

KIDDERMINSTER TOWN COUNCIL
Wyre Forest House
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Kidderminster
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15th November 2023

The meeting of the **FINANCE AND OVERVIEW COMMITTEE** will be held in the **COUNCIL CHAMBER, WYRE FOREST HOUSE** on **TUESDAY 21ST NOVEMBER 2023** at **6:00PM** when Members are summoned to attend.

Yours Sincerely,

A handwritten signature in blue ink, appearing to read 'Lee Jakeman'.

Lee Jakeman
Chief Executive

Membership: Councillors: J.Smith (Chair); D.Chambers (Vice Chairman); H.Dyke;
F.Oborski MBE and D.Ross

FINANCE & OVERVIEW COMMITTEE AGENDA – TUESDAY 21ST NOVEMBER 2023

1. Apologies for absence

2. Declarations of interest

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

Members are reminded that should you declare a pecuniary interest at a meeting, it is your responsibility to inform the Monitoring officer.

3. Public Question Time

In accordance with Standing Order 3(c), to allow members of the public to make representations, ask questions, and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

4. Minutes

To receive and approve the minutes of the meeting of Finance and Overview Committee on held on Tuesday 26th July 2023

5. Accounts Paid

To receive the cash book reports detailing income and expenditure from 1st July 2023 to 31st October 2023 and consider a recommendation to:

Approve payments totalling £,1,112,442.12 From 1st July 2023 to 31st October 2023.

(TC/35/23-24)

6. St Georges Paddling Pool

To note that the Council at its meeting on 14th December 2022

“RESOLVED That the (*St George’s Park*) Paddling Pool be mothballed for a year and not dug up to give the community time to find external funding.” (Minute C.059(c)ii refers).

To consider a proposal from Cllr Ross:

(for the purpose of securing capital funding to bring the paddling pool at St Georges Park up to a suitable specification, in line with the condition report previously received)

- That the £10,000 allocated for the maintenance of the paddling pool be utilised to provide funds to engage a fundraising consultant to seek external funding.

And

- That in the absence of any grant becoming available before the end of the term of this Council that any decision on the future of the paddling pool is deferred for consideration by the new Town Council after elections in May 2024.

And

- To delegate to the Chief Executive the authority to engage a fundraising consultant.

7. Budget and Precept Setting

To receive a report and consider budget estimates for FY 2023/24.

TC/36/22-23

And

To consider the following recommendations:

- i. To recommend that the Full Town Council approves the summary budget option A for FY 2023/24.

(Precept of £1,144,751.00, General Reserve at £467,000.00; and ⁱBand D equivalent of £64.75, percentage increase of 30.15%)

And

- ii. That a precept be issued, requiring Wyre Forest District Council to pay Kidderminster Town Council £1,144,751.00 (One million one hundred and forty-four thousand and Seven hundred and fifty one pounds. Eight Hundred and Ninety-six Thousand and Six pounds) to meet its expenditure for the financial year 2023/24.

ⁱ Band D Equivalent and % Increase based on Dec 2022 Council Tax Base Figures)

**KIDDERMINSTER TOWN COUNCIL
FINANCE AND OVERVIEW COMMITTEE**

**Minutes of the meeting held on Wednesday 26th July 2023 at 6:00pm
In the Kidderminster Room, Wyre Forest House**

Present: Councillors:
Juliet Smith (Chair)
Darren Chambers (Vice Chair)
Fran Oborski
Bill Hopkins (substituting for Cllr Ross)
Mr L Jakeman, Chief Executive

Absent: Nil

F001/23-24 **APOLOGIES FOR ABSENCE**

Councillors:
David Ross
Helen Dyke

F002/23-24 **DECLARATIONS OF INTEREST**

Nil.

F003/23-24 **PUBLIC QUESTION TIME**

Nil

F004/23-24 **MINUTES**

RESOLVED:

That the minutes of the previous meeting held on Wednesday 29th March 2023 be approved as a true record and that they be signed by the Chair.

F005/23-24 **ACCOUNTS PAID**

Members received a report detailing income and expenditure from 1st April 2023 to 30th June 2023 and **RESOLVED:**

To approve payments totalling £271,565.99 From 1st April 2023 to 30th June 2023.
(TC/11/23-24)

F006/23-24 **BUDGET REVIEW REPORT**

Members received and considered a summary budget report, as at 30th June 2023.
(TC/12/23-24)

F007/23-24 **INTERNAL AUDIT**

a. Members received and considered The Annual Internal Audit Report and any recommendations that was previously circulated at the Town Council meeting on 21st June 2023.
(TC 05 23-24)

b. Members received and considered a report on the effectiveness of the Internal Audit and **RESOLVED:**

i) To confirm that a satisfactory review the effectiveness of the Internal Audit had been undertaken.

And

ii) To confirm the appointment of Wyre Forest District Council as the Town Council's internal auditor for 2023/24.

(TC13 23-24)

F008/23-24 **RISK MANAGEMENT**

Members considered a report and a draft Risk Management Schedule.
(TC14 23-24)

RESOLVED:

To approve the draft Risk Management Schedule.

-----End-----

Meeting ended at 6.30pm

KIDDERMINSTER TOWN COUNCIL - CASH BOOKS- Jul-Oct 2023

Income and Expenditure Summary		
	Gross Income	Gross Expenditure
Jul-23	£ 561,122.62	£ 558,825.36
Aug-23	£ 4,791.92	£ 175,323.92
Sep-23	£ 500,670.26	£ 67,400.23
Oct-23	£ 164,506.75	£ 304,892.61
Total	£ 1,231,091.55	£ 1,106,442.12

KTC Cashbook Transactions (Income) July 2023

Date	Supplier	Description	Income exc VAT	VAT	Total Income
03/07/2023	LSD Promotions	Payment of invoice 100000543 Debtor 400138	833.33	166.67	1,000.00
04/07/2023	Public Sector Deposit Fund	Investment Interest	2,251.62	0.00	2,251.62
07/07/2023	WFDC	Levelling Up Fund Grant - Claim 6 (Q1 23-24)	55,661.00	0.00	55,661.00
07/07/2023	CCLA	Repayment of Investment	500,000.00	0.00	500,000.00
13/07/2023	LSD Promotions	Payment of Invoice 100000545 Debtor 400138	833.33	166.67	1,000.00
25/07/2023	Worcestershire County Council	TBC	210.00	0.00	210.00
28/07/2023	LSD Promotions	Payment of Invoice 100000546 Debtor 400138	833.33	166.67	1,000.00
			560,622.61	500.01	561,122.62

