

Maghull Town Hall

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To: The Mayor and Members of Maghull Town Council, Maghull Town Hall, Hall Lane, Maghull.

You are hereby summoned to attend the Budget Meeting of the Council which will be held in the Council Chamber, Maghull Town Hall on Monday 29th January 2024 at 6:30 PM to transact the business detailed below.

Note: DECLARATIONS OF INTEREST – If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the Town Clerk at least 24 hours in advance of the meeting.

- 1 Apologies For Absence
- 2 Declarations of Interest
- 3 Public Participation.
- 4 To Confirm the Minutes of the Last Meeting

Members are asked to confirm the minutes of the meeting held on 6th December 2023 (Pages 1 - 3)

5 Planning Applications.

Members to consider an appropriate response to any major planning applications or changes of use or any applications notified by residents. (pages 4 - 14)

Ref: DC/2023/01962

For: Application for approval of reserved matters relating to Parcels R1 and R2 of the submitted Development Strategy Document (pursuant to hybrid planning permission DC/2017/01528 approved 12/10/2021) for the appearance, landscaping, layout and scale of 249 dwellings including details to address conditions 4, 39, 40 and 44 on permission DC/2017/01528

At: Land Bounded By School Lane To The North, A Railway Line To The West And Whinny Brook To The South, Maghull

Ref: DC/2023/00065

For: Variation of condition 2 pursuant to planning permission DC/2017/01532 allowed on appeal ref APP/M4320/W/20/3257252 date: 22/02/2021 - to be changed to: No more than 498 dwellings shall be occupied until the distributor road between Poverty Lane and School Lane, as shown on drawing A083347 91-18-C001-rev-E (or a subsequently approved version thereof), is constructed and available for use by the public.

At: Land Bounded By Poverty Lane To The South, A Railway Line To The West. Whinny Brook To The North And The M58 Motorway To The East Maghull

PTO

6 Budget Report 2024/25

Members are asked to consider the report (Pages 15 - 31)

7 Community Interest Company

Members are asked to consider the report (Pages 32 - 34)

8 Political Balance Report

Members are asked to consider the report (Pages 35 -41)

9 Chair's Closing Comments

10 Exclusion of the Press and Public

That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they contain exempt information under paragraph(s) 5 of Part 1 of Schedule 12A of the Act, and it would not, on balance, be in the public interest to disclose the reports.

11 Civic Awards

Members are asked to consider the report (Pages 43 - 146)

Miss A. McIntyre FSLCC

Town Clerk

Minutes of the Full Council Meeting Held Wednesday 6th December 2023 at 6:30 PM

Those present:

Mayor: Cllr K Hughes

Councillors: Cllr L Birchall, Cllr G Birchall, Cllr P Brougham, Cllr J Desmond, Cllr R

Ferguson, Cllr D Leatherbarrow, Cllr C Parker Officers: P Dillon, S Lawrence, A Mc Intyre

1 Apologies For Absence

Apologies were received from Cllrs Darlington, May, McCormack and Sayers.

2 Declarations of Interest

None received.

3 Public Participation.

None notified.

4 To Confirm the Minutes of the Last Meeting

RESOLVED that the minutes of the meeting held on 18th October 2023 be approved.

5 Council Vacancy

Members were informed that MTC was currently running with 4 vacancies, one in North Ward and three in East Ward. This meant that the Council had only 75% of its membership. An election in East Ward would be held on 21st December 2023. This would fill three of the four vacancies on the Council. However, the vacancy in North Ward had not triggered a by election and this meant that the vacancy could be filled by co-option.

Members needed to decide whether to use the previous method of filling the vacancy which was the candidate answers two questions by email and was then interviewed by full council. The questions are:

- 1. What experience do you bring to the Council?
- 2. What do you hope to achieve?

If there were more than one candidate, then they would be interviewed in turn. Members then would vote on which candidate they prefered. The vote would be by a show of hands. The successful candidate then joined the Council as a co-opted (full) member.

The next Council meeting is proposed for 29th January 2024 when the co-option vacancy should be filled. The three vacancies for East Ward would be filled on 21st December 2023.

Members stated that they would prefer if it could be ascertained what social media the candidates used and to see what support structure was in place to ensure that mental health concerns were adequately addressed.

RESOLVED that:

- 1. MTC noted the update;
- 2. The vacancy would be filled at the next available Coucnil meeting using the

procedure outlined above;

- 3. Candidates be asked about their social media presence and what support mechanisms were in place:
- 4. The report be noted.

6 Maghull Football Club Improvements

Members were informed that Maghull Football Club had successfully obtained planning approval and the works were due to start in the new year.

As the landlord, the Council now needed to oversee the plans to ensure they were appropriate and to seek out the timetable for the works. It should be noted that the planning approval required the Club to mark out the car park with car parking spaces. As this land was not within their demesne, the Council needed to discuss the matter and see the plans before landlord's permission could be given.

RESOLVED that:

- 1. The plans for the improvements to the football pitch were noted;
- 2. The report be noted.

7 World War 1 Project

Members were informed that as there had been no contact with the artist to discuss the matter it would be advisable to defer the matter to the next available meeting.

Members discussed forming a small working party to take this matter forward as this would facilitate a more rational way to develop the plans. All members agreed.

RESOLVED that:

- 1. A working group be formed to progress the matter;
- 2. The item be defered to the next appropriate Council meeting.

8 Parking in Maghull

RESOLVED that this matter would be deferred to the next appropriate Council meeting.

9 Maghull Advice Centre

Members were given an update regarding Maghull advice centre. Three quotes had been received for the service provider for next financial year. Once a decision has been made, following a tender opening exervcise in line with MTC Financial Regulations, members would be informed.

RESOLVED that the verbal update be noted.

10 Planning Applications.

Members noted the planning application of the erection of a new Cooperative Foodstore (Class E), with new shopfront including signage zones, new access, car park / community space, and new secure yard/plant enclosure, including installation of external plant following the demolition of existing buildings. (Resubmission of DC/2023/01142 withdrawn 29.8.2023).

The Town Clerk informed members of the submission from Anwyl for 249 dwellings on the North plot of Land East of Maghull (DC/2023/01962). All members agreed MTC to liaise with Landor Planning consultants to send a response.

RESOLVED the verbal report be noted.

11 Municipal Calendar 2023/24

RESOLVED that the changes to the Municipal Calendar as detailed be approved.

12 Christmas Close Down

The Council offices would be closed from 1pm on Friday 22nd December 2023 until 9am on Tuesday 2nd January 2024.

RESOLVED all Members agreed the Christmas Close Down for MTC.

13 Chair's Report

The Mayor Cllr K Hughes thanked the Cllrs for attending the meeting. This had been a sad and difficult year following the tragic loss of Cllr M Lock. He also wished everyone Merry Christmas and a Happy New Year.

14 Exclusion of the Press and Public

RESOLVED that the press and public be excluded due to confidential nature of the item under discussion.

15 Update on Leases

Members discussed the request from the Venue Licensees to increase their desmesne to cover the accommodation left vacant by the Radio Station. They very carefull considered the request but felt on the balance that it was too early to discuss what use the accommodation could be put to as the Council had not yet considered its full options.

An update, with timescales, was given regarding the lease negotiations with Maghull Football Club. In addition, Members were informed that correspondence had been received relating to the planning approval recently granted to Maghull Football Club and whether this was in contravention of the covenants on the land. Members reviewed their options and agreed to refer the matter to the Council's solicitors for a response.

RESOLVED that:

- 1. The increase in accommodation for the Venue be put on hold;
- 2. The progress in the lease negotiations for Maghull Football Club be noted;
- 3. Sefton Legal Services be instructed to provide a response to the correspondence;
- 4. The report be noted.

CHAIR

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XX January 2023

Diane Humphreys – Senior Planner
Sefton Planning Services (Development Management)
Magdalen House
Planning Services
30 Trinity Road
Bootle
L20 3NJ

Dear Ms Humphreys

Planning Application: DC/2023/01962

For: Application for approval of reserved matters relating to Parcels R1 and R2 of the submitted Development Strategy Document (pursuant to hybrid planning permission DC/2017/01528 approved 12/10/2021) for the appearance, landscaping, layout and scale of 249 dwellings including details to address conditions 4, 39, 40 and 44 on permission DC/2017/01528

At: Land Bounded By School Lane To The North, A Railway Line To The West And Whinny Brook To The South, Maghull

We refer to the above reserved matters application submitted under reference DC/2023/01962 on behalf of Anwyl Homes (Lancashire). Approval of reserved matters approval is sought for appearance, landscaping, layout and scale for the erection of 249 dwellings and discharge of conditions 4, 39, 40 and 44 on land to the south of School Lane Maghull.

