

# Malton Town Council 2022/23 Revenue Budget



## Introduction

Setting a budget is an annual statutory requirement and is a means of financial control, although there are inevitably variances that arise during the year due to changing circumstances. Preparation of the budget is one of the most important annual tasks this Council must undertake. In recent years a wider discussion has allowed Councillors to give thought to the future direction they felt the Council should take to ensure all services can continue to be provided to the standard expected by Malton residents. The outcome of such discussion then informs the recommended budget and the level of Council Tax for 2022/2023.

Malton Town Council works hard to continuously improve the local community and ensure that Town Council assets are maintained to a high standard. At the present time we have responsibility for very few services, over recent years we have demonstrated that we are good at dealing with grass roots issues that can easily be neglected by District and County Councils. The Council has previously indicated that it is keen to take on more powers and responsibilities and has already taken on an additional contract to improve the overall appearance of our town.

Councillors are committed to supporting local residents and businesses so that the town can continue to thrive, and offer a positive and welcoming experience for residents and visitors alike. As the town grows, so does its needs, and the Council may wish to have the ability to respond to the new challenges and opportunities that the forthcoming year will inevitably bring.

The Town Council will continue to come under pressure to fill some of the gaps left by the District and County Council. No doubt members will once again be mindful of this when setting this year's budget. We should continue to be fully aware of the effect that any additional duties will have on our budget – both in the short term and the long term, also on the resources required to undertake such duties. As we start on this process and as the circumstances develop we shall be able to be more specific about what, if any, services we might take on. We do, however, need to retain flexibility in our budget to allow us to react to any issues that we are not yet aware of.

Ryedale District Council has confirmed that the 2022/23 Council Tax for Malton will be based on 2309.35 properties, an increase of 75.78 properties on the 2021/22 Tax Base of 2233.57. The Council Tax Base is the statutory calculation of the number of 'chargeable' households for each parish of the county, and is used by Ryedale District Council, as the council tax billing authority, to calculate the council tax in each area. The total number of properties is adjusted to take account of the number of households in receipt of council tax benefits, discounts and exemptions, as well as any empty properties, and the council tax collection rate. The Town Council Tax is calculated by dividing the Council Precept by the Council Tax Base figure. This provides the Band D Council Tax figure. Overall, it represents a 0% increase on the 2022/23 Council Tax.

2020/21 average properties 2,181.86 precept asked for £207,565 = £95.13 band D Tax + 5.77%  
2021/22 average properties 2,233.57 precept asked for £224,656 = £100.58 band D Tax + 5.73%  
**2022/23 average properties 2309.35 precept asked for £232,275 = £100.58 band D Tax 0%**

### Revenue Income Budget

Budget Code	Description	Approved 2021/22 Budget £	2021/22 Budget Actual at 31 October 2021 £	Draft 2022/23 Budget £	Budget Detail
1000	Cemetery	20,000	16,915	20,000	Proposed income for 2022/23 is to remain the same
1004	Allotment Rent	1,344	1,344	1,344	Income to remain the same
1005	Grants	1,235	3,066	1,235	NYCC grass cutting grant £1,235
1006	Donations		2,232		Reimbursement of incorrect insurance payment allocated to this code
1007	Malton In Bloom		5,950		Donations from businesses/organisations & hanging basket payments
1009	Lady Spring Wood		1,000		Reimbursement of the annual rent from MNAP
1012	CCTV		5,619		Reimbursement from the Norton & Pickering for the CCTV cameras
1011	Christmas Lights		2,250		Contribution from MFE and businesses
1010	Bank Interest	100	3		Interest on the base rate account
1014	Chapel Hire & Sponsorship		150	1,000	Hire of the chapels for funerals and events
1176	Precept	224,656	224,656	232,275	0% Increase (based on revised tax base figure for 2022/23)
	<b>TOTAL</b>	<b>£247,335</b>	<b>£263,185</b>	<b>£255,854</b>	

