

31/10/2018	Frome Town Council budget	Draft budget 2018/19	Actual budget 2017/18	Increase / decrease	Details
500	<b>Environmental</b>				
4033	Community Open Spaces	38,800	37,700	1,100	General maintenance of FTC's parks, play areas & green spaces: 10 benches (£9k); 10 bins (£5k); Play repairs (£10k); riverbank fencing (£4k) & unplanned repairs whole estate (£10.8k)
4035	Contracted Grass cutting & Hedge cutting	18,000	20,000	-2,000	Contracted grass cutting of amenity-cut parks & play spaces (£15k); allotments, Rodden, Weylands (£3k)
4036	Contracted Bins & Litter collection	22,000	25,000	-3,000	Contracted litter bin emptying & litter picking across the FTC estate (£15k); waste collection (£3k); skip hire (£4k)
4037	Contracted Toilet Cleaning & Servicing	20,000	20,000	0	Contracted daily cleaning (£10k); other contracts (£4k) sanitary waste; hand wash units service; repairs (£6k)
4039	Floral supplies	3,000	5,000	-2,000	Seasonal floral displays, incl bulbs for parks & green spaces; (Reduced by £2k and take £2k from Mtk Pl #1 EMR)
4050	PWLB repayments Old Showfield	7,262	7,262	0	Repayments to Public Works Loan Board. Loan taken out in respect of purchase of Old Showfield
4047	Repayment of LTA loan	1,000	1,000	0	Annual loan repayment to Lawn Tennis Association (£1k); Loan taken out in respect of Mary Baily tennis courts
<del>4902</del>	<del>Play equipment (to EMR)</del>	<del>0</del>	500	-500	<del>Annual contribution to EMR for new play equipment and play opportunities in the town</del>
4925	New vehicle LEASE REPAYMENTS	5,455	0	5,455	Lease of Goupil Caged Tipper monthly payments x £719.76 (expend EMR 9008/901 first) (3 yr lease)
4908	Trees	10,000	12,000	-2,000	Tree surgery & tree planting across the FTC estate, and tree projects elsewhere in the town. Also covers arborist surveys as required. NB. Includes related supplies and materials such as stakes, mulch and guards
		<b>125,517</b>	<b>128,462</b>	<b>-2,945</b>	
501	<b>Environmental Team</b>				
4001	Salaries	154,417	130,830	23,587	Estimated salary increase of 3% plus increments (incl Living Wage) other increases: additional Ranger (FT) and Project Officer (PT)
4008	Training/Travel & Subsistence	5,200	4,000	1,200	Four rangers continued professional development @£500 each and mandatory training @£800 each
4435	Victoria Park Office	2,000	2,000	0	Essential running costs of VP office, including Rangers' mobile phones
4029	Equipment & Vehicle Fuel	1,600	1,500	100	Fuel for Ranger's vehicles, tools & equipment - including mowers.
4028	Equipment & Vehicle maintenance	5,500	5,500	0	Servicing, maintenance & repairs of FTC vehicles and equipment, including annual winter service for equipment
4006	Uniform for Town Rangers	1,600	1,600	0	Four rangers @ £400 each
4007	PPE for Town Rangers & Volunteers	1,200	1,000	200	Essential Rangers Personal Protective Equipment (£0.9k); PPE for volunteer groups working with FTC (£0.3k)
<del>4040</del>	<del>Supplies &amp; Consumables</del>	<del>0</del>	1,000	-1,000	<del>General supplies &amp; materials now included in 4033/500. Supplies related to VP office &amp; yard in 4435/501</del>
4901	Equipment replacement	4,500	5,000	-500	Replacement tools & small equipment, inc brushcutter, leaf blowers & chainsaws; hand tools inc drills, pruning saws & scythes.
