



TO ALL ELECTORS OF LEDBURY TOWN

You are invited to take part in a

PARISH MEETING

To be held at

The Burgage Hall, Church Lane, Ledbury

on 24 APRIL 2025

at 7.00pm

10 April 2025

To be Chaired by The Mayor of Ledbury, Councillor Stephen Chowns

The Town Meeting, by law, is to provide an opportunity for residents of Ledbury to attend and raise questions and discuss all Town affairs and pass resolutions about them.

Yours faithfully

Councillor Stephen Chowns
Town Mayor

AGENDA

- 1. Apologies**
- 2. To approve and sign the Minutes of the Annual Town Meeting held on 25 April 2025** (Pages 1 - 6)
- 3. Chairman's Report** (Oral Report)
- 4. Ledbury Town Council Annual Report** (To Follow)
- 5. Town Council Budget 2025/26** (Pages 7 - 21)
- 6. To receive comments and questions from any Elector of Ledbury Parish**

LEDBURY TOWN COUNCIL
MINUTES OF THE ANNUAL PARISH MEETING
HELD ON
25 APRIL 2024

PRESENT: Councillors Chowns, Hughes, l'Anson (Town Mayor) and Morris

ALSO PRESENT: Angela Price – Town Clerk
Julia Lawrence – Deputy Town Clerk
Trudie McGinnis – Minute Taker
6 Residents
2 Non-residents

12. APOLOGIES FOR ABSENCE

No apologies for absence were received.

13. TO APPROVE AND SIGN THE MINUTES OF A TOWN MEETING HELD ON 15 FEBRUARY 2024

RESOLVED:

That the minutes of the Town Meeting held on 15 February 2024 be approved and signed as a correct record.

14. CHAIRMAN'S REPORT

The Mayor spoke at length about the duties and events that she had carried out in the past year. She listed the events which included a Smorgasbord evening, Ledbury Community Day, Great Big Green Week which included a sustainable coffee morning event, and a flag-raising ceremony for Armed Forces Day. Events for the Mayor of Evesham, Worcester and Hereford, Shaw Health Market Lodge 10th anniversary, Ledbury Walk & Talk, LEAF community family fun event day, The Bishop of Herefords evening drinks reception, High Sheriffs Summer party, carnival, Deer Park 1940's garden party, litter picking with the HMS Ledbury crew, Remembrance Parade 2023, Christmas Lights Switch On event, World Book Day, Women's International Day, Mayors Mile, and Ledbury's Got Talent auditions. The Mayor also hosted her civic service event and was pleased to see six Mayors and Deputy Mayors, the High Sheriff, Deputy Lord Lieutenant, the Chairman of Hereford Council, and the Commander of HMS Ledbury attend her event.

The Mayor gave her thanks to those who had supported her year in office, in particular her husband who had been her Consort for the year, Deputy Mayor, Councillor Chowns, David Taylor-Black the Mayor's chaplain. The Mayor also thanked all the businesses that have been generous in donating raffle prizes. She gave thanks to all the Council staff, under the Town Clerk's leadership, who she stated work hard and under a lot of pressure. Lastly, the Mayor gave

thanks to Sophie the Mayor's Secretary for her hard work and dedication

The Mayor then went on to talk about Ledbury's Got Talent on 3 May, tickets are selling well, and it should be quite a good show.

Lastly, the Mayor advised that it had been hoped that the timeline of events for the Ledbury War Memorial Restoration would be brought to this meeting. However, due to the heavy staff workload, as this was not a statutory item, the decision was made to postpone producing this at present. The Mayor thanked Councillor Sinclair for sending his version of the timeline, which she had received that afternoon, adding that there had not been sufficient time to verify the points included in the document. However, she advised that if anybody had any questions about the War Memorial, then she would be happy to receive them.

15. LEDBURY TOWN COUNCIL ANNUAL REPORTS

a. Planning, Economy & Tourism Committee (Councillor Morris)

Councillor Morris advised that he hadn't submitted a report this year because he had found it very difficult to address the issues that had been raised by residents and fellow councillors pertaining to the Charter Market. He did not feel able to write anything positive and supportive about the Charter Market because it seems almost non-existent.

Councillor Morris thanked the members of the Committee stating that the Committee had worked tirelessly accepting planning applications for consideration.

