

AGENDA

22nd November 2021

Dear Councillor

You are summoned to the:

Meeting of Warminster Town Council
on Monday 29th November 2021 at 7pm
to be held at

Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

Cllr Allensby (West)	Cllr Keeble (West)
Cllr Brett (East) Vice Chairman of the Council and Deputy Mayor	Cllr Macdonald (East)
Cllr Cooper (Broadway)	Cllr Macfarlane (West)
Cllr Davis (East)	Cllr Parks (North)
Cllr Fraser (West)	Cllr Robbins (East)
Cllr Fryer (Broadway)	Cllr Syme (Broadway)
Cllr Jeffries (North) Chairman of the Council and Mayor	

Members of the public are welcome to attend meetings of the Council and Committees, unless excluded due to the confidential nature of the business.

Yours sincerely



Tom Dommett CiLCA
Deputy Town Clerk

1. Apologies for Absence

To receive and accept apologies, including reason for absence, from those unable to attend.

2. Declarations of Interest

To receive any declarations of interest under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

3. **Minutes**

3.1 To approve as a correct record, the minutes of the Full Council meeting held on Monday 27th September 2021, copies of these minutes have been circulated and standing order 12.1 provides that they may therefore be taken as read.

3.2 To note any matters arising from the minutes of the Full Council meeting held on Monday 27th September 2021.

4. **Chairman's Announcements**

4.1 Announcements.

4.2 Mayor's engagements (**see attached**)

Members to note.

5. **Correspondence Circulated**

Members to note the list of all correspondence circulated since the last meeting. (**See attached**).

6. **Questions**

To receive questions from members of the council submitted in advance to the Clerk.

***Standing Orders will be suspended
to allow for public participation.***

7. **Public Participation**

To enable members of the public to address the Council with an allowance of three minutes per person regarding any item on the agenda and **to receive** any petitions and deputations. The Mayor may read out statements submitted in advance.

***Standing Orders will be reinstated
following public participation.***

8. **Reports from Unitary Authority Members and the Police**

To note any reports provided which are relevant to the Full Council.

9. **Proceedings of Committee**

To receive minutes with recommendations from committees, already circulated, and to consider any questions arising from them.

9.1 Finance and Audit Committee meeting held on 6th September 2021 questions to Cllr Brett, chairman of the committee.

9.2 Parks and Estates Committee meeting held on 13th September 2021 questions to Cllr Fraser, chairman of the committee.

9.3 Planning Advisory Committee meeting held on 20th September and 18th October 2021 questions to Cllr Syme, chairman of the committee.

9.4 HR Committee meeting held on 20th July 2021 questions to Cllr Jeffries, chairman of the committee

9.5 Town Development Committee meeting held on 28th June 2021 questions to Cllr Davis, chairman of the committee

10. Draft Budget 2022/2023

The first draft of the budget, with detailed figures was issued to members with the Finance and Audit Committee agenda. **(See attached)**

The Finance and Audit Committee resolved to recommend the draft budget to Full Council. **(Minute FA/21/037 refers)**

The Accountant and the Deputy Town Clerk will answer questions on the draft budget.

Members to indicate if they wish to see any significant changes to the draft budget or if they are content for it be the basis of the actual budget to be put before members for approval in January 2022.

11. Community Engagement and Climate Change Officer

Members to decide whether to proceed with the employment of a Community Engagement and Climate Change Officer. **(See report attached)**

Members to receive the report and resolve accordingly.

12. Westbury Incinerator

Westbury Town Council has written to the new Secretary of State, the Rt Hon Michael Gove MP, to reiterate their request to his predecessor to call in the planning application for a proposed incinerator on the edge of Westbury

Westbury Town Council resolved to approve a sum of money to seek legal advice and representation in their challenge to the decision by Wiltshire Council to approve the planning application.

Westbury Town council would like to ask Warminster Town Council to consider making a contribution to this fighting fund. **(See attached)**

Members to resolve whether to set aside any sum of money in support of Westbury Town Council's actions.

13. Communications

Members to decide on items requiring a press release and **to nominate** a speaker for any item on the agenda if required.

Confidential session pursuant to Section 1 (2) of the Public Bodies Admission to Meetings) Act 1960; the Council, by resolution, may exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

14. Civic Awards 2022

Following a review of the process, there are now three Civic Awards that can be made
– The Civic Award, The Junior Civic Award and the Green Civic Award.

A Civic Award is traditionally a surprise for the recipients; therefore, members consider the nominees under closed session.

Minutes from this meeting will be available to all members of the public either from our website www.warminster.uk.com or by contacting us at Warminster Civic Centre.

Mayor's Engagements for Full Council

Councillor Steve Jeffries 22nd September – 22nd November

Sunday 3rd October

Royal British Legion Service of Dedication

Sunday 24th October

Westbury Civic Service (Cllr. Jeffries, Mayor)

Saturday 13th November

Remembrance at St Giles Church (Cllr. Jeffries, Mayor)

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CORRESPONDENCE LIST

Date	Name	Item/Response	Action Taken
22.09.21	Wiltshire Council	Wiltshire Council: New #WiltsCanDoThis campaign launched to help Wiltshire communities take action on climate change	Email
22.09.21	Wiltshire Council	Wiltshire Council: Wiltshire Council urges communities to 'Step It Up' and help fight climate change this Recycle Week	Email
27.09.21	Wiltshire Police	Local Impactive Crimes 20th To 26 September - Warminster 27/09/2021 14:31:59	Email
28.09.21	Wiltshire Council Cllr Bill Parks	Wessex Flood Warden Newsletter - Autumn 2021	Email
28.09.21	Wiltshire Council Cllr Bill Parks	Wiltshire Council and Bradford on Avon Town Council work in partnership to secure tree-planting funding	Email
29.09.21	Wiltshire Council	FW: Briefing Note 21-19 - Update on Leisure Centres transferring to Wiltshire Council	Email
04.10.21	Wiltshire Council	Free online flood training for Winter Weather 27&28 October 21	Email
04.10.21	Neighbourhood Alerts	Neighbourhood Watch October Our News Newsletter is Here 04/10/2021	Email
05.10.21	Wiltshire Council	Wiltshire Council: Cabinet to decide on electric vehicle charging infrastructure plan for Wiltshire	Email
05.10.21	Wiltshire Police	New Policy To Help The Public Verify Police Officers Welcomed By PCC 05/10/2021 14:44:25	Email
06.10.21	Neighbourhood Alerts	Local Impactive Crimes 27th September To 3rd October 2021 - Warminster 05/10/2021	Email
11.10.21	Wiltshire Police	Work To Address The Underlying Issues of Violence is Top of Agenda 11/10/2021 14:36:42	Email

CORRESPONDENCE LIST

11.1.21	Wiltshire Council	Temporary Closure of: North Row (Part), Warminster (06/12/2021)	Email
11.10.21	Wiltshire Council	Notice and Indicative Plan for a Temporary Traffic Regulation Order (TTRO) for Blanket TTRO - Warminster Journal Area commencing 23.11.21	Email
11.10.21	Wiltshire Council	Climate Change Strategy consultation reminder.	Email
12.10.21	Neighbourhood Alert	Local Impactive Crimes 4th To 10th October 2021 - Warminster	Email
12.10.21	Wiltshire Council	Western Area Planning Committee, Wednesday 29 September 2021	Email
14.10.21	Neighbourhood Watch	Neighbour of The Year Award 2021 14/10/2021 11:13:47	Email
18.10.21	Neighbourhood Watch	Use Your Voice and Help Make Wiltshire Safer 18/10/2021 14:21:25	Email
18.10.21	Neighbourhood Watch	Local Impactive Crimes 11th To 17th October 2021 18/10/2021 15:47:39	Email
19.10.21	Community First	Neighbourhood Planning in Wiltshire - Unlocking the potential - webinar - Tuesday 9th November 10am - 1pm	Email
21.10.21	Wiltshire and Swindon Local Resilience Forum	Community Resilience resources event October 27/28 th 2021	Email
21.10.21	Neighbourhood Watch 2021	Neighbourhood Watch 2021 Crime and Community Survey Launched	Email
21.10.21	Wiltshire and Swindon Community Messaging	Suspicious activity	Email
21.10.21	Wiltshire Council	Briefing Note 21-20: Community Environmental Toolkit	Email
22.10.21	Wiltshire Council	Briefing Note no. 21-21 Renewable Energy Policy	Email
22.10.21	Wiltshire Council	Briefing Note no. 21-21 Renewable Energy Policy- correction	Email
25.10.21	Neighbourhood Alert	Neighbourhood Watch Launches Say No To Asb Campaign 25/10/2021	Email

