

**Management & Support**

<b>EXPENDITURE</b>			
<b>Item No.</b>	<b>Description</b>	<b>2019/20</b>	<b>2020/21</b>
		<b>£</b>	<b>£</b>
1	Salaries	121,590	127,670
2	Salary Contingencies	0	12,767
3	Officers Travel/Conference/Subsistence	0	1,000
4	Non Domestic Rates	5,775	5,891
5	Running costs	5,500	5,610
6	Telephone & Broadband services	3,300	3,366
7	Postage and Franking machine lease	750	1,000
8	Stationery	2,000	2,500
9	Insurance	3,086	3,148
10	Photocopie Running costs	750	765
11	Photocopier Lease	732	747
12	Property Maintenance (Council Offices)	1,825	2,000
13	Equipment	500	2,000
14	Equipment Maintenance	0	1,000
15	Bank Charges	550	561
16	Audit Fees (Internal)	2,100	2,150
17	Audit Fees (External)	5,250	5,355
18	GDPR	40	10,000
19	Professional Fees	12,000	12,000
20	Health & Safety	2,415	2,500
21	Subscriptions	2,415	2,463
22	CCTV Hereford	8,419	8,154
23	Staff Training	3,150	6,000
24	Councillor Training	1,500	2,000
25	PAT Testing	200	1,000
26	Website	4,000	4,000
27	ICT services & Software Lease	0	5,000
28	ICT - Computer Hardware	4,000	4,080
29	Alarms	3,990	4,070
30	Office furniture	0	2,000
31	Quinquennial Works	0	
<b>TOTAL EXPENDITURE</b>		<b>195837</b>	<b>238336</b>

<b>INCOME</b>			
<b>Item No.</b>	<b>Description</b>	<b>2019/20</b>	<b>2020/21</b>
		<b>£</b>	<b>£</b>
1	Bank Interest	800	
2	Precept	477,153	
<b>TOTAL INCOME</b>		<b>488,953</b>	

(includes on-costs and 5% pay increase)  
(10% of overall salary budget to allow for overtime)

(increase due to more paper use)

(need to consider potential costs of breach)  
(Includes operational review costs)

(Increase due to statutory and occupational training needs)  
(increase due to more training being offered)

**CORPORATE**

**EXPENDITURE**

<u>Item No.</u>	<u>Description</u>	<u>2019/2020</u>	<u>2020/2021</u>
		£	£
1	Community Grants	32,600	32,600
2	Tourism	1,050	1,071
3	Promotional material	4,000	4,080
4	Signage	4,000	4,080
5	War memorial	15,000	15,300
6	Street furniture	1,050	1,071
7	External Power Supply High Street	100	102
8	Dog Bags	700	714
9	Town Crier Fees and Subscriptions	800	816
10	Town Crier Regalia	1,050	1,071
11	Events Barriers	750	765
12	Events	9,052	30,000
13	Ledbury in Bloom	3,450	3,519
14	Advertising	500	1,000
15	Newsletter	1,000	1,500
16	Event Insurance	551	562
<b>TOTAL EXPENDITURE</b>		<b>75,653</b>	<b>98251</b>

**INCOME**

<u>Item No.</u>	<u>Description</u>	<u>2019/20</u>	<u>2020/21</u>
		£	£
1	October Fair Rights	2,000	2,000
2	Christmas Lights Event	1,050	1,071
<b>TOTAL INCOME</b>		<b>3,050</b>	<b>3,071</b>

**Civic**

<b>EXPENDITURE</b>			
<b>Item No.</b>	<b>Description</b>	<b>2019/20</b>	<b>2020/21</b>
		<b>£</b>	<b>£</b>
1	Civic Hospitality	1,500	1,530
2	Mayor's Hospitality	0	1,500
3	Civic Insignia	200	204
4	Civic Insignia Repairs	100	200
5	Mayor's/Deputy Mayor's Expenses	1,500	1,530
7	Mayor's Advertising	0	500
8	Roll of Honour	30	31
9	Flag Pole	150	153
10	Insurance	40	41
<b>TOTAL EXPENDITURE</b>		<b>3,520</b>	<b>5,689</b>