The Events Working Party has been a fundamental part of the town and Councillor Morris looks forward to the Events Working Party continuing to produce good quality work for the town and its people.

He noted that the John Masefield Memorial Working Party has gone from strength to strength and had recruited a Heritage Lottery professional fundraiser who seems to be taking the John Masefield Memorial Working Party forward.

b. Environment & Leisure Committee (Councillor Chowns)

Councillor Chowns introduced his report adding that it was pretty much as he had written, with the addition of a list of events that staff had kindly included, noting that these were a welcome addition to the report. He added to Councillor Morris' statement about the Events Working Party, which is a sub-committee of the E & I Committee and stated that it's very pleasing to see that it's a growing part of the town's life. Councillor Chowns advised that he doesn't think anything needs to be added to what had been written in the report and urged those present to take the report away with them to read at their convenience.

There are ongoing issues to do with the Cemetery and Christmas Lighting Scheme, so any suggestions and advice will be more than welcome.

He made reference to Green Spaces, which is one of the Council's responsibilities (page 11).

Councillor Chowns commended the report to the meeting.

c. Finance, Policy & General Purposes Committee (Councillor Hughes)

Councillor Hughes pointed out that the first pie chart (Out Turn 2023/24) illustrated as part of his report (page 5) was incorrect, in relation to the Legend.

He did not consider it necessary to read all of his report out, however he did want to highlight some of the content on page 8. He started at the bottom of the page in respect of the grant paid to the Daffodil Bus Service, which was a substantial amount of money to help pump-prime the project. He pointed out that as this request had been received after the budget setting process for 2023/24 there had been no budget provision for this and therefore the funds had been taken from the Council's General Reserve. He pointed out that this meant that the Council reserves were slightly depleted, however a decision to further support in 2024/25 was included in the budget.

Had it not been for the decision to further support the Daffodil Bus Service in 2024/25 the rise in the precept for 2024/25 would have been circa 4.8%, but because of the decision to further support the Bus Service there was an increase in the Council's precept request to 6.5%.

He added that it is important to notice that the Council have over the past few years endeavoured to build their reserves from when they became greatly depleted towards the end of the last decade. He stated that he believed that previously the Council had increased its reserves to in excess of £250,000 but without that it is very difficult for the Council to fulfil its duty towards the fabulous historic buildings in the town and do all the other work that the Council have to do and need to do. He stated that he believes the Council are getting towards the end of rebuilding their reserves and hoped that in future years they may be able to take a slightly different view towards any increases in the precept.

Councillor Hughes then expressed gratitude to fellow committee members who sit on the Finance, Policy & General Purposes Committee. He also thanked Vice Chair, Councillor Sinclair, for his support and for capably deputising on numerous occasions. Councillor Hughes said he would like to thank the Finance Clerk for her work and attention to detail. Finally, he would especially like to thank and express gratitude to the Town Clerk for her expertise, professionalism, and advice, who bears much of the responsibility without necessarily being able to take part in the important decisions, for which she is then responsible.

Councillor Hughes then commended the report to the meeting.

One of the non-residents of the town commented on the professionalism of the Annual Report and Newsletter that had been provided at the meeting, giving their thanks to all those who had been involved in their production.

16. TOWN COUNCIL BUDGET 2024/25

Councillor Hughes advised that he had nothing to add to the budget papers that had been presented at the meeting, other than he believes the council are going to review how budgets are presented going forward.

RESOLVED:

That the information regarding the Town Council Budget 2024/25 be received and noted.

11. COMMENTS AND QUESTIONS FROM ANY ELECTOR OF LEDBURY PARISH

Q1 – A member of the public spoke and said that the council need to find a better way of engaging with the public. They pointed out that not everybody has access to social media. She stated that she knows how hard the Councillors and staff all work but felt that the Council need to find ways in which they can engage better with the residents of the Town.

The Town Clerk advised that the Council are trying to find ways to engage better and as part of this do have a stand at Town events to promote the Council and what they do. However, she pointed out that often these are being managed by staff, advising that they need the Councillors to participate more in these events. The Clerk spoke about how she believes there should be an increase in the number of Parish meetings, and perhaps we could look at providing refreshments at the Annual Meeting in future years and that these are things that are currently being discussed.

