



To: All Members of the Town Council

Dear Sir/Madam,

**Extraordinary Meeting of Seaton Town Council  
Monday 15<sup>th</sup> January 2018 at 6.30pm**

**9<sup>th</sup> January 2018**

You are hereby summoned to attend the above meeting to be held at Marshlands, Harbour Road, Seaton. It is proposed that the matters set out on the agenda below will be considered at the meeting and resolution or resolutions passed as the Council considers appropriate.

Yours faithfully,

*Amy Tregellas*

Town Clerk

**This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.**

**AGENDA**

- |                     |  |
|---------------------|--|
| <b>17/EXTCOU/01</b> | <b>Apologies for absence.</b><br>To receive any apologies for absence.   |
| <b>17/EXTCOU/02</b> | <b>Declarations of Interest.</b><br>To receive any Members' declarations of interest in respect of items on the agenda.                  |
| <b>17/EXTCOU/03</b> | <b>Public Question Time.</b><br>To allow any questions or reports from members of the public.  |
| <b>17/EXTCOU/04</b> | <b>Budget 2018/19 to 2022/23</b><br>To agree the proposed budget for 2018/19 to 2022/23.   |
| <b>17/EXTCOU/05</b> | <b>Precept 2018/19</b><br>To set the precept for 2018/19 as per the council tax base calculation provided by East Devon District Council |

**COUNCIL**

**BUDGET FOR 2018/19 TO 2022/23**

**Reason for the Report:** This report provides details of the Council draft budget for 2018/19 to 2022/23.

**Recommendation:** That the Council resolves to approve the budget

Introduction

The draft budget plus accompanying report was presented to the Council on Tuesday 2<sup>nd</sup> January 2018 and the following amendments were agreed at that meeting and the budget has been amended accordingly:

**Artisan Market**

Code 2049 – Artisan market

The expenditure budget for the Artisan Market has now been amended to £1,500.

**Local Democracy**

Code 206 – Elections

As previously outlined, East Devon District Council have confirmed that the price of running an election is now £4,500. The expenditure budget for 2018/19 has been amended to £1,000 and along with the underspend carry forward amount of £3,500 this will total to £4,500 in the 2018/19 financial year.

**Reserves**

It was agreed to set up a general reserve and to put the likely underspends listed below into the reserve:

<b>Cost Code</b>	<b>Description</b>	<b>Amount (£)</b>
0120	Legal and Professional fees	890.00
2103	Computer/IT	840.00
2143	Flooring	350.00
2144	Signage and Noticeboards	500.00
2147	Contingency Fund	4,000.00
	<b>Total</b>	<b>6,580.00</b>

It is worth bearing in mind that if any further expenditure goes against these cost codes before the end March 2018, that the carry forward to general reserves will reduce.

## Budget 2018/19

In terms of the requirements for the 2018/19 budget, the figures are as follows:

Income	£25,481.20
Expenditure	£336,620.40
Total	£311,139.20
Contribution to reserves	£20,000.00
Total	<b>£331,139.20</b>

Details on the precept can be found in agenda item 05 and the precept report.