### Expenditure Revenue Budget

Budget Code	Description	Approved 2020/21 Budget £	2020/21 Budget Actual at 31 October 2020 £	Draft 2021/22 Budget £	Budget Detail	Action Plan No (where applicable)
4000	Salaries	86,500	36,711	86,500	Budget figure sufficient for the Clerk to progress from SCP37 to SCP 38, the Deputy Clerk to progress from SCP26 to SCP 27 and the Cemetery Manager to progress from SCP 13 to SCP 14. The budget includes a Junior Gardener post, 5 hours per week from April to September at £5 per hour to assist with weeding assets in the town.	Operational
4001	PAYE/NI	26,000	12,623	26,000	2022/23 figure provided by Payroll provider. Statutory obligation on employer to pay National Insurance contributions - contract of employment	Operational
4002	Pensions	25,000	12,229	25,000	2022/23 figure provided by Payroll provider. Statutory obligation to pay into Local Government pension scheme - contract of employment	Operational

4092	Street Cleansing/Maintenance	12,000	0	15,000	Year-on-year contract to clean and maintain the Town Centre including picking up debris, weeding, spraying, watering Council assets and painting/cleaning street furniture i.e. signage, lamp columns and railings. Increased from 16 to 20 hours per week.	MTC3
4003	Staff & Member Training	3,300	618	500	Member and staff training. Staff development reviews did not highlight any necessary staff training next year.	MTC21
4004	Parking Permit	180	140	240	Parking permit for the Clerk in Chapel Lane, Malton (behind The Wesley Centre).	Operational
4005	Staff Expenses	1,270	865	1,250	Budget to be utilised for staff journeys necessary to carry out their role, and occasional hospitality expenses	Operational
4006	Additional Manpower	1,000	1,095	1,500	Additional manpower required to assist with grave preparation and town maintenance.	Operational
4010	Town Council Office Rent & SLA Allotment Rent	7,850	8,652	7,850	Actual figure to date include Allotment Rent.  Town Council office and meeting room accommodation at the Wesley Centre and Service Level Agreement covering all utilities. This is the final year remaining at current rate. Landlord has proposed freeze for one further year whilst building works affect The Wesley Centre in 2022/23.	Operational
4011	Communications/ Mobile Phones	750	355	750	Clerk and Cemetery Manager Mobile phones	Operational
4012	IT & Website	750	469	750	MTC website and office IT support.	Operational
4013	Insurance	3,100	4,715	3,500	Small increase in budget to cover the Council utility vehicle and new tractor. Actual budget to date shows an overspend due to initial overpayment, this has now been rectified and the Council have been reimbursed (see income code 1006)	Operational
4014	Utilities	1,400	429	1,400	Water and electricity costs for New Malton/Old Malton Cemetery and Festive Lighting electricity.	Operational
4015	Audit Fees	1,600	1,675	1,675	Bi-annual internal audit and annual external audit	Operational
4016	Subscriptions	1,000	1,465	1,000	Actual budget to date shows an overspend due to chapel advertisement	Operational
4017	Office Equipment	500	385	500	Budget required to replace laptops, PC and printer equipment, if and when required	Operational