Q2 – A member of the public addressed the Mayor about an interaction at a previous meeting and outside the Barn in St. Katherine's Square. He made accusations against the Mayor and accused her of lying about her presence at the Barn at that time.

He also referred to a statement that he was aware the Mayor had made prior to a recent meeting, in which he believed the Mayor had stated she had denied being at the Barn. He asked if any of those Councillors present had heard that statement made by the Mayor, which four of them advised they had been present at. He pointed out that that statement had not gone into the minutes of that meeting.

The Barn owner stated that as the Mayor is head of Planning, Tourism and Economics, she has a great responsibility and duty not to lie, to do the best for the town and to encourage and get the town to a point where it is trying its best. He said he looks at the market and it's a sad thing that, as a Market Town, some days there are no traders. He spoke about the Farmer's Market that he had previously organised and the success of that market, even though he was criticised for doing it, he believes he was marred by petty bureaucracy and red tape. He feels the Town Council is afraid to do anything and these problems should be overcome.

The Mayor responded stating that the conversation had been about the Barn owners parking their van on St. Katherine's Square. The Mayor advised that she never denied having that conversation at all. The Mayor said she had no knowledge of Morris Dancers on St. Katherine's Square on a given Saturday, she wasn't there, she pointed out that she did not deny having had a conversation with the member of the public. She pointed out that what she read out as a statement was done before the meeting in question had started, reiterating that she had not seen the Morris Dancers on the Saturday and never had a conversation with him about the Morris Dancers.

Councillor Morris advised that the meeting should move on. It was advised that it is a personal issue. Councillor Chowns supported Councillor Morris' point and advised that this issue should be taken further outside of this meeting, this is not the appropriate forum, and felt that it was inappropriate for the Parish meeting.

Q3 – A member of the public spoke about the Bye Street Toilets. She advised that she knows that the Town Council are not responsible for these public toilets but that they had given some financial support towards repairs. It would be nice to know if they are ever going to be opened or if not, can they be knocked down and repurposed for something else?

Councillor Chowns advised that this is an ongoing issue which we hope to resolve in the next few months and that there is an item in respect of this for discussion on the agenda of the Environmental & Leisure Committee meeting for 2 May.

Q4 – A member of the public (also a Town Councillor) spoke about the lack of communication from the Mayor to which he had received no response. The Mayor advised that a decision has been made that email is not the forum for discussing Council business. The member of the public advised that he has sent an email which requires answers and would like to know why he hasn't received an answer. The Mayor advised that the email in question referred to correspondence between herself and member of the public prior to her becoming a Town Councillor on a personal email which she did not feel was appropriate that other individuals should have been copied in. She advised that one cannot demand an answer and she does not consider it relevant to council business today and therefore does not intend to reply.

The member of the public questioned the Mayor's integrity, in relation to events that the email referred to.

A member of the public asked "what right the individual has to bully the Mayor about an email that didn't involve them and did not consider their behaviour as acceptable.

Councillor Morris suggested that the current term of office of the Mayor is coming to an end and hopefully the Council can start a new Municipal Year with a new Mayor and move forward, to which the member of the public stated they would take that on board.

The meeting ended at 7.46 pm.

Signed Dated
(Chair)

DRAFT

Budget 2025/26 Summary				
Expenditure	Budget 2024/25	Projected out turn 2024/25	Draft Budget 2025/26	Draft Budget 2026/27
1.Operating Costs	367,577	386,129	397,630	413,804
2. Planning	19,500	12,174	19,500	19,500
3.Recreation Ground	28,429	25,079	26,530	26,535
4.Cemetery	66,129	66,882	79,897	78,570
5.Closed Churchyard	4,750	4,600	3,750	3,750
6.Amenity Areas	56,795	56,815	60,547	62,300
7.Market House	8,560	7,460	8,100	8,200
8.Painted Room	10,950	24,837	28,161	29,447
9.Jacobean Room	500	0	750	1,750
10.Services and community grants	121,110	117,732	113,440	100,060
11.Civic	5,802	5,703	5,890	5,890
12.Council Properties	34,917	37,073	40,030	41,060
13. Bye Street Toilets	0	1,500	1,500	1,500
Total Expenditure	725,019	745,984	785,725	792,366
Income				
1.Operating Costs	(6,126)	(7,845)	(6,126)	(6,126)
2. Planning	(5,600)	(10,452)	(9,200)	(9,200)
3.Recreation Ground	0	0	0	0
4.Cemetery	(16,510)	(12,742)	(16,510)	(16,510)
5.Closed Churchyard	0	0	0	0
6.Amenity Areas	(500)	(500)	(500)	(500)
7.Market House	(1,100)	(1,140)	(1,100)	(1,100)
8.Painted Room	(4,000)	(7,397)	(7,000)	(7,000)
9.Jacobean Room	(2,200)	(5,000)	(4,000)	(4,000)
10.Services & Community Grants	(3,250)	(9,583)	(5,000)	(5,000)
11.Civic	0	0	0	0
12.Council Properties	(3,333)	(3,333)	(1,667)	0
13. Bye Street Toilets	0	0	0	0
Total Income	(42,619)	(57,992)	(51,103)	(49,436)
Precept	682,400			
Net Operating Deficit/(Profit) for the Year (Expenditure less Income)	682,400	687,992	734,622	742,930

