.88			£0.00	£0.00	£60,000.00	Individual projects included in Earmarked Reserves.
Business Rates- Town Hall	4416	£10,120.00	£40,000.00	£18,747.25			£28,000.00	£0.00	£0.00	
Business Rates- Public Conveniences	4416	£4,218.00	£7,000.00	£0.00		Toilet Tax' introduced; Business Rates no longer applied, refund of £1782 received.	£0.00	£7,000.00	£0.00	No requirement to pay.
Utilities	4417	£277.00	£18,000.00	£671.29		Figures received from SMDC up to July 2021; Annual cost Aug 2020- July 2021 was £17,600. Costs to date reflect separate BTC electricity supply.	£18,500.00	£500.00	£0.00	
Waste	4436	£2,093.00	£4,000.00	£1,502.34		Saving made through tender process.	£4,000.00	£0.00	£0.00	
Licensing	4030			£3,497.22		New code required for 2022-23; premises/ music license.	£4,000.00	£4,000.00	£0.00	
Security	4440	£946.00	£200.00	£6,504.73		New CCTV installation; closing of Bus Hub toilets.	£2,000.00	£1,500.00	£0.00	
<b>Sub total</b>		<b>£47,776.00</b>	<b>£107,700.00</b>	<b>£55,851.19</b>			<b>£90,000.00</b>	<b>£1,000.00</b>	<b>£60,000.00</b>	
<b>Country Park- 810</b>										
Public Convenience Cleaning	4208	£4,750.00	£15,000.00	£7,784.85		No General Fund allocated; EMR covered all costs.	£12,000.00	£12,000.00	£0.00	
Maintenance	4435	£3,854.00	£500.00	£12,902.36			£2,000.00	£2,000.00	£15,000.00	EMR allocation for improvements.
<b>Sub total</b>		<b>£8,604.00</b>	<b>£15,500.00</b>	<b>£20,687.21</b>			<b>£14,000.00</b>	<b>£14,000.00</b>	<b>£15,000.00</b>	
<b>TOTAL</b>		<b>£506,719.00</b>	<b>£627,315.00</b>	<b>£454,756.85</b>			<b>£637,815.00</b>	<b>28,900.00</b>	<b>405,000.00</b>	

**INCOME**

Actual income 2020-21	Income 2021-22 (year to date)	Estimated Income at time of budget setting for 2022-23
-----------------------	-------------------------------	--

Artisan Market/ FFF/ Christmas	1020/1030/1050	£2,008.00	£2,795.00	£2,500.00
Room Hire (inc. bookings and tenants contributions)	1000/1099/1100/ 1101/1102	£99,468.00	£32,171.00	£82,240.00
Burial Ground	1001/1002/1003/1004/10 05/ 1006	£63,620.00	£37,781.00	£48,000.00
Allotments	1010/1011	£858.00	£542.00	£800.00
Interest (bank accounts)	1080	£807.00	£106.00	£500.00
Promotional Sales	1050	£1,037.00	£461.00	£800.00
Misc- General Admin	1099	£115.00	£155.00	£100.00
Mayoral income	1175	£8,106.00		
Grants and Donations	1060/1062	£17,262.00	£578.40	£0.00
Reimbursement from SMDC/ Reception charges				£112,080.90
Income from Visitor Centre tenants				£9,600.00
Precept	1076	£362,215.00	£370,365.00	
<b>TOTAL</b>		<b>555,496.00</b>	<b>444,954.40</b>	<b>256,620.90</b>

**2022-23**

<b>Total expenditure</b>	£637,815.00
<b>Less expected income</b>	£381,194.10
<b>Total expenditure requirement</b>	£381,194.10
<b>Precept requirement 2022-23</b>	£381,194.10
<b>Increase from 2021-22</b>	£10,829.10
<b>2021-22 precept was</b>	£58.72
<b>Declared 2022-23 parish tax base (Band D equivalent)</b>	6337
<b>2022-23 Precept to be</b>	£60.15
	<b>2.44</b> % increase
	<b>£1.43</b> increase