



Devizes
Town Council

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DEVIZES TOWN **COUNCIL**

You are summonsed to attend a meeting of the Devizes Town Council Committee to be held remotely, on the following date:

Date: Thursday 15th October 2020

Time: 6.00 pm

Meeting via Zoom software:

<https://us02web.zoom.us/j/89589757587?pwd=K29tSDVtRnd4TVRmU3Z6NmVOZEdlQT09>

Meeting ID: 895 8975 7587

Passcode: 655700

Enquiries: Town Hall - Tel: 01380 723333

Councillors:	Bridewell	Burton	Corbett
	Carter	P Evans	S Evans
	Gay	Geddes	Giraud-Saunders
	Godwin	Greenwood	Hopkins
	Nash	Parsons	Pennington
	Rose	Rowland	Stevens
	Von Berg		

AGENDA

1. MINUTES

To approve as a correct record and authorise the Chairman to sign the minutes of the Meeting of the Council held on the 11th June 2020.

2. APOLOGIES FOR ABSENCE

3. DISCLOSURE(S) OF INTEREST

To receive any disclosures by a Councillor(s) and/or Officers in matters to be considered at this meeting in accordance with the provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

4. To receive announcements and communications.

5. To answer questions (if any) under standing order No. 15.

6. MINUTES OF MEETINGS FOR INFORMATION

Since the last meeting of the Council on 11th June 2020 the following Committees have taken place whose minutes have been approved as a correct record and signed by the appropriate committee chairman.

The minutes of these meetings have been previously circulated to all members.

COMMITTEE NAME	COMMITTEE DATE
Personnel Committee	25 th June 2020
Cabinet Committee	30 th June 2020
Planning Committee	14 th July 2020
Planning Committee	28 th July 2020
Planning Committee	11 th August 2020
Planning Committee	25 th August 2020
Planning Committee	8 th September 2020
Planning Committee	22 nd September 2020
Planning Committee	6 th October 2020
Community & Civic Resources	14 th July 2020
Community & Civic Resources	25 th August 2020
Community & Civic Resources	6 th October 2020
Recreation & Properties	11 th August 2020
Recreation & Properties	22 nd September 2020

NOTE: Before dealing with the next item (No 7) the Council will wish to consider whether or not to suspend Standing Order No 5 (members to stand when speaking). If the Standing Order is to be suspended, it must be done by way of a proposition, duly seconded and carried.

7. REPORT FOR INFORMATION – NOTICE OF CONCLUSION OF AUDIT 2019/20

Members are reminded that at the meeting of the Council held on 11th June 2020, members resolved officers to submit the Annual Return including accounting and the annual governance statement in respect of Devizes Town Council for the 2019/20 financial year.

PKF Littlejohn LLP, the Council's external auditors returned the certified Annual Return on 28 August 2020.

There were no matters which the auditors wished to draw to the attention of Devizes Town Council for the year ended 31 March 2020.

PKF Littlejohn LLP will be undertaking the audit in 2020/21.

8. REPORT FOR INFORMATION - PROJECT LIST

Circulated alongside this agenda ([Doc8/1](#)) is a list detailing the current position with regard to ongoing and proposed projects.

9. REPORT FOR DECISION – CANON PAUL RICHARDSON

Recommendation

That the Council considers recording a formal vote of thanks in the Council's minutes for the contribution Canon Paul Richardson has made to the Devizes community during his time as vicar at St John's Church.

Purpose of the Report

To acknowledge the work of Canon Paul Richardson, Rector of St John's Church.

Background

After nearly a year of struggling with his health, Canon Paul Richardson, the Rector of St John's with St Mary's, will be retiring from the parish and taking up a position of house duties elsewhere.

Canon Richardson has been the Rector of St John's with St Mary's for nearly 13 years, and in that time has supported the Mayor as Mayor's Chaplain, presiding over many Civic Services for the Council and leading the community in worship and remembrance. Canon Richardson was also involved with helping to select the Annual Civic Award winners.

In recognition of his services the Council is asked if it would like to place on record its appreciation for the contribution made to the town's civic life by the Council's Chaplain, Canon Paul Richardson. In thanking him for his distinguished service as the Mayor's Chaplain to many of the town's Mayors, the Town Council wishes him a long and peaceful retirement in his new parish.

Options Considered

The Committee needs to decide if it wishes formally to record in the Council's minutes a vote of thanks to Canon Paul Richardson for the contribution he has made to the Civic life of the Council and the important role he has played in supporting the parish of St John's with St Mary's and the Town of Devizes.

Implications and Risks

Financial and Resource Implications

Officers are unaware of any financial or resource implication for the Council associated with this decision

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence

Environmental Implications

Officers are unaware of any environmental implication for the Council associated with this decision.

Risk Assessment

Officers are unaware of any risk implication for the Council associated with this decision.

Crime and Disorder

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder act 1998.

10. REPORT FOR DECISION – DRAFT ESTIMATES 2021/22

Recommendation

The Council is recommended to identify any amendments to the draft estimates or matters that need be further explored, for the financial year 2021-22. The estimates will remain as draft until formal ratification and the setting of the precept in December.

Purpose of the Report

To consider the budgeted income and expenditure for the financial year 2021-22.

Background

Officers have prepared the draft budget for financial year 2021-22 in line with identified business activities and plans or those which are projected.

The legal process relating to the devolution of services from Wiltshire Council has now been finalised. Notwithstanding this, the setting of budgets is subject to information which has not been forthcoming in any detail from Wiltshire Council although officers will gradually be getting a clearer picture as the current financial year progresses.

Set out below is a commentary on the principal budget headings.

Explanation of Budget Headings

Revenue Budget

Officers have, where possible, held the budget at the 2020/21 level.

Corporate

Markets

The revenue budget reflects adjusted income which was severely impacted by Covid-19 in the first two months of the 2020/21 financial year. Income in respect of the Shambles has been held back as it is anticipated that the Shambles will be closed part of the financial year for renovation. Accurate figures in respect of rates and utility costs will become apparent later in 2020 as more information become available from Wiltshire Council. Officers believe that the 2021/22 estimates reflect realistic expenses based on the information available.

Member Support

Members are encouraged to participate in training when available. The budget heading also provides funding for members to attend conferences and networking opportunities. This depends on the status of Covid-19 in the 2021/22 financial year.

Twinning

The hosting of the 2021 twinning will be by the Town of Mayenne in France. It is not possible at this stage to say if this will take place. A substantial ear-marked reserve of £12,753 is held over from a previous EU grant application.

Civic & Ceremonial

The Civic events along with the Civic officers' allowances ensure that Devizes is able to uphold its civic traditions. In the past, consultation with the community has indicated that it is these kinds of events which make Devizes special.

Mayoral Allowance

This budget heading has been reduced as many of the mayoral activities cannot take place post Covid-19.

Communications

The cost of printing of the Town Council Messenger has remained constant over the past few years. Printing companies remain competitive during this time.

With the development of the new website complete, the budget has reduced to cover maintenance only.

Corporate Management

This cost centre is where the majority of senior management time is accounted for. It encompasses the cost of running the organisation, managing the various strategic corporate objectives and delivering Council decisions. It also includes items such as audit fees, professional advice and the annual report.

Bank Interest

Officers have managed to keep Council reserves at a fairly substantial level bearing in mind the impact of Covid-19. Reserves will continue to be placed on deposit for different terms as appropriate and are constantly reviewed to maximise the return whilst interest rates remain very low.

Grants

Grace and Favour bookings & Free Lettings

Provided to organisations which benefit the community of Devizes, technically there is no limit to the value of these bookings as they are allowed in accordance with Council policies. The income is allocated against the Venues income. Officers anticipate that Grace & Favour lettings and Council Use lettings will fall dramatically during the 2021/22 financial year.

General Grants

These have remained the same and are distributed in October and March of each year to organisations who apply.