CORRESPONDENCE LIST

25.10.21	Wiltshire Council	Briefing Note No 21-22 - Covid-19 Update	Email
25.10.21	Wiltshire Council	Briefing Note No 21-23 - Democratic Meetings In Person	Email
25.10.21	Neighbourhood Alert	Service Urges Families To Stay Safe This Halloween 25/10/2021	Email
25.10.21	Neighbourhood Alert	Open Letter from Assistant Chief Constable Deb Smith 25/10/2021	Email
26.10.21	Neighbourhood Alert	Local Impactive Crimes 18th To 24th October 2021	Email
29.10.21	Wiltshire Police	Would You Be Prepared To Pay More For Local Policing? 29/10/2021	Email
01.11.21	Neighbourhood Alert	Cyber Crime Survey 2021 29/10/2021	Email
01.11.21	Wiltshire Council	Wiltshire Council environmental projects to appear at COP26 conference	Email
02.11.21	Neighbourhood Alert	Local Impactive Crimes 25th To 31st October 2021 02/11/2021	Email
02.11.21	GWR	Incident at Fisherton Tunnel	Email
02.11.21	One Network	Temporary Closure of: A350 (Part), Longbridge Deverill	Email
04.11.21	Neighbourhood Alert	Dog Watch Newsletter 04/11/2021	Email
04.11.21	Neighbourhood Alert	PCC Says Crime Stats Only Paint Half The Picture In Wiltshire 04/11/2021	Email
08.11.21	Neighbourhood Alert	23M People Used 123456 As A Password 08/11/2021	Email
08.11.21	Neighbourhood Alert	November 2021 Our News Newsletter - For All Supporters Across England and Wales 08/11/2021	Email
08.11.21	Neighbourhood Alert	Local Impactive Crimes 1st To 7th November 2021 - Warminster 08/11/2021	Email
12.11.21	Neighbourhood Alert	Neighbourhood Watch Webinar Series Continues 11/11/2021	Email
12.11.21	GWR	Salisbury railway to reopen from 16 November	Email

CORRESPONDENCE LIST

16.11.21	Wiltshire Council	TTRN C273 (part), Corsley	Email
16.11.21	Wiltshire Council	Wiltshire Council asking residents to be prepared in case of flooding this winter	Email
16.11.21	Neighbourhood Alert	Local Impactive Crimes 8th To 14th November 2021	Email
16.11.21	Wiltshire Council	Briefing Note 21-26: Christmas waste collections and HRC opening times	Email
18.11.21	Neighbourhood Alert	False Social Media Post Suggested Attempted Dog Theft 18/11/2021	Email
22.11.21	Neighbourhood Alert	The Best Way To Keep Hackers Out of Your Online Accounts	Email



Delivering a brighter, greener future for all

Briefing Note - Draft Budget 2022/2023

Full Council 29th November 2021

Tom Dommett – Deputy Town Clerk

The indicative increase in the precept suggested by the draft budget is £43,693, that is a precept increase of 3.425%. For a Band D property in Warminster that would be £7.12 per annum. This figure is of course subject to change.

There has been a significant amount of reduction in budget lines. This is intended to make the accounts more concise and easier to monitor. It will take some time for unused lines to 'disappear' from the accounts.

Provision is made [299/4000] for services to be devolved from Wiltshire Council of £350,000. At present this figure remains an estimate. It is expected that by the time the budget is set, more information will be available.

There is a £100,000 transfer to Capital Projects, which will allow the council to make significant capital spending if required.

A staff change from the current year is the employment of a seasonal (6 months) member of ground staff, who will also assist in the operation of the splash pad. As with this year's budget, there is provision for the employment of a climate change /community engagement officer and an environmental services administration assistant. There is in addition, ongoing funding of a horticultural apprentice, a new post created this year.

The Town Park Events Budget [210/4085] has been increased in budget to allow for the Queens Platinum Jubilee Celebrations.

The Pavilion Café has seen significant growth in sales due to the effects of Covid19. The switch to a takeaway only service has also significantly reduced staffing costs. While the impact of Covid19 will fade, the new splashpad will boost sales. This is reflected in a near breakeven projection for next year. A significant achievement.

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
101	<u>Council Administration</u>									
	Total Income	1,140,666	1,136,322	1,279,099	1,276,072	1,276,566	0	1,277,199	0	0
	Overhead Expenditure	253,660	263,994	310,660	127,574	252,694	0	338,390	0	0
	Movement to/(from) Gen Reserve	<u>887,006</u>	<u>872,328</u>	<u>968,439</u>	<u>1,148,498</u>	<u>1,023,872</u>		<u>938,809</u>		
102	<u>Civic and Democratic</u>									
	Overhead Expenditure	8,700	9,814	9,737	4,522	13,938	0	12,900	0	0
	Movement to/(from) Gen Reserve	<u>(8,700)</u>	<u>(9,814)</u>	<u>(9,737)</u>	<u>(4,522)</u>	<u>(13,938)</u>		<u>(12,900)</u>		
103	<u>Policy and Communications</u>									
	Overhead Expenditure	6,000	2,547	7,000	221	6,146	0	6,000	0	0
	Movement to/(from) Gen Reserve	<u>(6,000)</u>	<u>(2,547)</u>	<u>(7,000)</u>	<u>(221)</u>	<u>(6,146)</u>		<u>(6,000)</u>		
104	<u>Council Events</u>									
	Total Income	3,500	0	3,500	0	3,500	0	3,500	0	0
	Overhead Expenditure	24,500	22,640	24,500	118	27,440	0	27,500	0	0
	Movement to/(from) Gen Reserve	<u>(21,000)</u>	<u>(22,640)</u>	<u>(21,000)</u>	<u>(118)</u>	<u>(23,940)</u>		<u>(24,000)</u>		
107	<u>Grants and Projects</u>									
	Total Income	0	10,533	0	0	13,300	0	0	0	0
	Overhead Expenditure	43,100	35,206	43,100	30,802	45,341	0	52,000	0	0
	Movement to/(from) Gen Reserve	<u>(43,100)</u>	<u>(24,673)</u>	<u>(43,100)</u>	<u>(30,802)</u>	<u>(32,041)</u>		<u>(52,000)</u>		
201	<u>CCTV</u>									

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Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Total Income	67,192	65,733	21,505	11,798	22,002	0	22,700	0	0
	Overhead Expenditure	67,192	70,308	69,405	58,046	85,760	0	94,900	0	0
	Movement to/(from) Gen Reserve	0	(4,575)	(47,900)	(46,247)	(63,758)		(72,200)		
202	<u>Dewey House</u>									
	Total Income	7,200	7,200	7,200	3,000	7,200	0	7,200	0	0
	Overhead Expenditure	12,990	27,931	14,575	8,100	14,970	0	15,805	0	0
	Movement to/(from) Gen Reserve	(5,790)	(20,731)	(7,375)	(5,100)	(7,770)		(8,605)		
209	<u>Outside Services</u>									
	Overhead Expenditure	98,918	123,809	203,200	98,037	202,901	13,470	252,350	0	0
	Movement to/(from) Gen Reserve	(98,918)	(123,809)	(203,200)	(98,037)	(202,901)		(252,350)		
210	<u>Town Park</u>									
	Total Income	12,460	4,343	12,460	1,700	4,010	0	11,460	0	0
	Overhead Expenditure	112,100	106,010	54,650	16,307	38,651	0	66,100	0	0
	Movement to/(from) Gen Reserve	(99,640)	(101,667)	(42,190)	(14,607)	(34,641)		(54,640)		
211	<u>Open Spaces</u>									
	Overhead Expenditure	15,280	7,872	250	752	773	0	200	0	0
	Movement to/(from) Gen Reserve	(15,280)	(7,872)	(250)	(752)	(773)		(200)		
212	<u>Cemetery and Churchyard</u>									
	Total Income	1,500	289	1,000	252	500	0	500	0	0

