

## Finance &amp; General Purposes Committee - Draft Budget: 2017/18 revised to 2020/21

Budget Heading	Budget Description	2016/17 Actual	2017/18 Budget	2017/18 Actual to 11.10.17	2017/18 Revised Budget	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	Comments
		£	£	£	£	£	£	£	
<b>Income</b>									
300	Precept	838,572	1,286,233	643,116	1,286,233		0	0	Included 2017/18 precept for all years
305	Council Tax Support Grant	101,939	82,169	41,085	82,169	98,620	98,620	98,620	Notified of 2018/19 allocation assumed same rolling forward (Appendix B)
310	Interest:								
310/1	Interest in H.I.B.A. Accounts	984	0	119	540	540	540	540	Based on actual in-year receipts projected for 12 months
310	<b>Total</b>	<b>984</b>	<b>0</b>	<b>119</b>	<b>540</b>	<b>540</b>	<b>540</b>	<b>540</b>	
315	Rents:								
315/1	Tennis Club	3,906	4,687	0	4,690	5,470	6,250	6,430	Based on rent set out in lease agreement
315/2	Lodge	4,376	2,553	1,398	4,380	4,380	4,380	4,380	Based on current rental payments
315/3	Penzance A.F.C. Clubhouse	0	0	0	0	0	0	0	Budget transferred to Leisure & Amenities Committee
315/4	Penzance AFC Ground/Changing Rooms	1,200	1,200	500	0	0	0	0	Budget transferred to Leisure & Amenities Committee
315/5	Teachers Centre	0	0	0	0	0	0	0	Budget line to be removed
315	<b>Total</b>	<b>9,483</b>	<b>8,440</b>	<b>1,898</b>	<b>9,070</b>	<b>9,850</b>	<b>10,630</b>	<b>10,810</b>	
320	Neighbourhood Plan	8,310	0	0	0	0	0	0	
325	Section 106 Monies	26,066	0	0	32,500	0	0	0	Based on sum received to date
390	Grants:								
390/1	Solomon Browne Memorial Hall	410,531	0	5,200	17,270	0	0	0	Grant claim to match expenditure
390/2	Local Devolution Fund Project - CC	0	0	0	4,000	0	0	0	Foxes Lane Play Area
390	<b>Total</b>	<b>410,531</b>	<b>0</b>	<b>5,200</b>	<b>21,270</b>	<b>0</b>	<b>0</b>	<b>0</b>	
395	Penzance Projects	0	0	0	2,540	0	0	0	As agreed by F&GP 2.10.17
399	Miscellaneous								
399/1	S W W Shares Dividend	82	0	27	90	90	90	90	Based on actual receipts
399/2	Miscellaneous	6,387	1,000	1,019	0	0	0	0	
399	<b>Total</b>	<b>6,468</b>	<b>1,000</b>	<b>1,046</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>	
	<b>Total Income</b>	<b>1,402,354</b>	<b>1,377,842</b>	<b>692,464</b>	<b>1,434,412</b>	<b>109,100</b>	<b>109,880</b>	<b>110,060</b>	
<b>Expenditure</b>									
3000	Salaries	129,531	146,559	136,016	221,725	163,313	163,836	164,110	Staffing review - full implementation & Deficit on pension
3005	Council Office								
3005/1	Office Accommodation Rent	5,130	0	5,130	4,960	0	0	0	Tenancy ended September 2017
	Office Rates & Utilities:		8,000						
3005/2	Council Tax	7,179		4,539	6,400	4,660	4,790	4,930	Based on actual sums due and CPIH at 2.8%
3005/13	Electricity	3,006		1,209	4,040	3,820	3,930	4,040	Based on 3 months actual and CPIH at 2.8%
3005/14	Water Rates	196		196	400	420	430	440	Based on 6 months actual and CPIH at 2.8%
3005/3	Telephone:	1,469	1,650	1,239					
3005/3	Telephone				1,460	1,170	1,170	1,170	Based on actual cost of STEM support contract
3005/15	Broadband				770	660	660	660	Based on actual cost of STEM support contract
3005/4	Printing & Stationery	1,515	1,200	1,272	2,000	1,500	1,500	1,500	Additional stationery required following office move & additional staff
3005/5	Photocopying	4,687	4,000	5,392	4,000	4,000	4,000	4,000	Budget unchanged
3005/6	Postage	2,936	3,000	1,488	2,660	2,000	2,000	2,000	Reducing costs due to online banking & paperless Committee papers
3005/7	Office Equip/Furn	411	620	858	1,400	620	620	620	Increased budget in year due to additional furniture for office move
3005/8	IT Equipment - purchase	1,077	2,500	1,636	500	500	500	500	
3005/9	IT Equipment - lease				2,240	3,070	3,070	3,070	Lease cost of server and pc's
3005/10	IT Software & Support	475			1,810	2,300	2,300	2,300	New service following move to office - offsite support
3005/11	Accounting Software	608	610	633	790	790	790	790	Increase in cost due to number of user licenses required
3005/12	Payroll Software	1,268	1,270	709	1,110	800	800	800	Reduced package for Payroll only with basic support
3005	<b>Total</b>	<b>29,955</b>	<b>22,850</b>	<b>24,301</b>	<b>34,540</b>	<b>26,310</b>	<b>26,560</b>	<b>26,820</b>	