The reserved maters application is pursuant to planning permission DC/2017/01528 (hybrid application) granted on 12 October 2021 for the development of land to the south of School Lane and to the north of the Whinny Brook with outline approval for 855 residential dwellings (C3), an older persons housing scheme with access also reserved (C2, C3), a mixed-use Local Centre (Uses A1-A5, C3, D1, D2); together with associated public open space, landscaping, highways, Sustainable Drainage Systems, and all ancillary infrastructure works.

The hybrid application granted full planning permission for the construction of a distributor road to connect with development south of Whinny Brook and north of Poverty Lane which is proceeding under separate permissions.

The application site sits within a wider parcel of land, which is a strategic mixed-use allocation in the Sefton Local Plan under Policy MN3 – Land East of Maghull to be developed in accordance with

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approved Supplementary Planning Document, Masterplan and Maghull Neighbourhood Plan to be developed as a sustainable urban extension for a minimum number of 1400 dwellings business park, major new park, local centre and infrastructure works.

We act for Maghull Town Council (MTC) and herewith make the following representations on its behalf.

Procedural Matters

Unconventionally, the application is submitted with two distinct site areas defined by separate red edge boundaries located to the north and south of the primary means of access. As such the primary mean of access is excluded from the application area. As decision maker the LPA is invited to confirm this is procedurally correct.

Overview

MTC consider that generally the application is well conceived and demonstrates a firm understanding of policy and generally meets with the requirements in terms of design, housing mix, affordable housing, open space provision and landscaping.

Layout and Design

The general layout and design concept of character areas, developing the spine road as a central boulevard and creating green corridors that extend from Whinny Brook along the route of the existing PROW with a separate green link to the proposed MUGAs is welcomed. The proposed layout is complemented by the landscaping that in time, and if well managed, will contribute positively to the amenity of the development.

The applicants have strived to avoid uniformity by proposing a wide mix of house styles from its template designs. However, the indicative materials proposed is limited to three main facing bricks of which two – Ibstock Leicester and Ibstock Sandhurst –are almost identical. A wider use and range of materials is to be encouraged as well as greater variation of brick detailing such as bonding patterns would add interst in terms of visual amenity and the streetscene.

It is acknowledged that a mix of 2 and 2.5 storey dwellings along the distributor road will reinforce its function as a main route. However the street view of the 'Central Boulevard' (Drawing No SS-01 Rev B) could be improved in the MTC's view. The 2.5 storey dwellings appear top heavy and the stepchange in scale to two storey gable fronted dwellings results in an incongruous juxtaposition.

MUGAs

In accordance with Local Plan Policy MN3 6g states that outdoor sports provision (MUGAs) shall be provided in a phased manner. As the main play area are provided MUGAs are to be provided as part of this phase, MTC propose the following condition in the event that t the reserved matters application is approved:

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'No more than 150 dwellings shall be occupied within the development until the MUGAs have been constructed and made available for use'.

Similarly, MTC propose that a suitably worded condition is attached to an approval requiring the completion of the proposed linear parks and associated landscaping before the completion of development as a whole.

The Distributor Road

As referred to above, the application site forms part of a wider allocated site (Land East of Maghull – LEM) for which the principle of mixed use development is established.

MTC is actively engaged in making constructive representations when there are applications of r development in its area. In the case of LEM, MTC has had a consistent position that the objective is to seek a comprehensive well-planned development that a genuine sustainable urban extension of the existing town.

With this in mind, the primary concern arising from these proposal is that the quantum of housing is restricted to 249 dwellings. This would purposefully avoid the trigger set by Policy MN3 6c which requires that the distributor road is to be completed with 250 dwellings and in accordance with Condition 14 attached to DC/2017/01528.

On behalf of Maghull Town Council, we would ask to be notified regarding any new information submitted by the applicant and time periods for re-consultation.

We thank you for your consideration of the above representation.

Yours sincerely,

Edward Landor MRTPI

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XX January 2023

Diane Humphreys- Senior Planner
Sefton Planning Services (Development Management)
Magdalen House
Planning Services
30 Trinity Road
Bootle
L20 3NJ

Dear Ms Humphreys

Planning Application: DC/2023/00065

For: Variation of condition 2 pursuant to planning permission DC/2017/01532 allowed on appeal ref APP/M4320/W/20/3257252 date: 22/02/2021 - to be changed to: No more than 498 dwellings shall be occupied until the distributor road between Poverty Lane and School Lane, as shown on drawing A083347 91-18-C001-rev-E (or a subsequently approved version thereof), is constructed and available for use by the public.

At: Land Bounded By Poverty Lane To The South, A Railway Line To The West. Whinny Brook To The North And The M58 Motorway To The East Maghull

We act on behalf of Maghull Town Council (MTC) and, as you will be aware, have submitted on its behalf letters of representation dated 26 January, 17 February and 8 September 2023 in respect of the above application.

The application submitted by Countryside Partnerships and Persimmon Homes (Countryside and Persimmon) seeks to vary Condition 2 attached to planning permission (allowed on appeal with reference APP/M4320/W/20/3257252) for the demolition of existing buildings and the erection of 841 residential dwellings (C3), new vehicular accesses off Poverty Lane, public open space and ancillary infrastructure; and outline planning permission for an older person's housing scheme (C2, C3) and ancillary infrastructure with all matters reserved.

Condition 2 states that, "No more than 250 dwellings shall be occupied until the distributor road between Poverty Lane and School Lane, as shown on drawing A083347-91-18-C001-rev-E (or a subsequently approved version thereof), is constructed and available for use by the public".

The application seeks to vary the existing upper limit of 250 dwellings before the completion of the distributor road to 498 dwellings.

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Countryside and Persimmon maintain that varying Condition 2, setting aside the requirement to complete internal bus route/distributor road in accordance with adopted Local Plan, is justified by delay in the development of the land to the north of the Whinny Brook. However, this is incorrect.

The LPA is also currently considering an application for reserved matters approval under reference DC/2023/01962 for development of land to the north of Whinny Brook and south of School Lane submitted on behalf of Anwyl Homes (Lancashire) with the following description:

Application for approval of reserved matters relating to Parcels R1 and R2 of the submitted Development Strategy Document (pursuant to hybrid planning permission DC/2017/01528 approved 12/10/2021) for the appearance, landscaping, layout and scale of 249 dwellings including details to address conditions 4, 39, 40 and 44 on permission DC/2017/01528

The above application has a significant bearing on the application to vary Condition 2 by Countryside and Persimmon. Both applications need to be assessed against the requirements of Policy MN3 6c which states that:

"No more than 250 dwellings will be served from Poverty Lane and no more than 250 dwellings will be served from School Lane / Maghull Lane, prior to the completion of the internal bus route / distributor road".

Countryside and Persimmon can no longer claim that claim that development on land to the north of Whinny Brook is delayed as the reserved matters application for 249 dwellings (DC/2023/01962) is due for determination next month, in February 2024.

It is therefore the case that Sefton Council ought to refuse the application to vary Condition 2 forthwith. Otherwise, whilst this application remains 'subject to determination, it contributes to the delay in the delivery of necessary infrastructure for comprehensive and sustainable development of land east of Maghull. Indeed, this may have been the decisive factor influencing Anwyl Homes to pitch its application at 249 dwellings, below the trigger point at which the connecting distributor spine road must be completed.

Yours sincerely,

Edward Landor MRTPI

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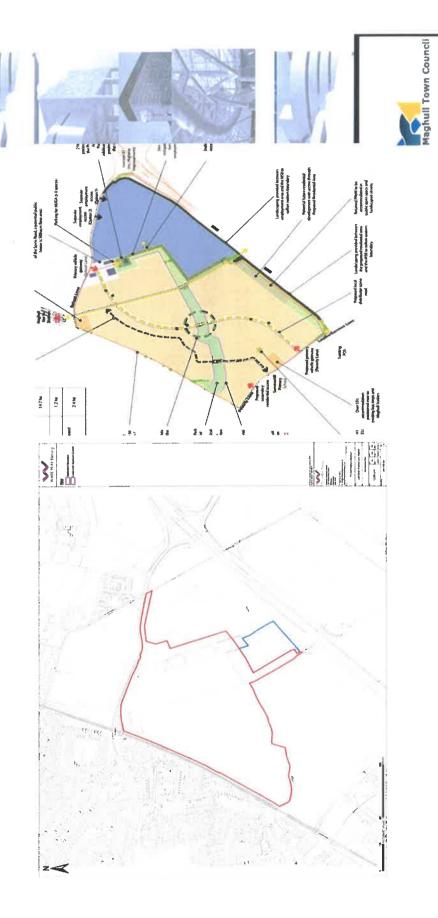