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Overhead Expenditure	1,125	1,185	1,150	663	1,286	0	1,350	0	0
	Movement to/(from) Gen Reserve	375	(896)	(150)	(411)	(786)		(850)		
213	<u>Public Conv - T Park DON'T USE</u>									
	Overhead Expenditure	8,250	9,905	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(8,250)	(9,905)	0	0	0		0		
214	<u>Public Conveniences (TP & CCP)</u>									
	Overhead Expenditure	20,185	19,035	14,500	1,212	7,390	0	10,700	0	0
	Movement to/(from) Gen Reserve	(20,185)	(19,035)	(14,500)	(1,212)	(7,390)		(10,700)		
215	<u>Street Furniture</u>									
	Total Income	0	-570	0	0	0	0	0	0	0
	Overhead Expenditure	10,860	10,473	4,860	2,586	3,700	0	3,900	0	0
	Movement to/(from) Gen Reserve	(10,860)	(11,043)	(4,860)	(2,586)	(3,700)		(3,900)		
216	<u>Pavilion Cafe</u>									
	Total Income	41,000	60,380	50,000	59,468	79,659	0	50,000	0	0
	Direct Expenditure	20,000	13,989	25,000	18,186	35,000	0	25,000	0	0
	Overhead Expenditure	57,934	31,264	52,560	19,491	39,244	0	49,290	0	0
	Movement to/(from) Gen Reserve	(36,934)	15,127	(27,560)	21,791	5,415		(24,290)		
217	<u>Play Areas</u>									
	Overhead Expenditure	62,982	30,904	19,550	3,984	13,500	2,695	13,500	0	0

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Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Movement to/(from) Gen Reserve	<u>(62,982)</u>	<u>(30,904)</u>	<u>(19,550)</u>	<u>(3,984)</u>	<u>(13,500)</u>		<u>(13,500)</u>		
218	<u>Skate Park</u>									
	Overhead Expenditure	1,000	774	1,000	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(1,000)</u>	<u>(774)</u>	<u>(1,000)</u>	<u>0</u>	<u>0</u>		<u>0</u>		
219	<u>Sweeper</u>									
	Overhead Expenditure	70,500	48,135	59,675	25,934	57,375	0	57,875	0	0
	Movement to/(from) Gen Reserve	<u>(70,500)</u>	<u>(48,135)</u>	<u>(59,675)</u>	<u>(25,934)</u>	<u>(57,375)</u>		<u>(57,875)</u>		
220	<u>Depot</u>									
	Overhead Expenditure	35,000	51,342	5,500	11,246	25,122	25,839	25,450	0	0
	Movement to/(from) Gen Reserve	<u>(35,000)</u>	<u>(51,342)</u>	<u>(5,500)</u>	<u>(11,246)</u>	<u>(25,122)</u>		<u>(25,450)</u>		
299	<u>Services to be devolved</u>									
	Overhead Expenditure	225,000	225,000	262,000	-152	261,848	0	175,000	0	0
	Movement to/(from) Gen Reserve	<u>(225,000)</u>	<u>(225,000)</u>	<u>(262,000)</u>	<u>152</u>	<u>(261,848)</u>		<u>(175,000)</u>		
301	<u>Civic Centre</u>									
	Total Income	41,000	828	20,500	9,466	20,500	0	40,500	0	0
	Overhead Expenditure	83,990	90,841	76,840	34,532	74,456	0	92,990	0	0
	Movement to/(from) Gen Reserve	<u>(42,990)</u>	<u>(90,013)</u>	<u>(56,340)</u>	<u>(25,066)</u>	<u>(53,956)</u>		<u>(52,490)</u>		
305	<u>Civic Centre Bar</u>									
	Total Income	15,000	526	7,500	137	137	0	7,500	0	0

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Direct Expenditure		6,400	2,221	3,200	176	176	0	3,200	0	0
Overhead Expenditure		250	0	250	0	0	0	250	0	0
Movement to/(from) Gen Reserve		8,350	(1,695)	4,050	(39)	(39)		4,050		
499	Capital Expenditure									
Total Income		0	-22,861	0	12,989	12,989	0	0	0	0
Overhead Expenditure		83,602	-21,843	139,602	132,790	152,591	500	139,602	0	0
Movement to/(from) Gen Reserve		(83,602)	(1,018)	(139,602)	(119,801)	(139,602)		(139,602)		
Total Budget Income		1,329,518	1,262,723	1,402,764	1,374,882	1,440,363	0	1,420,559	0	0
Expenditure		1,329,518	1,183,355	1,402,764	595,126	1,360,302	42,504	1,464,252	0	0
Movement to/(from) Gen Reserve		0	79,368	0	779,756	80,061		(43,693)		

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Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
101	<u>Council Administration</u>									
1176	Precept	1,180,666	1,180,666	1,275,599	1,275,599	1,275,599	0	1,275,599	0	0
1177	Precept Allocation	-46,000	-46,000	0	0	0	0	0	0	0
1190	Interest Receivable	5,000	1,175	2,000	150	350	0	1,000	0	0
1193	Miscellaneous Income	0	0	0	17	17	0	0	0	0
1300	Dog Bag Sales	1,000	481	1,500	306	600	0	600	0	0
	Total Income	1,140,666	1,136,322	1,279,099	1,276,072	1,276,566	0	1,277,199	0	0
4001	Salaries	162,000	162,000	207,050	89,581	162,000	0	215,000	0	0
4008	Training	2,500	974	2,500	795	1,000	0	2,500	0	0
4009	Travel	200	97	200	0	200	0	200	0	0
4010	Health & Safety	500	0	500	0	500	0	500	0	0
4013	Rent Payable (Internal)	37,200	37,200	37,200	15,500	37,200	0	37,200	0	0
4017	Staff Settlement	0	2,000	0	0	0	0	0	0	0
4020	Consumables & Other Expenses	1,500	574	1,500	1,254	2,000	0	1,500	0	0
4022	Postage & Telephone	3,000	1,428	3,000	286	500	0	500	0	0
4023	Printing & Stationery	1,500	428	600	386	600	0	600	0	0
4024	Photocopier Charges	3,000	1,891	1,500	750	1,500	0	1,500	0	0
4025	IT (Website & Email)	4,500	13,584	18,000	5,536	12,000	0	12,000	0	0
4027	Subscriptions and Publications	3,500	3,703	3,500	2,831	3,500	0	3,500	0	0
4028	Insurance	9,200	9,168	9,500	4,603	9,804	0	10,000	0	0
4029	Licences	0	915	850	816	850	0	850	0	0
4030	Recruitment Advertising	1,100	310	1,500	620	1,500	0	1,500	0	0
4033	Advertising	0	97	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4036	Repairs and Renewals	500	399	250	0	250	0	250	0	0
4040	Equipment/Furniture	1,000	141	250	32	250	0	2,500	0	0
4056	Accountancy Fees	13,500	11,364	15,000	3,787	12,500	0	15,000	0	0
4057	Audit Fees	2,460	2,890	2,860	0	2,890	0	28,890	0	0
4058	Legal Fees	1,000	7,206	1,000	0	1,000	0	1,000	0	0
4059	Other Professional Fees	4,000	2,400	2,400	1,200	2,400	0	2,400	0	0
4060	Bank Charges	1,500	386	1,500	-404	250	0	1,000	0	0
5977	depreciation Charged	0	4,839	0	0	0	0	0	0	0
Overhead Expenditure		253,660	263,994	310,660	127,574	252,694	0	338,390	0	0
Movement to/(from) Gen Reserve		887,006	872,328	968,439	1,148,498	1,023,872		938,809		
102	<u>Civic and Democratic</u>									
4025	IT (Website & Email)	0	1,849	0	1,749	4,200	0	4,200	0	0
4033	Advertising	1,500	885	1,500	584	1,500	0	1,500	0	0
4080	Mayoral Expenses	1,000	1,000	1,000	-2,811	1,000	0	1,000	0	0
4082	Town Crier	1,000	0	1,000	0	1,000	0	1,000	0	0
4086	Civic Regalia	200	80	200	0	200	0	200	0	0
4110	Elections	0	0	20,000	0	20,000	0	0	0	0
5319	Tfr from Elections Reserve	0	0	-18,963	0	-18,962	0	0	0	0
6319	Tfr to Elections Reserve	5,000	5,000	5,000	5,000	5,000	0	5,000	0	0
6343	Tfr to Town Crier	0	1,000	0	0	0	0	0	0	0
Overhead Expenditure		8,700	9,814	9,737	4,522	13,938	0	12,900	0	0
Movement to/(from) Gen Reserve		(8,700)	(9,814)	(9,737)	(4,522)	(13,938)		(12,900)		