Budget Heading	Budget Description	2016/17 Actual	2017/18 Budget	2017/18 Actual to 11.10.17	2017/18 Revised Budget	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	Comments
3010	Website	1,000	5,000	80	5,000	5,000	5,000	5,000	Budget maintained to allow flexibility to improve current website
3015	Training								
3015/1	Staff Training	1,269	5,000	1,424	5,000	5,000	5,000	5,000	Budget unchanged
3015/2	Councillor Training	2,778	3,000	913	3,000	3,000	3,000	3,000	Budget unchanged
3015	<b>Total</b>	<b>4,047</b>	<b>8,000</b>	<b>2,337</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	
3020	Travelling Allowance	323	750	862	1,360	1,360	1,360	1,360	Includes travelling to training events & meetings
3025	Health & Safety	6,360	11,000	5,100					
3026/1	External Support				10,730	10,730	10,730	10,730	Main Cornwall Council contract
3026/2	Occupational Health Services				900	300	300	300	Cost of 1 referral
3026/3	Counselling/Mediation Service				1,490	0	0	0	One-off cost for specific work agreed by Chair of F&GP
3026/4	First Aid supplies				70	50	50	50	
3025	<b>Total</b>	<b>6,360</b>	<b>11,000</b>	<b>5,100</b>	<b>13,190</b>	<b>11,080</b>	<b>11,080</b>	<b>11,080</b>	
3030	Insurance	8,580	9,000	3,849	10,120	11,000	11,030	11,050	allowed 2% increase for Insurance Premium Tax
3035	Building Maintenance								
3035/1	Buildings Maintenance	8,590	9,500	2,426	3,820	6,890	6,890	6,890	Balance after allowing for Security/Waste/Fire & increased cleaning services
3035/2	Building Cleaning		1,000	717	1,680	2,000	2,000	2,000	Cleaning costs increased due to size of building
3035/3	Penlee Centre - Refurbishment Project			75,283	94,840	0	0	0	Option 2 with cost savings plus 10% contingency and tablet purchase
3035/4	Waste Collection	175		235	350	380	380	380	Includes confidential waste collection
3035/5	Building Security			1,003	1,300	580	580	580	Annual service & GSD security services
3035/6	CCTV			120	2,020	120	120	120	Annual service
3035/7	Fire Safety contract				430	430	430	430	Annual contract
3035/8	Cleaning materials & supplies				100	100	100	100	
3035	<b>Total</b>	<b>8,765</b>	<b>10,500</b>	<b>79,784</b>	<b>104,540</b>	<b>10,500</b>	<b>10,500</b>	<b>10,500</b>	
3040	Legal Fees	1,530	8,000	458	1,530	8,000	8,000	8,000	Budget unchanged - legal support for Devolution process
3045	Penzance BID Levy	1,823	2,000	0	1,830	1,830	1,830	1,830	Based on actual cost - assumed BID will continue
3050	Mayor's Allowance	2,450	2,600	106	2,600	2,600	2,600	2,600	Budget unchanged
3055	Accommodation - Mayor's Parlour & meetings	3,621	3,000	1,280	5,170	2,400	2,400	2,400	Cornwall Council charge, storage and refurbish Mayoral Board in 17/18
3060	Official Functions	4,033	5,100	4,467	5,500	5,500	5,500	5,500	Budget increased to cover increased cost of annual Mayor choosing event
3065	Official Functions - Honorarium Etc.	570	600	35	600	600	600	600	Budget unchanged
3070	Membership/Subsription costs	3,398	3,500	2,958	3,500	3,500	3,500	3,500	Budget unchanged - SLCC/NALC/CALC/SWC
3075	Councillor's Child Care	0	1,500	30	1,500	1,500	1,500	1,500	Budget unchanged
3080	Advertising (Employment etc)	1,180	2,000	0	2,000	2,000	2,000	2,000	Budget unchanged
3085	Audit Fee & External Financial Support	9,938	5,000	1,000	5,500	5,500	5,500	5,500	Budget unchanged
3090	Internal Investigation	0	0	0	0	0	0	0	
3095	Bank Commission	3,156	3,000	1,222	3,330	2,160	2,160	2,160	Reduced due to savings from electronic banking
3100	Twinning:								
3100/1	Twinning-Concarneau	500	500	0	500	250	250	250	
3100/2	Twinning - Bendigo/Nevada	250	250	0	250	125	125	125	Agreed Finance & GP Committee 27.11.17
3100/3	Twinning-Cuxhaven	500	500	565	570	250	250	250	
3100	<b>Total</b>	<b>1,250</b>	<b>1,250</b>	<b>565</b>	<b>1,320</b>	<b>625</b>	<b>625</b>	<b>625</b>	
3105	Grants								
3105/1	Small one-off annual grants	5,803	9,000	4,949	9,000	9,000	9,000	9,000	Budget unchanged
3105/2	St. Piran/Newlyn Fish/Montol/Sea Salts Festival	3,500	2,500	0	2,500	3,600	2,600	3,600	
3105/3	Penzance Street Pastors	1,500	1,500	1,500	1,500	2,000	2,000	2,000	
3105/4	Welcome West Cornwall Centre	5,000	5,000	0	5,000	5,000	5,000	5,000	Agreed Finance & GP Committee 27.11.17
3105/5	Pengarth Day Centre	12,000	12,000	12,000	12,000	15,000	15,000	15,000	
3105/6	Penzance Community Flora Group	2,500	2,500	2,500	2,500	500	500	500	
3105/7	Penzance BID				3,427	0	0	0	Agreed Full Council 4.12.17
3105	<b>Total</b>	<b>30,303</b>	<b>32,500</b>	<b>20,949</b>	<b>35,927</b>	<b>35,100</b>	<b>34,100</b>	<b>35,100</b>	
3110	Annual Firework Display	4,500	4,500	5,000	5,000	5,000	5,000	5,000	Budget unchanged
3115	Neighbourhood Plan	32,933	8,000	0	10,280	5,000	0	0	Budget increased to reflect underspend rolled forward (F&GP 2.10.17)