		<b>176,017</b>	<b>152,430</b>	<b>23,587</b>	
1001	INCOME Rent received	2,500	2,500	0	Victoria Park café rent. Final year of contract
600	<b>Well-being and Resilience</b>				
4719	School energy and transport challenge	4,000	3,000	1,000	Supporting schools to cut their energy bills & emissions, running & supporting the new travel challenge
4719	Waste reduction projects	3,000	2,500	500	Repair activities, SHARE, Fridge, possible re-use centre, other waste reduction projects & campaigns
4719	Printing/distribution for events & projects	1,000	2,000	-1,000	To deliver leaflets to all households etc
<del>4719</del>	<del>Business engagement / projects</del>	<del>0</del>	1,000	-1,000	<del>Support Good Business visits, business related projects &amp; events; moved to Business Support budget 4137/700</del>
4719	Sustainable transport programme	8,000	7,000	1,000	Transport research: mobility patterns, mode, parking standards review & community engagement (£5.5k); Lift share (£0.5k); Bus promotion (£0.8k) Support for Community Cars (£0.5k); Shuttle & village bus trial (£0.7k); E Bike promotion & support (£0.5k)
<del>4719</del>	<del>Other resilience projects</del>	<del>0</del>	2,000	-2,000	<del>To support sustainability in community development work and or other opportunities that arise over the year.</del>
4719	Energy and retrofit projects	1,500	1,500	0	This includes training volunteers to give fuel poverty advice, linking with Centre for Sustainable Energy, promoting thermal imaging etc
4719	Summer placements	1,000	0	1,000	Costs for two summer work placements.

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4719	Resilience events	2,000	1,000	1,000	For FTC's 'Improve, don't Move' retrofit exhibition, Clean Healthy Future or similar events
	Community Support, grant funding and Crowdfunder				
4326	Frome Festival	10,000	10,000	0	Multi year agreement year 2 of 3
4327	Frome Carnival	1,500	1,500	0	Multi year agreement year 2 of 3
4800	Purple Elephant	8,000	8,000	0	Multi year agreement year 2 of 3
4850	Harry's Hydro	8,000	8,000	0	Multi year agreement Harry's Hydro underwriting
4810	Active and In Touch	9,000	3,000	6,000	Multi year agreement year 2 of 3
4820	Mendip YMCA	7,000	7,000	0	Multi year agreement year 2 of 3
4830	Frome Community Education	6,000	6,000	0	Multi year agreement year 2 of 3
4052	Fair Frome	15,000	15,000	0	Multi year agreement year 2 of 3
4057	CAB	6,000	6,000	0	Multi year agreement year 2 of 3
4724	Health and Well-being project volunteer co-ordinator	10,000	10,000	0	2nd of 3 yr agreement to part fund Mendip Health Connections Health & Well Being volunteer co ordinator
4840	Volunteer Frome	16,000	20,000	-4,000	2nd of 3 yr agreement to implement & maintain the project VOLUNTEER FROME (£16k) plus deliver Voluntea In The Park and other volunteer events (£4k)
4750	CCTV funding	8,755	8,422	333	Service Level Agreement Mendip CCTV funding (yr 3 of 4)
4725	Contract fundraiser	10,000	10,000	0	2nd of 2 yr Contract fundraiser to support Community Groups and to identify & apply to relevant funding streams to secure additional funding for FTC project costs.
	Wellbeing continued				
4325	Christmas switch on event	3,000	6,000	-3,000	Event to be organised inhouse
4333	Christmas lights	12,000	10,000	2,000	Year 2 of 2 Christmas lights contract, plus town Christmas tree (£2.5k)
4715	Twinning	500	500	0	FTC Twinning travel expenses
4720	Community Group Grants	25,000	17,000	8,000	Small community grants up to £300 (£5k)/ Larger grants from £300 to £3000 (£20k)
4742	Crowdfunding	6,000	25,000	-19,000	Contract ends in November 2018
4745	Participatory Budgeting	37,000	45,000	-8,000	PB events (£25k); Town vote (£10k); promotion & administration (£2k)
NEW	Frome Community Education	3,100	0	3,100	New work to provide teaching English as a second language.
NEW	Fair Frome	3,000		3,000	Extra amount agreed at Council 24 January 2018
4725	Contract fundraiser	0	10,000	-10,000	Specific fundraising capacity for FTC (£10k) to identify & apply to relevant funding streams for project costs
4729	Community group development	7,000	10,000	-3,000	Funding to continue the training for community organisations, including training the trainer, 1st Aid, DBS checks, volunteer management & support for community groups to be grant ready & increase capacity to meet demand.
4731	Engaging Young People	8,000	8,000	0	Make It Happen conference 2018 for young people (£6k) and further engagement with young people leading up to and after the event (£2k).
4790	School crossing patrol	5,520	5,520	0	FTC fund 50% of 1 School crossing patrol person per school which tops up shortfall of SCC funding.
NEW	Literacy	4,500	0	4,500	Skills for work and employability.
NEW	Young People's Mental Health	4,500	0	4,500	General Mental Health 'First Aid' training relating to young people under 25 (£2.5k) and commission intermediate support for young people's mental health (2k)
NEW:	Healthy lifestyles	7,000	0	7,000	Emphasis on increasing participation in physical activity & healthy eating. - implement the Walking a Mile a Day project (£2k).