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
103	<u>Policy and Communications</u>									
4033	Advertising	1,000	712	1,000	146	146	0	0	0	0
4034	Newsletter	2,000	1,456	2,000	75	2,000	0	2,000	0	0
4084	Town Consultations/Promotions	3,000	380	4,000	0	4,000	0	4,000	0	0
	Overhead Expenditure	6,000	2,547	7,000	221	6,146	0	6,000	0	0
	Movement to/(from) Gen Reserve	(6,000)	(2,547)	(7,000)	(221)	(6,146)		(6,000)		
104	<u>Council Events</u>									
1701	Christmas Events Income	3,500	0	3,500	0	3,500	0	3,500	0	0
	Total Income	3,500	0	3,500	0	3,500	0	3,500	0	0
4008	Training	0	24	0	-60	-60	0	0	0	0
4032	Adverts - Events	1,000	154	1,000	0	1,000	0	1,000	0	0
4081	Civic Events	2,000	-695	2,000	0	1,000	0	1,000	0	0
4087	Civic Service	500	0	500	0	500	0	500	0	0
4706	Christmas Lights	20,000	23,153	20,000	178	25,000	0	25,000	0	0
4720	Remembrance Service	1,000	4	1,000	0	0	0	0	0	0
	Overhead Expenditure	24,500	22,640	24,500	118	27,440	0	27,500	0	0
	Movement to/(from) Gen Reserve	(21,000)	(22,640)	(21,000)	(118)	(23,940)		(24,000)		
107	<u>Grants and Projects</u>									
1180	Grants Recieved	0	10,533	0	0	13,300	0	0	0	0
	Total Income	0	10,533	0	0	13,300	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4700	Grants - Large	15,000	18,663	15,000	32,922	38,300	0	15,000	0	0
4703	WCR Community Radio SLA	10,000	7,500	10,000	5,000	10,000	0	10,000	0	0
4704	Warminster Community Hub SLA	6,000	6,000	6,000	2,500	6,000	0	6,000	0	0
4707	Catenary Cable Maintenance DON	0	115	0	61	61	0	0	0	0
4710	Enterprise Warminster	2,100	681	2,100	318	1,000	0	1,000	0	0
4712	Grant - Warminster Carnival	3,500	1,124	3,500	0	0	0	3,500	0	0
4714	Neighbourhood Planning	0	309	14,691	0	14,691	0	10,000	0	0
4715	INSPIRE	3,500	0	3,500	0	0	0	3,500	0	0
4718	Warminster Wobble	3,000	0	3,000	0	0	0	3,000	0	0
5351	Tfr From CIL 17/18	0	0	-6,400	-4,912	-4,912	0	0	0	0
5352	Tfr from CIL 18/19	0	0	-8,291	-5,088	-19,799	0	0	0	0
6334	Tfr to Grants	0	814	0	0	0	0	0	0	0
Overhead Expenditure		43,100	35,206	43,100	30,802	45,341	0	52,000	0	0
Movement to/(from) Gen Reserve		(43,100)	(24,673)	(43,100)	(30,802)	(32,041)		(52,000)		
201	CCTV									
1177	Precept Allocation	46,000	46,000	0	0	0	0	0	0	0
1201	CCTV-Dewey Trust Grant	5,000	4,000	5,000	0	5,000	0	5,000	0	0
1204	CCTV-Army Grant	0	0	500	0	0	0	0	0	0
1205	CCTV-West Wilts Tr Estate Fees	5,898	5,730	5,800	6,797	6,797	0	7,000	0	0
1206	CCTV-Westbury TC Fees	10,294	10,004	10,205	5,001	10,205	0	10,700	0	0
Total Income		67,192	65,733	21,505	11,798	22,002	0	22,700	0	0
4001	Salaries	45,779	50,518	58,900	27,291	58,000	0	66,200	0	0

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4008	Training	1,000	0	1,000	1,231	1,500	0	1,500	0	0
4014	Electricity and Gas	400	1,155	400	-200	400	0	400	0	0
4016	Cleaning	0	3	0	0	0	0	0	0	0
4020	Consumables & Other Expenses	100	285	100	138	300	0	300	0	0
4021	BT Redcare	13,150	13,591	13,600	13,591	13,591	0	13,600	0	0
4022	Postage & Telephone	1,200	82	100	378	1,000	0	1,000	0	0
4023	Printing & Stationery	400	11	200	0	200	0	200	0	0
4024	Photocopier Charges	0	35	0	1	0	0	0	0	0
4025	IT (Website & Email)	0	41	0	83	200	0	200	0	0
4028	Insurance	1,150	1,185	1,150	634	1,270	0	1,300	0	0
4029	Licences	1,100	190	1,100	380	600	0	600	0	0
4036	Repairs and Renewals	1,500	1,677	1,500	9,043	10,000	0	5,000	0	0
4037	Maintenance Contracts	4,000	4,000	4,000	5,428	4,428	0	4,500	0	0
4038	Grounds Maintenance	0	743	0	0	0	0	0	0	0
4040	Equipment/Furniture	0	43	100	48	100	0	100	0	0
4059	Other Professional Fees	0	190	0	0	0	0	0	0	0
5325	Tfr from CCTV	-2,587	-8,016	-12,745	0	-5,829	0	0	0	0
5977	depreciation Charged	0	4,575	0	0	0	0	0	0	0
Overhead Expenditure		67,192	70,308	69,405	58,046	85,760	0	94,900	0	0
Movement to/(from) Gen Reserve		0	(4,575)	(47,900)	(46,247)	(63,758)		(72,200)		
202	<u>Dewey House</u>									
1005	Rent Received	7,200	7,200	7,200	3,000	7,200	0	7,200	0	0
Total Income		7,200	7,200	7,200	3,000	7,200	0	7,200	0	0