Penzance Town Council

Item 14(a)

Budget Heading	Budget Description	2016/17 Actual	2017/18 Budget	2017/18 Actual to 11.10.17	2017/18 Revised Budget	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	Comments
3120	Section 106 Monies - grant funded projects	55,378	24,500	25,496	34,300	0	0	0	Includes contribution to Electrical Distribution Board
3121	Section 106 Administrative Support	0	0	0	600	1,200	1,220	1,230	As agreed by F&GP 2.10.17
3125	Penzance Football Club Project	1,150	5,000	0	0	0	0	0	Expenditure presented in L&A Committee
3130	Solomon Browne Memorial Hall	416,464	0	11,588	17,270	0	0	0	Final retention sums released
3135	Devolution of Services	0	0	2,000	6,000	0	0	0	C Rolley review & Foxes Lane Play Area Grant
3145	Penzance Projects	0	0	1,011	2,540	0	0	0	As agreed by F&GP 2.10.17
3150	HR Consultancy Services				6,120	0	0	0	One-off cost for specific work agreed by Chair of F&GP
3160	The Lodge								
3160/1	Rent on temporary accommodation	0	0	4,295	8,470	1,880	0	0	Based on estimated project completion 30.6.18
3160/2	Utility bills on vacant property	0	0	348	850	210	0	0	
3160/3	Clearance costs	0	0	1,750	1,750	250	0	0	
	<b>Total</b>			<b>6,393</b>	<b>11,070</b>	<b>2,340</b>	<b>0</b>	<b>0</b>	
3170	Election Costs				22,970	0	0	0	Cost of May election and provision for East Ward bi-election
3175	Penzance Mural Project				500	0	0	0	Agreed Town Council 7.8.17
3180	Community Engagement				1,000	1,000	1,000	1,000	Encourage Member surgeries
3800	<b>Golowan</b>								
3800/1	Telephone/Internet	849	750	384	750	750	750	750	Budget unchanged
3800/2	Licences & Permits	906	1,850	750	1,850	1,850	1,850	1,850	Budget unchanged
3800/3	Office Rental	2,700	2,700	1,350	2,700	2,700	2,700	2,700	Budget unchanged
3800/4	Office Rates	283	300	0	300	300	300	300	Budget unchanged
3800/5	Water/Gas/Electricity Charges	383	800	216	390	400	410	420	Based on 2016/17 & 2.8% CPIH
3800/6	Service Level Agreement	19,000	13,000	13,000	13,000	13,000	13,000	13,000	Budget unchanged
3800/7	Insurance Cover	2,530	2,530	2,532	2,530	2,580	2,630	2,680	Actual Expenditure & 2.8% CPIH
3800	<b>Total</b>	<b>26,652</b>	<b>21,930</b>	<b>18,232</b>	<b>21,520</b>	<b>21,580</b>	<b>21,640</b>	<b>21,700</b>	
3995	Contribution to / (Release from) Funds:								
3995/1	Buildings Fund	0	10,000	0	10,000	10,000	10,000	10,000	Funding set aside to assist with future capital improvements
3995/2	Election Costs Fund	4,171	10,000	0	(12,970)	10,000	10,000	10,000	Funding released to cover election costs in 2017/18
3995/3	Teacher Centre Delapidation Fund	0	0	0	(5,000)	0	0	0	Funding released for Penlee Centre Project
3995/4	Devolution Fund	0	0	0	(47,220)	0	0	0	Funding released for Penlee Centre Project & C Rolley Review
3995/5	Town Centre Social Issues Fund	0	0	0	0	25,000	25,000	25,000	Proposed new fund established to support future decisions
3995	<b>Total</b>	<b>4,171</b>	<b>20,000</b>	<b>0</b>	<b>(55,190)</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	
3997	General Contingency	9,175	5,000	0	1,000	5,000	5,000	5,000	
3999	Miscellaneous	1,063	1,000	150	1,000	1,000	1,000	1,000	
	<b>Total Expenditure</b>	<b>803,299</b>	<b>373,639</b>	<b>355,269</b>	<b>554,762</b>	<b>394,997</b>	<b>387,540</b>	<b>389,165</b>	
	<b>Net Subsidy/(Contribution)</b>	<b>(599,055)</b>	<b>(1,004,203)</b>	<b>(337,195)</b>	<b>(879,650)</b>	<b>285,897</b>	<b>277,660</b>	<b>279,105</b>	
	% increase from 2017/18 Budget				-12.40%	-128.47%	-127.65%	-127.79%	

	2018/19 £	2019/20 £	2020/21 £
Finance & General Purposes - Subsidy/(Contribution)	(879,650)	285,897	279,105
Penlee House - Subsidy/(Contribution)	280,286	279,680	291,220
Leisure & Amenities - Subsidy/(Contribution)	758,510	772,034	770,872
<b>Net Precept increase based on draft budgets</b>	<b>159,147</b>	<b>1,337,612</b>	<b>1,341,197</b>