Movement of Council Reserves to offset the Net Operating Deficit for the year 2024/25

To be provided
TOTAL
0

Expenditure

2025/26	Anticipated expenditure	785,725	
2024/25	Total anticipated expenditure	<u>725,019</u>	
	Difference	<u>60,706</u>	Equates to a 8.38% increase

Income			
2025/26	Anticipated Income	51,103	
2024/25	Total anticipated income	<u>42,619</u>	
	Difference	<u>8,484</u>	Equates to a 19.91% increase

2025/26	Draft proposed expenditure	785,725	
	Draft anticipated Income	<u>51,103</u>	
	Proposed draft Precept figure	<u>734,622</u>	Equates to a 7.78% increase

Precepting Band D Households

2025/26	3,696.97
2024/25	3,614.40

2024/25	Precept Received	$682400 \div 3614.40$	Band D equivalent properties =	£188.80
2025/26	Precept Required	$735622 \div 3696.97$	Band D equivalent properties =	£198.71
			increase p/a	£9.91 increase of 5.39%
			(£0.84 per month increase)	

Following recommendation from Internal Auditor the council is required to have a minimum General Reserve level of at least three months of a 12 month operational costs equating to £150,000

Salaries include 5% uplift to take into account overtime and annual pay award - on-costs equate to 34.8% (19.8% employer pension contributions and 15% employr NI contributions)

Salaries include the cost of the Employer's National Increase uplift, which LTC has to fund. This cost equates to 2.57% based on staff budgets or 1.25% of 2024/25 precept.

All cost centres are as currently presented these will be reviewed and refined for 25/26

Operating Costs					
EXPENDITURE					
Item No.	Description	2024/25 Budget	2024/25 Current expenditure	2025/26 Draft Budget	2026/27 Draft Budget
		£	£	£	£
1	Salaries	283,447	283,447	299,480	314,454
4	Temporary staff	8,000	15,413	8,000	8,000
5	Subscriptions	5,000	5,000	5,000	5,000
6	Staff Training	4,000	6,000	6,000	6,000
7	Councillor Training	1,500	1,500	1,500	1,500
8	Officers Travel/Conference/Subsistence	1,500	1,706	1,500	1,500
9	Telephone & Broadband services	5,400	5,400	6,000	6,500
10	Postage and Franking machine lease	300	452	400	400
11	Stationery	3,800	4,100	4,000	4,000
12	Photocopier Running costs	3,280	4,100	3,500	3,700
13	Office Equipment/furniture	2,500	2,503	2,500	2,500
14	Equipment Maintenance	1,650	1,650	1,650	1,650
15	Petty Cash	0	413	0	0
16	Bank Charges	500	500	500	500
17	Audit Fees (Internal)	2,500	375	2,500	2,500
18	Audit Fees (External)	3,000	1,680	3,000	3,000
19	Insurance	19,000	22,336	20,000	20,500
20	GDPR	500	0	500	500
21	PAT Testing	250	0	0	0
22	Website	3,000	3,774	4,000	4,000
23	ICT services & Software Lease	5,350	6,350	11,000	11,000
24	ICT - Including Computer Hardware	1,000	2,159	0	0
25	Health & Safety/PPE	500	100	500	500
26	Professional Fees	10,000	16,571	15,000	15,000
27	Card Machine Rental	600	600	600	600
28	Annual & Other Meetings	1,000	0	500	500
TOTAL EXPENDITURE		367,577	386,129	397,630	413,804
INCOME					
1	Bank Interest	(6,000)	(7,719)	(6,000)	(6,000)
2	Western power Wayleave	(126)	(126)	(126)	(126)
TOTAL INCOME		(6,126)	(7,845)	(6,126)	(6,126)
NET EXPENDITURE/(INCOME)		361,451	378,284	391,504	407,678
NOTES:					
4. Temporary staff - overspend due to temporary admin support					
22. Overspend due to unanticipated changes to web pages					
23. Computers need replacing on annual programme					