	Year end position 16/17	Current Year Budget 17/18	Actual figures to end Sept 17/18	Estimated year end position 17/18	Proposed Budget 18/19	Proposed Budget 19/20	Proposed Budget 20/21	Proposed Budget 21/22	Proposed Budget 22/23	
	£	£	£	£	£	£	£	£	£	
<b>Income:</b>										
<b>Administration:</b>										
105	Office rent/rates	2526.00	0.00	2526.00	2526.00	2526.00	2526.00	2526.00	2526.00	2526.00
107	Telephone	46.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2083	Town Guide sponsorship	6558.20	1500.00	0.00	1500.00	0.00	0.00	0.00	0.00	0.00
2120	Allotments Admin	0.00	700.00	0.00	700.00	500.00	500.00	500.00	500.00	500.00
Allotments: (not included in the precept as operates as a self funding account)										
2101	Allotment fees	3477.32	0.00	7.94	3000.00	0.00	0.00	0.00	0.00	0.00
	New Water bill recharge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Amenities:</b>										
601	Salary contribution	7270.82	7500.00	7340.00	7340.00	7500.00	7500.00	7500.00	7500.00	7500.00
608	Street furniture	18.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
609	General Maintenance	8318.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2060	Dog fixed penalty notices	320.00	320.00	240.00	320.00	0.00	0.00	0.00	0.00	0.00
Assuming remove post										
<b>Artisan Market:</b>										
2049	Stall fees	3195.00	0.00	1300.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00
Only have about £2,000 for 17/18										
<b>Asset Maintenance:</b>										
2099	Town Hall	4347.83	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00
2112	leases	855.48	905.00	65.00	905.00	0.00	0.00	0.00	0.00	0.00
	New Museum lease	0.00	0.00	0.00	0.00	65.00	65.00	65.00	65.00	65.00
	New Scouts lease	0.00	0.00	0.00	0.00	432.60	445.58	458.95	472.71	486.90
	New Martial Arts lease	0.00	0.00	0.00	0.00	432.60	445.58	458.95	472.71	486.90
Assuming inflation increase of 3% per annum										
<b>Community:</b>										
2076	Christmas lighting	390.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2155	Judicial Review	0.00	0.00	250.00	250.00	0.00	0.00	0.00	0.00	0.00
2157	Air Ambulance donations	0.00	0.00	3021.07	3021.07	0.00	0.00	0.00	0.00	0.00
2159	Alzheimers Donations	0.00	0.00	91.48	91.48	0.00	0.00	0.00	0.00	0.00
<b>Footpaths:</b>										
1102	PPP Footpath maintenance	200.00	100.00	0.00	0.00	100.00	100.00	100.00	100.00	100.00
<b>Marshlands</b>										
2150	Rental Income	11721.85	12600.00	3646.00	5000.00	5000.00	5000.00	5000.00	5000.00	5000.00
<b>Parishes Together:</b>										
2095	Road Warden	3370.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2100	Town Gateway signs	2623.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2161	Seaton App	0.00	0.00	0.00	4000.00	0.00	0.00	0.00	0.00	0.00
<b>Precept:</b>										
2018	Precept	229841.00	306989.00	306989.00	306989.00	0.00	0.00	0.00	0.00	0.00
2036	Council Tax Support Grant	11391.00	5012.00	5012.00	5012.00	0.00	0.00	0.00	0.00	0.00
CTSG removed from 19/20										
<b>Seaton in Bloom:</b>										
1202	Competition costs	0.00	340.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1204	New baskets & sponsorship	860.00	0.00	0.00	0.00	860.00	860.00	860.00	860.00	860.00
<b>Tourist Information Centre</b>										
501	Service Level Agreement	1271.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2160	Other costs	0.00	0.00	37.43	37.43	0.00	0.00	0.00	0.00	0.00
<b>Town Development:</b>										
1602	Events	81.00	0.00	255.00	255.00	0.00	0.00	0.00	0.00	0.00
2089	Cycle Fest	2815.17	745.00	5628.43	5628.43	6000.00	6000.00	6000.00	6000.00	6000.00
Art @ Jubilee to be combined with Artisan Market?										
<b>Underfleet Play area:</b>										
904	Play equipment	143053.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL INCOME</b>		<b>444553.01</b>	<b>336776.00</b>	<b>336474.35</b>	<b>348640.41</b>	<b>25481.20</b>	<b>25507.16</b>	<b>25533.89</b>	<b>25561.43</b>	<b>25589.79</b>