KTC Cashbook Transactions (Expenditure) July 2023

Date	Supplier	Description	Expenditure exc VAT	VAT	Total Expenditure
03/07/2023	WFDC	Rent of WFH Offices 24/06/2023-28/09/2023	4,875.00	975.00	5,850.00
03/07/2023	Fletcher Associates	Monthly fee June	210.00	42.00	252.00
05/07/2023	Barclays Bank	Bank Charges	8.50	0.00	8.50
06/07/2023	Go Cardless	01/07/2023 Concierge	219.00	43.80	262.80
06/07/2023	Netti Incorporating Pixel Design	Web Banner: Town Hall Heritage	38.00	7.60	45.60
06/07/2023	Tudor (uk) Ltd T/A Tudor Environmental	2 Steele Pole c/w Base Plate & Cap, 3m x 76mm @£114.73 each	229.46	45.89	275.35
06/07/2023	Signtech (Midlands) Ltd	KTC-5X MARKET ST TOILET CLOSURE SIGNS WITH CLIP	67.50	13.50	81.00
		Deed Of Easement - Weavers Service Yard to the Rear of Kidderminster			
06/07/2023	Anthony Collins Solicitors LLP	Town Hall - 12/06/23 - 12/06/23 DTC/051062.0002	3,900.00	0.00	3,900.00
06/07/2023	Simon Shuck	Maintenance of Fixed Furniture at Baxter Gradens	1,580.00	0.00	1,580.00
06/07/2023	Thomas Woodhouse	Workcarried out at Conningsby Drive	220.00	0.00	220.00
06/07/2023	Thomas Woodhouse	Work carried out at Aldmere Road, Sandcliffe Close and Nursery Grove	485.00	0.00	485.00
07/07/2023	The Right Fuelcard	Mayoral car fuel	2.50	0.50	3.00
10/07/2023	Water Plus	Charges for Services at St Georges Park 23/05/23-23/06/23	74.38	0.00	74.38
11/07/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£50k Investment	50,000.00	0.00	50,000.00
12/07/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£35k Investment	35,000.00	0.00	35,000.00
12/07/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£45k Investment	45,000.00	0.00	45,000.00
12/07/2023	O2	Town Clerk Mobile Phone	21.52	0.00	21.52
12/07/2023	SLCC	Membership Fee - L Jakeman	416.00	0.00	416.00
12/07/2023	7th Wyre Forest Scout Group	Ward Grant - Cllr Bishop	150.00	0.00	150.00
12/07/2023	7th Wyre Forest Scout Group	Ward Grant - Cllr Hopkins	150.00	0.00	150.00
13/07/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£40k Investment	40,000.00	0.00	40,000.00
		St Georges Park Install Concrete Pads and Install New Bins June and July 2023			
13/07/2023	RS Taylor Service Ltd		9,043.00	1,808.60	10,851.60
		Broadwaters Park - Removal of Old Bins, Construction of New Pads,Install			
13/07/2023	RS Taylor Service Ltd	New Bins, Repair Tarmac Sink Hole and Install Pots - JULY 2023	7,830.00	1,566.00	9,396.00
13/07/2023	Glenn Howells Architects Ltd	Pondium Landscape Stage 4 - Technical Design 08/11/22	10,450.00	2,090.00	12,540.00
13/07/2023	Fresh Life Consulting Ltd	Completion of a Project Management Role 01/06/23 - 10/07/23	2,213.75	0.00	2,213.75
13/07/2023	Signtech (Midlands) Ltd	Toilet Posters & Clips	45.00	9.00	54.00
13/07/2023	The Ancient & Honourable Guild of Town Criers (AHGTC)	AHGTC Membership 2023-2024	30.00	0.00	30.00
		Honorarium Payable to Stephen Day for Town Crier Services to Kidderminster Town Council			
13/07/2023	Stephen Day (Town Crier)		500.00	0.00	500.00
13/07/2023	Caroline Taylor Consulting Ltd	Fundraising Commission 3 days @ £395/day	1,185.00	237.00	1,422.00
17/07/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£30k Investment	30,000.00	0.00	30,000.00
17/07/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£45k Investment	45,000.00	0.00	45,000.00
18/07/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£25k Investment	25,000.00	0.00	25,000.00
18/07/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£50k Investment	50,000.00	0.00	50,000.00
19/07/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£35k Investment	35,000.00	0.00	35,000.00
19/07/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£40k Investment	40,000.00	0.00	40,000.00
20/07/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£15k Investment	15,000.00	0.00	15,000.00
20/07/2023	Netti Incorporating Pixel Design	KTC-KTH WORDPRESS HOSTING	15.00	3.00	18.00
20/07/2023	Martyn Jones Engineering Services	KTH-FINGER POST REMOVED FROM OUTSIDE TOWN HALL AS AGREED	160.00	32.00	192.00
		KTH-UNIT RENTAL(B143/120 PRIME) INCLUDING 24 HR ACCESS & INSURANCE-17/08/23-13/09/23-INS.ELEMENT			
20/07/2023	Uk Storage Company (SW) Ltd		263.18	45.04	308.22
20/07/2023	GT Access Ltd	KTC-HIRE OF NIFTY LIFT WITH FUEL FOR TOWN HALL(CHRISTMAS LIGHTS)	693.00	138.60	831.60
		KTC-MAYOR'S MEDAL WITH NECK RIBBON,JEWEL,ENGRAVING & CARRIAGE			
20/07/2023	W H Darby Ltd T/A Vaughtons		535.23	107.05	642.28
21/07/2023	Npower	Electricity charges Comberton Hill 01/06/23-30/06/2023	53.60	2.68	56.28
21/07/2023	Npower	Electricity Charges Market St toilets 01/06/23-30/06/2023	173.31	8.67	181.98
21/07/2023	E.On Next	Horsefair Clock Electricity 01/06/2023-30/06/2023	56.25	2.81	59.06
21/07/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£25k Investment	25,000.00		25,000.00
21/07/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£45k Investment	45,000.00		45,000.00
25/07/2023	Spitfire	Call Charges & Service Charges	66.05	13.21	79.26
26/07/2023	Water Plus	New Public Toilet Block, Market St 10/06/2023-10/07/2023	130.42	0.00	130.42
26/07/2023	Enterprise Rental	2 Vehicle Hire 04/05/23-26/05/2023 DY20 JYK 15/06/2023 GM21JLU	1,111.34	222.27	1,333.61
26/07/2023	Enterprise Rental	Rental Vehicle 06/06/2023	31.59	6.32	37.91
27/07/2023	WFDC	KTC-MECHANICAL SWEEP AT BROADWATERS & ST GEORGES	300.00	60.00	360.00
27/07/2023	The Play Inspection Company	KTC-INSPECTION APP LICENCE FEE(H&S)	2,500.00	500.00	3,000.00
27/07/2023	FMS Integrated Building Services Ltd	KTC-REPAIRS AT BROADWATERS MILL TOILETS	260.00	52.00	312.00
27/07/2023	M & BG Ltd	KTC-REMOVAL OF WASTE AT ST GEORGES PARK	150.00	30.00	180.00
27/07/2023	M & BG Ltd	KTC-REMOVAL OF WASTE FROM ST GEORGES PARK	55.00	11.00	66.00
		KTC-CUT & COLLECTION OF WILD FLOWER AREAS AT ST GEORGES & DISPOSAL OF GRASS			
27/07/2023	M & BG Ltd		550.00	110.00	660.00
		KTC-PROJECT MANAGEMENT SERVICES FOR TOWN HALL-MAY & JUNE 2023			
27/07/2023	Perfect Circle JV Ltd		15,654.45	3,130.89	18,785.34
28/07/2023	Npower	Electricity Charges Clock Tower Oxford St 01/06/23-30/06/23	56.10	2.80	58.90
28/07/2023	St Peter's Birchen Coppice DCC	Ward Grant - Cllr K. Gale	200.00	0.00	200.00
28/07/2023	Hereford and Worcester ACF	Ward Grant - Cllr K. Gale	200.00	0.00	200.00
28/07/2023	9th Wyre Forest Scout Group	Ward Grant - Cllr Hine	200.00	0.00	200.00
28/07/2023	12th Kidderminster Brownies	Ward Grant - Cllr Hine	150.00	0.00	150.00
			547,508.13	11,317.23	558,825.36

