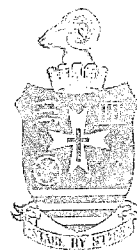


Witham Town Council

Town Hall
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Witham
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AGENDA

Meeting of: **Estimates Sub-Committee**

Date: **Monday, 11th January 2016** Time: **7.30 p.m.**

Place: **Town Hall, 61 Newland Street, Witham.**

Members are requested to attend the above Meeting to transact the following business. Members are respectfully reminded that each item on the Agenda should be carefully examined. If you have any interest, it must be duly declared.

To be present: Councillors	M.C.M.	Lager	(Chairman)
	R.	Williams	(Vice Chairman)
	J.C.	Goodman	
	P.	Horner	
	W.J.	Rose	

APOLOGIES

1. INTERESTS

To receive any declarations of interests that Members may wish to give notice of on matters pertaining to any item on this Agenda.

2. QUESTIONS AND STATEMENTS FROM THE PUBLIC

An opportunity to enable members of the press and public present to comment upon any item on the Agenda.

3. ESTIMATES 2016/2017

(i) Administration/Central Services

To consider and approve the budget for Central Services Expenditure (attached).

Agenda for the Meeting of the Estimates Sub-Committee to be held 11.1.2016 (cont'd)

(ii) **Committee Bids**

To consider bids made by Committees (attached).

(iii) **Earmarked Reserves**

To approve transfer of reserves to and from the General Fund (details attached).

(iv) **Puppet Festival**

To receive an updated schedule (attached).

4. **PRECEPT 2016/2017**

To recommend a precept to the Town Council for approval on Monday 18th January 2016.



Mark Squire
Town Clerk

MS/GK/4.1.2016

Budget Estimates for Year 2016-2017											
Committee / Accounts Cost Head	Budget 2015-2016		To date 23.12.16		Anticipated 31.3.16		BUDGET 2016.2017				
	Exp	Inc	Exp	Inc	Exp	Inc	Exp	Inc			
Central Services / Administration											
Salaries, Tax, National Insurance	136500		93,642		128000		139300				
Pensions	24750		16,850		23000		26000				
Payroll charges	550		398		550		600				
Town Hall	30000		26,962		32000		30000				
Gas	3200		1,694		3200		3200				
Electricity	3300		1,660		3400		3400				
Repairs and Renewals	2000		340		1000		2000				
Travel Expenses	600		76		250		600				
Photocopying	2000		1,309		2000		2000				
Postage	2200		1,032		2000		2000				
Stationery	1600		1,033		1600		1600				
Office equipment	3000		3,643		3900		3800				
Website	1800		192		1400		2000				
Telephone / fax	3000		4,395		6000		3000				
Insurance	11000	3000	9,170	0	11000	2000	11000			3000	
Sundry receipts											
Sundry expenses	3000		185		2000		3000				
Audit & Legal	3000		2,621		3000		3000				
Affiliation fees	3000		2,805		3000		3000				
Members - conferences and training	1500		784		1000		1200				
Staff - conferences and training	1200		50		800		1200				
Car park licence		9500		6,483		9293					9500
Petty cash	600		500		600		600				
Total Admin	237800	12500	169,341	6,483	229700	11293	242500	12500			
Proportioned across Committees											
Community Committee (40%)	95120	5000	67,736	2,593	91880	4517	97000	5000			
Environment Committee (40%)	95120	5000	67,736	2,593	91880	4517	97000	5000			
Policy and Resources Committee (20%)	47560	2500	33,868	1,297	45940	2259	48500	2500			

3(ii) + 3(iii)

Policy and Resources									
Mayors Fund Gift Allowance	100								100
Civic Receptions / International Relations	1000			37					1000
Christmas Expenses	2500			1,913					2500
Mayors Allowance	2500			1,750					2500
Newsletter and Publications	10000			6,088					9000
Town / Neighbourhood / Local Plan	5000			315					2250
Economic Employment Support	5000			4,890					5000
Joint Working with BDC/ECC/Parishes	47500	2500		33988.23	1296.6			45940	2258.6
Administration / Central Services		11000			3,034				9000
Hall Hire		3000			1,873				3000
Bank / investment income									
Total Policy and Resources	73660	16500	48,961	8,454	67440	15509	86600	15500	163650
Recurring Costs Sub-Total	669150	155500	469,092	110,356	642559	152027	692350	163650	
Allocations to Earmarked Funds									
Environment									
CCTV	5000								5000
Maldon Road - Park Funding	26000								26000
Vehicle replacement fund	8112								10112
Equipment Replacement Fund	5000								7000
Car park key deposits	125								125
Sub total	44237	0	0	0	44237	0	48112	0	0
Community									
Puppet Festival	8663			-2,051					6612
Sub total	8663	0	-2051	0	6612	0	6612	0	0
Policy and Resources									
Major Repairs and Renewals	15000								15000
Election expenses	15000			-12,070					6500
Members Allowance	3200								3200
Sub total	33200	0	-12070	0	21130	0	24700	0	0
Total Earmarked Funds	86100	0	-14121	0	71979	0	79424	0	0
Totals	755250	155500	454971.2	110356	714538	152027	771774	163650	
Net Expenditure less Income	599750		344,815		562511		608124		
Precept Calculation									
Precept	£461,605								£462,676
Includes Localism Fund 519,368									
Council Tax Base	£7,622.50								£7,825.15
Council Tax at Band "D"	£52.77								£52.77