4060	Sport and Leisure	6,000	12,000	-6,000	Projects to increase participation in sport & physical activity; promotion of Showfield outdoor gym (£1.3k); free tennis sessions, work with tennis club to strengthen this offer & create opportunities to learn (£2k) Mayhem In The Meadow (£2.7k)
NEW	Community Development work	10,000	0	10,000	Match funding for additional funding (£5k); Meeting costs practical resources, tables, chairs (£5k)

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4053	PWLB repayments Cheese & Grain building	78,917	78,917	0	Cheese & Grain building Public Works loan repayments
4063	PWLB repayments Cheese & Grain Tower	8,277	8,277	0	Cheese & Grain Tower Public Works Loan repayments £130k loan over 20 yrs
4440	Community Toilet Scheme	5,000	5,000	0	Each business maximum 12 (£0.25k); marketing (£2k), incl publications, posters, stickers, and maps to promote the project
		<b>370,069</b>	<b>374,136</b>	<b>-4,067</b>	
<b>610</b>	<b>Frome Town Hall</b>				
4505	FTH Utility bills	25,000	29,150	-4,150	rates (£12k) elect (£6.3k) gas (£6k) water (£0.7k)
4510	PWLB repayments Frome Town Hall	42,670	42,670	0	Frome Town Hall Public Works loan repayments
4520	Telephone/ Broadband/ Equip hire	16,000	17,660	-1,660	Phone system & calls (£6.5k)/Broadband (£4k)/photocopier (£3K) & staff mobiles (£2.5k) (This includes tenants usage, which will be offset in rental charges)
NEW	FTH - Annual maintenance	17,500	0	17,500	Works identified in Quinquennial Survey Report
4530	FTH - Cleaning & Recycling	25,000	14,250	10,750	Cleaning contract (£20k); rubbish and recycling collections (£1.5k); minor maintenance, including contracts to service sanitary units and baby changing facilities (£3.5k)
		<b>126,170</b>	<b>103,730</b>	<b>22,440</b>	
1055	INCOME Town Hall tenants	18,720	0	18,720	WHY, Frome FM, Fair Frome, Active and In Touch are long term tenants with 4yrs remaining on their lease
<del>1060</del>	<del>INCOME Office space hire</del>	<del>0</del>	<del>20,720</del>	<del>-20,720</del>	<del>17/18 part included WHY, Frome FM, Fair Frome, Active and In Touch - split to Long Term Tenants for 18/19</del>
<del>1061</del>	<del>INCOME Elliot building hire</del>	<del>0</del>	<del>4,000</del>	<del>-4,000</del>	<del>Moved to 1055/610 Long Term Tenants budget heading</del>
1062	INCOME Meeting room hire	17,230	30,680	-13,450	Target: 2 multi use rooms; Daytime Community 2hr session @ £30 x 2 times pw x 42 wks x 2 rooms (£5k); Evening private/business 2hr session @ £45 x 2 times pw x 42 wks x 2 rooms (£7.5k); refreshments (£0.6k); Long Term rent for 'community meeting room' (£4k)
1063	INCOME Council Chamber hire	25,790	31,720	-5,930	Target; 1 private/business session per wkend @ £210 x 42 wks (£8.8k); 1 private/business session pw @ £140 x 42 wks (£5.8k); 2 community sessions pw @ £95 x 42 wks (£7.9k); refreshments (£3k)
1064	INCOME Café	3,750	6,300	-2,550	Target; 3 desks @ £25 per week x 50 weeks (50% occupancy)
1065	INCOME Car parking	1,000	1,200	-200	4 paid parking spaces excl VAT offsetting rates charge for free visitor parking, tenants parking included in annual rent
		<b>66,490</b>	<b>94,620</b>	<b>-28,130</b>	
<b>700</b>	<b>Prosperity</b>				
4066	PWLB repayments Garsdale	29,520	29,520	0	Land at Garsdale Public Works loan repayments
4122	Economic & Community Research	500	500	0	Town Centre Benchmarking, annual fee, measuring town performance on Key Performance Indicators
4137	Business Support	6,000	15,000	-9,000	Including Frome Business Breakfast, Discuss & Do, Soul Traders, Shop Local programme (£1k); events to raise awareness, improve sustainability and increase footfall to the town (£3k); Accommodation & Visitor Conference (£1k), Good Business Framework visit & awards (£0.5k); Healthy workplace conference (£0.5k)
4138	Work experience/apprenticeship coordinator	0	10,250	-10,250	2018/19 work inhouse to involve supporting pre-apprenticeship work experience (World of Work project), apprenticeships. Link to skills for work employability & literacy programme.