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4011	Rates	5,390	5,364	5,425	3,454	5,364	0	5,605	0	0
4012	Water Rates	200	271	200	0	200	0	200	0	0
4014	Electricity and Gas	3,000	4,564	4,500	2,039	4,500	0	5,000	0	0
4016	Cleaning	0	29	0	0	0	0	0	0	0
4020	Consumables & Other Expenses	200	95	200	135	200	0	200	0	0
4023	Printing & Stationery	0	5	0	0	0	0	0	0	0
4025	IT (Website & Email)	0	950	0	0	0	0	0	0	0
4028	Insurance	1,450	1,501	1,500	803	1,606	0	1,700	0	0
4035	Refuse Collection\Bin Emptying	0	-20	0	0	0	0	0	0	0
4036	Repairs and Renewals	1,500	739	1,500	1,403	1,500	0	1,500	0	0
4037	Maintenance Contracts	1,250	1,617	1,250	267	1,600	0	1,600	0	0
5977	depreciation Charged	0	12,816	0	0	0	0	0	0	0
Overhead Expenditure		12,990	27,931	14,575	8,100	14,970	0	15,805	0	0
Movement to/(from) Gen Reserve		(5,790)	(20,731)	(7,375)	(5,100)	(7,770)		(8,605)		
209	Outside Services									
4001	Salaries	92,218	95,822	188,050	81,387	163,050	0	197,500	0	0
4007	Uniform	200	224	900	1,184	1,700	0	1,500	0	0
4008	Training	1,000	363	1,500	240	1,000	0	1,500	0	0
4020	Consumables & Other Expenses	0	0	0	1,116	1,800	0	1,800	0	0
4022	Postage & Telephone	0	369	0	838	2,000	0	2,400	0	0
4024	Photocopier Charges	0	0	0	0	300	0	300	0	0
4025	IT (Website & Email)	0	590	0	720	800	0	800	0	0
4028	Insurance	0	0	0	501	501	0	550	0	0

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4035	Refuse Collection\Bin Emptying	0	0	0	0	6,000	0	7,000	0	0
4036	Repairs and Renewals	0	273	0	0	2,000	0	5,000	0	0
4040	Equipment/Furniture	0	262	250	899	5,000	0	5,000	0	0
4042	Vehicle Costs	5,500	15,964	12,500	10,772	18,000	0	25,000	0	0
4044	Tree Works	0	958	0	379	750	0	4,000	0	0
5315	Tfr from Capital Projects	0	0	0	0	0	13,470	0	0	0
5977	depreciation Charged	0	8,985	0	0	0	0	0	0	0
Overhead Expenditure		98,918	123,809	203,200	98,037	202,901	13,470	252,350	0	0
Movement to/(from) Gen Reserve		(98,918)	(123,809)	(203,200)	(98,037)	(202,901)		(252,350)		
210	<u>Town Park</u>									
1006	Rent - 23 Weymouth St	3,960	3,960	3,960	1,650	3,960	0	3,960	0	0
1020	Town Park Events Income	4,000	383	4,000	50	50	0	3,000	0	0
1550	Boats Income	4,500	0	4,500	0	0	0	4,500	0	0
Total Income		12,460	4,343	12,460	1,700	4,010	0	11,460	0	0
4001	Salaries	13,300	0	15,000	0	0	0	13,200	0	0
4008	Training	200	0	0	0	0	0	0	0	0
4011	Rates	0	3,786	0	0	0	0	0	0	0
4012	Water Rates	14,000	20,688	14,000	5,853	14,000	0	14,000	0	0
4014	Electricity and Gas	2,500	2,505	2,500	1,180	2,500	0	2,500	0	0
4020	Consumables & Other Expenses	300	1,394	300	821	1,500	0	5,000	0	0
4023	Printing & Stationery	100	0	100	0	0	0	0	0	0
4028	Insurance	1,200	1,251	1,250	669	1,350	0	1,400	0	0

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4035	Refuse Collection\Bin Emptying	4,000	2,707	0	2,814	0	0	0	0	0
4036	Repairs and Renewals	25,000	3,002	10,000	568	10,000	0	10,000	0	0
4037	Maintenance Contracts	0	480	0	480	1,500	0	2,000	0	0
4038	Grounds Maintenance	40,000	40,292	0	0	0	0	0	0	0
4040	Equipment/Furniture	5,000	1,420	5,000	1,121	5,000	0	5,000	0	0
4044	Tree Works	0	958	0	2,801	2,801	0	0	0	0
4058	Legal Fees	0	800	0	0	0	0	0	0	0
4085	Town Park Events	6,500	1,748	6,500	0	0	0	13,000	0	0
5977	depreciation Charged	0	36,453	0	0	0	0	0	0	0
5996	Deferred Grants Released	0	-11,472	0	0	0	0	0	0	0
Overhead Expenditure		112,100	106,010	54,650	16,307	38,651	0	66,100	0	0
Movement to/(from) Gen Reserve		(99,640)	(101,667)	(42,190)	(14,607)	(34,641)		(54,640)		
211	<u>Open Spaces</u>									
4012	Water Rates	30	74	0	0	0	0	0	0	0
4038	Grounds Maintenance	15,000	6,811	0	573	573	0	0	0	0
4040	Equipment/Furniture	250	168	250	0	0	0	0	0	0
4045	Flood Wardens	0	307	0	179	200	0	200	0	0
5977	depreciation Charged	0	512	0	0	0	0	0	0	0
Overhead Expenditure		15,280	7,872	250	752	773	0	200	0	0
Movement to/(from) Gen Reserve		(15,280)	(7,872)	(250)	(752)	(773)		(200)		
212	<u>Cemetery and Churchyard</u>									
1212	Burial Fees	1,500	289	1,000	252	500	0	500	0	0

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Income		1,500	289	1,000	252	500	0	500	0	0
4011	Rates	175	196	200	134	226	0	250	0	0
4028	Insurance	950	989	950	529	1,060	0	1,100	0	0
Overhead Expenditure		1,125	1,185	1,150	663	1,286	0	1,350	0	0
Movement to/(from) Gen Reserve		375	(896)	(150)	(411)	(786)		(850)		
213	<u>Public Conv - T Park DON'T USE</u>									
4001	Salaries	0	0	0	0	0	0	0	0	0
4016	Cleaning	0	1,844	0	0	0	0	0	0	0
4020	Consumables & Other Expenses	0	54	0	0	0	0	0	0	0
4036	Repairs and Renewals	250	421	0	0	0	0	0	0	0
4040	Equipment/Furniture	0	15	0	0	0	0	0	0	0
4200	Public Toilets	8,000	7,571	0	0	0	0	0	0	0
Overhead Expenditure		8,250	9,905	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve		(8,250)	(9,905)	0	0	0		0		
214	<u>Public Conveniences (TP & CCP)</u>									
4001	Salaries	0	0	8,350	0	0	0	0	0	0
4011	Rates	3,010	3,593	0	-3,593	-3,593	0	0	0	0
4012	Water Rates	2,500	852	2,500	554	2,500	0	2,500	0	0
4014	Electricity and Gas	1,500	1,311	1,500	1,496	3,000	0	3,000	0	0
4016	Cleaning	0	1,844	0	283	283	0	0	0	0
4020	Consumables & Other Expenses	0	54	100	1,202	2,000	0	2,000	0	0