KTC Cashbook Transactions (Income) August 2023

Date	Supplier	Description	Income exc VAT	VAT	Total Income
01/08/2023	Worcestershire County Council	TBC	210.00	0.00	210.00
01/08/2023	LSD Promotions	Payment of invoice 100000543 Debtor 400138	833.33	166.67	1,000.00
02/08/2023	Public Sector Deposit Fund	Investment Interest	1,820.43	0.00	1,820.43
02/08/2023	Barclays Bank	Deposit for Hire of St George Church for Mayor Making	25.00	0.00	25.00
11/08/2023	WFDC	Payment of inv 100000549 400149	831.60	0.00	831.60
18/08/2023	LSD Promotions	Payment of invoice 100000547 400138	900.00	0.00	900.00
29/08/2023	M. Smith	Reimbursement for Expenses	4.89	0.00	4.89
			4,625.25	166.67	4,791.92

KTC Cashbook Transactions (Expenditure) August 2023

Date	Supplier	Description	Expenditure exc VAT	VAT	Total Expenditure
01/08/2023	Fletcher Associates	Monthly Fee July	210.00	42.00	252.00
01/08/2023	Savers	Various items	4.89		4.89
01/08/2023	The Best Copy Shop	Various Printing	23.00	0.00	23.00
01/08/2023	Speller Metcalfe Malvern Ltd	Valuation Number 7	5,144.12	1,028.82	6,172.94
04/08/2023	Go Cardless	Concierge August 23	219.00	43.80	262.80
04/08/2023	Barclays Bank	Commission Charges 13/06/2023-12/07/2023	8.50		8.50
04/08/2023	FMG Consulting Ltd	Review of Business Case for the Redevelopment of Town Hall	1,000.00	200.00	1,200.00
11/08/2023	O2	Town Clerk Mobile Phone	21.52	0.00	21.52
11/08/2023	The Right Fuelcard	Mayoral car fuel	2.50	0.50	3.00
14/08/2023	Amazon	Edge Trim Black U Extrusion	55.97	11.19	67.16
16/08/2023	The Mercian Regiment Benevolent Charity	Wreath for Crich Pilgrimage	20.00	0.00	20.00
		KTH-REPAIR WORK IN APRIL 23-SENSOR FAULTS-SIGNED OFF D.R. AUGUST 23			
17/08/2023	Novar Systems Ltd		373.83	74.77	448.60
17/08/2023	Novar Systems Ltd	KTH-CHARGES FOR SERVICE CONTRACT PERIOD 01/08/23-31/07/24	2,308.21	461.64	2,769.85
17/08/2023	RNA Heating Ltd	KTH-CALL OUT TO HEATING FAULT-TEMP. REPAIR	220.00	44.00	264.00
17/08/2023	Martyn Jones Engineering Services	KTH-REPAIRS TO BAXTER GARDENS GATES- TO MAKE LOCKABLE	260.00	52.00	312.00
17/08/2023	Martyn Jones Engineering Services	KTH-NEW CHAIN REPLACEMENT-BAXTER GARDENS	90.00	18.00	108.00
17/08/2023	Tree Wizards Ltd	KTC-FELL & CHIP TWO DAMAGED APPLE TREES AT ST.GEORGES PARK	325.00	0.00	325.00
17/08/2023	Signtech (Midlands) Ltd	KTC-3X BRIDGE CLOSED SIGNS	27.00	5.40	32.40
		KTC-OUTDOOR ANNUAL INSPECTION-BAXTER GARDENS,BROADWATERS			
17/08/2023	The Play Inspection Company	MILL PARK,ST GEORGES PARK & MUGA	375.00	75.00	450.00
17/08/2023	The Play Inspection Company	KTC-INSPECTION APP TRAINING	595.00	119.00	714.00
17/08/2023	Michaels Civic Robes Ltd	KTC-MAYOR'S ROBES-2023-2024	2,499.00	499.80	2,998.80
17/08/2023	M & BG Ltd	KTC-SUMMER HOLIDAYS LITTER PICK WITH EVENTS & BIN EMPTY	4,543.50	908.70	5,452.20
17/08/2023	M & BG Ltd	KTH-CLEAN BROADWATERS TOILETS AFTER EVENT-20/07/23	50.00	10.00	60.00
		KTC-WORK CARRIED OUT AT FRANCHE RD,HILLSIDE CL, MAPLE CL, LINNET			
17/08/2023	Thomas Woodhouse	RISE	410.00	0.00	410.00
17/08/2023	Broxap Ltd	KTC-22 BROXAP DERBY BINS,FITTING KITS,DERBY SLIM E BIN	6,077.85	1,215.57	7,293.42
17/08/2023	WFDC	July Salaries	24,369.18	20.00	24,389.18
18/08/2023	Water Plus	Services at Saint Georges Park 23/06/23-23/07/23	50.09	0.00	50.09
21/08/2023	John Beard Tools and Ironmongery	Various Equipment	178.65	35.73	214.38
21/08/2023	Npower	Electricity Charge Public Toilets - Market Street 01/07/23-31/07/23	112.22	5.61	117.83
22/08/2023	Eon	Electricity Charges Horsfear Clock 01/07/23-31/07/23	56.15	2.81	58.96
22/08/2023	The Poppy Shop	6 WeathS	99.95	19.99	119.94
24/08/2023	Spitfire	Service Charges	66.05	13.21	79.26
24/08/2023	Perfect Circle JV Ltd	KTH-CONSULTANCY-PROJECT MANAGEMENT-JULY 23	7,891.40	1,578.28	9,469.68
24/08/2023	Trinity Surfacing Ltd	KTC-RESURFACING OF BAXTER GARDENS CAR PARK	21,369.40	4,273.88	25,643.28
25/08/2023	Enterprise Rental	Vehicle Hire 06/07/23, 20/06/23, 23/06/2023	301.48	60.29	361.77
29/08/2023	Npower	Electricity Charges Clock Tower Oxford St 01/07/23-31/07/23	56.67	2.83	59.50
31/08/2023	WFDC	August Salaries	24,285.84	18.00	24,303.84
31/08/2023	Netti Incorporating Pixel Design	KTH-WEB HOSTING	15.00	3.00	18.00
31/08/2023	WFDC	KTC-KIDDERMINSTER BID LEVY-01/04/23-31/03/24	435.00	0.00	435.00
31/08/2023	WFDC	KTC-KIDDERMINSTER BID LEVY 01/04/23-31/03/2024	307.50	0.00	307.50
31/08/2023	WFDC	KTC-QUARTER 2 SLA SUPPORT-JULY-SEPT.2023	33,430.00	6,686.00	40,116.00
31/08/2023	WFDC	KTH INCOME/EXPENDITURE REIMBURSEMENT-01/07/23-31/07/23	2,536.77	460.68	2,997.45
31/08/2023	Oliver Lawley T/A O & J Electrical	KTC-CALLOUT TO TOWN HALL-FAN FAULT	200.00	40.00	240.00
		KTC-DEED OF EASEMENT-WEAVERS WHARF SERVICE YARD AT REAR OF TOWN HALL-10/05/23-12/07/23			
31/08/2023	Anthony Collins Solicitors LLP		1,350.00	270.00	1,620.00
31/08/2023	Speller Metcalfe Malvern Ltd	KTH-TRANSFORMATION PROJECT-VALUATION CERT.NO.8	7,210.15	1,442.03	8,652.18
		KTH-INSTALL POST & SIGNS TO BROADWATERS,ST GEORGES & BAXTER GARDENS			
31/08/2023	Simon Shuck		426.00	0.00	426.00
31/08/2023	Simon Shuck	KTH-REMOVE EXISTING BRIDGE BASE & REBUILD TO SPEC	5,970.00	0.00	5,970.00
			155,581.39	19,742.53	175,323.92

