



# Leigh-on-Sea Town Council

67 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288  
[council@leighonseatowncouncil.gov.uk](mailto:council@leighonseatowncouncil.gov.uk) [www.leighonseatowncouncil.gov.uk](http://www.leighonseatowncouncil.gov.uk)

Chairman: Cllr. Pat Holden  
Vice Chairman: Cllr. Carole Mulroney  
Town Clerk: Paul Beckerson



27<sup>th</sup> October 2011

Notice is hereby given that the next meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of the Leigh-on-Sea Town Council will take place on **Tuesday 1<sup>st</sup> November 2011** at the Town Council office, 67 Elm Road, Leigh-on-Sea commencing at 8.00pm.

## AGENDA

1. CHAIRMAN'S OPENING REMARKS
2. APOLOGIES FOR ABSENCE
3. DECLARATION OF MEMBERS' INTERESTS
4. APPROVAL OF THE MINUTES OF THE MEETING OF 4<sup>th</sup> October 2011.

## GENERAL PURPOSES

5. EALC LARGER LOCAL COUNCIL'S FORUM – Report 1956/TC 11<sup>th</sup> October 2011 (Appendix 1)
6. PRESENTATION WORKING PARTY – Report 1952/PWP 12<sup>th</sup> October 2011 (Appendix 2)
7. SLCC NATIONAL CONFERENCE Wokefield Park, Reading – Report 1958/TC 14<sup>th</sup> to 16<sup>th</sup> October 2011 (Appendix 3)
8. COMMUNITY CENTRE - UPDATE
9. LIBRARY INFORMATION POINT
10. GENERAL PURPOSES BUDGET

General Purposes Budget Report 1953/GP 26<sup>th</sup> October 2011 (Appendix 4)

## FINANCE

11. REFERENCES FROM OTHER COMMITTEES

Allotments Meeting 28<sup>th</sup> September 2011

**RECOMMENDATION:** That £500 is taken from reserves to finance the installation of posts to close off tracks during the winter months.

12. RENT REVIEW AND OFFICE ACCOMMODATION
13. INTERNAL AUDIT CHECK – Verbal Report by Cllr Donald Fraser
14. OFFICE AND COMMITTEE BUDGETS

- Office Budget Report 1954/FGP 26<sup>th</sup> October 2011 (Appendix 5)

- Committee Income and Expenditure Report 1955/FGP 26<sup>th</sup> October 2011 (Appendix 6)

15. INCOME AND EXPENDITURE SINCE THE LAST MEETING

See report 1957/I&E (Appendix 7)

16. CONSIDERATION OF BUDGET for 2012/13 (Appendix 8)

17. BANK ACCOUNT BALANCES as at 27<sup>th</sup> October 2011

HSBC BMM A/c	£ 229,003.30
HSBC Current A/c	£ 32,712.38
HSBC Payroll A/c	£ 4,682.02
HSBC Imprest A/c	£ 530.90



Paul Beckerson  
Town Clerk  
27<sup>th</sup> October 2011

Please Note: Any member who is unable to attend the meeting should send their apologies before the meeting.



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Report 1956/LLCF

## **EALC LARGER LOCAL COUNCIL'S FORUM 11<sup>th</sup> October 2011 Waltham Abbey**

### Waltham Abbey White Water Olympic Canoe Course

The project attracted £165,000 of planning gain money, this enabled the Council to undertake a refurbishment of the public toilets, install a cinema inside the Town Hall and install items of artwork on the town's main roundabout. It is the burial place of Harold II. The course is already well used prior to the Olympics and the World Championships will be held there in 2015. There is a Town Centre Heritage Lottery Bid for £2.6m of which £0.6m was matched funding.

### Loughton Lottery Bid

The main project is to create outdoor gym areas within the town. A public consultation was undertaken in 2010 to establish the need. Induction classes were part of the budget £23,445. The money was made up of CIF funding £12,100, Awards for All £9,000 and Loughton Town Council £2,345.

Funding Workshop Great Dunmow on the 10<sup>th</sup> November 2011, there are still places available.