Planning					
EXPENDITURE					
Item No.	Description	2024/25 Budget	2024/25 Projected Outturn	2025/26 Draft Budget £	2026/27 Draft Budget £
1	Traffic Management	2,000	3,249	2,000	2,000
2	Charter Market Improvements	2,000	315	2,000	2,000
3	Tourism/Town Plan Projects	5,000	5,000	5,000	5,000
4	Lengthsman Scheme/P3 Scheme	3,000	3,000	3,000	3,000
5	Charter Market Strategy	5,500	0	5,500	5,500
6	Neighbourhood Dev. Plan	1,000	0	500	500
7	Gazebos	0	410	500	500
8	Tourist Information Centre	1,000	200	1,000	1,000
TOTAL EXPENDITURE		19,500	12,174	19,500	19,500
INCOME					
1	Charter Market Fees	(5,500)	(7,000)	(6,000)	(6,000)
2	Tourist Information Centre	(100)	(284)	(200)	(200)
3	Lengthsman grant	0	(3,168)	(3,000)	(3,000)
TOTAL INCOME		(5,600)	(10,452)	(9,200)	(9,200)
NET EXPENDITURE/(INCOME)					
		13,900	1,722	10,300	10,300
NOTES:					
1. Traffic management - overspend due to SID's taken from EMR					

Recreation Ground					
EXPENDITURE					
		2024/25	2024/25	2025/26	2026/27
Item		Budget	Projected	Draft	Draft
No.	Description		Outturn	Budget	Budget
		£	£	£	£
1	Grounds maintenance contract	7,854	7,854	10,000	10,000
2	Grounds Maintenance	1,500	1,500	0	0
3	ROSPA reports	75	75	80	85
4	New Play Equipment	10,000	10,000	10,000	10,000
5	Play Equipment Maintenance	5,000	5,000	5,000	5,000
6	Skate Park Maintenance	1,500	0	500	500
7	Shelter Maintenance	1,000	0	300	300
8	Litter Bins	1,000	150	150	150
9	Street Light Maintenance	500	500	500	500
TOTAL EXPENDITURE		28,429	25,079	26,530	26,535
INCOME		0	0	0	0
TOTAL INCOME		0	0	0	0
NET EXPENDITURE/(INCOME)		28,429	25,079	26,530	26,535
NOTES:					
1 & 2 amalgamated					
4. New play equipment - progressing tyre swing					
5. Play equipment maintenance - wet pour replacement required					