Annual Grants

Two organisations in the Town receive an annual grant, Drews Pond Wood and Devizes Museum. Town Council policy requires that both organisations make their applications in writing. Historically the Council has taken the view that the activities they undertake for the town are worthy of regular direct support.

Commercial Properties

The Commercial Property Management charges are at a contract price. Repair costs have been extremely high due to unforeseen costs in the past two years. Repairs/Alterations, Bad Debt provision and Vacant Property provisions have all been increased to reflect the likely fallout from the Covid-19 pandemic and the significant impact on commercial property tenants.

There are two rent reviews scheduled for the 2021 -22 financial year.

Arts Development

Devizes Outdoor Celebratory Arts and Devizes Festival

The Council gives support for DOCA and The Devizes Festival, provided by free use of its venues and, in the case of DOCA, direct financial support.

Venues – Town Hall & Corn Exchange

Expenditure

Officers have thoroughly reviewed these cost centres and have stripped costs in light of the ongoing Covid-19 pandemic. Many costs relating to these Council venues are fixed in nature.

Income

Income headings have been adjusted to reflect an achievable revenue stream during the Covid-19 pandemic. Should the situation change regarding the Council's ability to let its buildings, this would be reflected and negated by additional salary costs.

An agreed amount of £21,257 has been included in Town Hall income to represent usage of the Town Hall as office accommodation. This will be cost neutral in terms of the 2021/22 estimates.

Devizes Leisure Centre

This is subject to a 60-year agreement which commenced in 1988 and which requires ongoing annual revenue funding. This is subject to a calculated formula.

Hillworth Park Cafe

The operation of the Park Café has been severely impacted by the Covid-19 pandemic. The café is currently operating through a door hatch and is only taking card payments. Officers have input income and expenditure data based on the continued operation of the Café via this method. Should the impact of the pandemic lessen and the Café is able to resume normal activities, this will show an increase in income and expenditure.

Community Spaces Central Support

This cost centre has seen a substantial increase in costs due to the introduction of services previously under the control of Wiltshire Council and the non-Park Café costs associated with Hillworth Park.

The continuing squeeze on the finances of Wiltshire Council and the resultant effect on the lack of upkeep of Wiltshire Council-owned play areas explains the need for a significant provision in respect of play area maintenance.

Officers have significantly increased the number of leased vehicles and equipment to reflect the taking back in-house of the IDVerde contract.

A provision for extra grass cuts in areas around the Town and an increased budget for Trees and Woodland is intended to cover the short fall in this area by Wiltshire Council.

An accurate reflection of the costs of utilities within the Park Centre is included within this cost centre.

The Council will continue to outsource activities such as the buying-in of plants, although the main grounds maintenance delivery will be delivered through in-house staff. In the past full outsourcing has been tested however due to the relatively small value of the contract sum and the nature of the contract complexity, it makes it difficult to realise savings of enough significance to make it worth the reduction in service flexibility.

If members wish to reduce these budgets then there will need to be clarity of expectation as to where the reductions in service will be made.

Public Conveniences

The Town Council took over the provision of the Devizes Superloo and the Toilets on the Green in April 2016 (currently closed). The costs associated with the provision of these services are currently fairly consistent. Despite an announcement by government that public conveniences will not be subject to business rates, this has not been the case.

Christmas Lights

Christmas Business Trees

It was agreed this year to continue with the project, which helps to increase the amount of Christmas light displays in the town.

Christmas Festival & Lights

Officers supported by the Christmas Lights Working Party will tender for a new installation contract in 2021.

Admin Support

All costs have been reviewed and, in some cases, reduced in this cost heading.

An amount of £5000 has been placed under the Elections heading to cover costs received from Wiltshire Council in the administration of the 2021/22 Local Council Elections.

The provision of a staff wellbeing budget of £1000 has been input to cover eye tests, vaccinations and occupational health.

Recruitment costs remain at £7000. Should a senior officer leave the organisation this is likely to have a significant cost.

Cemetery

Costs incurred and income derived from the operation of Devizes Cemetery vary considerably year on year and remains notoriously difficult to estimate.

The Cemetery Lodge is currently rented out at an amount of £700 per calendar month with a tenant who has been in occupation since July 2015.

Community Safety

The Council has currently agreed to further support the Town's CCTV system to a value of £18000.

Town Centre Management

The Town Council uses this budget to support economic regeneration projects. With the development of groups such as the retailers' there is likely to be an ongoing demand on this project.

CATG Road improvements

This cost centre has been moved from Community Spaces Central Support and remains consistent with the budget in previous years.

Salaries

Officers did receive a 2.75% rise during the 2020/21 financial year. Officers have made an assumption that the 2021/22 will see a 1% increase in salaries costs.

Regrettably five members of Venues staff were made redundant during 2020/21 due to the ongoing Covid-19 pandemic.

Capital Expenditure

Items which are not regular revenue expenditure are identified separately. Items of capital expenditure are placed in this cost centre after discussion between staff members, senior managers and members.

Small Flail

This is a specific request from the Open Spaces team and is considered insufficient in cost to for officers to purchase on a lease contract.

Reflective Pool Pump – Hillworth Park

The pool pump which keeps the reflective pool aerated at Hillworth Park is coming to the end of its lifespan.

Fixed Wiring Test – Town Hall and Corn Exchange

The Town Council has a statutory requirement to provide this on a five-year basis.

Emergency Lighting Corn Exchange

The Town Council has a statutory requirement to provide this on a regular basis.

Replace Fluorescent Lights - Corn Exchange

This cost would be additional to the normal maintenance costs.

Redecoration of Town Hall

This is an ongoing cost provision relating to the redecoration of the Town Hall, which is starting to look rather shabby in a number of areas.

Fire Risk Assessments – Commercial Properties

Fire Risk assessments in respect of the Town Council's portfolio of commercial properties was last undertaken in 2017. Officers are of the opinion that this should be undertaken every four years.

Shambles Refurbishment

This cost relates to the preparatory work associated with the proposed refurbishment of the Shambles in Devizes.

Shambles – Footfall KPI's

Cost of equipment required to provide footfall data in respect of the Shambles.

Earmarked Reserves

In addition to the budget ([Doc10/1](#)), officers have attached a copy of the Council's Earmarked Reserves ([Doc10/2](#)). These are funds which have been accumulated for specific projects where it has not been possible to raise the finance in a single financial year.

Options Considered

The Council needs to decide if they feel that the proposed budget is in line with the level of services it wishes the Council to deliver in 2021/22.

Implications & Risks

Financial and Resource Implications

The budget reflects the Council's ability to fund its Financial and Resource needs for the financial year 2021/22.

Legal Implications and Legislative Powers

The Council will be considering this matter under its power of General Competence

Environmental Implications

Officers are not aware of any environmental implications associated with this decision.

Risk Assessment

Not setting a budget would leave the Council open to challenge by the auditors for financial mismanagement. In addition, the Council will not be able to set a precept and therefore will have its precept imposed by Wiltshire Council.

Crime and Disorder

Officers are not aware of any implications Under Section 17 of the Crime and Disorder act 1998.

11. REPORT FOR DECISION – VACANT SEAT ON THE COUNCIL

Recommendation

That the Committee accepts the recommendation of the Community and Civic Resources Committee not to seek co-option for the two vacant Council seats currently available on the Town Council.

Purpose of the Report

To determine how the Council should manage its two vacant seats.

Background

Following the sad death of Councillor Andy Johnson and the resignation of Mrs Kath Shaw, the Council has been left with two vacancies.

Both vacancies have been advertised by Wiltshire Council Electoral Services as “Casual Vacancies”, but at the end for the notification period neither seat had obtained the required requests to trigger an election.

At its meeting on the 25 August, the Community and Civic Resources committee were asked to recommend to Full Council how it should manage its two vacancies. The options available to the committee are set out below:

- Leave the seats unfilled, with the existing 19 Councillors sharing the work until the Town Council elections which should be in 2021.
- Seek to co-opt one or two Councillors.