Penzance Town Council

Leisure & Amenities Committee - Draft Budget: 2017/18 Revised to 2020/21

Budget Heading	Budget Description	2016/17 Actual	2017/18 Budget	2017/18 Actual to 11.10.17	2017/18 Revised Budget	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	Comments
		£	£	£	£	£	£	£	
<b>Income</b>									
100	Penlee House Car Park:								
100/1	Daily Tickets	93,165	105,000	41,738	100,000	100,000	100,000	100,000	Based on profiling 5 month actual income
100/2	Quarterly Tickets	8,175	0	6,129	8,180	8,180	8,180	8,180	Based on last years actual
100/3	Excess Charges	430	0	593	1,180	1,180	1,180	1,180	Profiled based on 6 months actual
	<b>Total</b>	<b>101,770</b>	<b>105,000</b>	<b>48,461</b>	<b>109,360</b>	<b>109,360</b>	<b>109,360</b>	<b>109,360</b>	
105	St Anthony's Gardens Car Park	0	33,500	0	0	0	0	0	No longer part of the Devolution program
110	Greenmarket Car Park	0	30,000	0	0	0	0	0	Subject to possible future devolution program
115	Allotment Rents	6,670	4,735	85	4,800	4,800	4,800	4,800	Based on actual receipts for 2017/18
120	Footpath Partnership Agency	2,515	2,331	0	2,770	2,770	2,770	2,770	Assumed same level of budget rolling forward
125	Toilets	13,077	12,500	8,067	16,000	16,000	16,000	16,000	Based on 6 months profiling
135	Penzance AFC:								
135/1	Clubhouse				0	0	0	0	
135/2	Ground/Changing Rooms				1,200	1,200	1,200	1,200	Transferred from Finance & General Purposes Committee
<b>Total Income</b>		<b>124,031</b>	<b>188,066</b>	<b>56,613</b>	<b>134,130</b>	<b>134,130</b>	<b>134,130</b>	<b>134,130</b>	
<b>Expenditure</b>									
1000	Facilities Management	25,568	38,634	9,627	43,820	40,438	41,337	41,270	L&A Salaries
1005	Park Salaries	79,463	171,000	48,216	125,730	145,154	151,039	149,690	L&A Salaries
1010	Central Admin	7,600	7,800	2,500	8,230	8,850	8,850	8,850	Increased to reflect level of staff
1015	Penlee Park:								
1015/1	Penlee Park - Maintenance	8,448	12,500	2,377	12,500	12,500	12,500	12,500	works to be completed in Park latter part of year
1015/2	Fuel for vehicles & Equipmen	1,181	3,000	935	1,860	1,860	1,860	1,860	not included devolved element of exp
1015/3	Maintenance of Park Machin	3,416	3,000	36	3,000	3,000	3,000	3,000	Assumed no additional devloution equipment needs
1015/4	Utilities - Park Water	947	1,500	1,086	340	350	360	370	
1015/6	Electricity				1,510	970	1,000	1,030	
1015/5	Plants , materials, and tools	946	6,000	782	3,000	5,000	5,000	5,000	Removed devolved elements but included polinating plants
1015/7	Maintenance Equipment			1,374	2,000	2,000	2,000	2,000	
	<b>Total</b>	<b>14,939</b>	<b>26,000</b>	<b>6,590</b>	<b>24,210</b>	<b>25,680</b>	<b>25,720</b>	<b>25,760</b>	
1020	Park Security	4,391	30,000	987	5,000	5,000	5,000	5,000	Based on current service provision
1025	St Anthony's Gardens & Car Park	0	12,500	0	0	0	0	0	
1030	Open Spaces:		86,328						Haemoor field work & statue maintenance
1130/1	Heamoor Field	0	0	3,110	8,000	3,000	3,000	3,000	to date, greenwaste clearance & additional tree works
1130/2	Jewish Cemetery	0	0	0	1,000	500	500	500	New gate & frame
1130/3	Skateboard Park	0	0	0	1,500	2,000	2,000	2,000	Drain clearance, bin & light maintenance
	<b>Total</b>	<b>0</b>	<b>86,328</b>	<b>3,110</b>	<b>10,500</b>	<b>5,500</b>	<b>5,500</b>	<b>5,500</b>	
1035	Open Air Theatre	3,582	5,000						
1135/1	Maintenance			3,765	5,270	2,000	2,000	2,000	
1135/2	Grant			1,500	1,500	1,500	1,500	1,500	Possibly transfer to F&GP
1135/3	Marketing			782	790	800	830	850	Leaflet
	<b>Total</b>	<b>3,582</b>	<b>5,000</b>	<b>6,047</b>	<b>7,560</b>	<b>4,300</b>	<b>4,330</b>	<b>4,350</b>	
1040	Protective Clothing & Uniform	817	3,000	326	850	1,000	1,000	1,000	Reduction due to devolution