		<b>36,020</b>	<b>55,270</b>	<b>-19,250</b>	
<b>800</b>	<b>Core Services</b>				
4301	Mayor's allowance	500	500	0	Mayoral duties expenses
4303	Cllr's allowances	500	500	0	Cllrs expenses, incl carer's allowance
4312	Civic regalia	250	250	0	Annual Town Meeting (£150), Mayor's chain repairs incl inscription & past Mayor's medal (£100)
4321	Election costs	500	500	0	Build up EMR Elections in advance of May 2019 elections.
		<b>1,750</b>	<b>1,750</b>	<b>0</b>	
<b>802</b>	<b>Central Team</b>				
4001	Salaries & Wages	508,383	473,360	35,023	12 f/t staff plus 3 p/t staff. Estimated 3% increase in salaries plus increments (incl Living Wage increase)

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4008	Training/Travel & Subsistance	10,000	9,000	1,000	Staff 18 x £500 training and travel expenses £1000
4023	Stationery/printing & postage	3,885	4,300	-415	Photocopying & printing (£2k); Postage incl franking machine lease (£0.6k); stationery & office equipment (£1,285)
4024	Subscriptions & advertising	5,500	5,500	0	Professional membership fees/Living Wage/Academy of Urbanism/ Locality/ Somerset Chamber of Commerce (£3.25k); Survey Monkey (£0.25k); & advertising including staff vacancies (£2k)
4025	Insurance & bank chgs	14,750	11,750	3,000	Annual insurance yr 2 of 3 (£10.85k); bank charges, credit card terminal rental and transaction charges (£0.9k); C&G building insurance (£3k)
4027	IT & equip replacement	10,000	10,000	0	Software annual fees incl payroll/accounts/mapping/anti virus/Office 365 (£3.15k); IT support (£3.25k); Hardware incl replacement laptops (£3.6k)
4055	External Auditor	2,000	2,500	-500	
4056	Internal Auditor	1,500	1,500	0	
4058	Legal & professional fees	13,000	10,000	3,000	Legal fees (£8.5k); Professional fees: VAT consultants (£1.5k); HR Consultants (£2.4k); Coaching (£0.6k)
	<b>Marketing &amp; Communication</b>				
4128	Frome Community	17,000	30,000	-13,000	Website (£1.5k);FTC website/development (£7k) Promotion for FTC projects & campaigns , films & images to support campaigns & banner ads (£4.5k); Performing Arts Panel recommendations (£2k) Town Events to highlight Town Council work , increase FTC presence at events & support PB events incl support stewards. (£2k)
	Discover Frome	11,200	0	11,200	The Annual (£3k); Discover Frome Info Point (£3.7k); New maps (£2.5k);Walking tours (£2k);
	Discover Frome saleable stock	500	0	500	Stock of maps, walks etc. for sale at Discover Frome Information Point
	Frome Town Hall	3,000	0	3,000	Promotion of Frome Town Hall (£3k) digital, printed material & exhibition support.
	Internal ayatems and apprentice	13,200	0	13,200	CRM System (£5k) to assist Marketing & Tourism Apprentice (£8.2k) to replace M&T Intern & retain Performing Arts Panel work & events capacity.
		<b>613,918</b>	<b>557,910</b>	<b>56,008</b>	
1025	INCOME PV Income	6,800	6,800	0	Electricity generated sold back to the grid. This will help to offset PWLB repayments for C&G Tower project.
1090	INCOME Bank account interest	3,000	2,000	1,000	
	INCOME Discover Frome sales	1,000	0	1,000	Sale of maps, walks at Discover Frome Information Point
	INCOME Mendip Tourism Grant	8,500	0	8,500	This grant offsets Marketing & Communication Discover Frome projects
		<b>19,300</b>	<b>8,800</b>	<b>10,500</b>	
	<b>Budgeted expenditure</b>	<b>1,449,461</b>	<b>1,373,688</b>	<b>75,773</b>	
1076	Precept income	1,268,273	1,193,268	75,005	Precept income is the amount required to match total expenditure after other income from sales and from reserves has been taken into account . £1,268,273 equates to a Band D Council Tax amount of £150.69.
	Budgeted income	88,290	105,920	-17,630	
	General Reserves	24,081	30,000	-5,919	Contribution from the General Reserve
	Earmarked Reserves	68,817	46,000	22,817	Surplus from completed projects
	Deficit/Surplus	0	1,500	-1,500	