



# Coleford Town Council

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At the Meeting of the Coleford Town Council held at the Town House, Lords Hill Walk, Coleford on Tuesday 16 January 2018 at 7.00 pm there were present:

Cllrs	Mr N Penny	(Mayor)
	Mr B Thompson	(Deputy Mayor)
	Mrs C Allaway-Martin	
	Mr I Baird	
	Mr K Ball	
	Mr C Elsmore	
	Mrs E Elsmore	
	Mr P Kay	
	Mrs H Lusty	
	Mr R Drury	
	Ms A Lapington	(Town Clerk)
	Mr C Haine	(Administrative Assistant)

**196.** Apologies were noted from Cllr N Holloway and Dist. Cllr R James.

**197.** Cllrs Penny, Allaway-Martin, Baird, Kay, Lusty declared a personal interest in Item 199

**198.** There were no dispensation requests

**199. To agree to the Town Council budget for 2018 / 2019**

Cllr Penny proposed that the budget allocation for 2018 - 2019 be agreed as £454,510.00, noting that the expenditure for the financial year is £1,344,710.00. (Budget attached)

**Proposed: Cllr Penny**

**Seconded Cllr Thompson**

On being put to the vote it was unanimously agreed.

**200. To agree to the precept for the year 2018 - 2019**

Cllr Penny proposed that the precept allocation is set at £370,906.00 and that the shortfall is taken from reserves.

**201. To agree to confirm the appointment of the Landscape Contractor**

Cllr Penny proposed that Afan Landscape Ltd are appointed as Landscape Contractors for the Bells Field Project.

**Proposed: Cllr Penny**

**Seconded Cllr Ball**

On being put to the vote it was unanimously agreed.

It was also confirmed that local company, Ernest Heals & Sons Construction Ltd are appointed as the Building Contractors for the Bells Field Project.

