



## Malton Town Council 2023/24 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 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 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 2023/24 Council Tax for Malton will be based on 2288.73 properties, a decrease of 20.62 properties on the 2022/23 Tax Base of 2309.35. 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 2023/24 Council Tax.

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

### Revenue Income Budget

Budget Code	Description	Approved 2022/23 Budget £	2022/23 Budget Actual at 30 September 2022 £	Approved 2023/24 Budget £	Budget Detail
1000	Cemetery	20,000	13,878	20,000	Proposed income for 2023/24 is to remain the same
1004	Allotment Rent	1,344	0	1,344	Income to remain the same
1005	Grants	1,235	5,842	1,235	NYCC grass cutting grant £1,235
1006	Donations		913		
1007	Malton In Bloom		3,616		Donations from businesses/organisations & hanging basket payments
1009	Lady Spring Wood				
1012	CCTV		7,521		Reimbursement from the Norton & Pickering for the CCTV cameras
1011	Christmas Lights		763		Contribution from MFE and businesses
1010	Bank Interest		6		Interest on the base rate account
1014	Chapel Hire & Sponsorship	1,000	600	1,000	Hire of the chapels for funerals and events
1176	Precept	232,275	232,275	230,196	0% Increase (based on revised tax base figure for 2023/24).
	<b>TOTAL</b>	<b>£255,854</b>	<b>£265,414</b>	<b>£253,775</b>	

### Expenditure Revenue Budget

Budget Code	Description	Approved 2022/23 Budget £	2022/23 Budget Actual at 31 October 2022 £	Approved 2023/24 Budget £	Budget Detail	Action Plan No (where applicable)
4000	Salaries	86,500	29,297	76,000	Budget figure sufficient for the Clerk to progress to SCP 39 and increase from 36 to 37 hours per week, the Deputy Clerk to progress to SCP29 and increase from 16 to 30 hours per week due to increased workload and the Cemetery Manager to progress to SCP 15. The budget includes a Junior Gardener post, 5 hours per week from April to September.	Operational
4001	PAYE/NI	26,000	11,107	30,000	2023/24 figure provided by Payroll provider. Statutory obligation on employer to pay National Insurance contributions - contract of employment	Operational

4002	Pensions	25,000	10,206	27,000	2023/24 figure provided by Payroll provider. Statutory obligation to pay into Local Government pension scheme - contract of employment	Operational
4092	Street Cleansing/Maintenance	15,000	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.	MTC3
4003	Staff & Member Training	500	337	4,000	Member and staff training highlighted in the Staff development reviews. Contract Management training for the Clerk.	MTC21
4004	Parking Permit	240	100	240	Parking permit for the Clerk in Chapel Lane, Malton (behind The Wesley Centre).	Operational
4005	Staff Expenses	1,250	931	1,500	Budget to be utilised for staff journeys necessary to carry out their role, and occasional hospitality expenses	Operational
4006	Additional Manpower	1,500	436	1,000	Additional manpower required to assist with grave preparation and town maintenance.	Operational
4010	Town Council Office Rent & SLA Allotment Rent	7,850	9,876	8,635	Actual figure to date include Allotment and Lady Spring Wood Rent.  Town Council office and meeting room accommodation at the Wesley Centre and Service Level Agreement covering all utilities. Potential 10% increase due to rise in utility costs.	Operational
4011	Communications/ Mobile Phones	750	548	1,370	Clerk and Cemetery Manager Mobile phones. Cemetery Chapel Broadband required for CCTV	Operational
4012	IT & Website	750	447	750	MTC website and office IT support.	Operational
4013	Insurance	3,500	1201	1,500	Budget also covers the Council utility vehicle and tractor.	Operational
4014	Utilities	1,400	7,398	2,500	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	1,675	790	2,000	Annual internal and external audit	Operational
4016	Subscriptions	1,000	1,022	1,200	YLCA and Rural Market Towns Subscription	Operational
4017	Office Equipment	500	0	1,000	Budget required to replace laptops, PC and printer equipment, if and when required	Operational
4018	Stationery	1,000	793	1,000	Purchase of printer cartridges etc, staff continue to only print where necessary and purchase green stationery wherever possible	Operational
4020	Rates	1,100	517	1,200	Budget increase to cover increased rates	Operational

4025	Mayors Allowance	1,200	591	1,200	Budget to be allocated at the Mayor's discretion	Operational
4026	Civic Events	700	3,114	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	1,500	3,427	2,000	Payroll, RBS and legal fees	Operational
4030	Repairs and Maintenance	3,000	1,440	3,000	To facilitate necessary repairs and maintenance to the Town Council cemeteries and play areas	Operational
4031	Tools and Materials	1,500	3,554	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	1,600	992	2,000	Small increase to cover the increase in fuel costs for tractor, power tools and utility vehicle.	Operational
4033	Protective Clothing	145	149	150	Cemetery Manager safety, trousers and hi visibility jacket.	Operational
4034	Waste Disposal	330	611	330	Budget to remain the same. Refuse bins located at New Malton Cemetery. Overspend due to RDC taking an incorrect direct debit payment, this has now been refunded.	Operational
4035	Equipment and Maintenance	2,000	1,557	2,250	Small increase due to increased costs	Operational
4036	Tree Maintenance	2,200	0	550	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 2024. Budget for essential work only next year	Operational
4041	Cleaning	1,075	540	1,270	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	0	3,000	Budget to be increased 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	11,900	20,041	6,800	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 reduced due to the approval of a £10,000 Community Grant from Ryedale District Council	Operational
4051	Orchard Fields	2,000	7,149	2,000	Annual Rent of Orchard Fields.	Operational
4052	Lady Spring Wood	500	0	500	Annual Rent of Lady Spring Wood	Operational

4056	Malton In Bloom	10,700	12,764	10,500	Budget to remain the same to enable 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	500	2,238	1,500	Proposed budget to enhance the street scene of Malton in various locations.	MTC3/2
4058	Grass Cutting	12,800	12,800	12,800	Year 2 of a 3 year contract.	Operational
4061	Town Clocks	550	559	580	Annual maintenance of the clock at St Leonard's Church and the Old School in Old Malton.	Operational
4065	Festive Lights	15,939	18,232	14,000	Proposed budget includes £7,020 which the final year of scheme 3 and year 1 of 2 for scheme 4. Additional budget to allow for the lighting of County Bridge (joint project with NTC) and lamp column spirals on Old Maltongate, Castlegate and Newbiggin. The Clerk will be applying to Visit Malton CIC for a £2,000 grant towards the project.	MTC4
4070	Neighbourhood Planning	7,000	656	5,000	The proposed budget is deemed sufficient to deliver the Neighbourhood Plan to the next stage.	MTC1
4093	Corporate Branding	200	0	200	This includes uniforms, vehicle livery and signage.	Operational
	Norton Skatepark	0	0	3,000	Contribution towards annual revenue costs. Approximate revenue budget for NTC is £5,250 per annum.	
	Milton Rooms	0	0	3000	Contribution towards revenue costs.	
	<b>TOTAL</b>	<b>£255,854</b>	<b>£165,420</b>	<b>£254,725</b>		
	<b>GENERAL FUND RESERVES</b>	<b>£110,000</b>				

14<sup>th</sup> December 2022

**RESOLVED**

Cllr Andrews proposed that the Town Council approves the revenue budget of £254,725 for the financial year 2023-24 with the additional £950 to be taken from reserves, this was seconded by Cllr Conlan, all other Members approved.