Cemetery					
EXPENDITURE					
Item No.	Description	2024/25 Budget	2024/25 Projected Outturn £	2025/26 Draft Budget £	2026/27 Draft Budget £
1	Salaries	40,980	37,451	43,952	46,150
2	Temporary Staff	2,000	6,055	2,000	2,000
3	Cleaning	250	0	100	100
4	Rates	3,169	3,169	3,350	3,500
5	Water	100	135	100	100
6	Electricity	1,000	600	1,000	1,000
7	PPE/Health & Safety	500	500	500	500
8	Chapel & Mortuary Maintenance	2,100	2,702	1,500	1,500
9	Grounds Maintenance	2,200	3,078	2,200	2,200
10	Equipment Maintenance	2,000	1,000	2,000	2,000
11	New Equipment	1,100	500	1,100	1,100
12	Equipment Hire	500	0	500	500
13	Vehicle Maintenance	1,000	577	1,000	1,000
14	Vehicle Tax, Insurance & MOT	1,000	1,066	1,100	1,200
15	Skip Hire	1,760	1,760	1,800	1,900
16	Tree works	1,000	500	1,000	1,000
17	Fuel	1,000	1,123	1,100	1,200
18	Perimeter Repairs	2,000	2,000	2,000	2,000
19	Memorial Testing	1,000	3,119	1,000	1,000
20	CCTV Maintenance Contract	95	95	100	105
21	Memorial Board	1,000	1,077	100	100
22	New Scatter Garden	0	0	2,000	0
23	Cemetery Mapping	375	375	395	415
24	Vehicle Replacement	0	0	5,000	5,000
25	Green vehicle	0	0	3,000	3,000
26	Storage Container	0	0	2,000	0
TOTAL EXPENDITURE		66,129	66,882	79,897	78,570
INCOME					
1	Internment fees	(11,000)	(8,580)	(11,000)	(11,000)
2	Memorial Fees	(2,500)	(1,224)	(2,500)	(2,500)
3	Mortuary Rent	(2,500)	(2,500)	(2,500)	(2,500)
4	Chapel Hire	(150)	(275)	(150)	(150)
5	Transfer of Exclusive Right of Burial	(360)	(163)	(360)	(360)
TOTAL INCOME		(16,510)	(12,742)	(16,510)	(16,510)
NET EXPENDITURE/(INCOME)					
		49,619	54,140	63,387	62,060
NOTES:					
1. Staff salaries - high due to direct employ of temporary staff member - current total reflects potential year end total due to no post holder being in place following 31.01.2025 4. Temporary Staff - high due to cost of temporary staff and contractors 3. Cleaning - no expenditure due to maintenance operative undertaking cleaning of chapel 8. Maintenance - cost of pews and lanterns more than anticipated 9. Grounds Maintenance - overspend due to Geo survey - EMR transfer agreed 24. Vehicle Replacement - funds to be transferred to EMR for vehicle replacements 25. Green Vehicle - budget represents a 5-year write off					

Closed Churchyard					
EXPENDITURE					
		<u>2024/25</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>
		Budget	Projected	Draft Budget	Draft Budget
			Outcome		
<u>Item No.</u>	<u>Description</u>		£	£	
1	Property Maintenance	1,000	1,000	1,000	1,000
2	Refuse Collections	250	100	250	250
3	Tree Works	1,000	1,000	1,000	1,000
4	Memorial Testing	1,000	1,000	0	0
5	Grounds Maintenance (contract)	1,500	1,500	1,500	1,500
EXPENDITURE		4,750	4,600	3,750	3,750
INCOME		0	0	0	0
TOTAL INCOME		0	0	0	0
NET EXPENDITURE/(INCOME)		4,750	4,600	3,750	3,750
NOTES:					
These budgets will be incorporated into the cemetery budgets in the 25/26 budget reports					
4. Memorial testing required every three/five years					

Amenity Areas					
EXPENDITURE					
		2024/25	2024/25	2025/26	2026/27
Item	Description	Budget	Projected	Draft	Draft
No.		£	Outturn	Budget	Budget
		£	£	£	£
1	Salaries Town Cleaner	32,030	33,388	35,057	36,810
2	Street Cleaning Materials	500	500	300	300
3	Dog Hill Wood Management Plan	1,000	1,000	1,000	1,000
4	Dog Hill Wood Maintenance Contract	4,540	4,540	4,540	4,540
5	Dog Hill Wood Maintenance	0	337	0	0
6	Dog Hill Wood Coppicing	1,000	0	1,000	1,000
7	General Tree Works	2,000	2,000	2,000	2,000
8	General Park Maintenance	1,000	1,000	1,000	1,000
9	Devolved Services (Grass Cutting)	1,000	500	1,000	1,000
10	CCTV Hereford	11,275	11,300	12,000	12,000
11	New equipment	200	200	200	200
12	Dog Bags	700	700	700	700
13	Defibrillator maintenance	350	350	750	750
14	Electricity (Comm Hall)	1,200	1,000	1,000	1,000
TOTAL EXPENDITURE		56,795	56,815	60,547	62,300
INCOME					
1	Dog Poop Bags	(500)	(500)	(500)	(500)
TOTAL INCOME		(500)	(500)	(500)	(500)
NET EXPENDITURE/(INCOME)		56,295	56,315	60,047	61,800
Notes:					