### Dale Farm

The Chairman of the parish council updated the meeting on the present situation. It is the largest Gypsy Site in the country; it was expanded to 31 plots. Between 2000 and 2001 the original residents moved out to be replaced by Irish travellers. They then bought the farm land adjacent to the site and moved onto it without planning permission in 2003. Enforcement notices were issued, a planning application was submitted which was rejected and was subject to appeal which was also rejected. There have been several judicial reviews over a period of 10 years resulting in the current eviction situation. An injunction was granted on the basis of the process and the detail of the notices. This goes back to court tomorrow.

### Future Events

There is a planning day on the 28<sup>th</sup> February 2012



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QUALITY  
TOWN  
COUNCIL

Chairman: Cllr Pat Holden  
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 Town Clerk: Paul Beckerson

Report 1952/PWP

## PRESENTATION WORKING PARTY 12<sup>th</sup> October 2011

Present: Cllr's Jerry Holden, Pat Holden and Carole Mulroney

In Attendance: Paul Beckerson (Town Clerk)

### *The meeting opened at 4.00pm*

#### 8. WEBSITE GENERAL COMMENTS

Members commented on the width of the page, this was to allow lower resolution screens to view whole page without scrolling. Changes will be experimented with the web template to view possible viewing effects.

Could the logo be transparent ? This could be done by editing in photoshop. It was thought that the Quality Council logo should form part of the masthead.

There was a problem with the sub-menu viewing which at the moment is only corrected when viewed in compatible mode. This will be resolved.

The ideal would be a web counter on all pages and that it should be smaller or hidden. While it was possible to monitor individual pages this could not be done free and would incur a cost.

The addition of LTC to all titles would be desirable, this would be done.

#### 9. HOME PAGE

Panelling of the page should be investigated, Forthcoming Events, Next Meeting of each committee, News etc.

Left hand menu, should include Your Council, A-Z of Services, Committees, News and Events, Feedback (to contain form for submission of comments), Report it, Annual Report, Good for Leigh, About Leigh, Freedom of Information and Contact us.

A-Z of Services could include:

Allotments	Annual Elector's Meeting
Bus Shelters	Carols on Strand Wharf
Easter Event	Farmer's Market
Fishing Festival	Good for Leigh
Grants	Leigh Christmas Lights
Licensing	May Day Celebration
Old Town	Outings for Older Residents (CT)
Parking	Planning
Publicity – Leigh Matters	Queen's Jubilee
Recycling Sacks	Safer Journeys to School
Skate Park	Strand Wharf Project
Street Scene – Hanging Baskets, bollards, seats	

10. COMMITTEES

Schematic of committees and their sub committees and working parties.

The Your Council page will contain an overview of the Council and links to meetings and committees. Each service and committee will have its own dedicated pages, the exact format to be determined by the Convenor and the Town Clerk.

***The meeting closed at 5.17pm***



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Report 1958/TC

## **SLCC NATIONAL CONFERENCE Wokefield Park, Reading, 14<sup>th</sup> – 16<sup>th</sup> October 2011**

This report sets out the most relevant items that should be brought to the attention of the Council.

### ILCM Annual General Meeting

A talk was given on the structure of American Local Governance by the Chairman of the International Institute of Municipal Clerks, she is Town Clerk in Riverside, California.

### Opening Address by Andrew Stunell OBE MP, Parliamentary Under Secretary of State, Communities and Local Government

The local council sector was the 'building block of the local government system'. The Localism Act was all about getting local councils and communities involved in local decisions. Over the last 40 years there has been less responsibility at local level operating a 'safety first system with decisions by the centre' a kind of command and control system. He was part of Liberal Democrat's negotiating team that created the coalition agreement, their attitude being a very much bottom up approach. The current National Health reforms would return local government control to locally accountable Health Boards. The increasing use of community budgets would give neighbourhoods a say in how the money was spent.

The new Open Public Services White Paper would continue to enhance the importance of local councils and communities enabling them to bid for and operate a wide range of services currently undertaken by principal authorities. The Minister held up the SI that would change the requirements for paying bills (Cheques with 2 signatures) which would make electronic payments lawful, he said he could show it but not let us read it.

The process was about identifying the barriers, removing popular myth, changing minds on what is prohibited or compulsory; councils need to be responsible to the people. Local Councils will be able to use the general power of competence if they have a trained clerk and at least 2/3 of the council have been elected. Communities will have the right to challenge where it can be shown they can deliver in a more effective manner. The community right to buy will ensure things that community's value can be retained, the pub, the local shop, community centres etc. The LA must produce a list of assets and if disposal is threatened communities have the right to bid and this does not just apply to the public sector.