Maghull Town Council

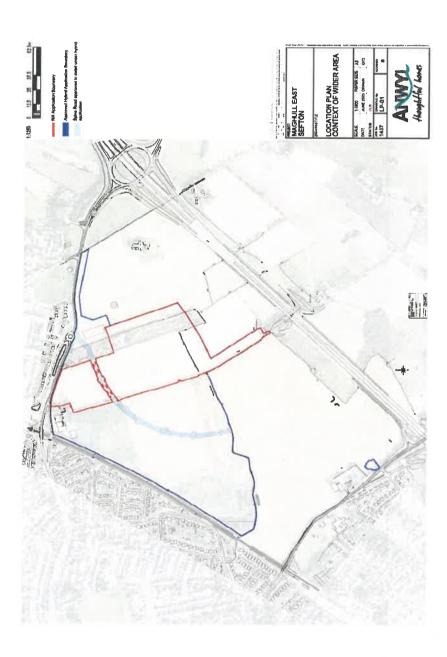
dwellings (appearance, landscaping, layout and scale) on Application for approval of reserved matters for 249 land adjacent to School Lane, Maghull

DC/2023/01962

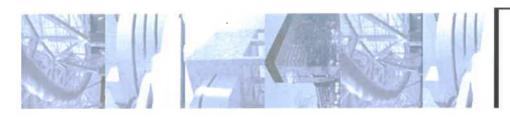
Planning/Site Context







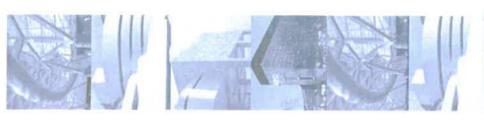
Application Site





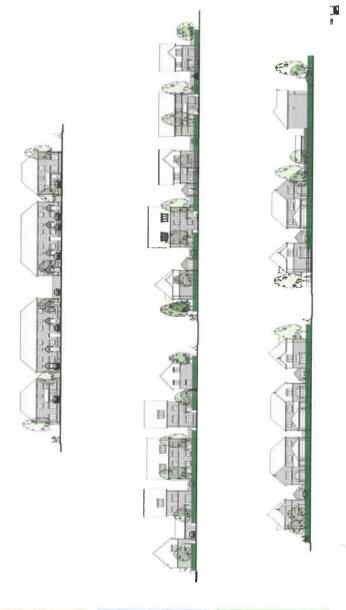
Proposed Development







Streetscene



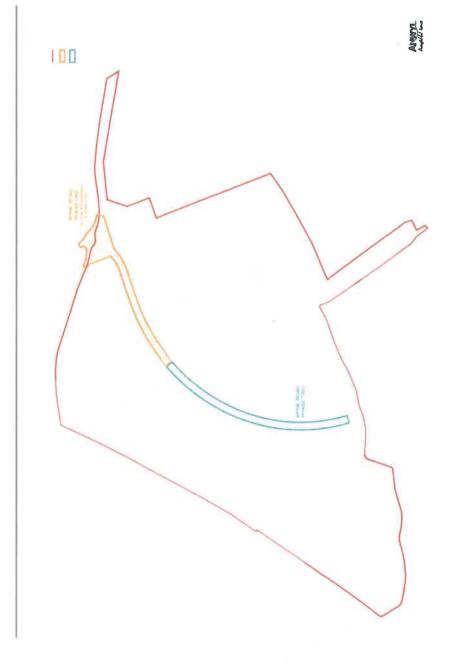
Sinests & Squares* Character Area

Sentral Boulevard* Character Area

Whinny Park" Character Area







Report to: Full Council

Date of Meeting: 29th January 2024

Agenda Item Number 6

Subject: Budget 2024-25
Report of: Town Clerk

Exempt / Confidential No

Report:

Summary

This report sets out the proposals for next year's budget and the stresses the budget is currently under.

Maghull Town Council Priority	Yes/No
A Sustainable and Greener Maghull	Yes
2. High Quality, Accessible, Biodiverse Green Spaces and Parks	Yes
An Excellent Offer for the Youth of Maghuil	Yes
4. A Great Place to Live, Work and Visit	Yes
5. Statutory Requirement	Yes

Recommendation(s)

- 1. That Council agrees the level of precept to be requested for the financial year 2024-25;
- 2. That Council agrees the proposed budget for the forthcoming financial year 2024-25;
- 3. That Council agrees the proposed charging schedule and the fees/rent included in the budget for the financial year 2024-25;
- 4. The report be noted.

Reasons for Recommendation(s)

Full Council is required to set a balanced budget for the forthcoming financial year and to notify Sefton MBC of the precept requirement for Maghull Town Council area so this can be added to the Council Tax demand. This must be done by the beginning of March 2024. This report forms part of the budget setting process.

Alternative Options Considered and Rejected

None. The Council must set a balanced budget.

What will it cost and how will it be financed?

(A) Revenue

The precept, income from the estate and any external grants which may be awarded.

(B) Capital

Any general and/or earmarked reserves.

Implications of Recommendations:

Financial Implications	Sufficient funding to undertake project and fund core
	business
Resource Implications	Officer time
Legal Implications	LGA 1972, Audit and Accountability Guidelines 2015
Equality & Diversity	None
Implications	

Implementation Date for Decision

Immediately following the Council meeting for the next financial year.

Appendices

- 1. Proposed budgets
- 2. Asset Maintenance Plan
- 3. Charging Schedule
- 4. Precept Stats for Local Councils 2023-24

Background Papers

Contact Officer	Angela McIntyre Town Clerk	
Telephone	0151 526 3705	
Number		
Email Address	angela.mcintyre@maghull-tc.gov.uk	

1. Background

- 1.1 The Council is required to set a budget for the forthcoming financial year which includes setting the level of precept for notification to the Treasury Department of Sefton MBC. The date by which the Council has to notify Sefton MBC has not yet been notified. However, it is usually mid-February. This is so Sefton Council can produce its finance papers for their budget meeting in early March. This year Sefton Council will be meeting on 18th of January to approve the final Band D tax base. We have been informed of provisional figures which have been used in the calculations of Maghull Town Council's provisional budget for 2024-25. Sefton Council will be holding their budget meeting to finalise their budget in early March. There is sufficient time within this timetable for the Council to determine the level of precept to be requested.
- 1.2 The Band D precept level was last raised in 2022-23 to its current level of £122.21. This equates to £10.18 a month or £2.34 a week. The Council is committed to making efficiency savings wherever they can be made and has also sought to maximise additional income by using external funding to make up the gap between core business responsibilities and the burden on the tax payer.

2. Current Position

- 2.1 The precept is currently £122.21 (Band D Property) following the decision to raise the precept 2 years ago. Although this would appear high, it must be noted however, that this Council has the most responsibilities of any Council within Merseyside and Lancashire and is second only to Crewe Town Council in Cheshire in the North West.
- 2.2 The Council's portfolio currently includes:
 - 1 town hall
 - 15 parks
 - 18 public open spaces
 - 12 play areas
 - 4 football pitches
 - 6 tennis courts
 - 2 basketball courts/MUGAs
 - 2 bowling greens
 - 1 garage/depot
 - 6 pavilions
 - 1 compound
 - 1 advice centre

The Council's core business is parks and recreation for the residents of Maghull which is reflected in the land and property owned by it.

- 2.3 The precept currently provides £840,254 to the Council at the current Band D equivalent tax base (6798.9 tax base x £122.21). The proposed Council Tax Base for 2024-25 (option A figure received) is 6914.3. This would provide a precept level of £844,997 (6914.3 x £122.21) at current levels which is an increase of £4743 on the previous year.
- 2.4 Referendum principles for the Local Council sector have still not been introduced. Although the sector continues to be monitored the requirement for a referendum for increases over 3% is still not in place, unlike Local Authorities. Although Local Authorities can also increase the Council Tax by another 3% if that money is earmarked for Social Care.
- 2.5 The Council is required to set a balanced budget for the year. This means the proposed income and expenditure must match. In order to produce a balanced budget, the Council cannot look to fill a funding gap by using reserves as this is bad practice and unsustainable in the medium to long term. Reserves are to be used for such difficulties as interruption to cash flows, unexpected crises and unplanned, emergency works and if used within one year should be replaced the next to maintain sufficient leeway to ensure the smooth running of the Council. Reserves can only be used for capital expenditure in any event. Prudent budgeting allows for the Council to maintain general reserves of 6 to 9 months' worth of precept. A rule of thumb is the larger the Council the higher the level of reserves needs to be. This would mean general reserves of £422,499 £633,746 being held by the Council

although the Council should be aiming for reserves at the higher end of the target. Earmarked reserves are those monies set aside for specific projects or contingencies. The current level of general reserves is £425k. Earmarked reserves total £69,000 which includes £50,000 contingency funds. Projected running costs for the Council total £791,497 for the budgeted year. This figure is without doing any maintenance to the Estate or covers any of the projects the Council is undertaking. The Council also has outstanding loans of £222,869 to the Public Works Loan Board which it is uneconomical to repay earlier than the agreed settlement date. The level of reserves has fallen to the lower limits of advisory levels, it would be prudent to have levels around £630k. This shows reserves should not be being considered for the funding of any Council projects for the foreseeable future until levels have been built back up.

