

Overall	BUDGET								
Code	Description	Actual 19/20	Budget 20/21	Budget 21/22	Actual 21/22 to date	Estimated at year end	Budget 22/23 agreed at FC 20/12/2021	% increase/decrease 22/23 against Budget 21/22	Notes
101	Administration	102469	150750	132012	67848	124530	155780	15.26%	Many of large invoices come in at end of year. Main increase due to upgrade of technology and systems
102	Civic Affairs	9439	23500	21500	6435	10904	22100	2.71%	
201	Community Affairs	61448	89763	91591	52202	100372	115750	20.87%	Increase is due to Partnership Agreements with habitual Grant applicants yet amount of grants not reduced to enable struggling organisations due to COVID to receive help
301	Environmental Affairs	53300	130382	134866	49313	145277	171876	21.53%	Many of large invoices come in at end of year. Main increase due to increased costs to include repairs to Agincourt Toilets, and for dog waste bin collections
401	Planning	1252	2000	1500	542	862	3000	50.00%	
<b>Totals</b>		<b>227908</b>	<b>396395</b>	<b>381469</b>	<b>176340</b>	<b>381945</b>	<b>468506</b>	<b>18.58%</b>	

19/20  
Tax Base 5263.83 5320.26 5415 £5,463

Band D Household Charge 73.77 74.51 70.78 £85.76

£78.44

*If fully funded by Precept*

Council voted to fund £40000 from excess General Reserves at Full Council on 20/12/21

Amount of Band D Household Charge reduced to

Band D increase on 21-22 £7.66

As percentage 10.82%

Comparisons : It would be erroneous to try to compare 21-22 with 20-21 as due to COVID restrictions, there were many services and events cancelled. A more useful comparison is with 19/20 although inflation, new technology and procedures must be taken into account

**Administration**

Cost Code	Description	Actual 19/20	Budget 20/21	Actual 20/21	Budget 21/22	Actual 21/22 to date	Estimated at year end 21/22	AS AGREED AT F & P 15/11/21 AND RATIFIED AT FC 20/12/21	%increase 21/22-22/23	Suggested Amend	22-23 notes
4000	Salaries	75813	110000	103393	60000	32097	58278	78000	23%		Note that salary 21-22 includes extra Project Officer costs. Originally estimated for FC on 20.09.21. Estimated actual year end estimated then at £57748 assuming TC in post by Dec 1st. Also did not take account of cost of living increase not yet confirmed from 01.04.21 (estimated at 1.75%) Assuming 225 hours per month approx. to be backdated April to Nov for 2 existing staff = extra £530
4001	Tax/NI and Pensions	N/A	N/A	0	25000	22166	28576	28800	13%		as per estimate at FC on 20.09.21
4005	Payroll Expenses	240	500	240	1152	120	240	240	-380%		Contract is £60 per quarter
4007	Officer Travel	26	250	48	250	0	0	250	0%		
4009	Staff Training & Subsistence	522	3000	970	3000	90	90	5000	40%		New TC/RFO and training for other staff required and possible CilCa training as per new regulations from May 2022
4010	Staff Conferences	160	200	0	200	0	0	500	60%		Curtailed due to COVID but with new boundary changes, new councillors, may be required
4011	Member Training & Conferences	320	2000	180	2000	45	45	4000	50%		will be required as above
4021	Stationery & Office Supplies	163	600	547	600	129	150	400	-50%		
4022	Postage	406	450	68	250	3	5	250	0%		Hardly any postage due to new technology and ways of working although may be some required due to elections
4023	Copying	1185	1700	735	350	233	320	270	-30%		Now only for copier contract. New contract for smaller photocopier, cheaper contract.