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Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4028	Insurance	175	201	200	94	200	0	200	0	0
4036	Repairs and Renewals	1,500	137	1,750	1,172	3,000	0	3,000	0	0
4040	Equipment/Furniture	0	15	100	4	0	0	0	0	0
4200	Public Toilets	11,500	11,028	0	0	0	0	0	0	0
Overhead Expenditure		20,185	19,035	14,500	1,212	7,390	0	10,700	0	0
Movement to/(from) Gen Reserve		(20,185)	(19,035)	(14,500)	(1,212)	(7,390)		(10,700)		
215	<u>Street Furniture</u>									
1179	Donations Received	0	-570	0	0	0	0	0	0	0
Total Income		0	-570	0	0	0	0	0	0	0
4028	Insurance	360	345	360	198	400	0	400	0	0
4040	Equipment/Furniture	1,500	1,285	1,500	-600	0	0	0	0	0
4803	Baskets & Tubs	9,000	7,142	3,000	2,988	3,300	0	3,500	0	0
5977	depreciation Charged	0	1,696	0	0	0	0	0	0	0
5996	Deferred Grants Released	0	5	0	0	0	0	0	0	0
Overhead Expenditure		10,860	10,473	4,860	2,586	3,700	0	3,900	0	0
Movement to/(from) Gen Reserve		(10,860)	(11,043)	(4,860)	(2,586)	(3,700)		(3,900)		
216	<u>Pavilion Cafe</u>									
1180	Grants Recieved	0	0	0	9,659	9,659	0	0	0	0
1186	WCC Covid 19 Grant	0	8,000	0	0	0	0	0	0	0
1600	Pavillion Cafe Sales	40,000	52,380	50,000	49,809	70,000	0	50,000	0	0
1601	Putting Green Income	1,000	0	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Income		41,000	60,380	50,000	59,468	79,659	0	50,000	0	0
3540	Pavilion Purchases	20,000	13,989	25,000	18,186	35,000	0	25,000	0	0
Direct Expenditure		20,000	13,989	25,000	18,186	35,000	0	25,000	0	0
4001	Salaries	51,094	24,640	45,900	13,685	27,400	0	37,300	0	0
4007	Uniform	150	0	150	61	150	0	150	0	0
4008	Training	250	0	250	0	250	0	250	0	0
4010	Health & Safety	0	50	100	0	100	0	100	0	0
4011	Rates	0	0	0	1,454	2,904	0	3,050	0	0
4016	Cleaning	100	3	20	0	0	0	0	0	0
4020	Consumables & Other Expenses	2,000	3,892	2,000	2,699	3,000	0	3,000	0	0
4022	Postage & Telephone	700	115	500	170	400	0	400	0	0
4023	Printing & Stationery	200	12	200	0	200	0	200	0	0
4025	IT (Website & Email)	0	222	0	84	200	0	200	0	0
4026	Software & Accounts USE 4025	0	9	0	0	0	0	0	0	0
4036	Repairs and Renewals	2,000	47	2,000	348	2,000	0	2,000	0	0
4037	Maintenance Contracts	0	0	0	88	500	0	500	0	0
4040	Equipment/Furniture	500	1,101	500	202	500	0	500	0	0
4055	Stocktaking Fees	240	180	240	60	240	0	240	0	0
4061	Streamline Charges	700	993	700	642	1,400	0	1,400	0	0
4999	Assets Capitalised	0	3,364	0	0	0	0	0	0	0
5315	Tfr from Capital Projects	0	-3,364	0	0	0	0	0	0	0
Overhead Expenditure		57,934	31,264	52,560	19,491	39,244	0	49,290	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		<u>(36,934)</u>	<u>15,127</u>	<u>(27,560)</u>	<u>21,791</u>	<u>5,415</u>		<u>(24,290)</u>		
217	<u>Play Areas</u>									
4010	Health & Safety	1,000	0	1,000	475	1,000	0	1,000	0	0
4016	Cleaning	1,000	92	1,000	0	1,000	0	1,000	0	0
4020	Consumables & Other Expenses	450	305	500	0	500	0	500	0	0
4023	Printing & Stationery	100	0	0	0	0	0	0	0	0
4028	Insurance	4,050	0	4,050	0	0	0	0	0	0
4035	Refuse Collection\Bin Emptying	3,382	0	0	0	0	0	0	0	0
4036	Repairs and Renewals	25,000	5,666	10,000	3,329	10,000	2,695	10,000	0	0
4037	Maintenance Contracts	11,000	3,651	0	0	0	0	0	0	0
4038	Grounds Maintenance	15,000	13,653	0	0	0	0	0	0	0
4040	Equipment/Furniture	0	402	1,000	180	1,000	0	1,000	0	0
4044	Tree Works	2,000	0	2,000	0	0	0	0	0	0
5977	depreciation Charged	0	7,135	0	0	0	0	0	0	0
Overhead Expenditure		<u>62,982</u>	<u>30,904</u>	<u>19,550</u>	<u>3,984</u>	<u>13,500</u>	<u>2,695</u>	<u>13,500</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(62,982)</u>	<u>(30,904)</u>	<u>(19,550)</u>	<u>(3,984)</u>	<u>(13,500)</u>		<u>(13,500)</u>		
218	<u>Skate Park</u>									
4036	Repairs and Renewals	1,000	774	1,000	0	0	0	0	0	0
Overhead Expenditure		<u>1,000</u>	<u>774</u>	<u>1,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(1,000)</u>	<u>(774)</u>	<u>(1,000)</u>	<u>0</u>	<u>0</u>		<u>0</u>		
219	<u>Sweeper</u>									

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4000	UNALLOCATED GLOBAL BUDGET	70,500	0	0	0	0	0	0	0	0
4007	Uniform	0	150	0	0	0	0	0	0	0
4018	Rent	0	1,472	0	0	0	0	0	0	0
4035	Refuse Collection\Bin Emptying	0	995	0	0	0	0	0	0	0
4036	Repairs and Renewals	0	154	0	610	2,000	0	2,000	0	0
4042	Vehicle Costs	0	2,670	0	769	0	0	0	0	0
4090	Sweeper Leasing	0	18,801	24,675	12,338	24,675	0	24,675	0	0
4091	Sweeper Consumables	0	1,289	2,000	598	1,200	0	1,200	0	0
4092	Sweeper Fuel	0	3,850	2,000	2,210	4,500	0	5,000	0	0
4093	Sweeper Waste Disposal	0	15,067	30,000	9,409	25,000	0	25,000	0	0
4094	Sweeper Maintenance	0	686	1,000	0	0	0	0	0	0
6332	Tfr to EMR Sweeper	0	3,000	0	0	0	0	0	0	0
Overhead Expenditure		70,500	48,135	59,675	25,934	57,375	0	57,875	0	0
Movement to/(from) Gen Reserve		(70,500)	(48,135)	(59,675)	(25,934)	(57,375)		(57,875)		
220	<u>Depot</u>									
4000	UNALLOCATED GLOBAL BUDGET	35,000	1,172	0	0	0	0	0	0	0
4007	Uniform	0	858	0	0	0	0	0	0	0
4011	Rates	0	0	0	2,870	7,172	0	7,500	0	0
4014	Electricity and Gas	0	1,089	0	-54	750	0	750	0	0
4018	Rent	0	12,499	0	8,281	16,000	0	16,000	0	0
4020	Consumables & Other Expenses	0	1,884	1,000	0	0	0	0	0	0
4022	Postage & Telephone	0	368	0	0	0	0	0	0	0
4023	Printing & Stationery	0	62	0	0	0	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4025	IT (Website & Email)	0	727	0	0	0	0	0	0	0
4036	Repairs and Renewals	0	1,406	1,000	0	1,000	0	1,000	0	0
4037	Maintenance Contracts	0	0	0	150	200	0	200	0	0
4040	Equipment/Furniture	0	4,625	1,500	0	0	0	0	0	0
4042	Vehicle Costs	0	449	0	0	0	0	0	0	0
4058	Legal Fees	0	306	0	0	0	0	0	0	0
4921	CAP - Vehicles & Equipment	0	0	2,000	0	0	25,839	0	0	0
4999	Assets Capitalised	0	6,905	0	0	0	0	0	0	0
5316	Tfr frm Services to be Devolve	0	-6,905	0	0	0	0	0	0	0
5977	depreciation Charged	0	898	0	0	0	0	0	0	0
6331	Tfr to EMR Depot	0	25,000	0	0	0	0	0	0	0
Overhead Expenditure		35,000	51,342	5,500	11,246	25,122	25,839	25,450	0	0
Movement to/(from) Gen Reserve		(35,000)	(51,342)	(5,500)	(11,246)	(25,122)		(25,450)		
299	<u>Services to be devolved</u>									
4000	UNALLOCATED GLOBAL BUDGET	225,000	0	262,000	0	0	0	350,000	0	0
4040	Equipment/Furniture	0	0	0	1,465	1,465	0	0	0	0
4850	Sustainable Warminster	0	1,448	0	-152	-152	0	0	0	0
5316	Tfr frm Services to be Devolve	0	-1,448	0	-1,465	-1,465	0	-175,000	0	0
6316	Tfr to Devolved Services EMR	0	225,000	0	0	262,000	0	0	0	0
Overhead Expenditure		225,000	225,000	262,000	-152	261,848	0	175,000	0	0
Movement to/(from) Gen Reserve		(225,000)	(225,000)	(262,000)	152	(261,848)		(175,000)		
301	<u>Civic Centre</u>									