- 2.6 Previous recommendations from Finance & General Purposes Committee have been to seek to reduce the amount of precept increase to its lowest possible rate. This has resulted in reserves being used to cover the shortfall, in particular improvements to the parks equipment and the relighting and rewiring works which have taken place in the last two years. However, this method of balancing the budget and completing essential works is unsustainable in the short to medium term, and as shown in point 2.5, reserves are now at the lower point of advisory levels.
- 2.7 A review of the previous 5 years expenditure has been undertaken to identify those areas which could be identified with relatively fixed costs and budgeted for more accurately. These figures were discussed at the recent budget training evening held on 6th December 2023 and more recently, on 4th January, with the Leader of the Council. This should give us a more realistic annual position financially but highlights that there is very little room for manoeuvre in the budget as financial restraints start to really take hold. It is evident that there will be very little margin to undertake any projects works or build reserves back up in the near future at current precept levels.

Income Generation

2.8 The Council's main form of additional income is from the lease of part of the council estate e.g. The Venue and room hire of the rooms with the Town Hall to commercial and community groups and the provision of sporting facilities. The lease hire of Council assets should contribute £51,450 to the income stream. This is with a minimum of involvement by Council staff in the lease process. The Activities Room has recently been the subject of rental enquiries, and as the required safeguarding work is near completion, a figure of £7.5k has been included in budgeted income for 2024-25.

Charging Schedule

- 2.9 The football pitch rates remain competitive within the wider area of Maghull should they be able to be used. This was benchmarked 2018 and the situation continues to be monitored. However, Pimbley Playing Fields remain at low capacity until the changing rooms are replaced or improved. The upgrade costs are in the 3 year asset maintenance plan for 2025 outlined in 2.14.
- 2.10 All costs have been increased, where appropriate, in line with inflation at 5%. This has been rounded up, in the main, to the nearest £5 as appropriate.

Personnel

- 2.11 The Personnel budget includes an anticipated 5% pay increase across the board following NJC negotiations (national terms and conditions). The last negotiated pay rise was a blanket £1925 increase across the board, which has been consistent over the last 2 years. We have included a 5% increase in salary in the budgeted figures as this equates to the previous rises. With no apparent fall in inflation and interest rates evident we anticipate a similar rise in 2024. The employer pension contribution rate will remain the same for the next financial year at 17.6%.
- 2.12 The staffing complement in 2023-24 has increased slightly to 12.01 FTE. We have budgeted for a seasonal addition to the grounds maintenance team for 2024-25 due to workload pressures on that team.

Projects

- 2.13 As the play equipment continues to age, repairs become ever more extensive and expensive. This takes up a considerable amount of maintenance officer time which together with the age of the vehicles and their maintenance requirements means that the buildings within the estate don't always get the attention they need. The play equipment is inspected each year by a ROSPA approved inspector, who then makes recommendations for repair/replace the equipment which the Council then puts into practice. It is the Council's responsibility to ensure that all play equipment is inspected regularly and maintained to a high standard. Liability for injury for any child injured on our play equipment is covered under our insurance with claims for any child injured being accepted up to 18 years of age. There has been an extensive replacement programme over the previous 18 months and the Council has committed to the second phase of park equipment upgrades in 2024-25 for which there is £56k of work earmarked to be carried out in the year.
- 2.14 Derek Stephens has produced a new 3-year plan for the maintenance of the Council's assets, estate and fleet. Some of this work has been overlooked continually over previous years, but we have reached a point where investment in both the Council's estate and fleet needs to be prioritised. The windows at the Town Hall are requiring replacement, the pavilion at Ballswood has been earmarked for demolition and various other works including the roof and toilet facilities have all been identified and costs have/are being gathered for works required. These works have been identified previously but the works have not been completed due to a wish to keep the precept increases as low as possible if not at 0%. The Activities Room upgrade for safeguarding requirements has been undertaken and completed and is ready for use from January 2024. Once costs are posted against the 23-24 budget for these works there should be circa. £40k left in the asset maintenance budget this year.

The initial plan was to finance new windows at the Town Hall with this remaining budget, however, there have been further complications revealed during the gathering of the quotations for the required works. We are currently awaiting further reports concerning these matters. If the window works can't be carried out, other areas of the 3-year plan will be identified as alternatives for commencing in early 2024, whilst the window replacement work will be moved into 2024-25. Alternatively, the budget can be carried forward and ring-fenced for the window replacement.

2.15 The 3-year plan has highlighted that works totalling over £250k are required in the period to 2026. The Council has committed to the upgrade of play equipment in most of the remaining parks, totalling £56k in 2024-25, this should bring the parks equipment up to a standard that, with robust maintenance, won't require any further major capital investment for the remainder of the 3-year plan.

3. Financial Implications

- 3.1 A detailed 5-year expenditure report covering 2018-23 was produced, analysed, and used to give the figures included on the budget for 2024-25. Budgeted costs have been kept to a very strict minimum with little room for movement.
- 3.2 The upkeep of the estate and fleet is seen as a necessity after a sustained period of investment in other areas rather than these over recent years. A failure to invest now may result in more extensive and costly repairs in the future.
- 3.3 The Facilities Manager's 3-year plan has identified works totalling £246,345 to be carried out between 2024 and 2026. There are requirements identified as a matter of priority to ensure HSE compliance or business continuity.

 These items are:
 - Upgrade play equipment at remaining parks £56,845
 - Ballswood Pavillion demolition £8.500
 - Roof remedial works at Town Hall £20,000 inc. above the lift
 - Ceiling grid in specific areas of Town Hall £6,000
 - Upgrade of Pimbley sports hut £3,000
 - Utility Vehicle replacement £27,000

These 'prioritised' works alone total £121,345.

There are also works included in 2024-25 for the need of upgrades to both ladies and gent's toilet facilities at the Town Hall, totalling £47,000.

The total identified, above, for upgrades in 2024-25 is £168,345.

- 3.4 Finance & General Purposes Committee were informed that to finance all works identified for 2024-25 of the 3-year plan, the precept would have to be raised by £15.94 per household. This equated to a 13.05% rise in the level of precept. This equates to a rise of 31 pence per household per week, or £1.33 per month.
- 3.5 F&GP Committee raised concerns that this would be too steep an increase for most of our residents given the current cost of living crisis.

 The further review of all expenses (as per point 2.7) and proposed budgets for Community Services and Amenities departments was undertaken and figures recalculated. These figures have given rise to the following 2 options to be considered by Council.
- 3.6 **OPTION 1**. With a reduction in the original Community Services budget, and a view to not replace the Gator utility vehicle for another 12 months, it was calculated that a rise in the Band D precept of £1.49 (an increase of 1.22%), would raise

£855,299 in income, and be sufficient to cover all the proposed necessary works for 2024-25 to be undertaken. Roof works (above admin offices) to the value of £5,000 would be carried out, but 3 other roof areas would remain to be upgraded the following year.

3.7 OPTION 2. If there were to be no rise in the level of precept, this would give £69,103 in total for the planned asset maintenance budget. The Council has already committed to playground upgrades of £56,845, which would leave £12,258 for the remaining projects on the 2024-25 asset works list (factoring in no upgrade to utility vehicle, the total required is £37,500).

However, if the roof costs are just for above the admin office (as in item 3.6), the total of the remaining projects is then calculated as £22,500. This option would have to fund the £10,242 shortfall from reserves. It must be noted at this point that the levels of reserves, although appearing significant at this juncture, are not at a point where their use is recommended by the officers as they are at the lower level of what is recommended to be held and with little opportunity in the foreseeable future at current precept levels to replenish them.

Recommendation(s):-

- 1. That Council agrees the level of precept to be requested for the financial year 2024-25;
- 2. That Council agrees the proposed budget for the forthcoming financial year 2024-25;
- 3. That Council agrees the proposed charging schedule and the fees/rent included in the budget for the financial year 2024-25;
- 4. The report be noted.