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4024	Copier Consumables	0	0	0	850	284	400	600	-42%		Amount of copying now decreased dramatically in office as percentage working from home, although home printers required more expensive toners
4025	Insurance	1897	1700	-917	1700	2819	1819	2350	28%		Zurich £1732, but will increase as result of full value of War Memorial being added and general inflation (Actual 2819 to date includes prepayment of £992 for next year which will be adjusted at year end) increased by 350 to include insurance for War Memorial. Agreed at FC 20/12/21
4027	Subscriptions	1728	2000	2044	2000	2206	2020	2200	9%		ICO £40, SLCC £208, OVW £1827
4030	Website	0	0	0	250	404	250	350	29%		More for last year as had to pay up to October 21 for the old one.
4031	Publicity/(Website & Notices removed)	1708	2000	1714	1750	0	0	1750	0%		All advertising for TC Role taken from EMR Staff Absence Contingency
4057	Audit	2058	2000	1561	2500	171	2500	2600	4%		Includes 1380 cost for Internal assuming 2 days audit plus an extra day if required , £300 for normal external audit, however, Full Audit for MTC
4060	IT (Now IT Contract)	2251	3200	4138	5000	2627	2627	1000	-400%		Paid up front in block for year, which includes extra technology support which should reduce next year

**Administration**

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4062	IT Software, Subs & Systems	0	0	0	1500	1596	4657	13500	89%		Modern.gov £7400 + 3% increase for inflation, RBS Year End £558, RBS Annual Support £687, Microshade hosting £2330, Adobe £343, Mobile Phones £432, Telephone and Broadband Costs £540. Estimated call costs £200?
4070	Office Equipment	305	2500	1786	5000	311	5000	2000	-150%		Requirement for screen for meetings and upgrade to camera, sound etc. for hybrid meetings to be purchased this year, but no other requirements
4071	Shire Hall SLA Annual Payment	13100	15000	1368	15000	0	15000	8950	-68%	Reduce to 8950	Reduced to £8950 from £15000 as a result of the commitment to vacate the office on the first floor. Agreed at FC 20/12/21
4081	Specialist Advice Services	529	3100	5701	3100	2493	2493	2510	-24%		HR Support & Advice £2305, Defib support £126 + 3% increase
4095	Clerks Contingency Fund	20	500	225	500	0	0	200	-150%		
4200	Section 137	38	50	55	60	54	60	60	0%		Wreaths for Remembrance
Totals		102469	150750	123856	132012	67848	124530	155780	15%		

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Civic Cost Code	Description									
4100	Mayor's Civic Expenses	608	3000	95	3000	650	3000	3000	0%	None as yet as Mayor has not yet claimed reimbursements, but expect to be fully used, as many engagements
4105	Civic Expenses	2912	8500	3117	4000	1050	1300	6200	35%	Remembrance 2021 - £1695 but EMR Future Events used in 2021 so not included in estimated year end. Scrolls for Mayors and TCs need updating so included in 21-22 estimated. Added in £2000 for 2022 Civic Service and £1000 for 2022 Freedom Parade - (£2000 included in P & P budget), regalia needs re-value - estimated £200, More events in 2022-23 as out of COVID so added in further £3000
4107	Meetings Costs				2500	1281	1350	400	-525%	Zoom costs - £144, BT conferencing not included as unlikely to use now hybrid meetings, Planning Meetings costs included in Planning Budget.
4108	Professional Fees				2000	350	350	2000	0%	War mem Survey 2021. Created for solicitors, planning consultants and surveyors etc.
4110	Mace Bearers	300	500	400	500	600	400	500	0%	Assumed 2 MBs in place. Should increase if more events envisaged?
4115	Elections	1500	3000	-1500	3000	0	0	2000	-50%	Originally £5000 but reduced to £2000 as £3000 placed in EMR
4120	Member' Payment Allowances	4119	8500	2865	6500	2504	4504	8000	19%	£2750 due to be paid in February 2022. 22-23 Based on IRPW 19 x 150, Chair £1500, Deputy & Chairs 4 x £500. Suggest increase as more councillors in 22-23 and expenses/allowances from IRPW determinations may be claimed
Totals		9439	23500	4977	21500	6435	10904	22100	3%	