Council properties - Market House					
EXPENDITURE					
		2024/25	2024/25	2025/26	2026/27
Item No.	Description	Budget	Projected Outturn	Draft Budget	Draft Budget
			£	£	£
1	Rates	1,760	1,760	1,900	2,000
2	Electricity	1,600	600	1,000	1,000
3	Cleaning	100	0	100	100
4	Water	100	100	100	100
5	Maintenance	5,000	5,000	5,000	5,000
TOTAL EXPENDITURE		8,560	7,460	8,100	8,200
INCOME					
1	Market House Income	(1,100)	(1,140)	(1,100)	(1,100)
TOTAL INCOME		(1,100)	(1,140)	(1,100)	(1,100)
NET EXPENDITURE/(INCOME)		7,460	6,320	7,000	7,100
NOTES					

Council Buildings - Painted Room					
EXPENDITURE					
		2024/25	2024/25	2025/26	2026/27
		Budget	Projected	Draft	Draft
Item No.	Description		Outturn	Budget	Budget
				£	£
1	Salaries	8,500	21,920	25,711	26,997
2	Advertising	800	800	800	800
3	Stock purchased	550	1,017	550	550
4	Music Licence	500	500	500	500
5	Card Machine Rental	600	600	600	600
TOTAL EXPENDITURE		10,950	24,837	28,161	29,447
INCOME					
1	Sales	(1,000)	(2,330)	(2,000)	(2,000)
2	Donations	(3,000)	(5,067)	(5,000)	(5,000)
TOTAL INCOME		(4,000)	(7,397)	(7,000)	(7,000)
NET EXPENDITURE/INCOME		6,950	17,440	21,161	22,447
NOTES:					
1. Salaries overspend due to increased opening hours and additional saff - consideration needs to be given to opening hours going forward					
5. Stock purchase - overspend due to delays in purchasing and receiving invoice for previous year - suggest moving 25/26 funds into general reserve to offset expenditure					

Jacobean Room					
EXPENDITURE					
Item No.	Description	2024/25 Budget	2024/25 Projected Outturn	2025/26 Draft Budget	2026/27 Draft Budget
		£	£	£	£
1	Licence Fee	0	0	0	1,000
2	Decorations	0	0	250	250
3	Advertising	500	0	500	500
TOTAL EXPENDITURE		500	0	750	1,750
INCOME					
1	Ceremony Room	(2,200)	(5,000)	(4,000)	(4,000)
TOTAL INCOME		(2,200)	(5,000)	(4,000)	(4,000)
NET EXPENDITURE/(INCOME)		(1,700)	(5,000)	(3,250)	(2,250)
NOTES:					
Line 1 - Due every three years					

Services - Community Grants					
EXPENDITURE					
		2024/25	2024/2025	2025/26	2026/2027
		Draft	Projected	Draft	Draft
Item #	Description	Budget	Outturn	Budget	Budget
			£	£	£
1	Barrett Browning Clock	500	500	500	500
2	Community Action Ledbury	12,000	12,000	12,000	12,000
3	Citizens Advice Worcs	0	5,000	5,000	5,000
4	Awards	250	250	250	250
5	Unspecified Grants (S137)	20,000	16,260	20,000	20,000
6	Age UK Hereford localities	4,000	4,000	4,000	4,000
7	Dream your future	1,500	1,500	1,500	1,500
8	Ledbury Food Bank	2,500	2,500	2,500	2,500
9	Ledbury Methodist Church	1,350	1,350	1,350	1,350
10	LEAF	10,440	10,440	10,440	10,440
11	Ledbury Carnival	3,500	3,500	4,500	0
12	Buses4Us	16,000	16,000	8,000	0
13	John Masefield Memorial Project	10,850	7,000	0	0
14	Winter of Well Being	0	1,500	0	0
15	Promotional material	3,000	3,000	3,000	3,000
16	Signage	3,000	1,500	3,000	3,000
17	External Power Supply High Street	120	936	1,000	120
18	Events Barriers	100	100	100	100
19	Events	8,000	8,000	12,000	12,000
20	Christmas Lights rental, instal, & Storage	15,000	15,000	15,000	15,000
21	Christmas electricity	0	832	1,000	1,000
22	Advertising	1,000	1,000	1,000	1,000
23	Newsletter	500	500	500	500
24	Election Expenses	500	0	300	300
25	Ledbury in Bloom	4,000	4,000	4,000	4,000
26	Climate Change	2,000	500	2,000	2,000
27	Station Telephone Kiosk	500	0	0	0
28	October Fair Expenditure	500	564	500	500
TOTAL EXPENDITURE		121,110	117,732	113,440	100,060
INCOME					
1	October Fair Rent	(2,250)	(2,250)	(2,500)	(2,500)
2	Event income	(1,000)	(2,743)	(2,500)	(2,500)
3	Climate change income	0	(65)	0	0
4	Event Sponsorship	0	(419)	0	0
5	Shop front income	0	(4,068)	0	0
6	Photocopies	0	(38)	0	0
TOTAL INCOME		(3,250)	(9,583)	(5,000)	(5,000)
NET EXPENDITURE/(INCOME)		117,860	108,149	108,440	95,060
NOTES:					