Proposed Budget 2024-25 Department 1 Town Hall

INCOME

4001	PRECEPT	209,086.70
4010	BANK INTEREST	500.00
4101	COUNCIL CHAMBER ROOM HIRE	200.00
4102	POLICE STATION LEASE	12,000.00
4102	Activity Room Hire	7,500.00
4103	STORAGE HIRE	1,000.00
4300	FUNCTION SUITE LEASE	21,700.00
4353	CRICKET CLUB LEASE	2,200.00
	MISC. INCOME	2,500.00
4395 4396	SOLAR PANEL INCOME	4,500.00
TOTAL	SOLAR PANEL INCOME	261,186.70
TOTAL		201,180.70
EXPENDI	TUDE	
EXPEND	OVERHEADS	
7000	BROADBAND	
	TELEPHONES	1 361 00
7002 7003	MOBILE PHONES	1,261.00 176.00
	POSTAGE	300.00
7010 7034	STATIONERY	1,000.00
7021	BOOKS/TECHNICAL PUBLICATIONS	160.00
7036		3,700.00
7041	OFFICE EQUIPMENT & FURNITURE	
7061	IT CASE	11,500.00
7068	SAGE	3,350.00
7082	BANK CHARGES	850.00
7100	SALARIES (From workings below)	96,058.00
7106	EMPLOYER'S NI (from Dept workings)	10,465.00
7107	PENSIONS (From Dept workings)	16,907.00
7200	INSURANCE FEES	32,600.00
7221	PROFESSIONAL FEES	6,500.00
7224	AUDIT FEES	4,500.00
7232	WEBSITE DEVELOPMENT	500.00
7236	PERSONNEL CONSULTANCY	5,500.00
7254	SUBSCRIPTIONS	3,500.00
7300	RATES	20,800.00
7320	CIVIC HOSPITALITY	425.00
7359	MAYOR'S ALLOWANCE	1,700.00
7801	CONFERENCES/TRAVEL/SUBS	475.00
7810	LICENCES	1,200.00
7823	PHOTOGRAPHS	300.00
7846	MISCELLANEOUS EXPENDITURE	1,250.00
TOTAL		224,977.00
	LOANS	
7918	LIFT REPLACEMENT LOAN	12,190.69
7968	LIFT REPLACEMENT INTEREST	449.79
7919	PROJECTS 2009 LOAN	7,770.69
7969	PROJECTS 2009 INTEREST	1,884.47
7920	ROOF SIDES & SOLAR PANELS LOAN	8,627.81
7960	ROOF SIDES & SOLAR PANELS INT	5,286.25
		36,209.70
		0.00

Proposed Budget 2024-25 Department 2 Facilities

INCOME

4321 4331 4345 4346 4351 4395 TOTAL EXPENDITURE 3 5100 5101 5102 5103 5104 5105 5107 6108 6109 6111 6112 6112 6113 6114 6115 6116 6118 61	Security CCTV Alarm Fire Air-Con Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	458,091.50 2,280.00 1,830.00 1,100.00 1,500.00 150.00 465,091.50 27,610.00 367.50 1,600.00 1,500.00 23,750.00 23,750.00 5,000.00 1,550.00 5,000.00 1,200.00 1,200.00 1,200.00 1,750.00 2,300.00 1,750.00 600.00 1,750.00 600.00 1,750.00
4331 4345 4346 4346 4351 4395 TOTAL EXPENDITURE	Bowls Outdoor Tennis Club Tennis Fences Rent ATC Hut MISC. INCOME SUPPLIERS Security CCTV Alarm Fire Air-Con Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	1,830.00 1,100.00 1,100.00 1,500.00 1550.00 465,091.50 27,610.00 367.50 1,600.00 1,500.00 23,750.00 23,750.00 5,000.00 1,550.00 1,200.00 1,200.00 1,200.00 1,200.00 1,200.00 1,750.00 1,200.00 1,200.00 1,750.00 1,200.00 1,750.00 1,200.00 1,750.00 1,200.00 1,200.00 1,750.00
4345 4346 4351 4395 TOTAL EXPENDITURE 5 5100 5101 5102 5103 5104 5105 5107 6108 6111 6112 6112 6111 6112 6111 6111 611	Tennis Club Tennis Fences Rent ATC Hut MISC. INCOME SUPPLIERS Security CCTV Alarm Fire Air-Con Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	1,100.00 140.00 1,500.00 150.00 465,091.50 27,610.00 367.50 1,600.00 1,500.00 23,750.00 2,390.00 5,000.00 1,550.00 1,200.00 1,200.00 1,200.00 1,200.00 1,200.00 1,200.00 1,750.00 1,200.00 1,200.00 1,750.00 1,200.00 1,750.00
4346 4351 4395 43	Tennis Fences Rent ATC Hut MISC. INCOME SUPPLIERS Security CCTV Alarm Fire Air-Con Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	140.00 1,500.00 150.00 465,091.50 27,610.00 367.50 1,600.00 1,500.00 23,750.00 2,390.00 5,000.00 1,550.00 3,050.00 1,200.00 1,200.00 1,200.00 1,200.00 1,750.00 3,000.00 1,750.00
4351 4395 14395	Rent ATC Hut MISC. INCOME SUPPLIERS Security CCTV Alarm Fire Air-Con Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	1,500.00 150.00 465,091.50 465,091.50 27,610.00 367.50 1,600.00 1,500.00 23,750.00 2,390.00 5,000.00 1,550.00 3,050.00 1,200.00 1,200.00 1,200.00 1,200.00 1,750.00 3,000.00 1,750.00
4395 TOTAL EXPENDITURE 3 5100 5101 6102 5103 5104 5105 5107 5108 15109 15111 15112 15113 15114 15115 15115 15116 15116 15116 15118 15200 15201 15202 15203 15204 15206 15206 15207	SUPPLIERS Security CCTV Alarm Fire Air-Con Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	150.00 465,091.50 27,610.00 367.50 1,600.00 1,500.00 1,500.00 23,750.00 2,390.00 5,000.00 1,550.00 750.00 1,200.00 1,200.00 1,200.00 1,200.00 1,750.00 1,750.00 1,750.00
TOTAL EXPENDITURE	SUPPLIERS Security CCTV Alarm Fire Air-Con Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	27,610.00 367.50 1,600.00 1,500.00 1,500.00 23,750.00 2,390.00 5,000.00 1,550.00 5,000.00 1,200.00 750.00 600.00 1,200.00 1,750.00 2,300.00 1,750.00
EXPENDITURE 3 5100 3 5101 6 5102 7 5103 8 5104 7 5105 5 5107 6 5108 9 5111 1 5112 1 5113 E 5114 F 5115 F 5116 6 5116 6 5118 0 5200 E 5201 E 5202 E 5203 F 5204 F 5206 E 5207	Security CCTV Alarm Fire Air-Con Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	27,610.00 367.50 1,600.00 1,500.00 1,500.00 23,750.00 2,390.00 5,000.00 1,550.00 3,050.00 750.00 600.00 1,200.00 2,300.00 1,750.00 3,000.00 1,750.00
5100 5 5101 6 5102 7 5103 7 5104 7 5105 8 5107 6 5108 7 5109 7 5111 7 5112 7 5113 7 5114 7 5115 7 5116 7 5118 7 5118 7 5200 7 5201 7 5202 7 5203 7 5204 7 5206 7 5206 7 5207 7 5207 7 5207 7 5207 7 5207 7 5208 7 5209 7 520	Security CCTV Alarm Fire Air-Con Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	367.50 1,600.00 1,500.00 1,500.00 1,500.00 23,750.00 2,390.00 850.00 5,000.00 1,550.00 750.00 600.00 1,200.00 1,200.00 2,300.00 1,750.00 60.00 1,750.00 60.00 1,750.00
5100 5 5101 6 5102 7 5103 7 5104 7 5105 8 5107 6 5108 7 5109 7 5111 7 5112 7 5113 7 5114 7 5115 7 5116 7 5118 7 5118 7 5200 7 5201 7 5202 7 5203 7 5204 7 5206 7 5206 7 5207 7 5207 7 5207 7 5207 7 5207 7 5208 7 5209 7 520	Security CCTV Alarm Fire Air-Con Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	367.50 1,600.00 1,500.00 1,500.00 1,500.00 23,750.00 2,390.00 850.00 5,000.00 1,550.00 750.00 600.00 1,200.00 1,200.00 2,300.00 1,750.00 60.00 1,750.00 60.00 1,750.00
5101 (5102) / 5102) / 5103 5 5104) / 5105 5 5107 5 5108 5 5109 5 5111 5 5112 5 5113 5 5114 5 5115 5 5116 5 5118	CCTV Alarm Fire Air-Con Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	367.50 1,600.00 1,500.00 1,500.00 1,500.00 23,750.00 2,390.00 850.00 5,000.00 1,550.00 750.00 600.00 1,200.00 1,200.00 2,300.00 1,750.00 60.00 1,750.00 60.00 1,750.00
5102 / 5103 5 5104 7 5105 6 6 5107 7 6 6 6 6 6 6 6 6	Alarm Fire Air-Con Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	1,600.00 1,500.00 1,500.00 23,750.00 2,390.00 5,000.00 1,550.00 3,050.00 1,200.00 1,200.00 2,300.00 1,750.00 3,000.00 1,200.00 1,200.00 1,200.00 1,200.00 1,200.00 1,200.00 1,500.00 1,500.00
5103 5 5104 7 5105 6 5107 7 5108 6 5109 6 5111 7 5112 7 5113 6 5114 6 6 5116 6 6 6 6 6 6 6 6 6	Fire Air-Con Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	1,500.00 1,000.00 23,750.00 2,390.00 5,000.00 1,550.00 3,050.00 1,200.00 1,200.00 1,200.00 1,750.00 3,000.00 1,200.00 1,200.00 1,200.00 1,200.00 1,200.00 1,200.00 1,500.00
5104 / 5105 5105 5107 5108 5109 5111 5112 5113 5114 5115 5116 5200 5201 5202 5203 55204 55206 55207 55206	Air-Con Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	1,000.00 1,500.00 23,750.00 2,390.00 850.00 5,000.00 1,550.00 3,050.00 1,200.00 600.00 1,200.00 2,300.00 1,750.00 3,000.00
5105	Boiler Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	1,000.00 1,500.00 23,750.00 2,390.00 850.00 5,000.00 1,550.00 3,050.00 1,200.00 600.00 1,200.00 2,300.00 1,750.00 3,000.00
5107 (5108 5109 5109 5111 1 1 1 1 1 1 1 1	Cleaning Services Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	23,750.00 2,390.00 850.00 5,000.00 1,550.00 3,050.00 1,200.00 600.00 1,200.00 2,300.00 1,750.00 3,000.00
5108	Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	23,750.00 2,390.00 850.00 5,000.00 1,550.00 500.00 3,050.00 1,200.00 600.00 1,200.00 2,300.00 1,750.00 3,000.00 1,750.00
5108	Hygiene Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	2,390.00 850.00 5,000.00 1,550.00 500.00 3,050.00 1,200.00 600.00 1,200.00 2,300.00 1,750.00 3,000.00 16,500.00
5109 F 5111 V 5112 V 5113 E 5114 F 5115 F 5116 C 5118 E 5200 E 5201 E 5202 E 5203 F 5204 F 5206 E 5207 C C 5207	Pest Control Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	850.00 5,000.00 1,550.00 500.00 3,050.00 1,200.00 750.00 600.00 1,200.00 2,300.00 1,750.00 3,000.00 16,500.00
5111 \\ 5112 \\ 5113 \\ 5113 \\ 5114 \\ 5115 \\ 5116 \\ 6118 \\ 5200 \\ 5201 \\ 6202 \\ 5203 \\ 5204 \\ 5206 \\ 5207 \\ 63111 \\	Waste Disposal Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	5,000.00 1,550.00 500.00 3,050.00 1,200.00 750.00 600.00 1,200.00 2,300.00 1,750.00 3,000.00
5112 \\ 5113 \\ 5114 \\ 5115 \\ 5116 \\ 6116 \\ 6118 \\ 5200 \\ 5201 \\ 6202 \\ 6202 \\ 6203 \\ 6204 \\ 6206 \\ 6207 \\ 6207	Water Quality Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	1,550.00 500.00 3,050.00 1,200.00 750.00 600.00 1,200.00 2,300.00 1,750.00 3,000.00
5113 E 5114 5115 5116 5118 5200 5201 5202 5203 5204 5206 5207	Electrical Safety Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	500.00 3,050.00 1,200.00 750.00 600.00 1,200.00 2,300.00 1,750.00 3,000.00
5114 1 5115 F 5116 (5118 [5200 E 5201 E 5202 E 5203 F 5204 F 5205 F 5206 E 5207 (Health & Safety General Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	3,050.00 1,200.00 750.00 600.00 1,200.00 2,300.00 1,750.00 3,000.00
5115 F 5116 C 5118 C 5200 E 5201 E 5202 E 5203 F 5204 F 5206 E 5207 C	Playground Inspections Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	1,200.00 750.00 600.00 1,200.00 2,300.00 1,750.00 3,000.00
5116 (5118 [5200 [5201 [5201 [5202 [5203 [5204 [5202 [5203 [5204 [5206 [5207 [Cleaning Supplies Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	750.00 600.00 1,200.00 2,300.00 1,750.00 3,000.00
5118	Drainage Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	600.00 1,200.00 2,300.00 1,750.00 3,000.00
5200 E 5201 E 5202 E 5203 F 5204 F 5206 E 5207 C	Engineering Equipment Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	1,200.00 2,300.00 1,750.00 3,000.00 16,500.00
5201 E 5202 E 5203 F 5204 F 5205 F 5206 E 5207 C	Engineering Repairs Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	2,300.00 1,750.00 3,000.00 16,500.00
5202 E 5203 F 5204 F 5205 F 5206 E 5207 C	Engineering Consumables Play Equipment Repairs Parks Management Football Pitches	1,750.00 3,000.00 16,500.00
5203 F 5204 F 5205 F 5206 E 5207 C	Play Equipment Repairs Parks Management Football Pitches	3,000.00 16,500.00
5204 F 5205 F 5206 E 5207 C	Parks Management Football Pitches	16,500.00
5205 F 5206 E 5207 C	Football Pitches	
5206 E		
5207	D1: O	1,000.00
	Bowling Greens Grounds Maintenance Consumables	1,100.00
TOTAL	Stourius Maintenance Consumables	650.00 100,717.50
TOTAL		100,717.50
EXPENDITURE		
	OVERHEADS	
	MOBILE PHONES	518.00
	JNIFORM	2,100.00
	PHOTOCOPIER	2,500.00
	SALARIES (From workings below)	224,583.00
	EMPLOYER'S NI (from Dept workings)	21,826.00
	PENSIONS (From Dept workings)	35,797.00
	NSURANCE FEES	4,450.00
	raining	4,000.00
7301 R	Rates Garage	4,075.00
7303 E	Electricity - Town Hall	15,250.00
7304 E	Electricity Glenn Park	660.00
7305 E	Electricity Pimbley	540.00
7307 E	Elec Ballswood	420.00
7308	Gas Gas	12,000.00
7309 V	Vastewater & Metered water	2,995.00
7310 V	Vater Garage	350.00
7311 V	Vastewater Ballswood	840.00
	Vater & Wastewater Pimbley	595.00
	Vater & Wastewater Glenn Park	425.00
	leet Repairs	3,150.00
	/ehicle Tax	650.00
	Diesel	9,150.00
	eases	5,500.00
	Asset Maintenance	12,000.00
TOTAL		. 2,000.00