**Community**

Cost Code	Description	Actual 19/20	Budget 20/21	Actual 20/21	Budget 21/22	Actual 21/22 to date	Estimated at year end 21/22	Suggested 1st draft 22/23 AMENDED AND AGREED AT P&P 08/11/21 AND RATIFIED AT FC 20/12/21	%increase/ decrease 21/22- 22/23	Suggested amend	Notes During Setting
4093	CCTV	13056	23383	13382	13383	10290	13750	13750	3%		
4203	Community Contributions	18000	20000	16000	10500	0	10500	12000	14%		Can be reduced by £10000 as CAB now in Partnership Agreements.but kept in because of music festival. Playscheme paid from this but not in 21-22. £10000 will be just for playscheme + £2000 for newspapers
4204	Community Grants Combined	24000	34480	22385	37000	6812	37000	25000	-32%	Reduce by at least 12000	Grant applicants moved to Partnership Agreements therefore demand reduced. Difficulty in getting applications - marketing effort needed. Reduced to £25000 because of the above on 20/12/21
4206	Partnership Agreements	0	0	0	25000	31359	31359	52000	108%		MIND =£15000, CAB = £12000, Savoy = £15000, Green Wall= £2000 + £8000 Carnival
4216	Lantern Parade/Christmas Festival	5508	7000	1875	7500	5365	7500	8500	13%		Tight to fit into budget this year, so increased
4221	Events	50	1500	1146	0	168	263	4500	N/A		100 year memorial celebrations - £2500, Remembrance celebrations £1000. Nothing budgeted for 21-22 as EMR Future Event to be utilised. Increased to include Freedom Parade for RMRE at £2000
4222	Armed Forces Covenant Funding	0	0	0	-1792	-1792	0	0	N/A		£1792 awarded transferred across at year end, as book is still proceeding.

**Community**

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4223	Library Newspapers, Communication & Publicity	834	2400	0					N/A		As agreed at budget setting 20-21, newspapers transferred to Community Contributions code.
4229	MTC Newsletter	0	1000	0					N/A		Removed at budget setting 20-21
<b>Totals</b>		<b>61448</b>	<b>89763</b>	<b>54788</b>	<b>91591</b>	<b>52202</b>	<b>100372</b>	<b>115750</b>	<b>26</b>		

**Environmental**

Cost Code	Description	Actual 19/20	Budget 20/21	Actual 20/21	Budget 21/22	Combined code total for comparison	Actual 21/22 to date	Estimated Year End 21/22	Suggested 1st draft 22/23 <b>AMENDED AND AGREED AT P&amp;P 08/11/21 AND RATIFIED AT FC 20/12/21</b>	%inc /dec 21/22- 22/23	Suggested Amend	Notes During Setting
4307	Agincourt St toilets	0	23570	17023	25500	32097	0	25500	26010	2%	Removed 10000 from budget and use Gen Res to tfr to EMR	Assumed 2% increase in contract costs. This includes electricity and rates so could be more as anticipated costs unknown and energy prices have risen during 21. 20/21 costs were £986 for improvements, £1290 for electricity, £6671 for water, £896 for rates which was similar to 19/20. Discount of 50% given off Blestium charges to cover period when Agincourt was not open due to pandemic. £10000 for repairs was removed from agreed budget to be transferred into the EMR 332. Agreed at FC on 20/12/21
4308	MCC St Sweep	0	26923	26922	27500	22166	27595	27595	28285	3%	235	Street Sweeping contract for 21-22 = £27595 with MCC. Contract expires on 31/03/2022. Still potential to include in a partnership agreement with MCC. Now rec'd amount for 22-23 = £28285. Amendment agreed at FC 20/12/21
4309	Dog waste bins	20000	8160	7551	8550		8879	12392	12640	32%		Paid up to end of oct 21. Cost of emptying 42 bins at a cost of £6.25 per bin (26 remaining weeks at 17/09/21 = £6825) Factored in extra cost agreed of £10 per bin for retaining hoops on 10 bins. Anticipate increase in cost at 2% although may be a new agreement with MCC re: collections



# Environmental

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4310	Town Maintenance Contract and Extras	24000	9474	3528	4500		4016	3921	4198	-7%		Was split into own code purely for Town Maintenance. Town Maintenance Contract cost for 21-22 = £3821, sign cleaning £100, tree inspection £ 195 (21-22) All plus 2% increase.
4317	Decorations and Town Centre enhancements	0	7000	719	2500	9316	489	2500	9474	74%		Code was split into separate codes for bins, benches, fountains etc. Monies spent on tile repairs, removal of banners, noticeboard and war memorial survey. £500 allocated to noticeboard for Sustrans Sculpture. Estimated cost of other enhancement to year end. Included £6298 for war memorial repairs and adding names +500
4350	Litter Bins and Group				2316		2650	4800	5300	56%	300	New bin supplied to Beech Rd £528 and emptying costs of £832. Blestium St bin empty costs of £3439 not included in last year's budget. Estimated increase of 2% on top of actual with contingency for repairs or extra bins required. Extra budget for Litter Group. Agreed at FC 20/12/21