**Economic Development & Planning**

<b>EXPENDITURE</b>			
<u>Item No.</u>	<u>Description</u>	<u>2019/20</u>	<u>2020/21</u>
		<u>£</u>	<u>£</u>
1	Salaries (Town Cleaner)	15,750	16,000
2	Traffic Management	8,200	8,000
3	Charter Market Improvements	1,050	1,000
4	Definitive Footpaths	100	500
<b>TOTAL EXPENDITURE</b>			<b>25,500</b>

Increase?

<b>INCOME</b>			
<u>Item No.</u>	<u>Description</u>	<u>Budget</u>	<u>Budget</u>
		<u>£</u>	<u>£</u>
1	Charter Market Fees	12,350	11,500
<b>TOTAL INCOME</b>			<b>11,500</b>

**Recreation Ground**

<b>EXPENDITURE</b>			
<u>Item No.</u>	<u>Description</u>	<u>2019/20</u>	<u>2020/21</u>
		£	£
1	Grounds Maintenance Contract	7,700	7,854
2	ROSPA Reports	50	51
3	New Play Equipment	10,500	10,710
4	Play Equipment Maintenance	0	1,000
5	Skate Park Maintenance	15,750	16,065
6	Shelter Maintenance	0	1,000
7	Shelter Decoration	0	2,000
8	Litter Bins	300	306
9	CCTV maintenance	720	734
10	CCTV Insurance	1,500	1,571
11	Insurance	1,500	1,571
<b>TOTAL EXPENDITURE</b>		<b>38,020</b>	<b>42,862</b>

Increase in figures based on 2% increase

Play Equipment Maintenance - No budget line included previously for repairs/replacement Parts

Shelter Decoration - cost of artist to reproduce designs onto shelter

Shelter Maintenance - Shelter budget 2019/20 was to purchase the shelter - need to make provision for maintenance

## Cemetery

<b>EXPENDITURE</b>			
<u>Item No.</u>	<u>Description</u>	<u>2019/20</u>	<u>2020/21</u>
		£	£
1	Salaries	50,000	60,000
2	Cleaning	450	459
3	Rates	2,500	2550
4	Water	0	200
5	Electricity	1,460	1,290
6	PPE/Health & Safety	0	500
7	Property Maintenance	0	4,000
8	Grounds Maintenance	1,405	2,000
9	Equipment Maintenance	1,055	1,076
10	New Equipment	1,575	2,000
11	Equipment Hire	0	2,000
12	Vehicle Maintenance	800	1,000
13	Vehicle Tax, Insurance & MOT	1,050	1,071
14	Skip Hire	1,200	1,224
15	Tree works	1,575	1,607
16	Fuel	1,500	1,580
17	Perimeter Wall Repairs	8,000	4,000
18	Insurance	782	798
<b>TOTAL EXPENDITURE</b>		<b>73,352</b>	<b>87,355</b>

<b>INCOME</b>			
<u>Item No.</u>	<u>Description</u>	<u>2019/20</u>	<u>2020/21</u>
		£	£
1	Burials	10,000	10,000
2	Memorial Fees	1,000	1,000
3	Mortuary Rent	2,000	2,000
4	Chapel Hire	0	250
5	Transfer of Exclusive Right of Burial	0	360
<b>TOTAL INCOME</b>		<b>13,000</b>	<b>13,610</b>

Salaries increase to take into account of 10% increase requested by Unions and on-costs (based on 5% increase)

Grounds Maintenance - (Amalgamated Maintenance & Grounds Maintenance (Extras) - both budgets over spent in 2019/20 by 50%