Penzance Town Council

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1045	Allotments:								
1045/1	Allotment rates and rents		1,500						
1045/2	Allotment Maintenance		6,000						
1045/3	Alverton Playing Field:								
1045/3/1	Rent	10		10	10	10	10	10	
1045/3/2	Maintenance				250	250	250	250	
1045/4	Cranken								
1045/4/1	Rent				80	30	30	30	
1045/4/2	Water	328		71	350	350	350	350	
1045/4/3	Maintenance	83		139	1,140	2,540	2,540	2,540	
1045/5	Gulval								
1045/5/1	Maintenance	750			2,690	2,540	2,540	2,540	
1045/6	Lescudjack								
1045/6/1	Water	1,387		40	240	200	200	200	
1045/6/2	Maintenance	60		60	1,910	2,540	2,540	2,540	
1045/7	Leskinnick								
1045/7/1	Water	152		57	260	200	200	200	
1045/7/2	Maintenance				1,000	2,540	2,540	2,540	
1045/8	Love Lane								
1045/8/1	Maintenance			845	2,690	250	250	250	
1045/9	Mennaye								
1045/9/1	Rent	10		10	10	10	10	10	
1045/9/2	Maintenance	89		30	250	250	250	250	
1045/10	Penlee Point								
1045/10/1	Rent	33		33	40	10	10	10	
1045/10/2	Maintenance				0	250	250	250	
1045/11	Trannock								
1045/11/1	Rent	13			20	20	20	20	
1045/11/2	Water	200		36	200	200	200	200	
1045/11/3	Maintenance				1,000	2,540	2,540	2,540	
1045/12	Allotment IT Package	229		224	230	230	230	230	
	<b>Total</b>	<b>3,341</b>	<b>7,500</b>	<b>1,554</b>	<b>12,370</b>	<b>14,960</b>	<b>14,960</b>	<b>14,960</b>	
1050	Footpath Maintenance Contract	2,755	2,331	2,767	2,770	2,770	2,770	2,770	As per CC grant income
1055	Weed Control	0	40,000	10,020	20,000	36,000	30,000	30,000	Double contract, highways sign clearance and 2 pieces of equipment
1060	Penlee House Car Park:								
1060/1	Car Park Consumables	1,782	8,750	193	950	760	950	760	Alternate years - excess charge books
1060/2	Car Park Rates	13,046	13,264	7,572	14,100	14,500	14,910	15,330	Based on actual and 2.8 % increase in future years
1060/3	Car Park Water Rates	2,014	2,038	2,059	3,110	3,200	3,290	3,390	Based on actual and 2.8 % increase in future years
1060/4	Car park maintenance	0	0	670	6,440	4,190	4,190	4,190	Maintenance & lease costs
	<b>Total</b>	<b>16,842</b>	<b>24,052</b>	<b>10,493</b>	<b>24,600</b>	<b>22,650</b>	<b>23,340</b>	<b>23,670</b>	

**Penzance Town Council**

<b>Budget Heading</b>	<b>Budget Description</b>	<b>2016/17 Actual</b>	<b>2017/18 Budget</b>	<b>2017/18 Actual to 11.10.17</b>	<b>2017/18 Revised Budget</b>	<b>2018/19 Estimate</b>	<b>2019/20 Estimate</b>	<b>2020/21 Estimate</b>	<b>Comments</b>
1065	Toilets:	98,771	160,000	55,000					
1165/1	Cleaning Contract			38,584	90,050	90,800	90,800	90,800	Ben to double check
1165/2	All sites - general supplies			1,628	2,500	2,500	2,500	2,500	Only for inexpensive items for use in all facilities
1165/3	Alexandra Road								
1165/3/1	Maintenance			357	2,000	2,000	2,000	2,000	Allowance to replace 1 toilet
1165/3/2	Council Tax								
1165/3/3	Electricity			219	1,670	1,720	1,770	1,820	
1165/3/4	Water				2,600	2,680	2,760	2,840	
1165/4	Penalverne								
1165/4/1	Maintenance			1,255	2,000	2,000	2,000	2,000	
1165/4/2	Council Tax			827	1,380	1,420	1,460	1,500	
1165/4/3	Electricity			260	1,670	1,720	1,770	1,820	
1165/4/4	Water			708	2,600	2,680	2,760	2,840	
1165/5	Princess may								
1165/5/1	Maintenance			32	2,000	2,000	2,000	2,000	
1165/5/2	Council Tax								
1165/5/3	Electricity			1,363	1,670	1,720	1,770	1,820	
1165/5/4	Water			2,842	2,600	2,680	2,750	2,830	
1165/6	South Pier								
1165/6/1	Maintenance			2,070	5,000	3,500	3,500	3,500	Heavy refurbishment in 2017/18, settling down in future years
1165/6/2	Council Tax			527	880	910	940	970	
1165/6/3	Electricity			157	1,670	1,720	1,770	1,820	
1165/6/4	Water				2,600	2,680	2,760	2,840	
1165/7	TIC								
1165/7/1	Maintenance			3,481	5,500	5,500	5,500	5,500	Backlog of maintenance to be addressed
1165/7/2	Council Tax			1,607	2,680	2,760	2,840	2,920	
1165/7/3	Electricity				1,670	1,720	1,770	1,820	
1165/7/4	Water			57	2,600	2,680	2,760	2,840	
1165/8	Wherrytown								
1165/8/1	Maintenance			561	4,000	2,500	2,500	2,500	
1165/8/2	Council Tax			801	1,340	1,380	1,420	1,460	
1165/8/3	Electricity			343	1,670	1,720	1,770	1,820	
1165/8/4	Water			153	2,600	2,670	2,740	2,820	
1165/9	Jennings Street Toilets			0	0	1,940	0	0	
	<b>Total</b>	<b>98,771</b>	<b>160,000</b>	<b>112,831</b>	<b>144,950</b>	<b>145,600</b>	<b>144,610</b>	<b>145,580</b>	
1070	Community Toilets	6,937	10,000	5,609	13,000	13,000	13,000	13,000	Current scheme & leaflet reprint
1075	Jubilee Pool	2,500	170,000	55,367	55,370	55,370	55,370	55,370	In-year grant assumed to be ongoing annual commitment
1080	Surveillance & Security	11,028	20,000	7,829					
1180/1	Annual Monitoring				15,000	15,000	15,000	15,000	Based on actual contract & agreed inc 4.12.17
1180/2	Additional Monitoring				1,500	1,500	1,500	1,500	Based on forecasted additional use
1180/3	Maintenance Contract				11,320	11,320	11,320	11,320	Based on 1/4 actual & agreed inc 4.12.17
1180/4	Repairs				26,620	7,030	7,030	7,030	Allowance for 2 cameras to be replaced & agreed inc 4.12.17
1180/5	Storenet				370	370	370	370	Based on 1/4 actual
	<b>Total</b>	<b>11,028</b>	<b>20,000</b>	<b>7,829</b>	<b>54,810</b>	<b>35,220</b>	<b>35,220</b>	<b>35,220</b>	
1085	Flag Projects	7,243	10,000	11,097	11,100	15,000	15,000	15,000	Budget increased to reflect planned changes to project
1090	Erecting Flags	4,777	10,000	2,381	6,890	6,890	6,890	6,890	Budget reduced to reflect 2017/18 actual