The introduction of Neighbourhood Plans will give the right to communities to shape how their area is developed; this is a big departure from the present system where all applications are allowed with only a right to object. There are currently 126 pilot schemes being undertaken which will inform how it is best delivered. The new system of localism must become embedded so that it becomes the norm for there to be a bottom up power structure so that it can never be reversed. The 126 pilots are receiving support and depending how these go will determine what costs are necessary to deliver.

Community budgets will rationalise the present situation where many different agencies are delivering similar outcomes, 'more joined up working'.

Much has been made of the presumption in favour of sustainable development, the present planning system is such a scheme, applications are submitted and it is for the LA to substantiate why it should not be allowed.

#### Employment Matters

The NALC and the SLCC have agreed a new model contract which will apply to all new staff, this is a reworking of the existing terms and conditions and there have been no changes. The government are introducing compulsory pensions for those who do not currently have them and there will be automatic enrolment between 2012 and 2016. The scheme is named 'National Employment Savings Trust' "NEST" and will apply to all employees earning above the lower earnings limit for NI. Maternity rights are transferrable to the father from 26 to 52 weeks. Agency workers after 12 weeks are entitled to the same rate of pay as full time employees.

#### Data Transparency

Since 29<sup>th</sup> September 2011 local councils should publish the following information:

- All payments over £500
- A staff organisational chart showing pay scales
- Councillor allowances and expenses
- Copies of all contracts, tenders and leases

There was much more but these were the highlights

27<sup>th</sup> October 2011

**Finance & General Purposes Committee Budget 2011/12**

Heading	B/F 2010/11	Budget		Spent to Date	Committed	Balance	% Spent
		Income	Expenditure				
Crime Prevention		0	0	0.00		0	
Schools		0	50	0.00		50	0
Donations		0	0	0.00		0	
Community Affairs		0	3,200	0.00		3,200	0
Premises		0	1,000	340.15		660	34
Elections		0	19,000	0.00	6,000.00	13,000	32
Legal Costs		0	500	0.00		500	0
Annual Town Meeting		0	500	0.00		500	0
Publicity		0	1,000	106.38	250.00	644	36
Civic			0	0.00		0	
						0	
<b>Totals</b>		<b>0</b>	<b>25,250</b>	<b>446.53</b>	<b>6,250.00</b>	18,553	27
Nett cost			25,250				
Skate Park Lighting	12,582			0.00	351.08	12,230	

Various

**0.00**



## Office Budget for 2011-12

Budget	Heading	2011/12	Spend to Date	Committed	Balance	% Spent
2010/11						
	<b>Premises</b>					
10,500.00	Rent	10,500.00	5,250.00		5,250	50.00
5,000.00	Insurance	5,000.00	4,006.79		993	80.14
5,400.00	General Rates	5,400.00	3,355.59		2,044	62.14
280.00	Water Rates	280.00	37.19		243	13.28
960.00	Gas	960.00	427.71		532	44.55
650.00	Electricity	650.00	332.15	207.77	110	51.10
2,300.00	Office Cleaning	2,300.00	941.20	125.60	1,233	40.92
100.00	Premises Repairs & Services	300.00	595.36		-295	198.45
	Office Tools	300.00	0.00		300	0.00
100.00	Contingencies	100.00	131.46		-31	131.46
		<b>25,790.00</b>	<b>15,077.45</b>	<b>333.37</b>	<b>10,379</b>	<b>58.46</b>
	<b>Administration</b>					
1,900.00	Stationery Cost	1,450.00	492.20		958	33.94
50.00	Library	50.00	53.23		-3	106.46
1,300.00	Communication	1,750.00	703.06	306.91	740	40.17
400.00	Photocopying	830.00	1,142.36		-312	137.63
1,600.00	Subscriptions	1,600.00	1,448.65		151	90.54
1,900.00	Postage	1,900.00	556.48		1,344	29.29
50.00	Entertaining	50.00	0.00		50	0.00
100.00	Licences	100.00	105.00		-5	105.00
400.00	Expenses/Travel Costs - Cllrs	400.00	88.18		312	22.05
300.00	Miscellaneous	300.00	40.45		260	13.48
1,200.00	Audit	1,200.00	945.00	875.00	-620	78.75
500.00	IT	2,600.00	1,683.97		916	64.77
0.00	Waste Sacks	0.00	344.69			
350.00	Training - Staff	600.00	1,190.00		-590	198.33
1,000.00	Training - Cllrs	1,000.00	617.25		383	61.73
120.00	Mileage & Expenses - Staff	400.00	303.23	102.28	-6	75.81
		<b>14,230.00</b>	<b>9,713.75</b>	<b>1,284.19</b>	<b>3,232</b>	<b>68.26</b>
<b>9,270.00</b>	<b>Total</b>	<b>40,020.00</b>	<b>24,791.20</b>	<b>1,617.56</b>	<b>15,228.80</b>	<b>61.95</b>