The Council currently has no mechanism for co-option and for the sake of transparency it is always advantageous to have clear protocols and selection processes. Should the Council be minded to do this, it is strongly advised to set up a small working party to develop a co-option policy.

At that meeting it was resolved that the two vacant seats should be left unfilled until the next election in 2021.

Options Considered

The Council needs to decide if it wishes to agree the recommendation of the Community and Civic Resources Committee, that the two empty seats on the Council remain unfilled.

Implications and Risks

Financial and Resource Implications

Officers are unaware of any financial or resource implication for the Council associated with this decision

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence

Environmental Implications

Officers are unaware of any environmental implication for the Council associated with this decision.

Risk Assessment

Officers are unaware of any risk implication for the Council associated with this decision.

Crime and Disorder

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder act 1998.

12. TO PASS THE FOLLOWING SEALING RESOLUTION

THAT the Common Seal of the Council be affixed to or the Town Clerk do sign on behalf of the Council where appropriate any Orders, Deeds or Documents necessary to give effect to any of the matters and recommendations contained in the reports received and adopted at this meeting or other decisions of the Council thereat.

13. QUESTION TIME

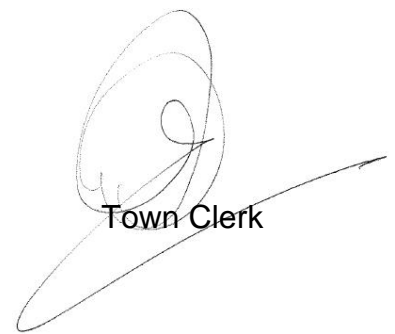
A short time is allowed at the discretion of the Town Mayor for councillors to ask questions on matters which are not on the current agenda but which are related to matters which have been previously discussed on an agenda relevant to the committee.

At least 24 hours' notice must be given to officers of the intended question. All other matters should be raised on an agenda and the request should be submitted through the Town Clerk

14. PUBLIC PARTICIPATION

At the Chairman's discretion, members of the public attending the meeting will be allowed to ask questions addressed to the Chairman concerning the administration, function or responsibilities of the Council or upon a matter, which was the subject of debate at the meeting.

A person may also be permitted to make a statement or address the Council upon a matter of concern to that person which is relevant to local government, or to the Council's administration or upon a subject, which may be of general interest to the Council. A time limit of 5 minutes per person will be permitted, but this may be extended at the Chairman's discretion and a maximum period of 20 minutes has been allocated by the Council for this item of business.



Town Clerk

Service Delivery – Position Statement on Key Issues

TC – Town Clerk, AFM – Admin & Finance Manager, DSM – Direct Services Manager, TCM Town Centre Manager, OM Office Manager
 FC – Full Council, R&P – Recreation & Properties Committee, C&CR – Community and Civic Resources Committee, PC – Planning Committee

Project	Status	Targets	Lead Officer
Financial Administration & Governance	<u>Accounts & Audit</u> The Accounts for financial year 2019/20 have been audited during the summer by PKF Littlejohn LLP. At this meeting the Council will be informed that “ <i>There were no matters which the auditors wished to draw to the attention of Devizes Town Council for the year ended 31 March 2020</i> ”.	Accounts for Financial year 2019/20 prepared by the end of May ready for audit	AFM
	<u>Budget process</u> Following the forward planning session on the 8 September offers have drafted the first outline budget for financial year 2021/22. That draft budget will be considered at this meeting of the Council	To have a budget in place by the January Wiltshire Council deadline.	Senior Management Team
	<u>Local Council Award Scheme</u> At the end of December officers submitted an application for the Council's re-accreditation for its Local Council Ward, which is a scheme that enables it to demonstrate that it follows good practices and is open and transparent. Much of the criteria is based on the Council's digital accessibility as well as an expectation for training and robust policies. At the end of March 2020, the Council was re-accredited with its “Gold” status, which is the highest award.	Complete	TC

DEVIZES TOWN COUNCIL
15th October 2020

Project	Status	Targets	Lead Officer
Commercial Properties	<p>The issues around commercial property management are recorded within the Recreation & Property Committee's minutes.</p> <p>The commercial property portfolio has always proved to be fairly secure investment for the Council; however, it is not without its ongoing challenges.</p> <p>Since March 2020, by the lead of Central Government and in negotiation with officers, several of our tenants have taken a rent holiday, to support the businesses, which has resulted in a decline in income for the current financial year.</p> <p>In a normal year our return on investment is in the region of 7.5%, however this year it will be nearer to 5%, leaving the council with a sizable debt value.</p> <p>Moving forward, as a Council we do need to consider whether we continue with the portfolio as it is, or seek to liquidate some of the less profitable properties and reinvest the capital to either widen the portfolio or to possibly take an ownership share in new capital infrastructure.</p> <p>However, what officers would advise is that given the current state of the commercial market, any changes need to take into account a longer-term projection</p>	Ongoing	AFM AFM / TC
Venues	<p>The impact of Covid19 has reduced the level of bookings in the venues to a very low level. As a result, the Venues team has had to be reduced in number to help manage costs and the buildings have been used to support part of the town's wider covid19 support and helping to ensure that the NHS can effectively deliver its extended flu programme for the town.</p> <p>The Recreation and Properties Committee receives a regular update on the venues activities</p>	On going	DSM

DEVIZES TOWN COUNCIL
15th October 2020

Project	Status	Targets	Lead Officer
Devolution of services & Transfer of Assets	<p>The Asset transfer and service devolution programme for Wiltshire Council has been completed and all the agreements signed.</p> <p>The contract for the management of open spaces has also ended and we have had a relatively seamless transition to an in-house service.</p>	Complete	TC
Personnel	<p><u>Annual Appraisal</u> The 2020 staff appraisals are completed. Current working arrangements are a little different to normal with a sharing of duties in many areas therefore we have been careful not to set unrealistic targets.</p>	Currently underway with completion by April 2020	All Managerial and supervisory staff supported by the OM
	<p><u>Recruitment</u> It is hoped that one day the Venues' business will start to pick up and at that point we will re-evaluate the department's staffing need.</p>	Spring 2020	PCO
Neighbourhood Planning	Currently there is a lot of uncertainty around proposed changes to the planning system and how neighbourhood planning will fit in	Ongoing	TC
Hillworth Park	<p><u>Events Programme</u> The 2020 programme was cancelled and only a limited one is being looked at for 2021</p>	To maintain a safe Covid19 environment to limit the spread	DSM
Green Lane Sports facilities	<p><u>Provision of Sports Pitches and Changing Facilities</u> The project is now complete and all agreements signed. The facility is now sub-let to Wiltshire FA who run the facility on the Council's behalf. The Town Council retains a very basic grass cutting responsibility for the site</p>	Project to be completed	TC

DEVIZES TOWN COUNCIL
15th October 2020

Project	Status	Targets	Lead Officer
Christmas Lighting & Festival	<p><u>Christmas Festival</u> This year's lantern festival has been cancelled but we are looking at a virtual lights switch-on with a little help from Father Christmas in Iceland.</p> <p>DOCA are hoping to stage a Christmas Market over the last weekend in November and the Town Council is supporting the event.</p>	Continued joint collaboration between DOCA, DTC and Fantasy Radio.	TC/ DSM/ TCM
	<p><u>Christmas Lighting</u> There will be no difference in the quality of the Christmas Lights this year.</p> <p>To support the local businesses, the Christmas Business Tree scheme will be funded by the Town Council this year.</p>	Delivery of the 2020 Scheme	DSM
Open Space	<p><u>Open Space Maintenance</u> The Open Spaces service is run fully run with our in-house staff. Officers are now looking at how we can improve our sites' biodiversity and are working with a specialist to achieve this.</p> <p><u>Play Areas</u> With the transfer of section106 funding, it is planned over the winter to get all the play areas open</p>	<p>On going</p> <p>Early 2021</p>	<p>TC</p> <p>TC</p> <p>DSM</p> <p>DSM / TC</p>

