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**SUMMARY AUTOMATIC PRECEPT CALCULATION**

Designed by Witham Town Council for transparent Local Government Budgeting

2024/2025

	INCOME		EXPENDITURE	
CENTRAL SERVICES*	£	18,500.00	£	406,046.00
ENVIRONMENT	£	1,650.00	£	260,013.00
COMMUNITY	£	80,050.00	£	265,255.00
POLICY & RESOURCES	£	14,000.00	£	46,625.00
PLANNING & TRANSPORT	£	-	£	14,000.00
<b>TOTALS:</b>	<b>£</b>	<b>114,200.00</b>	<b>£</b>	<b>991,939.00</b>

\*For accounting purposes, Central Service costs are split across committees 40/40/20 respectively excluding planning committee.

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Total Anticipated Operational Expenditure: £ 991,939.00  
Less Anticipated Operational Income: -£ 114,200.00  
**Balanced (Net) Operational Expenditure: £ 877,739.00**

Confirmed Revenue Support & Central Government Funding £ -  
**Total Other Revenue: £0**

Net allocations to Earmarked Reserves (EMRs): £ 64,734.57

Net operational expenditure less other revenue/EMRs: £ 942,473.57

2023/2024 Precept levied: £ 797,141.00

**PROPOSED 2023/2024 PRECEPT: (BALANCING FIGURE) £ 942,473.57**

Proposed Difference: £ 145,332.57

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2022/2023 TAX BASE

8892.42

2023/2024 TAX BASE

9128.85

2022/2023 BAND D:

£89.64

2023/2024 BAND D:

£103.24

**NET Increase in Band D Property: £13.60**

**Proposed gross percentage increase/decrease (%): 15.17**

**Proposed weekly Band D Property charge (over 52 weeks): £1.99**

**PROPOSED CENTRAL SERVICES BUDGET FOR 2024/2025**

	2023/2024		2024/2025	
	Current Budget	Forecast Inc/Exp	Proposed Budget	Difference
Sundry Receipts	500	100000	500	0
Hall Hire	12500	20000	18000	5500
<b>Total Income</b>	<b>12500</b>	<b>120000</b>	<b>18500</b>	<b>5500</b>
<b>Admin - Salaries &amp; Employer N.I Contributions</b>	278216	278216	298826	20610
Travel Expenses	600	500	500	-100 <i>Decreased due to less member training</i>
Town Hall	35000	35000	35000	0
Gas	7000	7000	10000	3000 <i>Contract due to expire in September 2024</i>
Electricity	5700	5700	6700	1000 <i>Fixed for 2 years from Oct 2023</i>
Photocopying	3000	3000	3000	0
Postage	500	400	500	0
Stationery	1500	1500	1500	0
Office Equipment	4000	4000	3500	-500
Telephones	1800	1870	2000	200 <i>Inflationary increase</i>
Insurance	11150	11150	12500	1350
Sundry Expenses	1500	1500	1500	0
Audit & Legal	10000	10000	10000	0
Affiliation Fees	5000	5000	5000	0
Members -Conferencing/Training	4000	1500	2000	-2000
Staff -Conferencing/Training	6500	6500	6500	0
Payroll Charges	900	1100	1200	300 <i>Increase as members allowance paid through payroll &amp; inflation</i>
Petty Cash	700	700	700	0
IT	4000	4000	4600	600 <i>Increase in accounting package charges</i>
Charges	500	500	520	20
<b>Overhead Expenditure</b>	<b>381566</b>	<b>379136</b>	<b>406046</b>	<b>24480</b>