Finance & General Purposes 01/11/11 – Appendix 6 – Report 1955/FGP

Leigh-on-Sea Town Council

COMMITTEE BUDGETS

26/10/2011

Budgets Spend vs Budget to 31st March 2012

Budgets 2011/12 Committee	Item	Budget b/f 2010/11	2011/12	Spend to date	Balance	% spent	2010/11 spend
Council	Office Admin	0	40,020	24,791	15,229	62	38,370
	Salaries	0	76,518	43,629	32,889	57	74,984
		0	116,538	68,420	48,118	59	113,354
Leisure	Community Transport A	0	4,700	1,844	2,856	39	5,702
Foreshore & Environment	Flower Baskets	0	5,000	0	5,000	0	5,000
	First Aid Provision	0	1,000	350	650	35	1,194
	Farmers Market A	0	330	-185	515	-56	276
	Strand Wharf	74,408	0	0	74,408	0	0
	Leigh Lights A	1,400	18,003	1,470	17,933	8	20,578
	Padding Pool	1,798	0	0	1,798	0	0
	Youth D	0	4,000	2,186	1,814	55	3,322
	Various B	0	13,385	8,620	4,765	64	13,059
		77,606	46,418	14,284	109,740	12	49,131
Transport & Highways	School Crossing Patrols	0	8,500	0	8,500	0	4,037
	Bus Shelter Cleaning/Maint	0	5,000	822	4,178	16	1,382
	New Bus Shelters	0	0	0	0	0	0
	Transport Improvements	0	1,000	0	1,000	0	0
	Bollards	0	250	0	250	0	508
	Phone Box, Seats and bins	1,000	750	300	1,450	0	300
		1,000	15,500	1,122	15,378	7	6,226
Planning	Planning	0	4,600	2,158	2,442	47	3,779
	Southend Airport	0	0	0	0	0	0
		0	4,600	2,158	2,442	47	3,779
General Purposes	Various C	0	3,250	0	3,250	0	11
	Premises	0	1,000	340	660	34	105
	Elections	0	19,000	0	19,000	0	0
	Legal costs	0	500	0	500	0	0
	Annual Town Meeting	0	500	0	500	0	308
	Publicity	0	1,000	106	894	11	719
		0	25,250	447	24,803	2	1,143
Allotments	Revenue A	0	1,508	3,725	-2,217	247	7,477
	Capital Improvements	2,000	2,000	270	3,730	7	0
		2,000	3,508	3,996	1,512	73	7,477
Total		80,606	211,814	90,426	201,994	31	181,109

Reserve added after Budget  
Neutral Effect not in Budget

Reserve added after Budget

From 3rd Draft (Final) Council Budget	
Committee Expenditure	319,258
Committee Income	31,336
Net Expenditure	287,922
less: Strand Wharf	74,408
plus: Room hire	2,800
	216,314
less: Allotment fence	2,000
	214,314
Planned Reduction in Reserves 11/12	
Est. Reserves at 31.03.11	62,852
Est. Reserves at 31.03.12	50,953
Planned reduction	11,899