KTC Cashbook Transactions (Income) September 2023

Date	Supplier	Description	Income exc VAT	VAT	Total Income
01/09/2023	LSD Promotions	Payment of invoice 100000543 Debtor 400138	833.33	166.67	1,000.00
04/09/2023	Public Sector Deposit Fund	Investment Interest	2,512.38	0.00	2,512.38
04/09/2023	Barclays Bank	Premium Account Interest	1,058.64	0.00	1,058.64
05/09/2023	Barclays Bank	Loyalty Reward	0.75	0.00	0.75
11/09/2023	HMRC	VAT repayment	46,315.49	0.00	46,315.49
26/09/2023	WFDC	Community Grant	10,000.00	0.00	10,000.00
29/09/2023	WFDC	Precept	439,783.00	0.00	439,783.00
			500,503.59	166.67	500,670.26

KTC Cashbook Transactions (Expenditure) September 2023

Date	Supplier	Description	Expenditure exc VAT	VAT	Total Expenditure
01/09/2023	Fletcher Associates	Monthly Fee	210.00	42.00	252.00
04/09/2023	Water Plus	Charges for Services at Saint Georges Park 23/07/23-23/08/23	52.19	0.00	52.19
05/09/2023	Barclays Bank	Commission Charges 13/07/2023-13/08/2023	10.00	0.00	10.00
06/09/2023	Go Cardless	Concierge September 23	219.00	43.80	262.80
08/09/2023	The Right Fuelcard	Car Fuel	2.50	0.50	3.00
11/09/2023	O2	Town Clerk Mobile Phone	21.52	0.00	21.52
13/09/2023	Signtech (Midlands) Ltd	KTC-'WATCHING' & 'ANTISOCIAL' SIGNS	64.00	12.80	76.80
		KTC-KIDDERMINSTER TOWN HALL FEES FOR 19/07/23-22/08/23			
13/09/2023	Anthony Collins Solicitors LLP	DISBURSEMENTS	563.00	110.00	673.00
13/09/2023	Uk Storage Company (SW) Ltd	24 HR ACCESS STORAGE & INS-14/09/23-11/10/23	263.18	45.04	308.22
13/09/2023	PKF Littlejohn LLP	KTC-AUDIT FEE AGAR FOR YEAR END 31/03/23	2,520.00	504.00	3,024.00
13/09/2023	M & BG Ltd	KTC-FLAIL WORKS AT ST GEORGES,BAXTER BROADWATERS-31/08/23	2,300.00	460.00	2,760.00
13/09/2023	M & BG Ltd	KTC-FLYTIPPED WASTE REMOVAL FROM ST GEORGES-31/08/23	160.00	32.00	192.00
		KTC-WORK CARRIED OUT AT LINNET RISE & CAPTAINS POOL RD TO			
13/09/2023	Thomas Woodhouse	DOTTERAL PLACE ALLEWAY	350.00	0.00	350.00
21/09/2023	E.On Next	Electricity Charges Horsefair Clock 01/08/2023-31/08/2023	59.33	2.97	62.30
21/09/2023	Npower	Electricity Charges Waterfall Supply 01/08/2023-31/08/2023	54.35	2.72	57.07
21/09/2023	Npower	Electricity Charges Public Toilets- Market Street 01/08/2023-31/08/2023	106.81	5.34	112.15
21/09/2023	FMG Consulting Ltd	KTC-REVIEW OF BUSINESS CASE FOR REDEVELOPMENT OF TOWN HALL	9,404.93	1,880.99	11,285.92
21/09/2023	Netti Incorporating Pixel Design	KTH-WORDPRESS HOSTING	15.00	3.00	18.00
21/09/2023	Anthony Collins Solicitors LLP	KTC-ADVICE ON TOWN HALL CONTRACT-21/07/23-31/08/23	1,750.00	350.00	2,100.00
21/09/2023	Lyreco uk Ltd	KTC-4D RING BINDERS	13.28	2.66	15.94
25/09/2023	Spitfire	Service Charges	66.05	13.21	79.26
27/09/2023	Enterprise Rental	Vehicle Hire 17/08/2023 EM21 KKR	79.79	15.96	95.75
27/09/2023	Netti Incorporating Pixel Design	KTH-ESSENTIAL CARE PLAN	30.00	6.00	36.00
27/09/2023	Chubb Fire & Security Ltd	KTH-ANNUAL CONTRACT FOR FIRE/SECURITY ACCESS CONTROL	85.73	17.15	102.88
27/09/2023	Glenn Howells Architects Ltd	KTC-TOWN HALL SCOPE REDUCTION	25,000.00	5,000.00	30,000.00
27/09/2023	Speller Metcalfe Malvern Ltd	KTC-TOWN HALL VALUATION OF WORKS-INTERIM CERT.NO.9	12,428.28	2,485.66	14,913.94
		KTC-WORK CARRIED OUT AT REDSTART AVE & HERONSWOOD RD-			
27/09/2023	Thomas Woodhouse	WHINCHAT GROVE	460.00	0.00	460.00
28/09/2023	Npower	Electricity Charges Clock Tower, Oxford St 01/08/23-31/08/23	56.58	2.83	59.41
28/09/2023	Water Plus	TBC	16.08	0.00	16.08
			56,361.60	11,038.63	67,400.23

KTC Cashbook Transactions (Income) October 2023

Date	Supplier	Description	Income exc VAT	VAT	Total Income
02/10/2023	LSD Promotions	Part Payment of invoice 100000543 400138	833.33	166.67	1,000.00
03/10/2023	Public Sector Deposit Fund	Investment Interest	2,374.21	-	2,374.21
06/10/2023	WFDC	Parks Transfer Grant from WFDC	93,400.00	-	93,400.00
12/10/2023	WFDC	Levelling Up Fund Grant - Claim 7 (Q2 23-24)	67,187.48	-	67,187.48
20/10/2023	Worcestershire County Council	Lengthsman Income	410.00	-	410.00
25/10/2023	AG Recycling	Steel & Stainless Steel	75.06	-	75.06
27/10/2023	WFDC	Payment for Fund 45 & Debtors Income for period 01/04/2023-30/09/2023	60.00	-	60.00
Totals			164,340.08	166.67	164,506.75

KTC Cashbook Transactions (Expenditure) October 2023

Date	Supplier	Description	Expenditure exc VAT	VAT	Total Expenditure
02/10/2023	123 Reg Ltd	Awaiting invoice	110.34	-	110.34
02/10/2023	WFDC	Property Rent 29/09/23-24/12/23	4,875.00	975.00	5,850.00
02/10/2023	Fletcher Associates	Monthly Fee for the Personnel & Employment Law Scheme	210.00	42.00	252.00
03/10/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£20k Investment	20,000.00	-	20,000.00
04/10/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£50k Investment	50,000.00	-	50,000.00
05/10/2023	Barclays Bank	Bank Charges	8.50	-	8.50
05/10/2023	Go Cardless	Concierge 01/10/2023	219.00	43.80	262.80
05/10/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£10k Investment	10,000.00	-	10,000.00
05/10/2023	Mr A T Morris	KTH-HONORARIUM,TOWN HALL ORGANIST 2022-2023	400.00	-	400.00
05/10/2023	Mr A T Morris	KTH-1ST & 2ND QUARTERLY PAYMENT- HONORARIUM-TOWN HALL ORGANIST 2023- 2024	200.00	-	200.00
05/10/2023	Uk Storage Company (SW) Ltd	24 hr access storage & ins. for 12/10/23- 08/11/23	263.18	45.04	308.22
05/10/2023	Bannner Group Ltd	KTC-C4 90GSM WHITE ENVELOPES	13.32	2.66	15.98
06/10/2023	The Right Fuelcard	Mayoral car fuel	2.50	0.50	3.00
06/10/2023	www.wyreforestdc.gov	Awaiting invoice	129.00	-	129.00
06/10/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£40k Investment	40,000.00	-	40,000.00
06/10/2023	WFDC	September Salaries	24,224.76	18.00	24,242.76
06/10/2023	St Peter's Birchen Coppice DCC	Ward Grant - Cllr K Gale	100.00	-	100.00
06/10/2023	St Peter's Birchen Coppice DCC	Ward Grant - Cllr N Gale	250.00	-	250.00
06/10/2023	Mercian Volunteers Regimental Association	Ward Grant - Cllr N Gale	250.00	-	250.00