Proposed Budget 2024-25 Department 3 Community Services

INCOME

4001	PRECEPT	77,170.00
4391	FESTIVAL EVENTS INCOME	1,000.00
4395	MISC. INCOME	7,500.00
TOTAL		85,670.00
EXPENDITURE SUPPLIERS	SUPPLIERS	
5330	NEIGHBOURHOOD ACTIVITIES	00.000,9
5331	EVENTS	7,950.00
5333	CHRISTMAS ACTIVITIES	3,500.00
5334	YOUTH PROVISION	3,000.00
5335	GRANTS	3,000.00
TOTAL		23,450.00
EXPENDITURE		
	OVERHEADS	
7003	MOBILE PHONES	176.00
7100	SALARIES (From workings below)	48,779.00
7106	EMPLOYER'S NI (from Dept workings)	4,680.00
7107	PENSIONS (From Dept workings)	8,585.00
TOTAL		62.220.00

0.00

Proposed Budget 2024-25 Department 4 - Planned Asset Maintenance

INCOME

4001	PRECEPT	79,405.71
TOTAL		79,405.71
EXPENDITURE		
	OVERHEADS	
7851	Asset Maintenance	79,405.71
		70 40E 71

79,405.71

Proposed Budget 2024-25 Department 8 - Maghull Advice Centre

INCOME

4001	PRECEPT	31,545.00
4395	MISC. INCOME	3,850.00
TOTAL	INIOC. INCOME	35,395.00
TOTAL		33,030.00
EXPENDITURE		
5108	Hygiene	360.00
5109	Pest Control	400.00
5112	Water Quality	450.00
5335	GRANTS	18,500.00
TOTAL		19,710.00
EXPENDITURE		
	OVERHEADS	
7000	BROADBAND	250.00
7002	TELEPHONES	155.00
7041	OFFICE EQUIPMENT & FURNITURE	300.00
7150	RENT FOR MAC	8,750.00
7200	INSURANCE FEES	500.00
7303	Electricity - Town Hall	5,000.00
7309	Wastewater & Metered water	630.00
7846	MISCELLANEOUS EXPENDITURE	100.00
		15,685.00