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4351	Street Furniture				3000		0	4164	3000	0%		Predicted repairs for existing benches etc. which have not been assessed since pre COVID and for contribution to MCC benches in disrepair where no budget? Bin emptying costs as above from 4350 could be deducted from this budget code. Committed noticeboard costs of 4164 for Town Maps included in the actual figure
4352	Christmas Lights & Trees				20000		0	23091	25000	20%		New contract cost of £22191 for hire of lights over 5 + 1 year contract. Xmas trees x 2 allowance of £400, plus contingency of £500 for installation if not provided FOC. No contingency for replacement lights as hired. Contingency for disposal of broken lights?
4354	Floral Contract				10000		5151	10281	21804	54%		Contract for 22/23 expires Oct 2022, so assumed full years cost to March 23 including 2% increase for months from Nov 22-Mar 23 depending on new tender (£5672 for existing + £4132 for 5 remaining months + 2% increase) Added in costs of extra planters assuming they continue at £12000 per annum. Also included in predicted costs is £720 additional costs for 4 new planters to the end of the financial year through Rotary

# Environmental

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4353	Fountains				4000	284	0	4000	4000	0%		Cleaning by MCC £448 for 19/20. 4 x fountains only Monmouth Rotary Drinking Water Fountains project - est cost of cleaning / servicing/maintenance & insurance at est. £1000 per fountain 4000
4321	Blestium St toilets	0	23570	14356	24000		0	24000	24480	2%		Reduced amount in 20/21 due to discount from both sets of toilet blocks, as Agincourt closed for most of year. Estimated 2% increase
4322	Plastic Free Monmouth	1500	500	0	500		0	500	500	0%		Assume will be used by year end.
4323	Bridge Over wye		500	0	500	404	0	0	500	0%		
4324	Climate Emergency	800	3000	56	2000		533	2533	6685	70%	24704	Beictown event (£484 in 2021)Library of baby things £1000, tree planting £1700 is still outstanding. Suggested increase as climate change more important. Should any funds be allocated to further Climate Festivals? (Match funding provided of £5760 in 2021), and Beictown Agreed at FC 20/12/21 to add in £5760 for Futures Festival and £925 for Beictown
<b>Totals</b>		<b>53300</b>	<b>130382</b>	<b>94325</b>	<b>134866</b>	<b>94267</b>	<b>49313</b>	<b>145277</b>	<b>171876</b>	<b>22%</b>		

**Planning**

Cost Code	Description	Actual 19/20	Budget 20/21	Actual 20/21	Budget 21/22	Actual 21/22 to date	Estimated at year end 21/22	AGREED BUDGET AT 9TH NOVEMBER 21 22-23 AND RATIFIED AT FC 20/12/21	%increase 21/22-22/23	Notes 22-23
4600	Planning Costs	1252	2000	556	1500	542	862	3000	0.5	Includes room hire up until 31/03/2022 Room hire at £64 per month for 2 meetings per month estimated plus estimated training

<b>Cost Code</b>	<b>Description</b>	<b>20/21</b>	<b>21/22 estimated</b>	<b>22/23</b>
1176	Precept Received	396395	383260	
	Other Income	7416	1300	
	<b>Total Income</b>	<b>403811</b>	<b>384560</b>	

**Reserves**

16/12/21

Gen Res	309654
EMRs	167113
Total Reserves	476767
Budget Amount 21-22	383261
Current Gen Res level as % of budget	80.79%
Proposed budget amount 22-23	468506
Gen Reserves level as percentage of 22-23 budget	66.09%
Budget funded by Precept	428506
Budget funded by General Reerves	40000
Total	468506
Reduced General Reserve to	269654
General Reserve as percentage of budget	57.56%