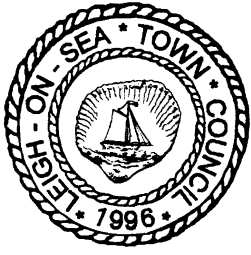
Income	Budget 2010/11	Received to date	Balance	% Rec'd
Precept 2011/12	0	199,615	199,615	0
Estimated Interest to 31.3.12	0	0	67	-67
Unbudgeted income	0	0	39	0
Waste Sacks	0	0	34	0
Premises hire	0	2,800	1,360	49
	0	202,415	201,115	99
Add			267,057	
			268,430	
			5,442	
			273,872	
Less planned expenditure (Balance to spend)			201,994	
Less Insurance Claim Received (Allotments) (2010/11)			1,020	
Plus Skate Park Lighting Payment (2010/11)			5,344	
Less Allotment Open Day Fund			565	
Less Skate Park Fund			12,582	
Estimated General Reserves at 31.03.12			63,055	

72,202 Reserve at 01-04-11  
11,899 Planned Reduction in reserves 11/12  
60,303 Reserve at 31-03-12

(Figure is an approximation as accounted for as Payments and Receipts)

- A Community Transport, Allotments Revenue, Leigh Lights and Farmers Market are balances of income and expenditure
- B Includes Community Initiatives, recreational facilities, events & conservation areas.
- C Includes Crime Prevention, community affairs and schools
- D Budget transferred from F&GP to LF&E

	Balance b/f 2010/11	Spend 2011/12	Income 2011/12	Balance 2011/12
Allotment Open Day Acumulated Fund	1,306	1,256	515	565
Skate Park Lighting	12,582			12,582



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## Income and Expenditure 30<sup>th</sup> September to 26<sup>th</sup> October 2011 - Report 1957/I&E

Cheque	Expenditure	Payee	Purpose	Statute
100140	£360.00	BT	Red Telephone Box	(In all cases, LGA means Local Government Act and s is for section) LGA 1972 s144
100141	£2625.00	SBC	Office Rent	LGA 1972 s111
100142	£25.56	Acumen	Wages Service – Sept 11	LGA 1972 s111
100143	£210.12	Mayfield Cleaning	Office Cleaning (£150.72) Bus Shelter Cleaning (£59.40)	LGA 1972 s111 & Local Govt Misc Provs Act 1973
100144	£70.00	SBC	Premises Licence	LGA 1972 s111
100145	£15.74	Bob Allan-Smith	Petrol & Oil for equipment	Small Holdings & Allotments Act 1908 s26
100146	£438.00	SLCC	National Conference -Delegate Charge	LGA 1972 s111
100147	£150.00	EALC	Risk Assessment Course	LGA 1972 s111
100148	£420.00	Able Group UK	Inspection & Testing of Electrical items	LGA 1972 s111
100149	£70.00	RCH Heating & Plumbing	Service of Boiler & Gas Safe check	LGA 1972 s111
100150	£43.20	Sign Factory	Fishing Festival - Amendments to 3 Banners	LGA 1972 s144
100151	£100.00	Cash	Petty Cash	
100152	£200.00	Neopost	Franking Machine Credit	LGA 1972 s111
100153	£408.00	LODS	Tickets for Secret Garden	Transport Act 1985 s19
100154	£205.30	Cory Environmental	Skate Park - Bin Collection	LGA 1972 s144
100155	£648.00	TMS Ltd	Leigh Regatta – Temporary Signage	LGA 1972 s144
100156	£110.80	RCH Heating & Plumbing	Repair of Boiler	LGA 1972 s111
100157	£74.22	Viking	Stationery	LGA 1972 s111
100158	£32.58	Cllr Paul Lawrence	Training Course - Mileage Expenses	LGA 1972 s111
100159	£67.68	BT	Extra line - rental	LGA 1972 s111
100160	£239.23	BT	Telephone	LGA 1972 s111
100161	£20.00	Bob Allan-Smith	Hand Saw & Petrol for equipment	Small Holdings & Allotments Act 1908 s26
100162	£210.12	Mayfield Cleaning	Office Cleaning (£150.72) Bus Shelter Cleaning (£59.40)	LGA 1972 s111 & Local Govt Misc Provs Act 1973
100163	£102.28	Paul Beckerson	Travel Expenses	LGA 1972 s111
100164	£5,322.00	Mr Fencing	Erection of Pallsade Fencing at Allotments	Small Holdings & Allotments Act 1908 s26
100165	£207.77	e-on	Electricity - Elm Road	LGA 1972 s111
100166	£1,050.00	Audit Commission	External Audit	LGA 1972 s111
Imprest A/C	£9.90	Amazon	Battery For Camera	LGA 1972 s111
	£21.00	SBC	Temp Event Notice	LGA 1972 s144
D/D	£7.55	E.on	Skate Electricity	LGA 1972 s144
Payroll Transfer	£7,500.00		Tax, NI & Pensions for Oct 11 Pay	LGA 1972 s111