0.00

ASSET MAINTENANCE 3 YEAR PLAN 2023-2024					
				1	
item	Amount	Department		Spe	Spend to Date
z x boller replacement in Town Hall	£ 25,384.50	4	Work completed July 2023	Ŧ	25,384.50
			Round Meade, Old Hall and	_	
			Ballswood have been		
			investigated and remedial		
			works carried out where		
			required. No further expense		
implove diamage of Parks.	£ 2,912.00	4	expected for 2023/24	41	2,912.00
:			Demolition work on-hold until		
Ballswood Pavillion	u ध	4	24/25 (£12k)		0
			Fire doors and lighting work for	L	
			the activity room, work to		
Town Hall Upgrade	£ 12,500.00	4	commence December 2023	41	12,500.00
Upgrade Parks highlighted in ROSPA & 1 x					
Noticeboard	£ 21,544.20	4	Works complete for 23/24	41	21,544.20
			2 x picnic tables to be		
Park Benches & Picnic Tables	TBC	4	ordered (max cost £2500)		
Window Danisanna to the Towns 121	Ç L		Work to commence late		
willdow replacement at the Town Hall) - -	4	January 2024, awaiting costs	4	
Total	£ 62,340.70			41	62,340.70

ASSET MAINTENANCE 3 YEAR PLAN 2024-2025			
Any project work or equipment upgrades highlighted in green should be classed as priority to ensure HSE compliance or business continuity.			
Works	Amount	Department	Comments
Upgrade Play Equipment remaining Parks	56.845.00	4	Funding approved in Amenities meeting July 2023
Ballswood Pavillion - Demolition work	8,500.00	4	
Roof remedial works on lower level area only (above admin office)	5,000.00	4	
Toilet Refurbishment at the Town Hall - Gents, 2 WC, 3 urinal, 2 sinks including flooring/ceiling and cubicles	23,000.00	4	This work could potentially be rescheduled for 2025/26
Toilet Refurbishment at the Town Hall - Ladies, 4 WC, 4 sinks including flooring/ceiling and cubicles	24,000.00	4	This work could potentially be rescheduled for 2025/26
Ceiling grid and ceiling tile replacement in specific areas of the Town Hall to ensure compliance with Fire Safety Regulations	6,000.00	4	
Pimbley sports hut - upgrade work	3,000.00	4	Upgrade to shower and toilet areas, plus deep clean and painting. Flooring works also required
Vehicle replacement	27,000.00	4	A new John Deere Gaitor utility vehicle is required. The current Gaitor is in excess of 12 years old and has had
			numerous operational issues over the last rew years. Failure to upgrade/replace this vehicle will eventually result in an impact to service delivery.
Ransomes - Ride-on mowers	ТВС	4	Equipment to be replaced or sold due to age and performance issues. If Sold, funds raised will need to be invested for parts/attachments for the Tractor. The Tractor will then replace the Ransome.
	153,345.00		

ASSET MAINTENANCE 3 YEAR PLAN 2025-2026			
Works	Amount	Department Comments	Comments
Park Management upgrade works	20,000.00	4	Works to include remedial actions from ROSPA(Play equipment) and further upgrades to Facilities such as
			Glen Park Pavillion, Pimbley Sports Hut and Tennis Courts etc.
Internal decoration at the Town Hall (Council chamber, admin suite/office, Town Clerk office and Communal	25,000.00	4	Works to include; plastering, new flooring, painting and decorating and upgrade lighting system
areas)			
Fleet Management - a new Tipper	26,000.00	4	The current Tipper is in excess of 13 years old and has had
			Failure to upgrade/replace this vehicle will eventually result in an impact to service delivery.
Machinery - Equipment upgrade	7,000.00	4	
Include any works outstanding from 2024/25			
Include any works outstanding from 2024/25			
	78,000.00		

Maghull TownCouncil

Hire Charges 24/25

FACILITY	CHARGE
Council Chamber (40 max. Formal seating 25)	£110.00 Per Day ex VAT
Council Chamber (40 max. Formal seating 25)	£60.00 Per Half Day ex VAT
Activities Room (140 max)	£30.00 per hour ex VAT
Activities Room (140 max)	£100 Per Day ex VAT
Activities Room (140 max)	£50.00 Per Half Day ex VAT
Radio Room	£30 per half day ex vat
Outdoor Bowls – season (individual)	£30.00
Outdoor Bowls – (individual) a game (new)	£5.00
Outdoor Bowls – season contract	£600.00 per club
Football - half pitch adult for season	£640.00
Football – half pitch junior for season	£320.00
Football – pre-season charge per game	£35.00

Maghull Town Council - Precept Stats 2023-24

- Chippenham Town Council (Wiltshire) had the highest level of precept at £3,968,965 (Band D £298.64), a 6.1% increase.
- Maghull Town Council is 130th (132nd 2022) on the list of highest setting precepts.
- Falmouth Town Council (Cornwall) has the highest Band D charge at £423.06 (Precept £3,276,355) up from £377.97 in 2022-23 a 10.66% increase.
- Maghull Town Council is 527th (531st 2022) on the list of highest Band D charges.
- Sutton Coalfield Town Council (created 2016) has the largest tax base of 37,218.
- Maghull Town Council is 202nd (195th 2022) on the list of highest tax bases.
- Maghull Town Council precept was raised in 2022 and is currently £122.21
- There are 8881 precepting parishes in England (8874 in 2022).
- The Bank of England inflation calculator gives an average inflation rate of 2.5% since 2013. If the precept had risen in line with inflation from 2013 the precept would be as follows:

Year	Band D equ	uivalent (Actual)	Precept	(Actual)
2013-14	£93.35	(£88.85)	£584,024	(£555,871)
2014-15	£95.68	(£88.85)	£606,161	(£562,591)
2015-16	£98.07	(£88.85)	£624,871	(£566,124)
2016-17	£100.23	(£88.85)	£649,265	(£575,548)
2017-18	£103.04	(£93.28)	£668,955	(£605,656)
2018-19	£105.61	(£98.23)	£683,248	(£643,347)
2019-20	£108.25	(£98.23)	£719,581	(£652,974)
2020-21	£110.96	(£103.64)	£750,830	(£701,280)
2021-22	£113.73	(£106.64)	£761,729	(£714,243)
2022-23	£125.89	(£122.21)	£854,692	(£830,893)
2023-24	£132.15	(£122.21)	£924,706	(£840,254)

- This is an overall reduction of £368,835 in precept since 2013-14
- Current inflation levels are 4.9% and expected to rise.
- The Council Tax Base has been reduced twice since 2011 by Sefton MBC

https://www.gov.uk/government/statistical-data-sets/live-tables-on-council-tax#council-tax-statistics-for-town-and-parish-councils-in-england

Report to: Full Council

Date of Meeting: 29th January 2024

Agenda Item Number

Subject: Establishing a Community Interest Company

Report of: Community Services Manager

Exempt / Confidential No

Report:

Summary

The ability to attract funding to support local community initiatives would be improved if a vehicle in the form of a community interest company was available through which to make bids and support initiatives.

Maghull Town Council Priority	Yes/No
A Sustainable and Greener Maghull	No
2. High Quality, Accessible, Biodiverse Green Spaces and Parks	No
3. An Excellent Offer for the Youth of Maghull	No
4. A Great Place to Live, Work and Visit	Yes
5. Statutory Requirement	No

Recommendation(s)

1. Council supports the establishment of a Community Interest Company

Reasons for Recommendation(s)

A CIC enables a broader approach to community projects and will allow access to funding bids that are not open to Council as a precepting authority.

Alternative Options Considered and Rejected

None

What will it cost and how will it be financed?

- (A) Revenue
 Registration fees of less than £100
- (B) Capital N/A

Implications of Recommendations:

Financial Implications	None
Resource Implications	Staff time
Legal Implications	Production of annual reports and accounts to Companies House and returns to HMRC
Equality & Diversity Implications	None

Implementation Date for Decision

Immediately following Council

Appendices

N/A

Background Papers

Contact Officer	Phil Dillon
Telephone Number	0151 526 3705
Email Address	phil.dillon@maghull-tc.gov.uk

1. Background

Community interest companies (CICs) are limited companies that are set up to provide a community benefit or achieve a particular social purpose. It is suitable for social enterprises and 'not-for-profit' projects of all sizes operating in various sectors. To improve on funding opportunities available to support local projects it is proposed that Council supports the establishment of a Community Interest Company which would enable bids to a wider range of funders and open up opportunities that currently are denied. MTC is currently unable to bid for certain funding in its position as a precepting authority. This limits the ability of officers to access funding for significant projects that would benefit the community and work alongside services that the Council delivers.