09/10/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£35k Investment	35,000.00	-	35,000.00
10/10/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£15k Investment	15,000.00	-	15,000.00
11/10/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£50k Investment	50,000.00	-	50,000.00
12/10/2023	O2	Town Clerk Mobile Phone	21.52	-	21.52
12/10/2023	Water Plus	Public Convenience 300 Stourbridge Rd 22/06/23-22/07/23	121.41	1.76	123.17
12/10/2023	WFDC	KTC-REIMBURSEMENT OF COSTS- KIDDERMINSTER TOWN HALL-01/06/23- 30/06/23	5,562.55	1,107.51	6,670.06
12/10/2023	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK-01/05/23-31/05/23 ACC.A0010476594	83.97	4.20	88.17
12/10/2023	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK-01/06/23-30/06/23 ACC.A0010476594	79.71	3.99	83.70
12/10/2023	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK-05/01/23-31/01/23 ACC.A0010476594	57.15	2.86	60.01
12/10/2023	Npower Commercial Gas Ltd	KTC-ST. GEORGES PARK-01/07/23-31/07/23 ACC.A0010476594	76.63	3.83	80.46
12/10/2023	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK-01/02/23-28/02/23 ACC.A0010476594	58.02	2.90	60.92
12/10/2023	Npower Commercial Gas Ltd	KTC-ST. GEORGES PARK-01/08/23-31/08/23 ACC.A0010476594	117.03	5.85	122.88
12/10/2023	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK-01/03/23-31/03/23 ACC.A0010476594	63.36	3.17	66.53
12/10/2023	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK-01/04/23-30/04/23 ACC.A0010476594	92.96	4.65	97.61
17/10/2023	Post Office	Postage Charges	446.10	-	446.10
18/10/2023	Tool Station	Adhesive & sealant gun	17.32	3.47	20.79
19/10/2023	Post Office	Postage Charges	13.50	-	13.50
19/10/2023	Netti Incorporating Pixel Design	KTH-WORDPRESS HOSTING	15.00	3.00	18.00
19/10/2023	Netti Incorporating Pixel Design	KTH-ESSENTIAL CARE PLAN	30.00	6.00	36.00

19/10/2023	RS Taylor Service Ltd	KTC-REPAIRS TO POTHOLES AT BROADWATERS PARK	1,440.00	288.00	1,728.00
19/10/2023	Signtech (Midlands) Ltd	KTC-'HAPPY TO CHAT' BENCH PLAQUE X4	24.00	4.80	28.80
19/10/2023	Signtech (Midlands) Ltd	KTC-'CLEAN UP AFTER YOUR DOG' SIGN X4	64.00	12.80	76.80
19/10/2023	FMS Integrated Building Services Ltd	KTH-ATTENDED SITE TO REPLACE FAULTY SENSORS-TESTED CHILLER.	261.89	52.38	314.27
19/10/2023	M & BG Ltd	KTC-MEDIUM TREE WORKS	2,830.00	566.00	3,396.00
19/10/2023	M & BG Ltd	KTC-HIGH TREE WORKS	4,350.00	870.00	5,220.00
19/10/2023	Thomas Woodhouse	KTC-COMBERTON RD HEDGE,STRIM WEEDS ALONG BROOMFIELD RD	510.00	-	510.00
19/10/2023	Thomas Woodhouse	KTC-WEED TALBOT ST9FROM FRANCHISE ST TO SUTTON RD,HOUSES SIDE ONLY)	120.00	-	120.00
20/10/2023	Npower Commercial Gas Ltd	Charges for Services Public Toilets Market 01/09/2023-30/09/2023	96.52	4.83	101.35
20/10/2023	Npower Commercial Gas Ltd	Charges for Landlord Waterfall Supply 01/09/2023-30/09/2023	53.25	2.66	55.91
24/10/2023	Eon	Supply at Horsefair Clock 01/09/23-30/09/23	62.14	3.11	65.25
25/10/2023	Spitfire	Call Charges & Service Charges	66.05	13.21	79.26
25/10/2023	Enterprise Rental	Vehicle Hire 30/06/2023 HT22JAU	134.14	26.82	160.96
26/10/2023	Water Plus	Charges for Services Toilet Block, Market Street 10/09/2023-10/10/2023	115.02	-	115.02
26/10/2023	Tudor (uk) Ltd T/A Tudor Environmental	KTC-BANDING TOOL,BUCKLES,S/STEEL BANDING	150.68	30.14	180.82
26/10/2023	Martyn Jones Engineering Services	KTC-LOCK REPLACEMENT AT BAXTER GARDENS	60.00	12.00	72.00
26/10/2023	Martyn Jones Engineering Services	KTC-CHANGE LOCK ON GATE-BAXTER	60.00	12.00	72.00
26/10/2023	RS Taylor Service Ltd	KTC-FLAILING AT BROADWATERS PARK	280.00	56.00	336.00
26/10/2023	Artelia Projects UK Ltd	KTC-CM SERVICES-SEPT 2023	2,728.00	545.60	3,273.60
26/10/2023	Hydrock Consultants Ltd	KTH-21317 BBIR-FIRE ENGINEERING SERVICES-RIBA STAGE 4 UPRATED DESIGN- SEPT.2023	1,250.00	250.00	1,500.00

26/10/2023	Simon Shuck	KTC-REPAIRS TO FENCING & CONCRETE POSTS,WASTE REMOVAL AT GREATFIELD RD ALLOTMENT NO.46	473.00	-	473.00
27/10/2023	Npower	Clock Tower, Oxford St 01/09/2023- 30/09/2023	54.92	2.75	57.67
27/10/2023	Amazon	Awaiting invoice	14.98	-	14.98
30/10/2023	City Cobble	Awaiting invoice	25.00	-	25.00
31/10/2023	Birchen Coppice Academy	Ward grant - Darren Chambers	500.00	-	500.00
31/10/2023	Harkaway Scouts	Ward grant - Mary Rayner	50.00	-	50.00
31/10/2023	Anthony Collins Solicitors LLP	Cost Undertaking- deposit for legal work for Town Hall Project	1,800.00	-	1,800.00
31/10/2023	WFDC	October Salaries	24,155.90	18.00	24,173.90
Totals			299,841.32	5,051.29	304,892.61

**KIDDERMINSTER TOWN COUNCIL
FINANCE & OVERVIEW COMMITTEE MEETING**

21st November 2023

LJ/2023

14th November 2023

REPORT TO FINANCE & OVERVIEW COMMITTEE

AGENDA ITEM 7 - BUDGET AND PRECEPT SETTING FY 2023/24

AIM

1. To consider a draft budget attached with a view to making a recommendation to Full Town Council to the level of precept required for the financial year 2023/24.