	Year end position 16/17	Current Year Budget 17/18	Actual figures to end Sept 17/18	Estimated year end position 17/18	Proposed Budget 18/19	Proposed Budget 19/20	Proposed Budget 20/21	Proposed Budget 21/22	Proposed Budget 22/23	
	£	£	£	£	£	£	£	£	£	
2141 caretaker salary	0.00	7500.00	0.00	0.00	400.00	500.00	500.00	600.00	600.00	Agreed by Estates on 30/10/17
2142 vacancy recruitment costs	0.00	125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2143 flooring	0.00	1000.00	639.17	639.17	200.00	0.00	0.00	0.00	0.00	Any underspend be carried forward to General Reserve
2144 signage & noticeboards	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Any underspend be carried forward to General Reserve
2145 crockery & glass replacement	0.00	200.00	0.00	50.00	200.00	200.00	200.00	200.00	200.00	
2146 kitchen & cleaning supplies	0.00	360.00	196.56	196.56	200.00	200.00	200.00	200.00	200.00	
2147 contingency fund	0.00	4700.00	341.02	341.02	2000.00	0.00	0.00	0.00	0.00	Any underspend be carried forward to General Reserve
2148 sanitary provision	0.00	200.00	165.00	165.00	200.00	200.00	200.00	200.00	200.00	
2149 alarm annual contract & Maintenance	0.00	0.00	349.00	349.00	350.00	350.00	350.00	350.00	350.00	
New Replace doors in function room	0.00	0.00	0.00	0.00	5000.00	0.00	0.00	0.00	0.00	Agreed by Estates on 30/10/17
	22079.62	48496.00	10859.94	24599.33	34135.00	27354.00	27789.00	28241.00	28610.00	
<b>Parishes Together</b>										
2095 Roadwarden Scheme	2918.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2100 Town Gateway signs	2623.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2161 Seaton App	0.00	0.00	2000.00	4000.00	0.00	0.00	0.00	0.00	0.00	
	5541.41	0.00	2000.00	4000.00	0.00	0.00	0.00	0.00	0.00	
<b>Seaton Down Hill:</b>										
1001 Annual Grounds contract	765.00	975.00	406.25	975.00	975.00	975.00	1073.00	1073.00	1073.00	Assumed 10% increase when contract is relet
2118 Gateway signs	0.00	1500.00	0.00	1500.00	1600.00	0.00	0.00	0.00	0.00	
	765.00	2475.00	406.25	2475.00	2575.00	975.00	1073.00	1073.00	1073.00	
<b>Seaton in Bloom:</b>										
1201 planting & watering	14722.26	12200.00	12127.00	12127.00	12500.00	12500.00	12500.00	12500.00	12500.00	
1202 competition costs	139.00	400.00	282.94	350.00	400.00	400.00	400.00	400.00	400.00	
1207 signs	0.00	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2091 special projects	1065.00	1200.00	30.00	30.00	1000.00	1000.00	1000.00	1000.00	1000.00	
	15926.26	14000.00	12439.94	12507.00	13900.00	13900.00	13900.00	13900.00	13900.00	
<b>Tourist Information Centre:</b>										
501 Service Level Agreement	22750.00	21000.00	8750.00	21000.00	21000.00	21000.00	21000.00	21000.00	21000.00	
2108 Broadband	187.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2114 Portable TIC	1034.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2160 Other costs	2448.38	0.00	18.97	18.97	0.00	0.00	0.00	0.00	0.00	
	26420.28	21000.00	8768.97	21018.97	21000.00	21000.00	21000.00	21000.00	21000.00	
<b>Town Development</b>										
1601 Contract	19242.67	21000.00	10171.88	20000.00	0.00	0.00	0.00	0.00	0.00	
1602 Events	1344.95	3500.00	78.33	1000.00	2000.00	2000.00	2000.00	2000.00	2000.00	Suggested £2,000 to cover costs of any events
1603 Marketing	6542.97	3500.00	1930.00	0.00	0.00	0.00	0.00	0.00	0.00	
2087 Website	1800.00	3000.00	2058.80	2058.80	3000.00	3000.00	3000.00	3000.00	3000.00	
2089 Cycle Fest	3512.99	5612.20	10252.94	10252.94	10000.00	10000.00	10000.00	10000.00	10000.00	
2094 Orienteering	0.00	1033.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2117 Art Projects	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Any underspend be carried forward to EMR
2119 Town Signage	0.00	3000.00	59.49	1200.00	0.00	0.00	0.00	0.00	0.00	Any underspend be carried forward to EMR
New Tour de coast	0.00	0.00	0.00	0.00	4000.00	0.00	0.00	0.00	0.00	
New Events Officer salary	0.00	0.00	0.00	0.00	7500.00	7875.00	8269.00	8682.00	9116.00	Assumed 5% increase year on year
New Events Officer Pension	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
New Marketing Contract	0.00	0.00	0.00	0.00	20000.00	20000.00	20000.00	24000.00	24000.00	After 3 years have assumed 20% increase
New Advertising Budget	0.00	0.00	0.00	0.00	5000.00	5000.00	5000.00	5000.00	5000.00	
	32443.58	41145.20	24551.44	34511.74	51500.00	47875.00	48269.00	52682.00	53116.00	
<b>Underfleet Play Area:</b>										
901 ROSPA inspection	323.00	250.00	0.00	250.00	258.00	265.00	273.00	281.00	290.00	Assumed 3% RPI Increase
902 equipment maintenance	94.94	1000.00	460.08	1000.00	1000.00	1000.00	1000.00	1000.00	1000.00	
903 Annual Grounds Contract	2559.00	1260.00	525.00	1260.00	1260.00	1260.00	1386.00	1386.00	1386.00	Assumed 10% increase when contract is relet
904 Play equipment	157679.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	160656.61	2510.00	985.08	2510.00	2518.00	2525.00	2659.00	2667.00	2676.00	
<b>TOTAL EXPENDITURE</b>	<b>555739.28</b>	<b>326288.64</b>	<b>145121.68</b>	<b>294877.43</b>	<b>336620.40</b>	<b>317282.00</b>	<b>321819.50</b>	<b>333220.50</b>	<b>340918.50</b>	
<b>Contribution to Reserves</b>					<b>20000.00</b>	<b>20000.00</b>	<b>20000.00</b>	<b>20000.00</b>	<b>20000.00</b>	
<b>INCOME - EXPENDITURE</b>					<b>-331139.20</b>	<b>-311774.84</b>	<b>-316285.61</b>	<b>-327659.07</b>	<b>-335328.71</b>	