DEVIZES TOWN COUNCIL
15th October 2020

Project	Status	Targets	Lead Officer
Monuments	<u>Fountain</u> Nothing to Report	Nothing outstanding	AFM
	<u>Market Cross</u> Nothing to Report.	Nothing outstanding	AFM
Market	<u>Markets</u> During the lock-down period the outside market was run continually, unlike most markets in Wiltshire, and as we have come out of lock-down we have been in an excellent position to welcome traders. The Town Centre Manager has also been working with the 'Indies in Devizes' group as the Market is an important part of the town's retail offer. Part of that work was to create safe space outside to support the independent cafes in the town. This has been well received. Following an in-principle agreement for the Council, officers are looking at a refurbishment of the Shambles building. Options are currently being worked up for some pre-planning advice. The outcome of that advice will be reported back to the Council	Ongoing December 2020	TCM TCM TCM TCM

DEVIZES TOWN COUNCIL
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Project	Status	Targets	Lead Officer
Public Toilets	<u>Superloo</u> The Superloo was kept open for the majority of the lockdown, providing a safe facility for town centre visitors and many key workers who were out and about.	On going	DSM
	<u>Night Toilet</u> This issue has still not been resolved and it has remained closed	On going	DSM
	<u>Toilets on the Green</u> The facility is now permanently out of use. A review of this facility is needed but at this time has not been taken forward	To progress alongside the splash pad project	TC
Splash Pad	Currently this project has not been progressed	No timeline set	TC
Avon Road	No issues to report		DSM
The Greens & Crammer	No current issues		DSM
Allotments	Officers continue to work closely with both the Devizes and District Allotment Association and the Green Lane Allotment Association to delegate much of the general site maintenance to them, in return for a small annual grant to cover their public liability insurance and basic materials costs. Nothing major to report	On going	AFM
Devizes In Bloom	There was no competition this year	Will review in 2021	DSM
War Memorial	This structure is monitored against a recent condition survey and will need some work in the future.	Watching brief	DTC & AFM

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Project	Status	Targets	Lead Officer
Cemetery Chapel and gates	Work to the gates completed in early spring	Complete	AFM
Woodland	<p><u>Anti-social behaviour</u> No major issues</p> <p><u>Maintenance</u> No major issues. Officers have commissioned tree surveys for its most vulnerable trees. These will be mapped and risk assessed.</p>	Over the next 12 months	DSM
Cemetery Lodge	No Current issues		AFM
Roundway White Horse	No Current issues		DSM

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	B	C	D	E	F	G	H	I	J	K
5	Detailed Income & Expenditure by Budget Heading 2021/22									
6	Cost Centre Report									
7										
8										
9										
10					2018/19	2019/20	2020/21	2020/21	2021/22	
11					Actual	Actual	Projection	Budget	Budget	
12										
13	MARKETS									
14	MEMBERSHIP/SUBSCRIPTIONS				£0	£358	£382	£1,000	£500	
15	MAINTENANCE AND REPAIRS				£0	£0	£1,325	£1,000	£2,000	
16	MAINTENANCE CONTRACTS				£0	£0	£360	£1,000	£2,000	
17	RATES				£0	£0	£14,000	£14,000	£14,000	
18	WATER RATES				£0	£0	£2,000	£2,000	£2,000	
19	ELECTRICITY				£0	£0	£7,000	£7,000	£7,000	
20	WASTE MANAGEMENT				£0	£0	£0	£0	£500	
21	GENERAL STORES				£0	£0	£0	£0	£1,000	
22	OUTDOOR MARKET				£0	£11,272	£0	£0	£0	
23	THE SHAMBLES				£0	£33,807	£0	£0	£0	
24										
25	MARKET:-Expenditure				£0	£45,437	£25,067	£26,000	£29,000	
26										
27	OUTDOOR MARKET				£0	£62,012	£44,676	£67,421	£75,000	Was £60k
28	THE SHAMBLES				£0	£88,870	£53,143	£98,000	£50,000	Was £95k
29										
30										
31	MARKET:-Income				£0	£150,882	£97,819	£165,421	£125,000	
32										
33	Market Total				£0	-£105,445	-£72,752	-£139,421	-£96,000	£32,693.00
34										
35										
36	MEMBER SUPPORT									
37	MEMBER TRAINING				£975	£464	£5	£1,000	£1,000	
38	MEMBERSHIP/SUBSCRIPTIONS				£1,250	£715	£1,300	£1,300	£1,300	
39										
40	Member Support Total				£2,225	£1,179	£1,305	£2,300	£2,300	£126.00
41										
42	TWINNING									
43	TWINNING VISIT TRAVEL COSTS				£829	£1,325	£0	£1,000	£0	
44	TWINNING EVENTS				£770	£844	£0	£1,000	£2,000	
45	TORNIO FRIENDSHIP ASSN				£200	£200	£200	£200	£200	
46	TWINNING ASSOCIATION				£300	£300	£300	£300	£300	
47										
48	TWINNING:-Expenditure				£2,099	£2,669	£500	£2,500	£2,500	
49										
50	TWINNING INCOME				£0	£123	£0	£0	£0	
51										
52	TWINNING:-Income				£0	£123	£0	£0	£0	
53										
54	Twinning Total				£2,099	£2,546	£500	£2,500	£2,500	-£2,046.00
55										
56	CIVIC AND CEREMONIAL									
57	CIVIC OFFICERS ALLOWANCE				£422	£490	£0	£900	£400	
58	CIVIC EVENTS				£262	£586	£200	£1,800	£800	
59	CIVIC AWARDS COSTS				£59	£77	£100	£100	£0	
60	TELEPHONE/FAX				£0	£200	£200	£200	£200	
61	MAYORAL ALLCE - J ROSE				£0	£2,758	£0	£0	£0	
62	MAYORAL ALLCE - A GEDDES				£3,288	£767	£0	£0	£0	
63	MAYORAL ALLCE - N CARTER				£321	£0	£0	£0	£0	
64	MAYORALL ALLCE - C GAY				£0	£0	£3,000	£7,168	£0	
65	MAYORALL ALLCE - 2021/22				£0	£0	£0	£0	£3,000	
66	ST MARY'S CLOCK ELECTRICITY				£110	£107	£89	£70	£70	
67	MAYORAL CHAIN COSTS				£0	£0	£0	£0	£0	
68	DEVIZES IN BLOOM				£729	£985	£1,000	£1,200	£600	
69										
70	CIVIC & CEREMONIAL:-Expenditure				£5,191	£5,970	£4,589	£11,438	£5,070	
71										
72	PAST MAYOR BADGES				£117	£100	£200	£200	£100	
73	MAYORS CONSORT BADGE				£0	£0	£0	£0	£0	
74	DEVIZES IN BLOOM CONTRIBUTION				£250	£250	£250	£250	£0	
75										
76	CIVIC & CEREMONIAL:-Income				£367	£350	£450	£450	£100	
77										
78	Net Expenditure over income				£4,824	£5,620	£4,139	£10,988	£4,970	-£1,481.00