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1001	Letting Income	40,000	828	20,000	9,582	20,000	0	40,000	0	0
1002	Events Income	1,000	0	500	-187	500	0	500	0	0
1003	Equipment Hire	0	0	0	71	0	0	0	0	0
Total Income		41,000	828	20,500	9,466	20,500	0	40,500	0	0
4001	Salaries	65,000	64,241	64,600	27,638	55,500	0	67,500	0	0
4007	Uniform	200	0	200	0	200	0	200	0	0
4008	Training	500	0	500	350	500	0	500	0	0
4011	Rates	7,020	6,986	7,100	4,190	6,986	0	7,300	0	0
4012	Water Rates	1,500	965	1,500	219	1,000	0	1,000	0	0
4013	Rent Payable (Internal)	-37,200	-37,200	-37,200	-15,500	-37,200	0	-37,200	0	0
4014	Electricity and Gas	15,000	16,459	15,000	4,479	20,000	0	25,000	0	0
4016	Cleaning	500	506	500	0	0	0	0	0	0
4020	Consumables & Other Expenses	1,250	626	1,250	981	1,750	0	1,750	0	0
4022	Postage & Telephone	900	90	500	60	200	0	200	0	0
4025	IT (Website & Email)	0	986	0	898	2,000	0	2,000	0	0
4028	Insurance	2,600	2,644	2,600	1,415	2,830	0	3,000	0	0
4029	Licences	2,500	1,336	2,500	180	2,500	0	2,500	0	0
4031	Publicity & Marketing	500	242	500	0	500	0	1,000	0	0
4035	Refuse Collection\Bin Emptying	1,300	621	0	422	1,000	0	1,000	0	0
4036	Repairs and Renewals	12,000	7,851	7,500	1,978	7,500	0	7,500	0	0
4037	Maintenance Contracts	7,500	7,741	7,500	6,180	7,500	0	7,500	0	0
4040	Equipment/Furniture	1,000	269	1,000	886	1,000	0	1,000	0	0
4055	Stocktaking Fees	120	120	240	60	240	0	240	0	0
4061	Streamline Charges	300	216	300	97	250	0	250	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4801	Events Funding	1,500	0	750	0	200	0	750	0	0
5977	depreciation Charged	0	20,186	0	0	0	0	0	0	0
5996	Deferred Grants Released	0	-4,045	0	0	0	0	0	0	0
Overhead Expenditure		83,990	90,841	76,840	34,532	74,456	0	92,990	0	0
Movement to/(from) Gen Reserve		(42,990)	(90,013)	(56,340)	(25,066)	(53,956)		(52,490)		
305	<u>Civic Centre Bar</u>									
1580	Bar Sales	15,000	526	7,500	137	137	0	7,500	0	0
Total Income		15,000	526	7,500	137	137	0	7,500	0	0
3530	Bar Purchases	6,000	2,130	3,000	176	176	0	3,000	0	0
3531	Bar Gas & Consumables	400	91	200	0	0	0	200	0	0
Direct Expenditure		6,400	2,221	3,200	176	176	0	3,200	0	0
4040	Equipment/Furniture	250	0	250	0	0	0	250	0	0
Overhead Expenditure		250	0	250	0	0	0	250	0	0
Movement to/(from) Gen Reserve		8,350	(1,695)	4,050	(39)	(39)		4,050		
499	<u>Capital Expenditure</u>									
1180	Grants Recieved	0	4,072	0	0	0	0	0	0	0
1710	CIL Receipts	0	-26,933	0	12,989	12,989	0	0	0	0
Total Income		0	-22,861	0	12,989	12,989	0	0	0	0
801	Land & Buildings Depreciation	0	30,561	0	0	0	0	0	0	0
811	Leasehold Land & Buildings	0	484	0	0	0	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
821	Vehicles & Equip. Depreciation	0	37,378	0	0	0	0	0	0	0
841	Infrastructure Assets Depr'n	0	29,672	0	0	0	0	0	0	0
898	Deferred Grants Released	0	15,512	0	0	0	0	0	0	0
899	Depreciation Reversal	0	-98,095	0	0	0	0	0	0	0
4901	Loan Repayment Capital	23,462	23,462	24,633	12,167	24,633	0	25,863	0	0
4902	Loan Repayment Interest	16,140	16,139	14,969	7,634	14,969	0	13,739	0	0
4917	CAP - IT Equipment	0	0	0	3,164	3,164	0	0	0	0
4920	CAP - Capital Projects	0	650	0	0	0	500	0	0	0
4921	CAP - Vehicles & Equipment	0	0	0	4,346	4,346	0	0	0	0
4928	CAP - Play Equipment	0	0	0	1,556	1,556	0	0	0	0
4929	CAP - Outdoor Gym	0	-1	0	0	0	0	0	0	0
4933	CAP - Town Park Splash Pad	0	0	0	42,713	373,849	0	0	0	0
4999	Assets Capitilised	0	76,833	0	0	0	0	0	0	0
5315	Tfr from Capital Projects	0	-60,954	0	-9,066	-71,066	0	0	0	0
5329	Tfr from Open Spaces	0	-4,629	0	0	0	0	0	0	0
5348	Tfr frm Outdoor Gym EMR	0	-6,000	0	0	0	0	0	0	0
5351	Tfr From CIL 17/18	0	-1,828	0	0	0	0	0	0	0
5352	Tfr from CIL 18/19	0	0	0	-42,713	-50,000	0	0	0	0
5900	Depreciation Contra to Service	0	-98,095	0	0	0	0	0	0	0
5998	Assets Funded from Grants	0	0	0	0	-261,849	0	0	0	0
6306	Tfr to EMR CIL	0	-26,933	0	12,989	12,989	0	0	0	0
6315	Tfr to Capital Projects	44,000	44,000	100,000	100,000	100,000	0	100,000	0	0
Overhead Expenditure		83,602	-21,843	139,602	132,790	152,591	500	139,602	0	0
Movement to/(from) Gen Reserve		(83,602)	(1,018)	(139,602)	(119,801)	(139,602)		(139,602)		

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Annual Budget - By Centre (Actual YTD Month 6)

Note: Preliminary Budget 2022-23 V1

	<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Budget Income	1,329,518	1,262,723	1,402,764	1,374,882	1,440,363	0	1,420,559	0	0
Expenditure	1,329,518	1,183,355	1,402,764	595,126	1,360,302	42,504	1,464,252	0	0
Movement to/(from) Gen Reserve	0	79,368	0	779,756	80,061		(43,693)		

Full Council 2021/11/29 Agenda Item 11.

REPORT FOR DECISION - Employment of a Climate Change and Community Engagement Officer

Recommendation: To instruct officers to proceed with the Employment of a Climate Change and Community Engagement Officer.

Purpose of the Report

To advise member on the decision as to whether to employ a Climate Change and Community Engagement Officer.

Background

The employment of a Climate Change and Community Engagement Officer was originally agreed by members as part of the Town Council's 2021/22 budget.

Council resolved to support the employment of a Climate Change and Community Engagement Officer to deliver on the Council's strategic objectives.

Members resolved at their meeting 21st June 2021 that employment of Climate Change and Community Engagement Officer should start in October 2021. Minute FC/21/45.1 Refers.

Members resolved at their meeting on 27th September 2021 that the employment of a Community Engagement and Climate Change Officer will be discussed at the Full Council meeting in November 2021.

The two main concerns raised by members were the wish to avoid duplication of resource with Wiltshire Council Climate Change work and to ensure that the Town Council's plans aligned with Wiltshire Council Climate Change Plans.

Meeting with Wiltshire Council

Members and the Deputy Town Clerk met with Officers from Wiltshire Council via Microsoft Teams on 15/10/2021 to discuss how best to work together.