BACKGROUND

2. The Town Council is required to confirm the level of precept to the District Council.
3. It is recommended that the Town Council identifies the level of the precept through the production of a formal budget.
4. The Finance and Overview Committee has delegated responsibility 'to recommend to Council the Annual Budget and the level of the precept levied'.
5. A draft budget has been prepared by the RFO/CEO with due regard existing services and relatively well discussed assumptions.

INTRODUCTION

6. The current level of the precept is £879,566 with a Band D Equivalent of £49.75
7. The standard method of demonstrating the impact on individual residents is by producing a 'Band D equivalent' rate (i.e. the amount that will be paid for a resident whose property is classed as Band D for local Council Tax).
8. The Band D Equivalent is calculated by dividing the precept by the Council Tax Base (CTB).
9. The CTB is calculated by District Council each year and is traditionally published in December of each year. In very general terms the CTB is a figure that represents the number of households in a particular precepting authority area if, all the properties were Band D rated properties and paying the full amount. E.g. A band H house might be considered as 2 Band D's and a 2 band B properties might be considered as 1 Band D. The CTB for 2023/24 year (set in December of 2022) was 17,679. The draft budget assumes that there is no change this, albeit this will fluctuate slightly depending on any new builds or increases/decreases in discounts (e.g. single occupier discounts). In early December the District Council will likely

inform us of the agreed CTB for Kidderminster which will allow the Council to understand precisely the charge on residents.

10. The budget codes and cost centres included in the budget estimate document are based on those that currently exist for accounting purposes. Where there are no cost centre numbers then this will indicate new services or where a particular line of the existing budget has been broken down to show more specific cost allocation.
11. The Budget estimates identify levels of revenue funding required for 2023/24. The revenue account for next year can be funded by direct taxation (the precept) or through a combination of the precept and the use of general reserves.

DISCUSSION/ COMMENT

12. Large parts of the budget are relatively fixed, unless there are fundamental changes to services of the Council or unless they are contractually based with built in increases. In preparing future estimates we have considered current inflationary pressures and or contractual obligations (agreed price rises). These will include budget lines for SLAs with contractors.
13. The Town Council has recently taken on 3 parks and while last year we made some best estimates of the actual expenditure this year we have been able to refine the estimates as a result of having some real known expenditure. The draw down funding provided by the District Council will disappear in 2023/24 and the Council will need to precept for the entire expenditure within the services budget.
14. The Town Hall Transformation project and the level of expenditure required does place the Council in position of heightened risk (the unknowns of modernising a grade 2 listed building) and so a healthy general reserve is highly desirable.

- a. Events

There are no significant changes with regards to Events Committee expenditure as it is assumed that with the closure of the Town Hall the Council will likely undertake those standard events that have/will be undertaken in 2023/24.

Additional events would require additional resource.

- c. Services

The Town Council has recently taken on 3 parks and while last year we made some best estimates of the actual expenditure this year we have been able to refine the estimates as a result of having some real known expenditure. The draw down funding provided by the District Council will disappear in 2023/24 and the Council will need to precept for the entire expenditure within the services budget. Upward pressure on the Services budget (excluding inflation) also includes a significant increase in the parks maintenance contract, provision for damages to the public toilets along with

the requirement for an operational vehicle and the anticipation of an increase in the workforce to support the Public Realm and Outdoor Manager.

The draft services budget has been expanded. The 2 nominal ledgers K004/21010 Repairs and Maintenance and K004/21012 have been reduced significantly, but these are largely offset by additional budget lines within services that now breakdown a number of the component parts of these budgets. E.g. we are now showing allotments, the water feature, play equipment inspections and tree works separately.

The Services revenue budget is being partly subsidised by the use of £10,000 from S106 Earmarked Reserves.

d. Town Hall

The impending project to transform the Town Hall over the next 2 years has meant that most historic / routine expenditure (and income) related to the Town Hall will disappear for that period. The appointment of a new project management team to oversee and deliver the project have increased significantly from £30/40k to £70k. Town Hall direct staffing costs will need to increase if the Council is to have the required resource in place ahead of re-opening of the Town Hall (circa £65k). This will in turn lead to the increase in some indirect costs (additional IT/mobile phone provision)

FINANCIALS/BUDGET/PRECEPT - General

15. All income and expenditure for the Town Hall is shown as taking place in 2023/24 albeit it will occur across the next 2 years. The income (in the form of grants and a PWLB Loan) should balance with the expenditure to show a net nil spend. However, costs incurred are claimed back retrospectively and we will need to keep significant levels of cash in hand to manage cash flow. Towards the back end of 24/25 the Town Council will be required to pay its contribution to the project and any over budget expenditure.
16. Based on the recent levels of the precept coupled with the scale of the expenditure on the Town Hall (several million pounds), it is recommended that the general reserve should be in the range of £450k to £550k.
17. We have yet to receive the precise CTB levels from WFDC but, we expect them to be published in the first half of December; it is unlikely that there will be any significant change.
18. Should the Committee/Full Council wish to fund additional services, not included in the attached draft budget or expand current services it can:
 - a. Choose to increase the proposed level of the precept to cover the costs.
 - b. Identify current services that might be considered less essentialOr
 - c. A combination of A and B above.

19. The Town Council has obtained approval to borrow up to £2m to support the Town Hall project. However, there are some potential opportunities for additional income in relation to the Town Hall, but these will not be known until well into the new year. Should some or all of these opportunities arise then the Council will not need to draw down the entire loan facility and in turn that would reduce repayments. Furthermore, should interest rates drop during the mid-part of 2024 then the borrowing costs might be reduced.
20. The draft budget proposes a precept of £1,144,751 which equates to a Band D Equivalent of £64.75 and produces an estimated level of the general reserve of £467,977 at 31 March 2025.
21. There is some scope to reduce many budget lines by small figures to achieve a reduction in planned expenditure and there are some budget lines (that are not directly related to services) that might contribute to significant reductions in the revenue budget and in turn the level of precept e.g.:
- Town Hall – Contribution to major repairs EMR - £25,000
 - Council – Cyclical Elections & Contribution to future elections -£10,000
 - Finance – Ward Grants - £9,000

SUMMARY

22. The Draft budget started from a base of delivering like-for-like services in 2023/24. Consideration was then given to major known changes.
23. The draft budget proposes a precept of £1,144,751 which equates to a Band D Equivalent of £64.75 and produces an estimated level of the general reserve of £467,977 at 31 March 2025.

OPTIONS

24. Options Include:

	<u>A</u>	<u>B</u>	<u>C</u>
Precept	£1,144,751	£1,020,998	£967,961
Band D Equivalent	£64.75	£59.25	£54.75
Band D Cash Increase	£15.00	£8.00	£5.00
Band D % Increase	30.15%	16.08%	10.05%
Level of General Reserve	£467,977	£344,224	£291,187

RECOMMENDATION(s)

25. It is recommended that the Finance & Overview:

RESOLVES:

- i. To recommend that the Full Town Council approves the summary budget option A for FY 2023/24.

(Precept of £1,144,751.00, General Reserve at £467,000.00; and ⁱBand D equivalent of £64.75, percentage increase of 30.15%)

- ii. That a precept be issued, requiring Wyre Forest District Council to pay Kidderminster Town Council £1,144,751.00 (One million one hundred and forty four thousand and Seven hundred and fifty one pounds. Eight Hundred and Ninety-six Thousand and Six pounds) to meet its expenditure for the financial year 2023/24.