DEVIZES TOWN COUNCIL
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	B	C	D	E	F	G	H	I	J	K
80										
81	COMMUNICATIONS									
82	WEB SITE COSTS				£1,283	£1,038	£1,500	£1,500	£1,500	
83	MARKETING/PROMOTIONS				£4,111	£4,352	£101	£4,500	£4,500	
84	COMMUNICATIONS STRATEGY				£408	£90	£1,500	£1,500	£1,500	
85										
86	COMMUNICATIONS:-Expenditure				£5,802	£5,480	£3,101	£7,500	£7,500	
87										
88	Net Expenditure over Income				£5,802	£5,480	£3,101	£7,500	£7,500	-£2,379.00
89										
90										
91										
92	CORPORATE MANAGEMENT									
93	AUDIT FEE				£2,000	£2,000	£2,000	£2,000	£2,800	
94	MISC ADMIN/PROF ADVICE				£0	£3,421	£0	£500	£500	
95	ANNUAL REPORT				£435	£278	£450	£450	£450	
96										
97	CORPORATE MANAGEMENT:-Expenditure				£2,435	£5,699	£2,450	£2,950	£3,750	
98										
99	PRECEPT				£889,834	£924,185	£1,037,180	£0	£0	
100	BANK INTEREST				£3,921	£4,566	£1,068	£3,000	£1,500	
101										
102	CORPORATE MANAGEMENT :- Income				£893,755	£928,751	£1,038,248	£3,000	£1,500	
103										
104	Net Expenditure over Income				-£891,320	-£923,052	£1,035,798	£50	-£2,250	
105										
106	GRANTS									
107	GRACE & FAVOUR LETTINGS				£1,408	£3,273	£0	£3,500	£1,000	
108	GRANTS GENERAL				£2,846	£2,350	£5,000	£5,000	£5,000	
109	FREE LETTINGS (including NHS)				£4,073	£3,179	£0	£5,000	£5,000	
110	COUNCIL USE				£4,166	£3,821	£0	£4,000	£500	
111	GRANTS GENERAL (museum)				£4,000	£4,000	£4,000	£4,000	£4,000	
112	DREWS POND WOOD				£1,169	£1,426	£1,200	£1,200	£3,000	
113										
114	GRANTS:-Expenditure				£17,662	£18,049	£10,200	£22,700	£18,500	
115										
116	Net Expenditure over Income				£17,662	£18,049	£10,200	£22,700	£18,500	-£7,849.00
117										
118										
119										
120	COMMERCIAL PROPERTIES									
121	REPAIRS/ALTERATIONS				£19,570	£23,304	£4,200	£4,200	£10,000	
122	COMM RENT BAD DEBTS				£0	£500	£500	£500	£20,000	
123	VACANT PROPERTIES				£20,000	£11,496	£20,000	£20,000	£30,000	
124	LEGAL FEES				£10,066	£7,427	£6,000	£6,000	£8,000	
125	COMM PROP MANAGEMENT				£23,116	£17,580	£12,500	£14,000	£14,000	
126										
127	COMMERCIAL PROPERTIES:-Expenditure				£72,752	£60,307	£43,200	£44,700	£82,000	
128										
152	COMMERCIAL PROPERTIES :- Income				£ 280,515	£ 295,263	£ 292,623	£ 292,623	£ 292,623	
153										
154	Net Expenditure over Income				-£207,763	-£234,956	-£249,423	-£247,923	-£210,623	£14,467.00
155										
156	ARTS DEVELOPMENT									
157	FESTIVAL FREE USE				£5,039	£6,584	£0	£6,500	£5,000	
158	CARNIVAL GRANT				£5,800	£5,800	£5,800	£5,800	£5,800	
159	DOCA				£10,000	£10,000	£10,000	£10,000	£10,000	
160	WW1 COMMEMORATION				-£1,086	£0	£0	£0	£0	
161	CARNIVAL FREE USE				£3,356	£1,452	£0	£2,500	£2,000	
162										
163	ARTS DEVELOPMENT:-Expenditure				£23,109	£23,836	£15,800	£24,800	£22,800	
164										
165	Net Expenditure over Income				£23,109	£23,836	£15,800	£24,800	£22,800	-£8,036.00
166										

DEVIZES TOWN COUNCIL
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	B	C	D	E	F	G	H	I	J	K
167										
168	TOWN HALL									
169	COMMERCIAL RATES				£17,640	£18,044	£18,338	£18,585	£18,888	
170	WATER RATES				£769	£1,129	£1,000	£1,000	£750	
171	ELECTRICITY				£5,503	£5,401	£6,000	£6,000	£6,000	
172	GAS				£4,345	£4,434	£4,000	£4,000	£4,500	£5,000.00
173	TEMPORARY STAFF				£953	£419	£0	£500	£0	
174	GENERAL STORES				£2,887	£3,407	£3,500	£3,500	£1,000	
175	MARKETING/PROMOTIONS				£3,697	£2,827	£790	£5,500	£1,500	
176	MAINTENANCE				£6,313	£8,353	£6,000	£6,000	£1,000	
177	MAINTENANCE CONTRACTS				£4,793	£5,705	£4,500	£4,500	£4,500	
178	REPLACEMENT TOOLS/EQUIP				£1,741	£1,853	£1,000	£2,000	£1,000	
179	LICENCES				£1,888	£2,220	£1,032	£1,500	£2,300	£3,000.00
180	WASTE MANAGEMENT				£1,521	£1,578	£1,624	£1,650	£1,650	
181	TABLE AND SLIP CLOTHS				£2,602	£2,567	£259	£2,800	£500	
182	HOT WATER BOILER				£775	£0	£0	£0	£0	
183	AUDIO VISUAL EQUIPMENT				£0	£875	£0	£0	£0	
184	EMERGENCY LIGHTING				£3,277	£0	£0	£0	£0	
185	KITCHEN ELECTRICAL INSTALL				£2,790	£0	£0	£0	£0	
186	NEW ELECTRIC COOKER				£2,750	£0	£0	£0	£0	
187	PROTECTIVE CLOTHING				£740	£326	£500	£500	£100	
188										
189	TOWN HALL:-Expenditure				£64,984	£59,138	£48,543	£58,035	£43,688	
190										
191	TOWN HALL HIRE				£32,515	£40,679	£1,000	£42,000	£10,000	Was £40,000
192	BAR & SUNDRY RECEIPTS				£4,724	£3,320	£0	£6,000	£500	
193	TOWN HALL SUNDRY INCOME				£3,390	£3,541	£0	£4,000	£500	
194	CATERING AT THE TOWN HALL				£7,922	£4,115	£0	£9,500	£500	
195	WEDDING LICENCES				£292	£117	£0	£600	£300	
196	USE OF TOWN HALL AS OFFICE				£0	£0	£21,257	£21,257	£21,257	
197										
198	TOWN HALL :- Income				£48,843	£51,772	£22,257	£83,357	£33,057	
199										
200	Net Expenditure over Income				£16,141	£7,366	£26,286	£-25,322	£10,631	£18,920.00
201										
202	CORN EXCHANGE									
203	COMMERCIAL RATES				£11,475	£10,802	£10,978	£11,128	£11,307	
204	WATER RATES				£7,769	£255	£8,000	£8,000	£6,000	
205	ELECTRICITY				£18,459	£17,099	£16,000	£16,000	£12,000	
206	GAS				£47	£66	£50	£50	£70	
207	TEMPORARY STAFF				£953	£419	£0	£500	£0	
208	GENERAL STORES				£2,894	£3,404	£3,500	£3,500	£1,000	
209	MARKETING/PROMOTIONS				£3,697	£2,827	£785	£5,500	£1,500	
210	MAINTENANCE				£9,320	£7,215	£9,000	£9,000	£3,000	
211	MAINTENANCE CONTRACTS				£9,409	£9,104	£9,000	£9,000	£9,500	
212	REPLACEMENT TOOLS/EQUIP				£2,528	£1,111	£2,500	£2,500	£1,000	
213	LICENCES				£2,859	£2,851	£1,795	£2,600	£3,000	£3,000.00
214	WASTE MANAGEMENT				£1,300	£1,223	£1,288	£1,300	£1,300	
215	TABLE AND SLIP CLOTHS				£2,610	£2,565	£259	£2,500	£500	
216	PROTECTIVE CLOTHING				£688	£242	£500	£500	£100	
217										
218	CORN EXCHANGE:-Expenditure				£74,008	£59,183	£63,655	£72,078	£50,277	
219										
220	CORN EXCHANGE HIRE				£66,015	£59,110	£4,546	£60,000	£20,000	
221	BAR & SUNDRY RECEIPTS				£28,708	£29,292	£0	£32,000	£500	
222	C/EXCHANGE SUNDRY INCOME				£4,416	£5,139	£0	£4,500	£500	
223	CATERING AT THE CORN				£8,950	£11,286	£0	£0	£500	£9,000.00
224										
225	CORN EXCHANGE :- Income				£108,089	£104,827	£4,546	£96,500	£21,500	
226										
227	Net Expenditure over Income				£-34,081	£-45,644	£59,109	£-24,422	£28,777	£104,753.00
228										
229	DEVIZES LEISURE CENTRE									
230	LEISURE CENTRE REV FUND				£67,076	£69,115	£71,189	£71,189	£73,325	
231										
232	DEVIZES LEISURE CENTRE:-Expenditure				£67,076	£69,115	£71,189	£71,189	£73,325	
233										
234	Net Expenditure over Income				£67,076	£69,115	£71,189	£71,189	£73,325	£2,074.00
235										

