

Malton Town Council 2024/25 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. The outcome of such discussion then informs the recommended budget and the level of Council Tax for 2023/2024.

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 North Yorkshire Council. 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 North Yorkshire 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.

North Yorkshire Council has confirmed that the 2024/25 Council Tax for Malton will be based on 2371.96 properties, an increase 83.23 properties on the 2023/24 Tax Base of 2288.73. The Council Tax Base is the statutory calculation of the number of 'chargeable' households for each parish of the county, and is used by North Yorkshire 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. Proposal as follows:

Historic - 2021/22 average properties 2,233.57 precept asked for £224,656 = £100.58 band D Tax + 5.73%

Historic - 2022/23 average properties 2309.35 precept asked for £232,275 = £100.58 band D Tax 0%

Current - 2023/24 average properties 2288.73 precept asked for £230,196 = £100.58 band D Tax 0%

Proposed - 2024/25 average properties 2371.96 precept asked for £252,141 = £106.30 band D Tax + 5.68%

Revenue Income Budget

Budget Code	Description	Approved 2023/24 Budget £	2023/24 Budget Actual at 31 October 2023 £	Approved 2024/25 Budget £	Budget Detail 23,679
1000	Cemetery	20,000	16,932	20,000	Proposed income for 2024/25 is to remain the same
1004	Allotment Rent	1,344	672	1,344	Income to remain the same
1005	Grants	1,235	1653	1,235	NYCC grass cutting grant £1,235
1006	Donations		2,980		
1007	Malton In Bloom		9,227		Donations from businesses/organisations & hanging basket payments
1009	Lady Spring Wood				
1008	War Memorial		2,230		Insurance claim
1012	CCTV		9,717		Reimbursement from the Norton & Pickering for the CCTV cameras
1011	Christmas Lights		2,000		Contribution from MFE
1010	Bank Interest		1,240	800	Interest on the base rate account
1014	Chapel Hire & Sponsorship	1,000	150	300	Hire of the chapels for funerals and events
1013	PWLB Loan			123,865	Public Works Loan Board Loan
1176	Precept	230,196		252,141	5.68% Increase (based on revised tax base figure for 2024/25)
	TOTAL	£253,775		£399,685	

Expenditure Revenue Budget

Budget Code	Description	Approved 2023/24 Budget £	2023/24 Budget Actual at 31 October 2023 £	Draft 2024/25 Budget £	Budget Detail	Action Plan No (where applicable)
4000	Salaries	76,000	47,647	88,000	Budget figure for the Clerk to progress to from SCP39-40, the Deputy Clerk to progress from SCP29-30 and the Cemetery Manager to progress from SCP20-21. As per contract of employment. Also to include a 3.8% NJC pay award for 2023-24 and Clerks overtime for events held on a weekend. Budget figure includes additional amount in the event of requiring a Locum Clerk/Deputy.	Operational

4001	PAYE/NI	30,000	17,665	33,000	2024/25 figure provided by Payroll provider. Statutory obligation on employer to pay National Insurance contributions. As per contract of employment.	Operational
4002	Pensions	27,000	15,988	29,250	2024/25 figure provided by Payroll provider. Statutory obligation to pay into Local Government pension scheme. As per contract of employment	Operational
4092	Street Cleansing/ Maintenance	15,000	9,080	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.	MTC3
4003	Staff & Member Training	4,000	4,308	700	Member and staff training highlighted in the Staff development reviews	MTC19
4004	Parking Permit	240	140	240	Parking permit for the Clerk in Chapel Lane, Malton (behind The Wesley Centre).	Operational
4005	Staff Expenses	1,500	1,130	1,500	Budget to be utilised for staff journeys necessary to carry out their role, and occasional hospitality expenses	Operational
4006	Additional Manpower	1,000	100	500	Additional manpower required to assist with grave preparation and town maintenance.	Operational
4037	PWLB Loan Repayment	0	0	11,422	Town Council office and meeting room accommodation at the Wesley Centre and Service Level Agreement covering all utilities.	Operational
4011	Mobile Phones	1,370	820	1,000	Staff Mobile phones. The Cemetery Chapel Broadband to be cancelled.	Operational
4012	IT & Website	750	702	1,000	MTC website and office IT support.	Operational
4013	Insurance	1,500	3,372	3,500	Budget also covers the Council utility vehicle and tractor.	Operational
4014	Utilities	2,500	2,360	5,313	Increased due to rising utility costs for water and electricity at New Malton/Old Malton Cemetery, Wheelgate Festive Lighting and church clock.	Operational
4015	Audit Fees	2,000	1,240	1,300	Annual internal and external audit	Operational
4017	Office Equipment	1,000	0	1,000	Budget required to replace laptops, PC and printer equipment, if and when required	Operational
4018	Stationery	1,000	906	1,100	Purchase of printer cartridges etc, staff continue to only print where necessary and purchase green stationery wherever possible	Operational
4020	Rates	1,200	634	1,300	Small budget increase to cover increased rates	Operational
4025	Mayors Allowance	1,200	175	1,200	Budget to be allocated at the Mayor's discretion	Operational
4026	Civic Events	700	1,749	700	Budget to enable the Council to hold stakeholder events from time to time that promote the work of the Council.	Operational