**Penzance Town Council**

Budget Heading	Budget Description	2016/17 Actual	2017/18 Budget	2017/18 Actual to 11.10.17	2017/18 Revised Budget	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	Comments
1095	Heritage Plaque Scheme	0	1,000	0	1,000	1,000	1,000	1,000	Budget unchanged
1100	Christmas Lighting	22,289	30,000	5,784	30,000	30,000	30,000	30,000	Budget unchanged
1105	Other Amenity Expenses	4,286	10,000	0	5,000	3,000	3,000	3,000	
1110	Skate Park Project	0	0	100					
1111/1	Rent				100	100	100	100	Based on actual payment to Cornwall Council
1111/2	Electricity				100	110	110	120	Floodlights
1111/3	Maintenance & Consumables				3,000	3,000	3,000	3,000	Drain clearance, repairs & replacement items
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>3,200</b>	<b>3,210</b>	<b>3,210</b>	<b>3,220</b>	
1115	War Memorials:								
1115/1	Cleaning Contract	0	0	497	1,000	1,000	1,000	1,000	Twice yearly cleaning
1115/2	Maintenance & Upkeep	0	0	0	2,750	2,000	2,000	2,000	Professional contractor repairs
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>497</b>	<b>3,750</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	
1120	Penzance Football Club								
1120/1	Statutory checks, inspections & actions					5,000	2,500	2,500	
	<b>Total</b>				<b>0</b>	<b>5,000</b>	<b>2,500</b>	<b>2,500</b>	
1211	The Lodge								
1210	Statutory checks, inspections & actions					1,000	1,000	1,000	
1210	Refurbishment project				6,000				awaiting tender submissions for full cost
	<b>Total</b>				<b>6,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	
1220	Vehicle Leasing				8,690	7,220	9,380	7,220	2 vehicles refinanced bi-annually
1230	Machinery Replacement				14,570	7,780	5,620	7,780	Replace mower in-year
1240	Maintenance & Repair of Vehicles & Machinery				2,110	5,000	5,000	5,000	
1250	Play Equipment				30,000	5,000	5,000	5,000	
1995	<b>Contributions to Earmarked Reserves:</b>								
1995/1	Car Park Maintenance Fund	0	1,500	0	1,500	1,500	1,500	1,500	
1995/2	Allotment Provision Fund	0	1,500	50	1,500	1,500	1,500	1,500	Continue to increase earmarked reserves to enable forward planning
1995/3	Play Equipment Fund	1,581	30,000	1,503	0	25,000	25,000	25,000	in service delivery
1995/4	Toilet Refurbishment Fund				15,000	15,000	15,000	15,000	
1995/5	Devolution Fund				198,560	208,571	208,791	209,401	Transfer existing funding for services due to be devolved
	<b>Total</b>	<b>1,581</b>	<b>33,000</b>	<b>1,553</b>	<b>216,560</b>	<b>251,571</b>	<b>251,791</b>	<b>252,401</b>	
1996	Funds - Capital								
1996/1	Machinery Fund	1,057	20,000	7,816	0	0	0	0	Expenditure not contribution to reserves
	<b>Total</b>	<b>1,057</b>	<b>20,000</b>	<b>7,816</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Expenditure</b>		<b>319,767</b>	<b>928,145</b>	<b>313,098</b>	<b>892,640</b>	<b>906,164</b>	<b>904,437</b>	<b>905,002</b>	
<b>NET SUBSIDY</b>		<b>195,737</b>	<b>740,079</b>	<b>256,485</b>	<b>758,510</b>	<b>772,034</b>	<b>770,308</b>	<b>770,872</b>	
	% increase from 2017/18 Budget	319,767	928,145		2.49%	4.32%	4.08%	4.16%	
<b>Capital Plan for Expenditure (to be funded from General Reserve)</b>									
	Penzance Football Club: Re-roof					<b>25,000</b>			