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	B	C	D	E	F	G	H	I	J	K
236										
237	HILLWORTH PARK CAFE									
238										
239	HILLWORTH PARK CAFÉ EXPENSES				£30,599	£30,267	£10,104	£32,500	£18,900	
240	HILLWORTH PARK EVENTS EXPENSES				£0	£3,911	£0	£3,000	£3,000	
241										
242	HILLWORTH PARK:-Expenditure				£30,599	£34,178	£10,104	£35,500	£21,900	
243										
244	HILLWORTH PARK CAFÉ INCOME				£57,727	£52,817	£21,221	£65,000	£37,800	63%
245	HILLWORTH PARK EVENTS				£0	£4,979	£0	£5,000	£3,000	
246										
247	HILLWORTH PARK :- Income				£57,727	£52,817	£21,221	£70,000	£40,800	
248										
249	Net Expenditure over Income				-£27,128	-£18,639	-£11,117	-£34,500	-£18,900	£7,522.00
250										
251										
252	COMMUNITY SPACES CENTRAL SUPPORT									
253	TEMPORARY/CASUAL STAFF				£11,000	£3,001	£0	£0	£0	
254	COMMERCIAL RATES				£287	£323	£377	£334	£334	
255	WATER RATES				£4,745	£5,053	£4,000	£4,000	£5,000	£5,000.00
256	ELECTRICITY				£5,267	£5,209	£5,000	£5,000	£5,500	
257	GAS				£728	£458	£1,000	£1,000	£1,000	
258	GENERAL STORES				£3,414	£2,996	£3,500	£3,500	£3,500	
259	TELEPHONE				£607	£496	£185	£2,000	£750	
260	MAINTENANCE CONTRACTS				£5,508	£6,428	£5,000	£5,000	£5,000	
261	MAINTENANCE				£6,505	£8,456	£15,000	£15,000	£15,000	
262	WHITE HORSE MAINTENANCE				£5,265	£171	£3,000	£3,000	£3,000	
263	REPLACEMENT TOOLS/EQUIP				£2,196	£1,067	£5,000	£5,000	£5,000	
264	EQUIPMENT HIRE				£86	£1,092	£1,658	£3,500	£6,000	
265	PETROL/OIL/DIESEL				£2,787	£3,407	£4,023	£8,000	£8,000	
266	MACHINE/EQUIP REPAIRS				£46	£383	£0	£1,000	£1,000	
267	PLAY AREA MAINTENANCE				£12,582	£12,427	£20,000	£20,000	£20,000	
268	GULL DETERRENCE				£5,747	£4,691	£4,050	£6,500	£6,500	
269	LICENCES				£70	£173	£250	£250	£250	
270	ACTIVITIES & DEVELOPMENT - H PARK				£8,961	£7,024	£515	£7,500	£5,000	
271	SIGNAGE				£600	£245	£200	£200	£400	
272	WASTE MANAGEMENT				£5,272	£5,339	£12,963	£18,000	£18,000	
273	PROTECTIVE CLOTHING				£2,065	£1,563	£5,000	£3,000	£4,000	
274	WATERING CONTRACT				£11,000	£10,552	£12,000	£12,000	£10,000	
275	SEEDS AND BULBS				£12,385	£7,661	£12,000	£12,000	£14,000	
276	TREE WORKS GENERAL				£0	£0	£600	£600	£0	
277	MACHINE/EQUIP REPAIRS				£1,810	£383	£3,000	£2,000	£2,000	
278	TREES & WOODLAND				£1,815	£5,909	£8,000	£8,000	£20,000	
279	LEASE HIRE VEHICLES				£5,819	£12,594	£32,550	£47,361	£44,073	
280	HIRE TRACTOR & HEDGE CUTTER - 2 WEEKS				£0	£0	£1,170	£1,500	£1,500	
281	STREET FURNITURE				£2,553	£0	£9,000	£9,000	£9,000	
282	SPORTS FIELD RENT				£2,542	£2,585	£2,649	£0	£2,649	
283	SPORTS FIELD EXPENSES				£1,180	£6,000	£6,000	£6,000	£6,000	
284	STREET CLEANING				£18,419	£104	£7,000	£7,000	£6,000	
285	ALLOTMENT COSTS				£1,163	£2,324	£2,000	£2,000	£2,000	
286	AVIARY AT PARK				£454	£428	£500	£500	£500	
287	WOODLAND & COUNTRYSIDE				£0	£0	£3,880	£3,880	£0	
288	GROUND MAINT/STREET SCENE CONTRACT				£0	£170,000	£170,000	£42,500	£0	
289	CLOSED CHURCH YARD (ST JAMES'S)				£0	£1,700	£1,700	£1,700	£1,700	
290	CONTRACTED GRASS CUTTING				£10,751	£8,520	£42,500	£0	£0	
291	GRASS CUTTING CEMETERY				£17,762	£14,187	£0	£0	£11,949	
292										
293	COMMUNITY SPACES CENTRAL SUPPO:-Expenditure				£171,391	£312,949	£405,270	£267,825	£244,604	
294										
295	WD ALLOTMENT RENTS				£4,250	£3,945	£4,000	£4,000	£4,000	
296	HIRE OF THE GREEN				£6,524	£3,244	£0	£5,000	£500	
297	QW ALLOTMENT RENTS				£1,734	£1,020	£1,200	£1,200	£1,200	
298	GL ALLOTMENT RENTS				£1,616	£2,312	£2,240	£2,240	£2,240	
299	SPONSORSHIP				£500	£0	£0	£0	£0	
300	HILLWORTH PARK CENTRE				£0	£583	£0	£500	£0	
301	RADAR KAYS				£36	£9	£0	£0	£0	
302	GREEN LANE SPORTS SUBLEASE				£1,774	£1,362	£0	£0	£38,650	
303	WAYLEAVES INCOME				£26	£26	£0	£0	£0	
304	PLANTS - TOWN IN BLOOM				£125	£125	£0	£0	£0	
305	CINEMA HILLWORTH PARK				£0	£180	£0	£0	£0	
306	ST JOHN'S GRASS CUTTING				£100	£100	£100	£100	£100	
307										
308	COMMUNITY SPACES CENTRAL SUPPO :- Income				£16,685	£12,906	£7,540	£13,040	£46,690	
309										
310	Net Expenditure over Income				£154,706	£300,043	£397,730	£254,785	£197,914	£97,687.00
311										