	Year end position 16/17	Current Year Budget 17/18	Actual figures to end Sept 17/18	Estimated year end position 17/18	Proposed Budget 18/19	Proposed Budget 19/20	Proposed Budget 20/21	Proposed Budget 21/22	Proposed Budget 22/23
	£	£	£	£	£	£	£	£	£
Earmarked Reserves:					c'fwd				
1702 Welcome Team	0.00	200.00	0.00	0.00	200.00				
1704 Seafront Enhancement	31678.70	12000.00	3105.00	5582.70	6417.30	plus £13583 under communities = £20000			
2024 Windsor Gardens Lights	0.00	4942.00	0.00	0.00	4942.00				
2054 Moridunum Arts Project	0.00	2505.00	0.00	0.00	2505.00				
2058 Neighbourhood Plan	0.00	1000.00	0.00	0.00	1000.00				
2067 Interpretation Boards	0.00	700.00	0.00	0.00	700.00				
2073 General Reserves	0.00	0.00	0.00	0.00	0.00				
2088 Labyrinth Update	0.00	3171.00	0.00	0.00	3171.00				
2093 Seaton Jurassic	10000.00	0.00	0.00	0.00	0.00				
2113 Locality Budget	0.00	1500.00	0.00	1500.00	0.00				
2151 Marshlands Work Hub	0.00	8000.00	0.00	0.00	8000.00				
2152 Marshlands repairs & improvs	0.00	5000.00	0.00	0.00	5000.00				
2153 Marshlands long term fund	0.00	8000.00	0.00	0.00	8000.00				
	41678.70	47018.00	3105.00	7082.70	39935.30	0.00	0.00	0.00	0.00



## COUNCIL

### Precept

Recommendation: Council decide which of the following options they wish to select in terms of setting the Precept for 2018/19:

Option 1 – contribution of £20,000 to reserves and an increase in precept of 3.74%

Option 2 – contribution of £15,000 to reserves and an increase in precept of 2.16%

Option 3 – contribution of £10,000 to reserves and an increase in precept of 0.58%

### Introduction

East Devon District Council have provided the Council with information needed to set the Precept for the 2018/19 financial year.

The tax base is used to calculate the charge on a property to cover the precept within each of the tax bands. The taxbase figure for Seaton is 3,184 for 2018/19.

The Council Tax Support Grant (CTSG) for 2018/19 is £3,809.

The precept is calculated as follows:

Net budget less Local Council Tax Support Grant = Parish precept

Parish Precept / Tax base = Band D for your parish.

### Precept Calculation for 2018/19

So if the budget is agreed as per agenda item 04, the precept calculation is as follows:

Net budget less Local Council Tax Support Grant = Parish precept

£331,139.20 - £3,809 = £327,330.20

Parish Precept / Tax base = Band D for your parish.

£327,330.20 / 3,184 = £102.80

The Precept was £99.09 in 2017/18 so this is a difference of £3.71 per household or 3.74% increase.

### Precept options for the Council

The Council, at its meeting on 2<sup>nd</sup> January 2018, noted that there was a desire from Councillors to set a precept below the rate if inflation.

As a result of this the figure in the budget in respect of the contribution to reserves can be adjusted, and this will impact on the precept level. In the draft budget the contribution to reserves was detailed as £20,000.

The table below outlines the Precept calculation for the contribution to reserves being set at £20,000, £15,000 and £10,000 and the impact on the Precept:

	Option 1	Option 2	Option 3
Income	£25,481.20	£25,481.20	£25,481.20
Expenditure	£336,620.40	£336,620.40	£336,620.40
Total	£311,139.20	£311,139.20	£311,139.20
<b>Contribution to Reserves</b>	<b>£20,000.00</b>	<b>£15,000.00</b>	<b>£10,000.00</b>
Total	£331,139.20	£326,139.20	£321,139.20
Less CTSG	£3,809.00	£3,809.00	£3,809.00
Precept	£327,330.20	£322,330.20	£317,330.20
Divide by taxbase (3,184) = Band D total	£102.80	£101.23	£99.66
2017/18 Band D total	£99.09	£99.09	£99.09
<b>% increase in Precept</b>	<b>3.74%</b>	<b>2.16%</b>	<b>0.58%</b>