**PROPOSED COMMUNITY COMMITTEE BUDGET FOR 2024/2025**

Community	2023/2024		2024/2025	
	Current Budget	Forecast Inc/Exp	Proposed Budget	Difference
Information Sales Income	75000	75000	75000	0
Witham Festival Income	1500	6120	1500	0
Coronation Event	500	1628		-500
Music Event			1500	1500 <i>Projected income from bar/food stalls</i>
Dog Show			500	500 <i>Projected income from bar/food stalls</i>
Teddy Bear's Picnic			50	50
Christmas Events	750	2715	1500	750 <i>Projected income from bar/food stalls</i>
		1100	0	0
<b>Total Income</b>	<b>77750</b>	<b>86563</b>	<b>80050</b>	<b>2300</b>
Community Team - Salaries & Employer N.I & LGPS Contrib	82886	72300	87505	4619
Town Clock	1500	1500	1500	0
Christmas Decorations	10600	10600	10600	0 <i>Contract expires Jan 2025</i>
Information Centre Stock	65000	65000	65000	0
Information Centre Advertisement & Administration	3250	3000	3000	-250
Community Grant Aid	15000	15000	15000	0
Citizens Advice	10000	10000	10000	0
CCTV	10000	10000	13000	3000 <i>Possible increase in maintenance/cameras&amp; electricity</i>
Community Safety	1500	1500	1500	0
Community Special Constables Expenses	5000	5000	5000	0
Community Special Constable Recruitment	1000	600	1000	0
Other Community Support	1500	1500	1500	0
Witham Summer Events	23000	27000	25500	2500 <i>Witham Festival, Teddy Bears Picnic &amp; Dog Show</i>
Remembrance	1200	700	1000	-200
D-Day Event			2500	2500
Twinning			2000	2000
Halloween Event	2000	2000	2200	200
Civic Event	2500	2062		-2500
Music Event			10000	10000
Christmas Events & Tree	3200	3200	4000	800
Coronation Event	10000	9350	0	-10000 <i>Replaced by music event</i>
Easter Quest	1650	1313	1650	0
New Events & Events Improvement	1500	1500	1500	0
Silver Cinema	300	300	300	0
<b>Overhead Expenditure</b>	<b>252586</b>	<b>243425</b>	<b>265255</b>	<b>12669</b>

**PROPOSED ENVIRONMENT COMMITTEE BUDGET FOR 2024/2025**

Environment	2023/2024		2024/2025	
	Current Budget	Forecast Inc/Exp	Proposed Budget	Difference
Dog & Bench Sponsorship Scheme	1650	2560	1650	
<b>Total Income</b>	<b>1650</b>	<b>4650</b>	<b>1650</b>	<b>0</b>
Operations - Salaries & Employer N.I & LGPS	177454	177454	190313	12859
Equipment Supplies & Maintenance	8000	8000	8400	400 <i>Increase in cost of equipment</i>
Dog & Bench Schemes	1200	2112	1200	0
Lighting Maintenance & Utility	4000	4000	6000	2000 <i>Contract expires Sept 2024</i>
Tree Planting	2000	2000	3000	1000 <i>Increase to fund community orchard scheme &amp;500 increase tree group</i>
RW Project Management	10000	0	0	-10000 <i>Being dealt with through S106</i>
Tree Maintenance	5000	5000	5000	0
Toilet Block - Town Park	10500	12500	12000	1500 <i>Increased maintenance costs</i>
Dog Bin Maintenance	600	600	600	0
Litter Bins	3000	3000	1000	-2000 <i>Reduced to one bin</i>
Open Spaces General	2500	2500	2500	0
River Walk Signage	3000	3000	2000	-1000 <i>Replaced some with Safer Streets Funding</i>
James Cooke Wood	2000	2000	2000	0 <i>Event hard to facilitate</i>
River Walk	3000	3000	3000	0
Whetmead LNR	2000	4611	2000	0
Witham in Bloom	12700	14000	14000	1300 <i>Increase in testing costs</i>
Fleet	6000	6000	6000	0
Waste Disposal	1200	1200	1000	-200
<b>Overhead Expenditure</b>	<b>254154</b>	<b>250977</b>	<b>260013</b>	<b>5859</b>