Key features of the proposed Community Interest Company

The CIC's objectives have been drafted as follows:-

The proposed name is Maghull Advice & Community Engagement C.I.C. (MACE CIC)

The objects of the Company are to carry on activities which benefit the community and in particular (without limitation) to facilitate community resilience and development by engaging in Maghull based social, economic, heritage and wellbeing projects. These include: -

- Having an impartial advisory facility to benefit the business and local community
- Improving communication and engagement with the local community
- Offering volunteer/training including upskilling residents as well as opportunities for the community
- Facilitating projects which support the Company's general aims.

CICs are subject to an asset lock which is designed to ensure that community interest companies use their assets (including land, property, income, and profits) to support their activities or otherwise benefit the communities they are set up to serve. A distinctive feature of the CIC structure, the asset lock protects the company's resources from being appropriated for private gain.

Directors as agreed by Council will be responsible for registering the CIC with Companies House, HMRC and the CIC Regulator. They will also take the lead on the CIC's initial development and priorities, including targeting funding bids.

MACE CIC would promote local initiatives and seek to work with partner organisations as appropriate to develop initiatives that benefit the local community. Initial priorities would be agreed at the first meeting of the directors.

Recommendations

1. Council approves the establishment of a Community Interest Company

Report to:

Full Council

Date of Meeting:

29th January 2024

Agenda Item Number

8

Subject:

Appointment of Committees

Report of:

Town Clerk

Exempt / Confidential

No

Report:

Summary

Due to the political nature of the make-up of the Council it is necessary to fill the Committee places based on the political balance of the Council.

Maghull Town Council Priority	Yes/No
A Sustainable and Greener Maghull	No
2. High Quality, Accessible, Biodiverse Green Spaces and Parks	No
3. An Excellent Offer for the Youth of Maghull	No
4. A Great Place to Live, Work and Visit	No
5. Statutory Requirement	Yes

Recommendation(s)

- 1. The composition of the political groups as shown in paragraph 1.1 be noted;
- 2. The options for the Committees detailed at paragraph 2 be determined and constituted with the Terms of Reference and delegated powers as detailed in the Constitution;
- 3. The number of seats on the various Committees for the 2023-24 Municipal Year be as detailed in paragraph 3 be approved;
- 4. Council confirms the allocation of seats to the political groups and makes appointments to fill the seats in accordance with Sections 15 and 16 of the Local Government and Housing Act 1989, as detailed in Appendix 1;
- 5. Council appoints a Chair and Vice-Chair of each of the various Committees for the 2023-24 Municipal Year, as detailed in Appendix 1.

Reasons for Recommendation(s)

The Council needs to agree the political balance of the Council and agree the composition of its attendant committees.

Alternative Options Considered and Rejected

None

What will it cost and how will it be financed?

(A) Revenue N/A

(B) Capital N/A

Implications of Recommendations:

Financial Implications	None
Resource Implications	None
Legal Implications	LGA 1972, Local Government (Committees and Political Groups) Regulations 1990
Equality & Diversity Implications	None

Implementation Date for Decision

Immediately following Annual Council

Appendices

Appendix 1 Appointment of Committees table.

Background Papers

Contact Officer	Angela McIntyre	
Telephone Number	0151 526 3705	
Email Address	angela.mcintyre@maghull-tc.gov.uk	

1. Background

The Council is asked to review the political composition of committees and to note the composition of the political groups as previously notified under Regulation 8 (1) of the Local Government (Committees and Political Groups) Regulations 1990 and Council is asked to constitute and appoint members to serve on the several Committees detailed in the Constitution and listed in Appendix 1 to this report.

1 POLITICAL GROUPS

1.1 Council is asked to note that the composition of the political groups, as previously notified under Regulation 8(1) of the Local Government (Committees and Political Groups) Regulations 1990, is:-

(i) The Labour Group - 13 Members (ii) The Independent Group - 2 Members (iii) Vacancy - 1 seat

2 TERMS OF REFERENCE AND DELEGATED POWERS

- 2.1 Council is asked to constitute and appoint members to serve on the several Committees detailed in the Constitution and listed in Appendix 1 to this report, namely: -
 - (i) Finance & General Purposes Committee

- (ii) Community Services Committee
- (iii) The Amenities Committee
- 2.2 The terms of reference, and delegated powers where applicable, be as detailed in the Council's Constitution and the Scheme of Delegation.

3. POLITICAL BALANCE

- 3.1 There are four statutory principles of political balance which have to be applied in filling appointments to Committees. These are contained in S15(5) of the Local Government and Housing Act 1989.
- 3.2 The principles have to be applied in priority order as follows: -
- (a) that not all seats on the body are allocated to the same political group.
- (b) that the majority of the seats on the body are allocated to a particular political group if the number of persons belonging to that group are a majority of the Council's membership.
- (c) subject to paragraphs (a) and (b) above, that the number of seats on the ordinary committees of a relevant Authority which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of that Authority as is borne by the number of members of that group to the membership of the Authority; and
- (d) subject to paragraphs (a) to (c) above, that the number of seats on the body which are allocated to each political group bears the same proportion to the same number of all seats on that body as is borne by the number of members of that group to the membership of the Authority.
- 3.3 The political group sizes as a percentage of the total membership of the Council, based on 3 Committees, are: -

Labour Group	13/16 x 100 = 81.25%	30 seats x 81.25% = 24.375	24 seats
Independent Group	2/16 x 100 = 12.5%	30 seats x 12.5% = 3.75	4 seats
Vacancy	1/16 x 100 = 6.25%	30 seats x 6.25% = 1.87	2 seats

3.4 The application of these percentages to the number of seats on individual Committees gives the following allocation of seats:-

LABOUR (L)	(I)	VACANCY
8.125	1.25	0.63
7.313	1.12	0.56
6.5	1.5	0.5
5.688	1.313	0.43
4.875	1.095	0.37
4.063	0.938	0.31
	8.125 7.313 6.5 5.688 4.875	(I) 8.125 7.313 1.12 6.5 1.5 5.688 1.313 4.875 1.095

- 3.5 Under the political balance rules after these percentages have been applied to the total number of seats on Committees of the Council any remaining seats must be allocated to Members who are not Members of any political group.
- 3.6 Applying political balance as detailed at paragraph 3.4 above, the allocation of seats, to the current committee structure, would be as follows: -

Committee	Seats	L	ı	V
Finance & General Purposes	10	8	1	1
Community Services	10	8	2	0
Amenities	10	8	1	1
Total	30	24	4	2

^{*} The above calculation leaves no Committee places unallocated.

3.7 Adjustment of Seats

In accordance with the rules of political balance the number of seats must be allocated to accord with the rules at paragraph 3.5 above. It is therefore proposed that the number of seats on the various Committees for the 2023-24 Municipal Year be fixed, if 3 Committees are agreed, as follows: -

Committee	Seats	L	ı	Vacancy
Finance & General Purposes	10	8	2	0
Community Services	10	8	2	0
Amenities	10	8	2	0
TOTALS	30	24	6	0

- 3.8 Council is asked to review the political composition of the Committees; to determine the allocation of seats to political groups; and to make the appointments to fill the seats in accordance with Sections 15 and 16 of the Local Government (Committees and Political Groups) Regulations 1990, 1991 and 1993.
- 3.9 It should be noted that a political group is made up of two or more members who agree to be identified as that group, using by signing a declaration. If the number of independents remain at three, following the co-option which will happen for the vacancy, then it will be up to the independents to decide which member is on which Committee. If a Labour candidate is co-opted, then the two seats will revert to the Labour Group. If that is the case, then it is proposed that the composition of committees is as follows:

Committee	Seats	L	I
Finance & General Purposes	10	9	1
Community Services	10	8	2
Amenities	10	9	1
TOTALS	30	26	4

Recommendations

- 1. The composition of the political groups as shown in paragraph 1.1 be noted;
- 2. The options for the Committees detailed at paragraph 2 be determined and constituted with the Terms of Reference and delegated powers as detailed in the Constitution;
- 3. The number of seats on the various Committees for the 2023-24 Municipal Year be as detailed in paragraph 3 be approved;
- 4. Council confirms the allocation of seats to the political groups and makes appointments to fill the seats in accordance with Sections 15 and 16 of the Local Government and Housing Act 1989, as detailed in Appendix 1;
- 5. Council appoints a Chair and Vice-Chair of each of the various Committees for the 2023-24 Municipal Year, as detailed in Appendix 1.

APPOINTMENTS TO COMMITTEES 2023

Committee	
Finance & General Purposes (10) Quorum: 4 Clirs	
Chair:	
Vice Chair:	
Mayor Maghull Town Council	
Member	
Community Services (10) Quorum: 4 Clirs	
Chair	
Vice Chair	
Mayor Maghull Town Council	
Member	
Amenities (10) Quorum: 4 Clirs	
Chair	
Vice Chair	
Mayor Maghull Town Council	
Member	
Member	
Member	
Member	

Member	
Member	
Member	