## Penlee House Committee - Draft Budget: 2017/18 Revised to 2020/21

Budget Heading	Budget Description	2016/17 Actual	2017/18 Budget	2017/18 Actual to 11.10.17	2017/18 Revised Budget	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	Comments
		£	£	£	£	£	£	£	
<b>Income</b>									
200	Council Run Exhibitions Grant funding	16,754	0	88	17,000	2,500	1,000	0	NPO funding
205	<b>Shop</b>								
205/1	Admission Charges	54,327	50,000	44,901	60,000	55,000	55,000	55,000	Based on 16/17
205/2	Sale of Books & Non VAT Sales	50,456	45,000	37,035	50,000	50,000	50,000	50,000	Based on 16/17
205/3	Sale of Vatable Merchandise	31,930	45,000	24,939	35,000	40,000	40,000	40,000	Based on anticipated sales
205/4	Image Licensing Fees	2,387	500	292	1,500	1,500	1,500	1,500	Based on anticipated income
205	<b>Total</b>	<b>139,100</b>	<b>140,500</b>	<b>107,167</b>	<b>146,500</b>	<b>146,500</b>	<b>146,500</b>	<b>146,500</b>	
210	<b>Education</b>								
210/1	Education Workshops via Shop	6,481	500	467	967	500	500	500	Grant
210/2	Education Development Grants	3,615	0	300	8,717	8,500	9,000	7,000	NPO Funding
210	<b>Total</b>	<b>10,096</b>	<b>500</b>	<b>767</b>	<b>9,684</b>	<b>9,000</b>	<b>9,500</b>	<b>7,500</b>	
215	Agency Fee	46,930	46,791	46,980	46,980	46,980	46,980	46,980	Expires end of March 2022
220	Friends Administration	0	2,000	0	2,600	2,600	2,600	2,600	Seek an increase in line with number of members
235	<b>The Orangery</b>								
235/1	Orangery Franchise	22,855	16,500	1,913	25,000	25,000	25,000	25,000	Subject to a future review
235/2	Energy Costs	2,368	2,500	0	2,500	2,500	2,500	2,500	Based on actual usage and costs
235/3	Waste Disposal	1,581	1,250	0	1,600	1,600	1,600	1,600	Based on actual usage and costs
235	<b>Total</b>	<b>26,804</b>	<b>20,250</b>	<b>1,913</b>	<b>29,100</b>	<b>29,100</b>	<b>29,100</b>	<b>29,100</b>	
245	Cornwall Museums Partnership	269,878	0	3,191	24,289	26,660	39,910	50,170	NPO funding
290	<b>Grants</b>								
290/1	Capital Build Grants	0	0	0	0	0	0	0	
290/2	Acquisition Capital Grants	67,265	0	4,418	0	0	0	0	
290	<b>Total</b>	<b>67,265</b>	<b>0</b>	<b>4,418</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
295	Community Toilets - recharge to L&A				1,000	1,000	1,000	1,000	
299	Miscellaneous	764	1,000	260	760	760	760	760	Based on 16/17 actual expenditure
<b>Total Income</b>		<b>577,589</b>	<b>211,041</b>	<b>164,785</b>	<b>277,913</b>	<b>265,100</b>	<b>277,350</b>	<b>284,610</b>	
<b>Expenditure</b>									
2000	Penlee House Salaries	230,675	232,066	98,479	232,838	251,090	275,290	275,430	Includes 2 grant funded posts
2005	Central Admin	15,200	15,200	1,330	15,200	15,200	15,200	15,200	Budget unchanged
2010	Staff Travelling	3,483	2,000	207	2,000	2,000	2,000	2,000	Budget unchanged
2015	Recruitment	249	1,000	0	250	250	250	250	Budget for 1 advert
2018	Training for Grant funded postholder	0	0	0	0	1,000	1,000	1,000	100% Grant funded
2020	Telephone:	2,784	2,500	1,927					
2021	Telephone				2,110	2,170	2,230	2,300	Based on actual for past 12 months & 2.8% CPIH increase
2022	Broadband				410	420	430	440	Based on actual for past 12 months & 2.8% CPIH increase
	<b>Total</b>	<b>2,784</b>	<b>2,500</b>	<b>1,927</b>	<b>2,520</b>	<b>2,590</b>	<b>2,660</b>	<b>2,740</b>	
2025	Postage	964	700	161	700	700	700	700	Budget unchanged
2030	Photocopier	5,121	5,800	2,572	5,800	5,800	5,800	5,800	Budget unchanged
2035	Office Consumables	659	1,500	729	1,500	1,500	1,500	1,500	Budget unchanged
2040	Educational Development	5,568	2,000	1,486	9,684	9,000	9,500	7,500	100% grant funded
2045	Merchandise for Resale	44,851	40,000	51,127	63,000	49,460	49,460	49,460	Based on anticipated sales and 2016.17 markup
2050	Advertising	14,231	7,875	9,090	14,676	8,380	7,880	7,880	Grant & 2017/18 budget