Lee Jakeman
Chief Executive

ⁱ Band D Equivalent and % Increase based on Dec 2022 Council Tax Base Figures)

KTC - BUDGET / PRECEPT 2024/25 - Draft 7

KIDDERMINSTER TOWN COUNCIL Summary Page	2023/24 Original Budget £	2023/24 Actual to 31/10/23 £	2023/24 Predicted Outturn £	2024/25 Estimate £
COMMITTEE				
1. COUNCIL	(821,566)	(866,918)	(826,566)	(918,751)
2. FINANCE	69,010	37,960	76,090	145,820
3. STAFFING & CIVIC	184,633	95,942	167,182	200,196
4. SERVICES	222,567	34,522	180,270	357,200
6. TOWN HALL	384,016	21,467	(414,891)	1,118,665
7. GRANT INCOME				
11. EVENTS	8,900	(8,200)	7,400	5,600
TOTAL NET EXPENDITURE/(INCOME) FROM/(TO) GENERAL RESERVE]	47,560	(685,226)	(810,515)	908,730
EOY Balance from AGAR (starting Base 1/4/23 £671,345)	671,345		1,481,860	573,130
Made Up Of:				
EOY Earmarked reserve (starting Base 1/4/23 £140,913)	140,913		140,913	105,153
EOY General Reserve (starting base 1/4/23 £530,432)	530,432		1,340,947	467,977

Cost Centre	Account Code	KIDDERMINSTER TOWN COUNCIL	2023/24	2023/24	2023/24	2024/25
			Original Budget £	Actual to 31/10/23 £	Predicted Outturn £	Estimate £
		1. COUNCIL				
		<u>EXPENDITURE</u>				
K001	43070	Cyclical Elections & Contribution to future Election	10,000		10,000	45,760
K001	11080	Contingency for Pay Award	23,000		18,000	23,000
K001	41000	Contingency PWLB(1) PWLB(2)	25,000	12,648	25,000	30,000 41,000 122,000
		GROSS EXPENDITURE	58,000	12,648	53,000	261,760
		<u>INCOME</u>				
K001	84001	Precepts	(879,566)	(879,566)	(879,566)	(1,144,751)
		Earmarked Reserve transfer				(35,760)
		GROSS INCOME	(879,566)	(879,566)	(879,566)	(1,180,511)
		TOTAL NET EXPENDITURE / (INCOME)	(821,566)	(866,918)	(826,566)	(918,751)

Council Tax Base (CTB) as at 1 Dec 2022	17,679	17,679	17,679	17,679	17,679	17,679
	£	£	£	£	£	£
Current Precept	879,566	879,566	879,566	879,566	879,566	879,566
Precept increase per Band D household	5.00	7.00	8.00	9.50	10.00	15.00
Increase in precept	88,395	123,753	141,432	167,951	176,790	265,185
New precept total	967,961	1,003,319	1,020,998	1,047,517	1,056,356	1,144,751
Current Band D Equivalent	£49.75	£49.75	£49.75	£49.75	£49.75	£49.75
New Band D Equivalent	£54.75	£56.75	£57.75	£59.25	£59.75	£64.75
% Increase	10.05	14.07	16.08	19.10	20.10	30.15

Cost Centre	Account Code	KIDDERMINSTER TOWN COUNCIL	2023/24	2023/24	2023/24	2024/25
			Original Budget £	Actual to 31/10/23 £	Predicted Outturn £	Estimate £
		3. STAFFING AND CIVIC				
		<u>EXPENDITURE</u>				
		EMPLOYEE COSTS				
K003	11010	Salary Costs	115,682	60,447	105,000	132,000
K003	11020	National Insurance	10,526	5,308	9,100	11,756
K003	11030	Pension Costs	9,365	2,936	5,100	5,870
K003	23700	Temporary office accommodation expenses	19,500	9,750	19,500	19,500
K003	45010	Postage - (Mail redirection)	600	704	710	710
K003	13080	Relocation costs staff travel	1,600	1,548	2,500	2,500
K003	12810	Town Crier	500	500	500	500
K003	13085	Town Mayor's allowance	6,860	3,227	6,860	6,860
K003	13086	Deputy Mayors Allowance	0	377	377	0
		SUPPLIES AND SERVICES				
K003	49015	Training	2,000	60	500	2,000
K003	31010	Mayoral Car Hire/Travel	4,500	2,228	4,500	4,000
K003	42020	Mayor and Civic Budget	10,000	7,938	10,000	10,000
K003	41545	Twinning	500	165	500	500
K003	44450	HR Advice	3,000	1,720	3,000	4,000
		GROSS EXPENDITURE	184,633	96,907	168,147	200,196
		<u>INCOME</u>				
K003	88300	Income - Miscellaneous		(965)	(965)	0
		GROSS INCOME	0	(965)	(965)	0
		TOTAL NET EXPENDITURE / (INCOME)	184,633	95,942	167,182	200,196

Cost Centre	Account Code	KIDDERMINSTER TOWN COUNCIL	2023/24	2023/24	2023/24	2024/25
			Original Budget £	Actual to 31/10/23 £	Predicted Outturn £	Estimate £
		2. FINANCE				
		<u>EXPENDITURE</u>				
		SUPPLIES AND SERVICES				
K002	43031	General Office Expenses	2,800	1,467	2,600	2,600
K002	43030	Stationery	1,200	260	600	700
K002	45010	Postage	1,000		1,000	1,000
K002	43014	Print Management Re-charge	600		600	650
K002	45030	Mobile Phones	500		500	1,100
K002	44010	Audit Fees	2,000	2,520	2,520	2,520
K002		Telephones				
K002	48020	Professional Subscriptions	3,200	3,284	3,300	3,400
K002	49030	Insurances	7,500	26,460	26,460	30,000
K002	48041	Ward Grants	9,000	3,074	9,000	9,000
		Legal				5,000
		SUPPORT SERVICES				
K002	44430	Legal Support	5,920	2,965	5,930	8,150
K002	44420	WFDC Finance support	21,790	11,040	22,080	29,000
K002	44410	WFDC ICT	10,500	5,047	28,500	29,200
K002	21510	MS Outlook Licenses	3,000	35	3,000	3,500
		GROSS EXPENDITURE	69,010	56,153	106,090	125,820
		<u>INCOME</u>				
K002	88650	Interest Received		(18,193)	(30,000)	(20,000)
		GROSS INCOME	0	(18,193)	(30,000)	(20,000)
		TOTAL NET EXPENDITURE / (INCOME)	69,010	37,960	76,090	145,820