**Income**

£177.00	Farmer's Market	Stalls Holders
£65.00	Community Transport	Ticket Purchases
£10.00	Allotment Keys	Allotment Tenants
£33.50	Sale of food & Green Waste sacks	Public
£278.89	Small Business Rate - Refund	SBC
£2,492.55	Allotment Rent	Leigh Plot Holders
£552.15	Allotments Insurance Claim	Zurich
£10.00	Body's Opticians	Xmas Lights - Contribution

# Leigh-on-Sea Town Council

## Budget Pack 2012/13

**To F&GP COMMITTEE**

**01-11-11**

1<sup>st</sup> Draft

1st draft Council budget 01-11-11

**NOTE: AS THIS BUDGET IS INCOMPLETE AND IS A DRAFT, NO CONCLUSIONS SHOULD BE DRAWN FROM IT**

	£	£
Anticipated reserves at 31 March 2011		
General Reserves	50,830	From attached sheet 1
Capital Reserves	74,408	
<b>Add</b>		125238
draft budget income from committees	0	
Planning	0	From attached sheet 2
Transport & Highways	0	From attached sheet 3
Allotments	12,102	From attached sheet 4
Leisure Foreshore and Environment	13,024	From attached sheet 5
Finance & G.P.	0	From attached sheet 6
Office	0	From attached sheet 7
Staff	0	From attached sheet 8
Room Hire	2,800	
Committee Total		27926
<b>Deduct</b>		
draft budget expenditure from committees		
Planning	5,823	From attached sheet 2
Transport & Highways	15,050	From attached sheet 3
Allotments	19,110	From attached sheet 4
Leisure Foreshore and Environment	60,613	From attached sheet 5
Strand Wharf	74,408	From Capital reserves
Finance & G.P.	25,000	From attached sheet 6
Office	42,950	From attached sheet 7
Staff	82,500	From attached sheet 8
Committee and overhead Total		325454.4
<b>Deduct</b>		
Planned reserve at 31 March 2012*		50,000
Nett shortfall = Precept required		-222,290

£50,000 is the Town Clerk's recommended reserve level

Finance & G.P. or Council are welcome to vary it up or down as they see fit

The Paddling Pool, being a donation for this purpose, is ring fenced and will have no impact on the precept

Proposed increase/decrease in precept	11.36	%
Proposed Band D equivalent at Tax base	25.11	

An increase of	£2.21	Band D 2011/12	£22.90
Tax Base 2011/12 8851.26			

## Sheet 1

Anticipated underspends by Committees	£
Planning	0
Transport & Highways	4,000
Allotments	0
Leisure Foreshore and Environment	0
Finance & G.P.	13,000
Office	0
Staff	0
Total	17,000

Anticipated general reserve from Budget report 63,055

**Committed Reserve Expenditure 2011/12**

Skate Park L/S	2,000
Exterior Decoration	4,525
Allotment Posts	500
Allotments Balance to remove tree	800
Provision for Rent Review	6,400
	14,225

## Move to earmarked reserves

Strand Wharf Capital	8,000
GP Renewals Budget (Computers)	2,000
Elections Reserve	5,000
	15,000

General Reserves carried forward 50,830

## Sheet 2

## 2nd Draft Planning budget 25-10-11

<b>Heading</b>	<b>Income</b>	<b>Expenditure</b>
Staff costs	0	5,323
Planning	0	500
Neighbourhood Plan	0	0
Other items (specify)	0	0
<b>Total</b>	<b>0</b>	<b>5,823</b>



Sheet 3

T &amp; H Budget 2nd Draft 2012/13

Heading	Income	Expenditure
School Crossing Patrols	0	4,500
Bus Shelter Cleaning/Maintenance	0	5,000
New Bus shelters	0	2,500
Highways Infrastructure	0	2,500
Bollards	0	250
Phone Box	0	300
<b>Total</b>		<b>15,050</b>