Wiltshire Council has 6 Climate Change Officers – The Head of Carbon Reduction, a manager, 3 climate change officers (2 of which are p/t) and a p/t admin support.

Councils (and Government, businesses etc) doing different things at different level. Wiltshire Council are focused on County Level.

The public's response to Wiltshire Council's draft Climate Change Strategy has been overwhelmingly positive, if anything, people want more done faster and are putting forward ideas.

Wiltshire Council will review and refresh the strategies consulted on, including new announcements from the Government e.g., their Hydrogen Strategy.

There are 250+ Town and Parishes Councils in Wiltshire.

Wiltshire Council has a key role in sharing information down to parishes and up from parishes – saving time and money by avoiding reinventing the wheel and promoting

cross pollination of ideas. Wiltshire Council has a possible procurement role – providing templates, facilitating legal issues, helping bulk purchase.

Wiltshire Council does not have the resource to undertake actions on behalf of Town and Parish Councils.

Town and Parish Councils can supplement/complement the actions of Wiltshire Council in own area. The important thing is engagement between the two levels – unitary and town/parish so that if for example, electric charging points are being planned then both levels know about it.

With regard to accessing funding, the key challenge is to get plans in place so when the money comes, the plan can be quickly checked to see contact details etc are correct and submitted. If Town Councils wait until the money become available, it is too late.

Each area of climate change action outlined by Wiltshire Council has a section for partners - e.g., green energy, shop local, repair and reuse. Towns and Parishes could focus on these to ensure that their policies align with those of Wiltshire Council.

It is Wiltshire Council view that it would be great if Warminster Town Council gets Climate Change Officer. Corsham Town Council employ a similar officer.

The Leader of Wiltshire Council speaking earlier in 2021 said *“We can make a significant impact as a local authority, but we can’t do this alone, which is why we need to work closely with partners, communities and businesses to achieve this goal.”*

Community Engagement

Half of the role of the new post is community engagement.

To engage with, promote and support community groups and organisations in Warminster, working to strengthen their viability, sustainability and volunteer infrastructure. Initial tasks include:

- conducting an audit of existing voluntary groups,
- networking and liaising with other tiers of local government to facilitate joint projects and
- encouraging and facilitating partnership working between community groups, promoting data sharing and cooperation.

It is envisioned that the role will develop to incorporate further areas of activity aimed at enhancing community engagement – for example supporting the review of the Neighbourhood Plan, supporting Town Centre Regeneration.

While Wiltshire Council do employ a community engagement officer who covers Warminster, that post also cover Westbury and all the related villages in the Warminster and Westbury Area Board Areas. The fact that Wiltshire employs a community engagement office, shows that they value the role. Warminster Town Council's employing a community engagement officer will not conflict with that role but complement it.

Volunteers make a vital contribution to wellbeing and vitality in Warminster.

The Community Engagement role will help ensure that the Town Council and community work in partnership on aligned aims.

Options Considered

The post of Climate Change and Community Engagement Officer aligns with the Council's Strategic Objectives.

Not to employ a Climate Change and Community Engagement Officer would leave the Town Council unable to deliver on its commitments.

To further delay the employment of a Climate Change and Community Engagement Officer. This would be a significant delay and mean the restarting of the recruitment process at a future date. It is not clear that there is any benefit in further delay as opposed to a clear decision one way or another.

Financial and Resource Implications

The cost of the post is the usual cost of employing a part-time member of staff – salary and related costs. The post has been budgeted for in the current year and the next financial year so there is no implication for the precept.

It is however anticipated that the new post will play a major role in achieving grants and matched funding for climate change and other initiatives.

Legal Implications and Legislative Powers

The Town Council can make this appointment under the General Power of Competence.

Environmental Implications

By assisting in delivering the Town Council's Climate Change objectives, the post will have a positive environmental impact.

Risk Assessment

N/A

Crime and Disorder

Officers are not aware of any issues the Council should consider under the Crime and Disorder Act.

Appendix

Wiltshire Council selected asks of partner organisations re Climate Change particularly relevant to Town Councils

- Encourage town councils to support existing Town Cycle Networks
- Encourage recovery and ongoing support of the local economy, building on trends to shop local during the pandemic
- Promote local tourism as well as having a 'green travel offer' available for our visitors
- Work with parish and town councils and community groups to support car clubs, car sharing and community and public transport
- Explore the potential for local delivery hubs, and coordinated, low-carbon forms of transport for the last mile of deliveries in towns
- Work with partners to move to ultra-low emissions vehicles for public transport, and to carbon neutral fuels for heavy fleet vehicle

Homes and the built environment

- Help residents to understand and engage in retrofitting their homes by active promotion
- Help fuel-poor households improve the efficiency of their homes by targeted support

Natural Environment, Food and Farming

- Work with Wiltshire stakeholders, communities and farmers on ways to reduce emissions from food and farming. Encourage and support landowners and farmers in improving soil health, water quality, woodland and other habitat creation, renewable energy and regenerative practices
- Support landowners and community groups to enhance their green infrastructure

Energy

- Promote the benefits of green energy tariffs to residents and partners while also encouraging energy reduction
- Raise awareness of the need to start with energy reduction, and the role of flexibility and the smart grid, to guide changes in behaviour
- Increase renewable electricity generation (and associated technologies such as storage) within Wiltshire by working in partnership with others, including community energy groups. The need for energy generation must be balanced against other land uses and this will be reviewed

Green Economy

- Continue to promote 'shop local' campaigns and encourage people to use their local retail centres

- Work with local networks to support small organisations, from SMEs to local charities, to become climate resilient and sustainable
- Input to government policy and funding programmes, to make sure they are appropriate for Wiltshire residents and businesses.

Waste

- Prevent waste - provide advice and information to help reduce the amount of waste generated by householders as well as commercial waste
- Repair and re-use - work with local organisations and contractors to maximise opportunity for items to be repaired and reused.
- Work with businesses and partners to reduce commercial waste
- Lobby government in support of the most sustainable options for future national waste management strategy

Carbon Neutral Council

- A new Climate and Environment Forum will be set up to enable a regular two-way dialogue and share ideas with local community representatives.

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Full Council 2021/11/29 – Request from Westbury Town Council, Agenda Item 12

Email from Westbury Town Council 28 September 2021

Westbury Town Council has written to the new Secretary of State, the Rt Hon Michael Gove MP, to reiterate our request to his predecessor to call in the planning application for a proposed incinerator on the edge of our town.

At a meeting of the Town Council on Monday 6th September 2021, council resolved to apply for Rule 6 and approved a sum of money to seek legal advice and representation in our challenge to the decision by Wiltshire Council to approve the planning application. Our councillors have discussed many of the issues surrounding the decision however we will be relying on specialist lawyers to advise us where we have the strongest case.

Whilst a sum of money has been set aside, it is difficult to predict what this legal challenge may cost. We are looking at other options to help fund this and we would like to ask your council to consider making a contribution to this fighting fund.

I would be grateful if you would take this request to your members as this incinerator isn't just a Westbury problem; if it is built it will be all of our problem.

On behalf of Westbury Town Council, we thank you for your time and ongoing support.

Notes – Tom Dommett, Deputy Town Clerk, Warminster Town Council.

For an explanation of Rule 6 see:

<https://www.gov.uk/government/publications/apply-for-rule-6-status-on-a-planning-appeal-or-called-in-application/guide-to-rule-6-for-interested-parties-involved-in-an-inquiry-planning-appeals-and-called-in-applications>

On 1st November, Westbury Town Council unanimously agreed to approve a 'fighting fund' of up to £100,000. The council had already approved £10,000 for legal fees to pay for a solicitor, barrister and expert witness to represent the town's case. They approved a further £20,000 and to set aside a sum of up to £70,000 from a rolling capital fund/general reserves to be used if required. The cost will depend on the number of specialists that are needed. Win or lose they won't have to pay the other sides costs. Other parishes have been asked to contribute. As yet only one has done so.

Westbury Town Council is also seeking to crowd fund some of the Legal costs. Members might consider that option.