Civic					
EXPENDITURE					
		2024/25	2024/25	2025/26	2026/27
		Budget	Projected	Draft	Draft
Item	Description		Out turn	Budget	Budget
No.			£	£	£
1	Civic Hospitality	1,100	1,100	1,100	1,100
2	Mayor's Hospitality	1,100	1,100	1,100	1,100
3	Civic Insignia and repairs	400	150	400	400
4	Mayor's/Deputy Mayor's Expenses	1,000	1,000	1,000	1,000
5	Poppy Wreath	20	40	40	40
6	Councillors Expenses	500	500	500	500
7	Mayor's Advertising	500	786	500	500
8	Roll of Honour	50	15	50	50
9	Flag Pole & Flags	132	132	200	200
10	Town Crier Fees and Subscriptions	500	347	500	500
11	Town Crier Regalia	500	500	500	500
12	Petty Cash	0	33	0	0
TOTAL EXPENDITURE		5,802	5,703	5,890	5,890
INCOME		0	0	0	0
TOTAL INCOME		0	0	0	0
NET EXPENDITURE/(INCOME)		5,802	5,703	5,890	5,890
NOTES:					
7. Mayors Advertising - overspend due to 23/24 Mayor's LGT event					
11.Current Town Crier advised purchasing new uniform					

Council Properties					
EXPENDITURE					
		2024/25	2024/25	2025/26	2026/27
		Budget	Projected	Budget	Budget
Item	Description		Outturn		
No.		£	£	£	£
1	Property Maintenance (Council Offices)	3,300	3,482	5,000	5,000
2	Property Maintenance (Painted Room)	1,100	1,100	0	0
3	Non Domestic Rates	7,277	7,277	7,500	8,000
4	Wheely Bin Collection	1,000	1,000	1,000	1,000
5	Housekeeping	500	500	500	500
6	Alarms	4,620	4,620	4,620	4,620
7	Quinquennial Report	2,000	0	2,000	2,000
8	War memorial Cleaning	1,000	0	0	0
9	Cleaning	2,500	2,500	2,500	2,500
10	Window Cleaning	250	0	0	0
11	Water	590	600	630	660
12	Confidential waste - shredding	780	780	780	780
13	Electricity	10,000	15,214	15,500	16,000
TOTAL EXPENDITURE		34,917	37,073	40,030	41,060
INCOME					
1	War Memorial Refund	(3,333)	(3,333)	(1,667)	0
TOTAL INCOME		(3,333)	(3,333)	(1,667)	0
NET EXPENDITURE/(INCOME)					
		28,251	30,407	36,696	41,060
Notes					
1 & 2 Maintenance - amalgamated into one budget line					
1. overspend due to works needed to accommodate additional staff member					

Bye Street Toilets					
EXPENDITURE					
		2024/25	2024/25	2025/26	2026/27
Item	Description	Budget	Projected	Draft	Draft
No.		£	Outturn	Budget	Budget
		£	£	£	£
1	Electricity	0	500	500	500
2	Maintenance	0	500	500	500
3	Housekeeping	0	500	500	500
TOTAL EXPENDITURE		0	1,500	1,500	1,500
INCOME		0	0	0	0
TOTAL INCOME		0	0	0	0
NET EXPENDITURE/(INCOME)		0	1,500	1,500	1,500
Notes:					