4018	Stationery	700	1,039	1,000	Slight increase due to increased costs of printer cartridges, staff continue to only print where necessary and purchase green stationery wherever possible	Operational
4020	Rates	800	603	1,100	Budget increase to cover increased rates	Operational
4025	Mayors Allowance	1,200	0	1,200	Budget to be allocated at the Mayor's discretion	Operational
4026	Civic Events	700	372	700	Budget to enable the Council to hold stakeholder events from time to time that promote the work of the Council.	Operational
4028	Professional Fees	1,000	1,862	1,500	Payroll and RBS Fees.	Operational
4030	Repairs and Maintenance	3,000	4,710	3,000	To facilitate necessary repairs and maintenance to the Town Council cemeteries and play areas	Operational
4031	Tools and Materials	1,500	3,648	1,500	To enable the purchase of tools and materials in order that staff may carry out their role efficiently and effectively.	Operational
4032	Fuel	1,500	973	1,600	Small increase to cover the increase in fuel costs for tractor, power tools and utility vehicle.	Operational
4033	Protective Clothing	145	0	145	Cemetery Manager safety, trousers and hi visibility jacket.	Operational
4034	Waste Disposal	330	536	330	Budget to remain the same. Refuse bins located at New Malton Cemetery. Actual budget to date included an additional 1.5 litre bin, which is deemed not necessary moving forward.	Operational
4035	Equipment and Maintenance	3,000	3,467	2,000	Budget to remain the same	Operational
4036	Tree Maintenance	1,000	600	2,200	The Council carries out a bi-annual tree survey, following which any identified works are carried out to trees. The next survey will be carried out in summer 2022.	Operational
4038	Chapel Conversion	0	9,350	0	Budget heading to be removed, further renovation work will be carried out from the capital budget.	
4041	Cleaning	50	200	1,075	Toilet rolls and basic cleaning items for staff at The Wesley Centre and Cemetery workshop. Weekly cleaning at the New Malton Chapels	Operational
4045	S137 Grants	3,000	3,000	3,000	Budget to remain the same, to enable the Town Council to provide discretionary support to local organisations.	Operational
4046	Town CCTV	11,900	16,890	11,900	MTC is the administrative body for the Pickering, Norton and Malton CCTV cameras, therefore, all invoices are paid by MTC and recharged. The budget forecast for Malton is on target.	Operational
4051	Orchard Field Rent	2,000	1,000	2,000	Annual Rent of Orchard Fields.	Operational

4052	Lady Spring Wood	0	2,945	500	Annual Lease of £500 approved at the July 2021 Town Council Meeting. Actual budget shows this years £1,000 rent and grant aid funds being held by MTC utilised to repair the bridge.	Operational
4056	Malton In Bloom	11,000	13,570	10,700	Budget to remain the same to enable planting of window boxes, planters and barrels out in the community in addition to the commercial planting. The Clerk will continue to work with businesses on hanging basket orders and donations. External funds will be utilised to facilitate new projects such as the Broughton Rise Sensory Garden and the Library garden.	MTC2
4057	Street Furniture	1,000	5,403	500	Proposed budget to enhance the street scene of Malton in various locations. Actual budget showing an overspend due to the renovation of the Highfield Road bus shelter which was funded by grant aid.	MTC3/2
4058	Grass Cutting	10,560	10,560	12,800	Year 1 of a 3 year contract. An additional area added to the grass cutting tender.	Operational
4061	Town Clocks	550	542	550	Annual maintenance of the clock at St Leonard's Church and the Old School in Old Malton.	Operational
4065	Christmas Lights	13,000	15,789	15,939	Total cost £17,687. Proposed budget includes £7,210 for a final year on scheme 1 and 2. £7,080 is required for two years on scheme 3. The additional £6,937 in the budget would enable scheme 4 which would include overhead festive lights to be installed on St Michael's Street and the large tree at the bottom of Castlegate to be lit up. Over the next two years an additional £2,940 would complete scheme 4. The Clerk will be applying to Visit Malton CIC for a £2,000 grant towards the project.	MTC4
4070	Neighbourhood Planning	7,000	5,469	7,000	The proposed budget is deemed sufficient to deliver the Neighbourhood Plan to the next stage.	MTC1
4093	Corporate Branding	200	105	200	This includes uniforms, vehicle livery and signage.	Operational
	<b>TOTAL</b>	<b>£247,335</b>	<b>£185,059</b>			
	<b>GENERAL FUND RESERVES</b>	<b>£90,024</b>		<b>£255,854</b>		

Approved at the Town Council Meeting held on 15<sup>th</sup> December 2021