PENZANCE TOWN COUNCIL

Budget Heading	Budget Description	2016/17 Actual	2017/18 Budget	2017/18 Actual to 11.10.17	2017/18 Revised Budget	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate	Comments
2055	Council Run Exhibitions	44,806	27,250	34,083	45,072	29,750	28,250	27,250	Revised Grant & 2017/18 budget
2060	Volunteer Stewards	2,458	2,000	1,196	3,000	3,000	3,000	3,000	Increased to reflect last years actual and increasing costs
2065	Membership Subscription Fees	423	740	738	1,138	1,140	1,140	1,140	Increased to allow for Visit Cornwall subscription
2070	Insurance	12,806	12,514	5,492	13,258	13,530	13,800	14,080	allowed 2% increase for IPT
2075	Rates - House	23,732	28,450	14,614	27,320	28,090	28,880	29,690	Based on 2017/18 +2.8% CPIH increase
2080	Heat and Light	29,163	31,500	15,862					
2081	Electricity				20,900	21,490	22,090	22,710	Based on actual for past 12 months & 2.8% CPIH increase
2082	Gas				10,600	10,900	11,210	11,520	Based on actual for past 12 months & 2.8% CPIH increase
	<b>Total</b>	<b>29,163</b>	<b>31,500</b>	<b>15,862</b>	<b>31,500</b>	<b>32,390</b>	<b>33,300</b>	<b>34,230</b>	
2085	Water Rates	4,777	6,000	1,256	5,000	5,140	5,290	5,440	Based on 16/17 & 2.8% CPIH increase
2090	Coach House								
2090/1	Coach House Utilities	2,068	1,750	201	0				
2090/1	Electricity				1,900	1,950	2,010	2,070	Based on actual for past 12 months & 2.8% CPIH increase
2090/2	Water Rates				190	200	210	210	Based on actual for past 12 months & 2.8% CPIH increase
2090/3	Coach House Rates	690	720	561	740	760	780	800	Based on actual for past 12 months & 2.8% CPIH increase
2090	<b>Total</b>	<b>2,757</b>	<b>2,470</b>	<b>762</b>	<b>2,830</b>	<b>2,910</b>	<b>3,000</b>	<b>3,080</b>	
2095	Museum Exhibits - Maintenance	1,962	2,000	1,327	2,000	2,000	2,000	2,000	Based on 16/17
2100	Museum Fittings								
2100/1	Museum Fittings - Purchase	859	2,500	131	500	500	5,500	500	Based on actual anticipated expenditure
2100/2	Museum Fittings - Maintenance	35,309	25,000	13,254	25,000	25,000	25,000	40,000	Budget unchanged (grant in 2020/21)
2100/3	IT Replacement	1,786	1,000	1,002	1,500	1,000	1,000	1,000	Budget unchanged
2100/4	Cleaning Contract	7,694	6,750	3,184	7,000	7,200	7,400	7,610	Based on anticipated expenditure
2100/5	Cleaning Materials/Hygiene	615	1,200	380	620	620	620	620	Based on anticipated expenditure
2100/6	Penlee House Waste Disposal	3,155	3,000	2,825	3,200	3,290	3,380	3,480	Based on anticipated expenditure
2100	<b>Total</b>	<b>49,418</b>	<b>39,450</b>	<b>20,776</b>	<b>37,820</b>	<b>37,610</b>	<b>42,900</b>	<b>53,210</b>	
2105	Orangery Equip	434	1,000	753	1,000	1,000	1,000	1,000	Budget unchanged
2110	Cornwall Museums Partnership	284,634	0	13,981	0	10,000	1,000	1,000	100% grant funded - Digital engagement development
2115	HLF Bid writing				9,843	0	0	0	Funded from Reserves Council 5.12.16
2995	Funds								
2995/1	Conservation Fund	605	1,000	80	1,000	1,000	1,000	1,000	Contribution to Earmarked Reserves
2995/2	Penlee House Fab/Plant Fund	335	10,000	330	10,000	10,000	10,000	10,000	Contribution to Earmarked Reserves
2995/3	Council Run Exhibition Fund	0	10,000	0	10,000	10,000	10,000	10,000	Contribution to Earmarked Reserves
2995/4	Coach House Refurbishment Fund	15,788	8,000	4,843	8,000	8,000	8,000	8,000	Contribution to Earmarked Reserves
2995	<b>Total</b>	<b>16,728</b>	<b>29,000</b>	<b>5,253</b>	<b>29,000</b>	<b>29,000</b>	<b>29,000</b>	<b>29,000</b>	
2996	Funds - Capital								
2996/1	Acquisition Fund	46,350	1,250	0	1,250	1,250	1,250	1,250	Contribution to Earmarked Reserves
2996	<b>Total</b>	<b>46,350</b>	<b>1,250</b>	<b>0</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>	
2999	Miscellaneous	100	1,000	0	0	1,000	1,000	1,000	Budget unchanged
<b>Total Expenditure</b>		<b>844,334</b>	<b>495,265</b>	<b>297,183</b>	<b>558,199</b>	<b>544,780</b>	<b>566,050</b>	<b>575,830</b>	
<b>Net Subsidy</b>		<b>266,745</b>	<b>284,224</b>	<b>132,398</b>	<b>280,286</b>	<b>279,680</b>	<b>288,700</b>	<b>291,220</b>	
% increase from 2017/18 Budget						-1.60%	1.57%	2.46%	
<b>Capital Plan for Expenditure</b>									
	Coach House Refurbishment	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	Incl £5k contingency

N.B. This could be part funded from the £8,000 contribution to the Earmarked Reserve in 2017/18 and 2018/19 with the balance being recouped by 2019/20.