Cost Centre	Account Code	KIDDERMINSTER TOWN COUNCIL	2023/24	2023/24	2023/24	2024/25
			Original Budget £	Actual to 31/10/23 £	Predicted Outturn £	Estimate £
		4. SERVICES				
		<u>EXPENDITURE</u>				
		EMPLOYEE COSTS				
K004	11010	Salary Costs	47,573	27,751	47,573	82,000
K004	11020	National Insurance	4,757	3,071	5,283	8,800
K004	11030	Pension Costs	1,427	827	1,427	2,500
		RUNNING COSTS				
K004	21410	Parks - Grounds Maintenance Contractor Charges	35,000	237	26,000	60,000
K004	21010	Repairs and Maintenance	58,500	24,771	40,500	25,000
K004	21012	Town Council Parks	88,000	66,668	78,000	40,000
K004	41010	Equipment Purchase and Repair	13,200	5,593	13,200	3,000
K004	41020	Parks - Furniture Purchase and Repair	1,000	438	1,000	1,000
K004	21430	St Mary's Churchyard Contractor Charges	13,310	6,655	13,310	14,000
K004	21030	Statues and Memorials	1,500		500	1,500
K004	42040	Maintenance of Street Furniture - cleaning and replacement	5,200	2,257	5,200	5,200
K004	21031	Clock Tower (Oxford Street & Horsefair) Servicing and Maintenance	600	578	920	1,000
K004	22030	Clock Tower (Oxford Street) Electricity (Clock Tower Oxford Street)	1,800	629	1,800	1,900
K004	21032	War Memorials Maintenance	1,000	129	1,000	1,000
K004	21034	St Georges Paddling Pool - Pool Servicing	10,000		10,000	10,000
K004	27041	Public Conveniences Contractor Charges	19,500	9,900	19,800	25,000
K004	21011	Public Conveniences Repairs and Maintenance	7,800	6,175	7,800	6,000
K004	22031	Public Conveniences Electricity	3,300	710	3,000	3,100
K004	25010	Public Conveniences Water and Sewage Rates	1,400	669	1,850	1,950
K004	21411	Lengthsman	4,500	2,930	4,500	4,500
	41042	Community Grant -WFDC 2023	0	0		0
K004	41100	Direct Materials	2,000	839	2,000	2,000
K004	31010	Plant and Vehicle Hire	6,000	2,778	5,500	3,000
K004	31090	Fuel Costs	1,200	18	1,200	0
K004	23700	Equipment External Storage Unit	4,000	2,105	4,000	6,000
K004	42041	Grit Bins	1,000	0	1,000	1,000
K004	21421	Hanging Flowers and Planting Contractor Charges	13,000	6,485	13,000	15,000
K004	49130	Christmas Lights	23,000	693	23,000	23,000
K004	44020	Legal Fees	3,000	0	2,000	
K004	49015	Training	1,000	645	1,000	1,000
	New	Allotments Contractor Charges/ Repairs & mtce				5,000
	New	Defibrillator servicing				500
	New	Water Feature - servicing Maintenance & Utilities				3750
	New	Play Eqpt Safety - App/Operational & Annual Inspections				3500
	New	Town Centre Market				1500
	New	Tree Works				5000
	New	Mechanical Sweeping Contract				6000
	New	Ops Vehicle and operating costs			7,000	9,000
		GROSS EXPENDITURE	373,567	173,551	342,363	382,700
		<u>INCOME</u>				
K004	84410	Lengthsman Income	(4,000)	(1,070)	(4,000)	(4,500)
K004	84000	Changes to services - WFDC Tapered Funding over 3 years	(85,000)	(93,400)	(93,400)	0
	84007	Community Grant - WFDC 2023	0	0		0
K004	85090	Earmarked Reserve (S106 Income)	(53,000)	(33,116)	(53,000)	(10,000)
K004	87100	Rents	(9,000)	(10,750)	(11,000)	(11,000)
K004	88300	Income - Miscellaneous		(693)	(693)	
		GROSS INCOME	(151,000)	(139,029)	(162,093)	(25,500)
		TOTAL NET EXPENDITURE / (INCOME)	222,567	34,522	180,270	357,200

Cost Centre	Account Code	KIDDERMINSTER TOWN COUNCIL	2023/24	2023/24	2023/24	2024/25
			Original Budget £	Actual to 31/10/23 £	Predicted Outturn £	Estimate £
		6. TOWN HALL EXPENDITURE				
		EMPLOYEE COSTS				
K006	11010	Salary Costs	112,334	58,517	98,000	98,320
K006	11020	National Insurance	11,234	5,352	9,400	9,832
K006	11030	Pension Costs	18,373	7,849	13,700	19,565
K006	44029	Honorarium - Town Hall Organist	0	600	800	400
K006	44074	Town Hall Project Support	36,000	29,929	70,000	80,000
K006	13030	Recruitment	10,000		0	8,000
K006	49015	Training	1,200		500	1,000
		New posts in prep for Town Hall reopening				62,000
		RUNNING COSTS				
K006	45030	Mobile Phone Charges	530	(35)	530	550
K006	42010	Clothing and Uniforms	200		200	0
K006	43032	General Office Expenses	500	23	500	500
K006	49020	Bank Charges	750	67	500	0
K006	53040	Payments to other Local Authority	0	2,537	0	0
		Contribution to major repairs EMR				25,000
		OVERHEADS				
K006	21010	Repairs and Maintenance of Buildings	2,000	4,608	4,350	10,000
K006	21510	Miscellaneous Licences and Rental		180	180	200
K006	22030	Electricity	4,000	3,943	22,880	22,880
K006	22040	Gas	3,000	4,461	5,210	5,210
K006	24010	Non Domestic Rates		2,997	0	0
K006	25030	Water and Sewerage Rates	9,500	13,528	13,528	13,528
K006	26020	Fire and Burglar Precaution Alarms Maintenance	500	812	812	900
K006	27040	Cleaning Contract	2,000	237	2,000	0
K006	27050	Hygiene and Towel Services		71	285	300
K006	28010	Insurance	17,000		0	0
K006	41510	Purchase & Rental of Vending Machines		4	4	0
K006	44075	Town Hall Transformation Project	8,507,442	123,761	1,000,000	7,507,422
K006	44076	Town Hall Transformation Project - KTC Con	85,000		0	45,000
K006	44420	Support Services - Finance	15,000	7,215	14,430	0
K006	44410	Support Services - ICT	17,430	8,950	17,900	0
K006	44430	Support Services - Legal	1,520	755	1,510	0
K006	44440	Support Services - Facilities Management	1,000	5,245	10,490	11,500
K006	New	Town Hall Transformation overspend				1,530,000
K006	New	Podium				400,000
		EVENTS AND MARKETING				
K006	43014	Print Management Recharge		(80)	0	
K006	49010	Marketing and Design	500	232	500	2,000
K006	57015	Town Hall Event Expenditure	500		0	0
	75000	Loan Interest	36,945			
		GROSS EXPENDITURE	8,894,458	281,758	1,288,209	9,854,107
		INCOME				
K006	87110	Registrar Rental Income	(3,000)	(2,500)	(3,000)	(3,000)
K006	88200	PWLB receipt	(500,000)		(500,000)	(1,500,000)
K006	84006	Levelling Up Funding Grant	(7,807,442)	(257,690)	(1,000,000)	(6,807,442)
K006	85090	KEF Grant Funding - Town Hall (Earmarked	(200,000)		(200,000)	0
K006	88300	Income- Miscellaneous		(100)	(100)	
		canal Tow Path xfer				(425,000)
		OPERATING INCOME				
		GROSS INCOME	(8,510,442)	(260,290)	(1,703,100)	(8,735,442)
		TOTAL NET EXPENDITURE / (INCOME)	384,016	21,467	(414,891)	1,118,665

Cost Centre	Account Code	KIDDERMINSTER TOWN COUNCIL	2023/24 Original Budget £	2023/24 Actual to 31/10/23 £	2023/24 Predicted Outturn £	2024/25 Estimate £
		11. EVENTS				
		<u>EXPENDITURE</u>				
		RUNNING COSTS				
K011	22030	Christmas Lights - Electricity	600		600	600
K011	41042	Community Grant - WFDC 2023	10,000		10,000	
K011	48023	Remembrance Sunday	1,000		1,000	1,000
K011	48021	Christmas Light Switch on event	3,500		2,000	2,000
K011	48022	Coronation Celebrations	1,800	1,800	1,800	0
K011	48021	Christmas - Santa in the Town Hall/ On Tour	2,000		2,000	2,000
		<u>INCOME</u>				
K011	84007	Community Grant - WFDC 2023	(10,000)	(10,000)	(10,000)	
		TOTAL NET EXPENDITURE / (INCOME)	8,900	(8,200)	7,400	5,600