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	B	C	D	E	F	G	H	I	J	K	
312	PUBLIC CONVENIENCES										
313	TEMPORARY/CASUAL STAFF					£552	£0	£0	£0	£0	
314	COMMERCIAL RATES					£8,460	£8,654	£8,794	£0	£8,970	
315	ELECTRICITY					£3,039	£2,365	£3,000	£3,000	£3,000	
316	GAS					£296	£113	£500	£500	£500	
317	GENERAL STORES					£1,129	£811	£1,500	£1,500	£1,500	
318	TELEPHONE					£0	£0	£200	£200	£200	
319	MAINTENANCE CONTRACTS					£1,173	£2,185	£1,500	£1,500	£1,500	
320	REPLACEMENT TOOLS/EQUIP					£32	£0	£300	£300	£300	
321	PROTECTIVE CLOTHING					£323	£107	£300	£300	£300	
322	WATER RATES					£3,571	£594	£5,000	£5,000	£5,000	
323	SANITARY WASTE					£0	£0	£430	£430	£430	
324	MISCELLANEOUS					£152	£0	£200	£200	£200	
325	MISC ADMIN/PROF ADVICE					£0	£158	£0	£0	£0	
326	MAINTENANCE					£1,600	£1,835	£3,500	£3,500	£3,500	
327											
328	PUBLIC CONVENIENCE - BUSINESS:-Expenditure					£20,327	£16,822	£25,224	£16,430	£25,400	
329											
330	USE OF PUBLIC CONVENIENCE					£7,036	£6,705	£1,973	£8,000	£7,000	
331											
332	PUBLIC CONVENIENCE - BUSINESS:-Income					£7,036	£6,705	£1,973	£8,000	£7,000	
333											
334	Net Expenditure over Income					£13,291	£10,117	£23,251	£8,430	£18,400	
335											
336	CHRISTMAS TREES - BUSINESS										
337	BUSINESS CHRISTMAS TREES					£1,791	£2,389	£2,000	£2,000	£2,000	
338											
339	CHRISTMAS TREES - BUSINESS:-Expenditure					£1,791	£2,389	£2,000	£2,000	£2,000	
340											
341	BUSINESS CHRISTMAS TREES					£3,947	£3,256	£3,200	£3,500	£3,200	
342											
343	CHRISTMAS TREES - BUSINESS:-Income					£3,947	£3,256	£3,200	£3,500	£3,200	
344											
345	Net Expenditure over Income					-£2,156	-£867	-£1,200	-£1,500	-£1,200	-£333.00
346											
347	CHRISTMAS FESTIVAL & LIGHTS										
348	CHRISTMAS LIGHTING					£18,030	£17,467	£16,500	£16,500	£16,500	
349											
350	CHRISTMAS FESTIVAL & LIGHTS:-Expenditure					£18,030	£17,467	£16,500	£16,500	£16,500	
351											
352	TREE SPONSORSHIP					£1,043	£968	£847	£847	£847	
353											
354	Net Expenditure over Income					£16,987	£16,499	£15,653	£15,653	£15,653	-£846.00
355											
356											
357	ADMIN SUPPORT SERVICES										
358	STAFF TRAINING					£5,725	£4,360	£18,622	£18,622	£18,622	
359	STAFF WELLBEING					£0	£0	£0	£0	£1,000	
360	TELEPHONE					£7,660	£3,006	£3,500	£3,500	£3,500	
361	POSTAGE					£1,431	£1,480	£2,000	£2,000	£2,000	
362	STATIONERY					£2,473	£2,533	£2,500	£2,500	£1,500	
363	MEMBERSHIP/SUBSCRIPTIONS					£1,583	£2,439	£1,706	£1,500	£1,800	
364	INSURANCES					£26,303	£16,309	£16,000	£20,000	£20,000	
365	COMPUTER SOFTWARE					£415	£3,403	£1,075	£2,500	£2,500	
366	PHOTOCOPIER RENTAL					£2,500	£1,532	£2,988	£3,300	£3,300	
367	MAINTENANCE CONTRACTS					£9,310	£9,185	£9,000	£9,000	£9,000	
368	REPLACEMENT TOOLS/EQUIP					£0	£0	£100	£100	£0	
369	ELECTIONS					£0	£0	£0	£0	£5,000	
370	AUDIT FEE - INTERNAL					£1,120	£1,180	£1,264	£1,200	£1,300	
371	MISC ADMIN/PROF ADVICE					£5,416	£5,719	£5,000	£10,000	£6,000	
372	BANK CHARGES/COMMISSION					£1,377	£1,659	£1,500	£1,500	£1,500	
373	COMPUTER HARDWARE FUND					£5,324	£7,540	£1,800	£1,800	£1,800	
374	OFFICE FURNITURE					£1,145	£18	£0	£0	£0	
375	BAD DEBTS WRITTEN OFF					£0	£0	£0	£0	£0	
376	RECRUITMENT					£14,943	£0	£7,000	£7,000	£7,000	
377											
378	ADMIN SUPPORT SERVICES:-Expenditure					£86,725	£60,363	£74,055	£84,522	£85,822	
379											
380	ADMIN SUPPORT SERVICES :- Income					£0	£0	£0	£0	£0	
381											
382	Net Expenditure over Income					£86,725	£60,363	£74,055	£84,522	£85,822	£13,692.00
383											

DEVIZES TOWN COUNCIL
15th October 2020

	B	C	D	E	F	G	H	I	J	K
384	CEMETERY SERVICES									
385	COMMERCIAL RATES				£1,923	£2,301	£2,134	£2,229	£2,229	
386	WATER RATES				£750	-£22	£750	£750	£750	
387	ELECTRICITY				£590	£587	£600	£600	£600	
388	MEMBERSHIPS/SUBSCRIPTIONS				£288	£362	£350	£350	£350	
389	INSURANCE				£2,400	£2,400	£2,400	£2,400	£2,400	
390	REPLACEMENT TOOLS/EQUIP				£8	£48	£0	£0	£0	
391	MAINTENANCE				£379	£1,210	£1,000	£1,000	£1,000	
392	CONTINGENCIES				£2,866	£108	£0	£1,000	£1,000	
393	CEMETERY LODGE				£942	£0	£0	£0	£0	
394	CEMETERY CHAPEL MAINTENANCE				£0	£0	£1,000	£1,000	£1,000	
395	MEMORIAL BENCHES				£2,104	£1,048	£1,000	£1,000	£1,000	
396	MEMORIAL PLAQUES				£449	£371	£500	£500	£500	
397	GRAVE DIGGING				£10,828	£13,321	£15,000	£15,000	£15,000	
398	CEMETERY SOFTWARE				£1,250	£1,250	£1,250	£1,250	£1,250	
399	TREE WORKS - GENERAL				£141	£0	£0	£0	£0	
400										
401	Cemetery:-Expenditure				£24,918	£22,984	£25,984	£27,079	£27,079	
402										
403	PURCHASED BURIAL RIGHTS				£8,949	£13,230	£9,910	£10,000	£10,000	
404	CREMATION INTERNMENT FEES				£8,837	£9,430	£3,072	£9,000	£9,000	
405	USE OF CHAPEL				£408	£689	£0	£800	£800	
406	MONUMENTS				£11,306	£7,594	£6,271	£10,000	£10,000	
407	CEMETERY LODGE RENT				£8,400	£0	£0	£0	£0	
408	FULL BURIAL INTERNMENT FEES				£8,645	£8,645	£8,623	£10,000	£10,000	
409	GRAVE DIGGING FEES				£13,239	£16,882	£15,689	£16,500	£16,500	
410										
411	Cemetery:- Income				£59,784	£56,470	£43,565	£56,300	£56,300	
412										
413	Net Expenditure over Income				£24,918	£22,984	-£17,581	-£29,221	-£29,221	-£40,565.00
414										
415	TOWN CENTRE SERVICES									
416	TOWN CENTRE CCTV				£18,000	£18,000	£18,000	£18,000	£18,000	
417	TOWN CENTRE MANAGEMENT				£5,543	£324	£30,000	£30,000	£20,000	
418	SUSTAINABILITY PROJECT				£0	£0	£0	£0	£10,000	
419	ROAD IMPROVEMENTS (CAT G)				£20,000	£0	£17,000	£17,000	£17,000	
420	TOURISM				£0	£0	£3,000	£3,000	£3,000	
421	DEVIZES PARKWAY STATION				£1,155	£0	£0	£0	£0	
422	STORENET RADIO				£728	£728	£728	£728	£728	
423										
424	COMMUNITY SAFETY:-Expenditure				£45,426	£19,052	£68,728	£68,728	£68,728	
425										
426	Net Expenditure over Income				£45,426	£19,052	£68,728	£68,728	£68,728	£49,676.00
427										