Includes Localism Fund £49,743

3(v)

WITHAM PUPPET FESTIVAL 19th SEPTEMBER 2015									
	INCOME	EXPENDITURE	ACT REF NUMBER	Performances	ACCOMM	FEES	AVAILABLE CONFIRMED	PAID	
									Updated as at 17.12.15
Brought forward from 2014	8663.00	Titan	1	3	2 single rooms	£2,100.00	YES	YES	
		Big Rory and Ochle	2	3	Double x 1	£1,035.00	YES	YES	
Witham Town Council	18000.00	Victorian Time Travellers	3	3	Double x 1	£780.00	YES	YES	
Braintree District Council	1000.00	Granny Turismo x 3	4	3	No Room Req	£1,370.00	YES	YES	
Chamber of Commerce	200.00	The Troll	5	3	Single x 1	£520.00	YES	YES	
New River Retail - Newlands Centre	500.00	The Stalkers	6	3	No Room Req	£1,185.00	YES	YES	
The Grove	750.00	The Nutkins	7	3	Twin x 1	£700.00	YES	YES	
Acacia Business Services	100.00	Chinese Lion	8	3	Twin x 1	£740.00	YES	YES	
Avenue Road Consultants	250.00	Roof'd	9	3	Twin x 1	£800.00	YES	YES	
White Hart	200.00	The Dragon	10	1 static 3hrs	No Room Req	£625.00	YES	YES	
Benton Hall facepainting	30.00	Big Mob	11	3	Single x 2	£1,150.00	YES	YES	
Donovans Ice cream	300.00	Bees	12	1 static 3hrs	Single x 2	£1,100.00	YES	YES	
Councillors stall	756.80	Up Against the Wall	13	static up to 5hrs	Single x 1	£900.00	YES	YES	
Bright Sparks Faces - face painting	50.00	Birdie the Trolley Dolly	14	3	No Room Req	£440.00	YES	YES	
Robert Ellis- candyfloss/popcorn	140.00	Animatronic Dragon	15	3	Twin x 1	£1,530.00	YES	YES	
Crofters	100.00	The Camel Riders	16	3	No Room Req	£670.00	YES	YES	
Compliant Solutions	100.00	Gorilla and Explorer	17	3	No Room Req	£375.00	YES	YES	
Confunds	1000.00	Punch and Judy -Geoff Felix	18	3	Single x 1	£320.00	YES	YES	
Hold the Anchovies	100.00	Punch and Judy -David Wilde	19	3	Single x 1	£320.00	YES	YES	
		Fenix	20	3	1 single/1 twin r	£2,149.10	YES	YES	
		Stones and Bones	21	3	Single x 1	£470.00	YES	YES	
		Lucky the Hen	22	2	Singles x 2	£760.00	YES	YES	
		Stick with us	23	1 static all day	No Room Req	£800.00	YES	YES	
		Dragon Balloons	24	1 static all day	No Room Req	£250.00	YES	YES	
		The Imagination Puppet Show	25	3	No Room Req	£200.00	YES	YES	
		A Very Chinese Puzzle	26	2 x 50 mins	Single x 1	£650.00	YES	YES	
		Sub Total		66		£21,939.10			
		ADMINISTRATION							
		Hotel including drinks/meals/buffet				£563.00	YES	YES	
		B+B				£75.00	YES	YES	
		Stewarding				£1,000.00	YES	YES	
		Marquee				£525.00	YES	YES	
		First Aiders - St John Ambulance				£150.00	YES	YES	
		Leaflets publicity 6000 (reduced from 9500) / posters 10				£434.00	YES	YES	
		Leaflet artwork				£75.00	YES	YES	
		Advanced Digital Graphics-10 A3 posters				£45.00	YES	YES	
		Bunting				£240.00	YES	YES	
		Website domain and hosting 2 years/art work leaflets/facebook page				£250.00	YES	YES	
		Stakes				£21.00	YES	YES	
		Catering /Water				£73.96	YES	YES	
		Mama Dells sandwiches				£12.00	YES	YES	
		Theatre Tokens window Competition				£25.00	YES	YES	
		Anticipated sub total				£3,688.96			
Total Income	£32,239.80	Total				£25,628.06			
		Total Performances	59		Balance carried forward to following year				£6,611.74

WITHAM TOWN COUNCIL - HOW YOUR TAX IS SPENT

	2015/2016	Band D equivalent 7,622.50	2016/2017	Band D equivalent 7,825.15
Provision of services				
Community Support	205,733.00	26.99	204,462.00	26.13
Town Environment	323,257.00	42.41	326,012.00	41.66
Other Services	106,860.00	14.02	111,300.00	14.22
Net Expenditure	635,850.00	83.42	641,774.00	82.01
Taken from Reserves	-138,745.00	-18.20	-145,448.00	-18.59
Other Generated Income	-35,500.00	-4.66	-33,650.00	-4.30
Local Grant Entitlement	-59,366.00	-7.79	-49,743.00	-6.36
Precept	402,239.00	52.77	412,933.00	52.77