Sheet 4

1st draft of allotments budget 2012/13 26-10-10

<b>Heading</b>	<b>B/F 2011/12</b>	<b>Income</b>	<b>Expenditure</b>
Rents			
Manchester Drive		7776	
Leigh		3916	
Marshall Close		410	
MDAS Commission			690
Plot clearance			500
Rubbish clearance			650
Equipment			500
Water Rates			3860
Staff Costs			9010
Maintenance			400
Miscellaneous			150
Training			100
Vehicle			750
Capital improvements*			2500
Keys			0
<b>Totals</b>		<b>12102</b>	<b>19110</b>
Nett cost (exp - inc)		7008	

Revenue

Capital\*



Revised costings

Sheet 5

LFE Budget 2nd Draft - 20-10-11

Heading	Income	Expenditure
Community Transport*	6124	11506
Skate Park*	0	5785
Flower baskets	0	5000
First Aid Provision	0	1000
Farmers Market*	1800	2326
Strand Wharf	0	0
Leigh Lights*	4300	18511
Paddling Pool	0	0
Grants to outside organisations	0	1750
Fishing Festival	800	3000
May Day	0	500
Carols on Strand Wharf	0	500
Easter Event		800
Good for Leigh/Jubilee Event		1250
Playground Equipment		200
Staff costs		8485
Totals	13024	60613
Nett cost		47589

\* see separate budgets below

Community Transport	Income	Expenditure
Staff costs		4557
Ticket sales	6124	
Trip costs		4752
Minibus hire		1265
CRB checks		70
Petrol		144
Refreshments		422
CTA membership		150
Midas Training		146
Totals	6124	11506
Nett cost		5382

<b>Farmers Market</b>	<b>Income</b>	<b>Expenditure</b>
Stall hire	1800	
Hall Hire		1368
Leaflet		550
Banners		200
Staff Cost		208
Totals	1800	2326
Nett cost		526

<b>Skate Park</b>	<b>Income</b>	<b>Expenditure</b>
Rent		50
Cleaning		800
Electricity		760
Miscellaneous		190
Skate Park Pay		2985
Skate Park Maintenance Prog		1000
Totals		5785

New

<b>Leigh Lights</b>	<b>Income</b>	<b>Expenditure</b>
Column testing		800
Installation and removal		4924
Replacement bulbs		1035
Traders contributions	3500	
Switch-on security		3300
Entertainers		2600
Road closures, licences etc.		3000
Donations		500
<b>Capital</b> Light Replacements		1000
Charges to stalls, fairs	800	
Support columns - erect and remove		1352
Totals	4300	18511
Nett cost		14211

10%

10%

5%

Sheet 6

Finance & G.P. 1st draft budget F & G.P.  
04-10-11

Heading	Income	Expenditure
Community Affairs*	0	3,000
Premises	0	500
Elections	0	5,000
Legal Costs	0	500
Annual Town Meeting	0	500
Publicity	0	3,000
Civic	0	0
Renewals Fund**	0	12,500
Totals	0	25,000
Nett cost		25,000

\* Grant Aid Budget subject to advertising and application

\*\* New Rolling Renewals Programme

Sheet 7

## First Provisional Office Budget for 2012-13

<b>Budget</b>	<b>Heading</b>	<b>2012/13</b>
2011/12		
	<b>Premises</b>	
10,500	Rent	13,000
5,000.00	Insurance	4,500
5,400.00	General Rates	5,600
280	Water Rates	300
960	Gas	1,250
650	Electricity	750
2,300	Office Cleaning	2,300
300	Premises Repairs & Services*	0
300	Office Tools*	150
100	Contingencies	300
<b>25,790</b>		<b>28,150</b>
	<b>Administration</b>	
1,450	Stationery Cost	800
50	Library	50
1,750	Communication	1,750
830	Photocopying	2,400
1,600	Subscriptions	1,600
1,900	Postage	1,700
50	Entertaining	50
100	Licences	100
400	Expenses/Travel Costs - Cllrs**	400
300	Miscellaneous	500
1,200	Audit	2,000
2,600	IT***	1,000
600	Training - Staff	1,000
1,000	Training - Cllrs	1,000
400	Mileage & Expenses - Staff	450
<b>14,230</b>		<b>14,800</b>
<b>40,020</b>	<b>Total</b>	<b>42,950</b>

\* Included in Renewals Fund General Purposes Budget

\*\* Now including LTC area

\*\*\* Renewals element included in Renewals Fund GP Budget