DEVIZES TOWN COUNCIL
15th October 2020

	B	C	D	E	F	G	H	I	J	K
492	Summary									
493										
494	Revenue Expenditure									
495										
496	Markets				£0	£45,437	£25,067	£26,000	£29,000	
497	Central Services				£113,523	£102,192	£69,200	£92,200	£123,300	-£32,992.00
498	Town Hall				£64,984	£59,138	£48,543	£58,035	£43,688	-£10,595.00
499	Corn Exchange				£74,008	£59,183	£63,655	£72,078	£50,277	£4,472.00
500	Leisure Centre				£67,076	£69,115	£71,189	£71,189	£73,325	£2,074.00
501	Open Spaces				£171,391	£312,949	£405,270	£267,825	£244,604	£92,321.00
502	Hillworth Park café				£30,599.22	£34,178.00	£10,104	£35,500	£21,900	
503	Public Conveniences				£0.00	£0.00	£25,224	£16,430	£25,400	
504	Tourism				£19,821	£19,856	£18,500	£18,500	£18,500	-£1,356.00
505	Admin Support				£86,725	£60,363	£74,055	£84,522	£85,822	£13,692.00
506	Devizes Cemetery				£24,918	£22,984	£25,984	£27,079	£27,079	£3,000.00
507	Community				£45,426	£19,052	£68,728	£68,728	£68,728	£49,676.00
508	Salaries				£608,756	£608,756	£647,217	£861,307	£800,046	£38,461.00
509	Outcome of Job Evaluation							£13,380		
510										
511	Expenditure Total				£1,307,227	£1,413,203	£1,552,736	£1,712,774	£1,611,669	£139,533.00
512										
513	Income									
514										
515	Markets				£0	£150,882	£97,819	£165,421	£125,000	-£53,063.00
516	Corporate & Democratic				£894,122	£929,224	£1,038,698	£3,450	£1,600	£109,474.00
517	Central Services				£280,515	£295,263	£292,623	£292,623	£292,623	-£2,640.00
518	Town Hall				£48,843	£51,772	£22,257	£83,357	£33,057	-£29,515.00
519	Use of Town Hall as office				£0	£0	-£21,257	-£21,257	-£21,257	
520	Corn Exchange				£108,089	£104,827	£4,546	£96,500	£21,500	-£100,281.00
521	Open Spaces				£16,685.00	£12,906.00	£7,540	£13,040	£46,690	-£5,366.00
522	Hillworth Park Café				£57,727.00	£52,817.00	£21,221	£70,000	£40,800	
523	Public Conveniences				£0.00	£0.00	£1,973	£8,000	£7,000	
524	Tourism				£4,990.00	£4,224.00	£4,047	£4,347	£4,047	-£177.00
525	Devizes Cemetery				£0.00	£0.00	£43,565	£56,300	£56,300	
526	Admin Support				£0	£0	£0.00	£0.00	£0.00	£0.00
527										
528	Income total				£1,410,971	£1,601,915	£1,513,032	£771,781	£607,360	£835,301.80
529										
530	Balance of Revenue Expenditure				-£103,744	-£188,712	£39,704	£940,992	£1,004,309	-£228,416.20
531										

DEVIZES TOWN COUNCIL
15th October 2020

	B	C	D	E	F	G	H	I	J	K
533										
534					2018/19	2018/19	2020/21	2020/21	2020/21	
535					Projection	Projection	Projection	Budget	Budget	
536										
537	Projects & New Funding									
538	NEIGHBOURHOOD PLANNING				£0	£292	£0	£0	£0	
539	COMMUNITY CELEBRATION				£0	£1,103	£0	£0	£0	
540	CHEQUERS REFURBISHMENT				£20,357	£0	£0	£0	£0	
541	CONFERENCE CHAIRS				£1,600	£0	£0	£0	£0	
542	FLOORING CERES HALL				£5,810	£0	£0	£0	£0	
543	ROOF SAFETY LADDERS				£300	£1,607	£0	£0	£0	
544	COSTS ASSOCIATED WITH ASSETS TRANSFER				£12,137	£27,037	£12,000	£12,000	£0	
545	GREEN LANE PLAYING FIELDS				£64,280	£1,585,278	£20,000	£20,000	£0	
546	VENTILATION				£18,550	£0	£0	£0	£0	
547	TOWN HALL CONFERENCE CHAIRS				£0	£1,961	£0	£0	£0	
548	CORN EX GENTS TOILET FLOOR				£0	£1,476	£0	£0	£0	
549	GRAND JURY ROOM FLOOR				£0	£2,946	£0	£0	£0	
550	CAFÉ REFURBISHMENT				£916	£0	£0	£0	£0	
551	TOWN HALL DOOR				£0	£4,200	£0	£0	£0	
552	MARKET CROSS STONWORK				£0	£8,522	£0	£0	£0	
553	GAZEBOS				£400	£0	£0	£0	£0	
554	IPAD AIR - FOR MEMBERS				£8,280	£0	£0	£0	£0	
555	INTRUDER ALARM THE SHAMBLES				£0	£0	£2,500	£2,500	£0	
556	CANOPIES X 40				£0	£0	£20,000	£20,000	£0	
557	STAGE CURTAINS CX				£0	£0	£3,000	£3,000	£0	
558	LANDING CARPET CX				£0	£0	£5,000	£5,000	£0	
559	HAND DRIERS CX				£0	£0	£1,000	£1,000	£0	
560	FLOORING/STORAGE - GRAND JURY ROOM				£0	£0	£4,000	£4,000	£0	
561	FUEL STORAGE TANK				£0	£0	£2,000	£2,000	£0	
562	SMALL FLAIL				£0	£0	£0	£0	£4,700	
563	REFLECTIVE POOL PUMP				£0	£0	£0	£0	£2,000	
564	FIXED WIRING TEST - TH & CEX				£0	£0	£0	£0	£2,000	
565	EMERGENCY LIGHTING - CEX				£0	£0	£0	£0	£2,000	
566	REPLACE FLOURESCENT LIGHTS - CEX				£0	£0	£0	£0	£800	
567	REDECORATION OF TOWN HALL				£0	£0	£0	£0	£5,000	
568	FIRE RISK ASSESSMENTS				£0	£0	£0	£0	£4,750	
569	SHAMBLES - REFURBISHMENT				£0	£0	£0	£0	£30,000	
570	SHAMBLES - FOOTFALL KPI'S				£0	£0	£0	£0	£2,917	
571	Total				£ 132,630	£ 1,634,422	£ 69,500	£ 69,500	£ 54,167	
572										
573							2020/21	2020/21	2021/22	
574							Projection	Budget	Budget	
575	Funding required						£ 889,834	£ 1,037,180	£ 1,058,476	
576										
577										
578										
579	Funding required						£ 889,834	£ 1,037,180	£ 1,058,476	
580										
581	Precept Requirement To be served on Wiltshi						£ 889,834	£ 1,037,180	£ 1,058,476	
582										
583	% Increase on previous Year									
584	2020/21 "Band D" charge, based on Council Tax Base				5889.47		£ 159.71	£ 176.11	£ 179.72	
585							3.86%	10.27%	2.05%	
586	Band D Calculations for Devizes Properties 2021/22									
587										
594										

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Schedule of Earmarked Reserves

	<u>Balance at 30th September 2020</u>
Neighbourhood Planning	23,229.30
Stonework Repairs	17,723.25
Parks & Open Spaces	25,615.18
Open Space Signage	2,593.86
Mayoral Chain Links	104.37
Play Equipment	19,068.00
Community Celebration	7,000.00
Light & Sound System	220.50
Redecoration of Town Hall	5,000.00
Roof Ladders	4,000.00
Twinning	12,753.22
Town Centre gardens	5,393.00
Devizes Parkway	2,347.00
Street Furniture	5,000.00
Corn Exchange Flooring	1,285.00
Property Portfolio Valuation	8,500.00
Boiler Superloos	2,350.00
Picture Restoration	3,500.00
Trees & Woodland	3,646.00
	<hr/> <hr/> 149,328.68