Closed Churchyard

<b>EXPENDITURE</b>			
<b>Item No.</b>	<b>Description</b>	<b>2019/20</b>	<b>2020/21</b>
		£	£
1	Grounds Maintenance	10,000	10,200
2	Property Maintenance	2,000	2,000
3	Refuse Collections	330	337
4	Tree Works	2,000	2,040
<b>TOTAL EXPENDITURE</b>		<b>14330</b>	<b>14577</b>

Property Maintenance includes wall repairs



Amenity Areas

EXPENDITURE			
Item No.	Description	2019/21	2020/21
		£	£
1	Dog Hill Wood Management Plan	1,050	1,071
2	Dog Hill Wood Maintenance Contract	4,241	4,040
3	Dog Hill Wood Maintenance (additional expenses)	500	500
4	Dog Hill Wood Wood Coppicing	1,155	1,178
5	General Tree Works	1,500	1,530
6	General Park Maintenance	4,840	4,097
7	Gloucester Road Grass Cutting & Seats	0	50
TOTAL EXPENDITURE		13,286	12,466

Green Spaces

EXPENDITURE			
Item No.	Description	2019/20	2020/21
		£	£
1	P3 Scheme	2,500	2,550
2	Devolved Services (Grass Cutting)	2,500	2,550
3	Lengthsman scheme	5,000	5,000
TOTAL EXPENDITURE		10,000	10,100

Market House

<u>EXPENDITURE</u>			
<u>Item No.</u>	<u>Description</u>	<u>2019/20</u>	<u>2020/21</u>
		£	£
1	Rates	1,670	1,703
2	Electricity	1,500	1,530
3	Cleaning	120	122
4	Insurance	2769	2,824
5	Quinquennial works		
<b>TOTAL EXPENDITURE</b>		<b>6,059</b>	<b>6,179</b>

<u>INCOME</u>			
<u>Item No.</u>	<u>Description</u>	<u>2019/20</u>	<u>2020/21</u>
		£	£
1	Market House Income	1,000	1,020
<b>TOTAL INCOME</b>		<b>1,000</b>	<b>1,020</b>

Painted Room

<u>EXPENDITURE</u>			
<u>Item No.</u>	<u>Description</u>	<u>2019/20</u>	<u>2020/21</u>
		£	£
1	Salaries	11,550	12,128
2	Maintenance	700	714
3	Advertising	450	460
4	Stock for sale	500	510
TOTAL EXPENDITURE		13,200	13,812

<u>INCOME</u>			
<u>Item No.</u>	<u>Description</u>	<u>2019/2020</u>	<u>2020/21</u>
		£	£
1	Sales	3,000	3,000
2	Donations	2,500	2,500
TOTAL INCOME		5,500	5,500

### Wedding Ceremonies

<u>EXPENDITURE</u>			
<u>Item No.</u>	<u>Description</u>	<u>2019/20</u>	<u>2020/21</u>
		£	£
1	Salaries	1,000	1,000
2	Licence Fee	500	510
3	Advertising	500	510
TOTAL EXPENDITURE		2,000	2,020

<u>INCOME</u>			
<u>Item No.</u>	<u>Description</u>	<u>2019/2020</u>	<u>2020/2020</u>
		£	£
1	Ceremony Room Income	4,200	4,284
TOTAL INCOME		4,200	4,284

Special Projects

<u>EXPENDITURE</u>			
<u>Item No.</u>	<u>Description</u>	<u>2019/20</u>	<u>2020/21</u>
		£	£
1	Bins and Benches		
2	Sit and Ride Mower		
3	Scatter Garden		
4	Radios	0	1,000
5	Defibrillators x 2	0	4,000
TOTAL EXPENDITURE			

## Reserves

<u>Item No.</u>	<u>Description</u>	<u>2019/20</u>	<u>2020/21</u>
		£	£
1	General Reserve		
2	Listed Buildings	20,000	20,000
3	Elections	10,000	10,000
4	Devolved Services	10,000	10,000
<b>TOTAL</b>		40,000	40,000