**PROPOSED POLICY & RESOURCES BUDGET FOR 2024/2025**

Policy & Resources	2023/2024		2024/2025	
	Current Budget	Forecast Inc/Exp	Proposed Budget	Difference
				0
Interest Received	5000	11318	14000	9000 <i>Increase due to improved interest rates</i>
<b>Total Income</b>	<b>5000</b>	<b>11318</b>	<b>14000</b>	<b>9000</b>
Civic Receptions	2300	2000	2500	200
Instructions & Reports	8000	8000	8000	0
Christmas Expenses	2700	2700	3000	300
Mayor's Allowance	2000	2200	2000	0
Member's Grant Scheme			8000	8000
Civic Gesture	500	500	500	0
Surveys & Consultations	1000	1000	1000	0
Newsletter & Publications	12500	12000	13125	625 <i>Increase due to possible increase in delivery costs</i>
Members Allowance	8000	7000	7000	-1000 <i>Mayor &amp; co-opted cannot claim</i>
Communications & Exhibitions	1500	1500	1500	0
<b>Overhead Expenditure</b>	<b>38500</b>	<b>36900</b>	<b>46625</b>	<b>8125</b>

PROPOSED PLANNING & TRANSPORT BUDGET FOR 2024/2025

	2023/2024		2024/2025	
	Current Budget	Forecast Inc/Exp	Proposed Budget	Difference
<i>No income line</i>	0			
<b>Neighbourhood Plan</b>	2000	0	2000	0
<b>Speed Reduction</b>			12000	12000
<b>Overhead Expenditure</b>		<b>0</b>	<b>14000</b>	<b>12000</b>

**Proposed Earmarked Reserves 2024/2025 including event balances and grants held.**

*(See bottom of sheet for summary balances with & without precept calculation. Must be used in conjunction with BGTS sheet)*

Reserve Type	Reserve Heading	Current Reserve Level (22/09/2023)	Anticipated Closing Balance 31st March 2024	Proposed allocations/revocations (precept calculation)	Proposed Opening Balance 1st April 2024	Notes
EMR	Street Lighting Sinking Fund	£ 4,000.00	£ 4,000.00	£ 2,000.00	£ 6,000.00	Increase in anticipation of replacement lamp posts
EMR	Riverwalk Cycleways	£ 45,442.00	£ 45,442.00	-£ 5,442.00	£ 40,000.00	
EMR	Community Safety /CCTV	£ 10,000.00	£ 10,000.00	£ 20,000.00	£ 30,000.00	Increase in anticipation of possible PCSO
EMR	Tree Maintenance	£ 4,000.00	£ -	£ 4,000.00	£ 4,000.00	
EMR	Equipment Replacement	£ 30,000.00	£ 20,000.00	-£ 10,000.00	£ 10,000.00	
EMR	Neighbourhood Plan	£ 3,000.00	£ 3,000.00	£ 3,000.00	£ 6,000.00	Less grant funding available
EMR	Major Repairs & Renewals	£ 15,000.00	£ 8,010.00	£ 6,990.00	£ 15,000.00	Restore to standard balance
EMR	Acquisitions	£ -	£ -	£ 20,000.00	£ 20,000.00	Start to build up reserve for proposed acquisitions
EMR	Election Expenses	£ 15,000.00	£ 2,813.43	£ 4,186.57	£ 7,000.00	Increase each year in preparation for elections
EMR	Town Hall Development	£ -	£ -	£ 20,000.00	£ 20,000.00	New EMR
EMR	Land Improvement	£ 40,000.00	£ 40,000.00	£ -	£ 40,000.00	
EMR	JC Wood Improvement Plan	£ 10,000.00	£ 10,000.00	£ -	£ 10,000.00	
Control	Events- Control Account	£ 6,655.00	£ 4,891.00		£ 6,000.00	Control account for events
Control	Allotment Control Account	£ 10,903.00	£ 10,903.00		£ 10,903.00	Control account for allotment charges only
BALANCE	Safer Streets	£ 93,089.67	£ 78,000.00		£ 78,000.00	Ring Fenced Grant
BALANCE	Highways Devolution	£ 27,772.00	£ 27,772.00	£ -	£ 27,772.00	Ring Fenced Grant

<b>TOTAL PROPOSED ALLOCATIONS/REVOCATIONS (PRECEPT REQUIREMENT)</b>	<b>£ 64,734.57</b>
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<b>GENERAL RESERVE SUPPLEMENT:</b>	
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