			(actual spend 890.90)		Spend this year includes Two gazebo folding tables, Bunting installation and volunteer (Tidy Group & MIB) thank you event	
4028	Professional Fees & Subscriptions	2,000	5,951	3,500	Payroll, RBS, YLCA and legal fees	Operational
4030	Repairs and Maintenance	3,000	3,060	3,500	To facilitate necessary repairs and maintenance to the Town Council cemeteries and play areas	Operational
4031	Tools and Materials	2,500	2,336	2,500	To enable the purchase of tools and materials in order that staff may carry out their role efficiently and effectively.	Operational
4032	Fuel	2,000	933	2,040	Small increase to cover the increase in fuel costs for tractor, power tools and utility vehicle.	Operational
4033	Protective Clothing	150	0	150	Cemetery Manager safety, trousers and hi visibility jacket.	Operational
4034	Waste Disposal	330	635	330	Budget to remain the same. Refuse bins located at New Malton Cemetery. Overspend due to RDC taking an incorrect direct debit payment again this year this has now been refunded.	Operational
4035	Equipment and Maintenance	2,250	2,025	2,250	Budget to remain the same	Operational
4036	Tree Maintenance	550	3,905	500	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 2025. Budget for essential work only next year	Operational
4041	Cleaning	1,270	760	650	Toilet rolls and basic cleaning items for staff at The Wesley Centre and Cemetery workshop. Reduce to fortnightly cleaning at the New Malton Chapels	Operational
4045	Small Grants	3,000	3,000	3,000	Budget to enable the Town Council to provide discretionary support to local organisations. The grant process to be discussed by Members at the January meeting.	Operational
4046	Town CCTV	6,800	22,611	11,955	MTC is the administrative body for the Pickering, Norton and Malton CCTV cameras, therefore, all invoices are paid by MTC and recharged. The amount has been increased back to the original amount due to a grant received being received last year to offset the revenue costs for the Malton and Norton cameras.	Operational
4051	Orchard Fields	2,000	500	2,000	Annual Rent of Orchard Fields.	Operational
4052	Lady Spring Wood	500	0	500	Annual Rent of Lady Spring Wood. MNAP Funds available in 2023/24 for maintenance/signage	Operational

4056	Malton In Bloom	10,500	18,730	9,750	Budget to reduce slightly for the planting of window boxes, planters and barrels out in the community in addition to the commercial planting. Officers will continue to work with businesses on hanging basket orders and donations. External funds will be utilised to facilitate new projects.	MTC2
4057	Street Furniture	1,500	2,887	1,500	Budget to remain the same to enhance the street scene of Malton in various locations.	MTC3/2
4058	Grass Cutting	12,800	12,800	12,800	Year 3 of a 3 year contract.	Operational
4061	Town Clocks	580	770	775	Annual maintenance of the clock at St Leonard's Church and the Old School in Old Malton.	Operational
4065	Festive Lights	14,000	14,000 (additional spend due to grant aid)	11,000	Proposed budget includes £9,200 for year 2 of scheme 2. Storage and installation of Christmas tree and wifi	MTC4
4070	Neighbourhood Planning	5,000	5,265	3,000	The proposed budget is deemed sufficient to deliver the joint Malton & Norton Neighbourhood Plan to the final stage. Clerk to apply for the additional grant aid available	MTC1
4093	Corporate Branding	200	100	200	This includes uniforms and signage.	Operational
	Norton Skatepark	3,000	3,000	1,500	50% of the costs incurred to run the skatepark with North Town Council.	Operational
	Milton Rooms	3000	3,000	3,000	Contribution towards revenue costs.	
	Meeting Room Hire	0	551	375	Cost to hire a meeting room at Ryedale House for the monthly Full Council meeting until The Wesley Centre is back open.	Operational
	HR & Employment Law	0	475	1020	This is a new budget heading this year. Contract started in June 2023.	Operational
	Electric Van	0	0	0	Two year lease of a Renault Kangoo Electric Van for staff to carry out Council duties and maintain assets	Operational
	St Clements Event	0	0	1,000	To facilitate the St Clements event which will take place in November 2024.	
	TOTAL	£254,725		£275,820		
	GENERAL FUND RESERVES	£116,000				