**Meeting ended at 7.24pm**



# Coleford Town Council

	2017-2018			2018-2019		2018-2019	
	Budget	Projected Actual		Budget Allocation	Total Expenditure		
Budget Expenditure							
4000 Staff Salaries	£ 53,000.00	£ 58,000.00	£ 62,000.00	£ 62,000.00			
4001 Employers NI	£ 3,940.00	£ 4,100.00	£ 5,700.00	£ 5,700.00			
4002 Employers Pension Contribution	£ 11,000.00	£ 12,500.00	£ 15,000.00	£ 15,000.00			
4004 Staff Sickness Reserve	£ 500.00	£ -	£ 500.00	£ 500.00			
4008 Training and Conferences	£ 5,000.00	£ 200.00	£ 500.00	£ 500.00			
4011 Office Rent	£ 12,000.00	£ 12,000.00	£ 12,000.00	£ 12,000.00			
4013 Office Business Rates	£ 3,500.00	£ 3,500.00	£ 3,650.00	£ 3,650.00			
4014 Office Household Supplies	£ 350.00	£ 520.00	£ 500.00	£ 500.00			
4015 Office Utilities	£ 3,000.00	£ 1,700.00	£ 2,000.00	£ 2,000.00			
4016 Window Cleaning	£ 550.00	£ 650.00	£ 700.00	£ 700.00			
4017 Website	£ 1,500.00	£ 1,500.00	£ 500.00	£ 500.00			
4019 Footpath Maintenance	£ -	£ -	£ -	£ -			
4020 Refreshments & Entertaining	£ 175.00	£ 100.00	£ 100.00	£ 100.00			
4021 Telephone & Broadband	£ 1,500.00	£ 2,500.00	£ 2,000.00	£ 2,000.00			
4022 Post	£ 250.00	£ 100.00	£ 250.00	£ 250.00			
4023 Photocopying	£ 2,000.00	£ 3,000.00	£ 3,000.00	£ 3,000.00			
4024 Subscriptions	£ 3,200.00	£ 3,200.00	£ 3,100.00	£ 3,100.00			
4025 Insurance	£ 2,769.00	£ 3,082.00	£ 3,200.00	£ 3,200.00			
4026 Stationery	£ 850.00	£ 2,200.00	£ 2,000.00	£ 2,000.00			
4030 Recruitment Advertising	£ 500.00	£ -	£ 500.00	£ 500.00			
4031 General Advertising	£ 500.00	£ 300.00	£ 500.00	£ 500.00			
4032 Statutory Advertising	£ 2,000.00	£ 200.00	£ 500.00	£ 500.00			
4033 Chairman's Allowance	£ 200.00	£ 200.00	£ 200.00	£ 200.00			
4034 Election Charges	£ -	£ -	£ -	£ -			
4035 Travelling Expenses	£ 500.00	£ 300.00	£ 200.00	£ 200.00			
4037 Council Newsletter	£ 1,500.00	£ 1,500.00	£ 1,000.00	£ 1,000.00			
4038 Town Events Leaflet	£ 1,800.00	£ 1,500.00	£ 1,000.00	£ 1,000.00			
Neighbourhood Development							
4039 Plan	£ 6,500.00	£ 6,500.00	£ -	£ -			
4040 NDP Locality Grant		£ 1,264.00					
4057 Audit	£ 1,500.00	£ 1,500.00	£ 5,000.00	£ 5,000.00			
4058 Professional Fees	£ 1,000.00	£ 700.00	£ 1,000.00	£ 1,000.00			
4070 Civic Expenditure	£ 1,500.00	£ 1,500.00	£ 1,500.00	£ 1,500.00			
4080 No 4 Lords Hill	£ 3,000.00	£ -	£ -	£ -			
4081 No 4 Lords Hill Rent	£ 8,000.00	£ 8,000.00	£ 8,000.00	£ 8,000.00			
4082 No 4 Lords Hill Utilities	£ 1,500.00	£ 2,400.00	£ 2,500.00	£ 2,500.00			
4083 No 4 Lords Hill Business Rate	£ 2,000.00	£ 2,000.00	£ 2,060.00	£ 2,060.00			
4100 CCTV Maintenance & Purchase	£ 6,000.00	£ 1,500.00	£ 2,000.00	£ 2,000.00			
4101 No 4 Improvements	£ -	£ -	£ 500.00	£ 500.00			
4102 SLA Grant CAB	£ 5,000.00	£ 8,000.00	£ 8,000.00	£ 8,000.00			
4103 Grants	£ 25,000.00	£ 25,000.00	£ 5,000.00	£ 5,000.00			
4104 Twinning Project	£ 2,000.00	£ 2,300.00	£ 5,000.00	£ 5,000.00			
4107 Promotion Video		£ -	£ -	£ -			
4110 Town Guide	£ -	£ -	£ -	£ -			
4125 Section 137 Payments	£ -	£ -	£ -	£ -			
4149 Street Furniture Purchase	£ 1,000.00	£ -	£ 500.00	£ 500.00			
4150 Street Lighting	£ -	£ -	£ -	£ -			
4151 Office Equipment	£ 1,500.00	£ 3,000.00	£ 1,500.00	£ 1,500.00			
4153 Street Furniture Maintenance	£ 500.00	£ 500.00	£ 500.00	£ 500.00			
4158 Marketing Assets	£ -	£ -	£ -	£ -			
4175 Clock Tower Maintenance	£ 15,000.00	£ 21,000.00	£ 1,000.00	£ 1,000.00			
4176 Clock Tower Utilities	£ 2,000.00	£ 1,200.00	£ 1,250.00	£ 1,250.00			
4200 Bells Field Improvements	£ 52,000.00	£ 52,000.00	£ 160,800.00	£ 1,051,000.00			
4201 Bells Field Maintenance	£ 1,500.00	£ 2,000.00	£ -	£ -			
4210 KGV Utilities	£ 5,000.00	£ 2,500.00	£ 3,000.00	£ 3,000.00			
4211 KGV Maintenance	£ 2,500.00	£ 2,750.00	£ 2,500.00	£ 2,500.00			
4212 KGV Improvements	£ 5,000.00	£ 3,000.00	£ 1,000.00	£ 1,000.00			
4226 Cemetery Utilities	£ 1,700.00	£ 1,700.00	£ 1,700.00	£ 1,700.00			
4228 Cemetery Grave Expenditure	£ 3,000.00	£ 3,000.00	£ 3,000.00	£ 3,000.00			
4230 Cemetery Maintenance	£ 7,000.00	£ 5,000.00	£ 2,500.00	£ 2,500.00			
4231 Cemetery Improvements	£ 4,000.00	£ 3,500.00	£ 2,000.00	£ 2,000.00			
4249 TIC Expenditure	£ 3,500.00	£ 3,500.00	£ 3,000.00	£ 3,000.00			
4250 TIC Goods	£ 4,000.00	£ 3,500.00	£ 4,000.00	£ 4,000.00			
4251 Town Centre Flower Contract	£ 10,500.00	£ 8,500.00	£ 8,500.00	£ 8,500.00			
4252 Events	£ 50,100.00	£ 53,000.00	£ 60,000.00	£ 60,000.00			
4253 Town Centre Maintenance	£ 1,500.00	£ 1,500.00	£ 1,250.00	£ 1,250.00			



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4254	Signs Plaques and Trophies	£	-	£	-	£	-	£	-
4255	Redecoration of Offices	£	-	£	-	£	-	£	-
4258	Town Centre Improvements	£	<b>28,000.00</b>	£	5,000.00	£	<b>7,500.00</b>	£	<b>7,500.00</b>
4275	Bus Shelter Maintenance	£	<b>2,000.00</b>	£	1,500.00	£	<b>2,000.00</b>	£	<b>2,000.00</b>
4276	Bus Shelter Purchase	£	-	£	-	£	-	£	-
	Parish Improvements	£	<b>4,500.00</b>	£	6,000.00	£	<b>1,000.00</b>	£	<b>1,000.00</b>
4279	Parish Maintenance	£	<b>3,500.00</b>	£	3,500.00	£	<b>3,750.00</b>	£	<b>3,750.00</b>
4280	Grass Cutting Community Areas	£	<b>14,000.00</b>	£	14,000.00	£	<b>13,800.00</b>	£	<b>13,800.00</b>
4281	Play Area Inspection & Maint	£	<b>5,000.00</b>	£	4,000.00	£	<b>4,000.00</b>	£	<b>4,000.00</b>
4282	Promotion Items	£	<b>1,000.00</b>	£	1,500.00	£	<b>3,300.00</b>	£	<b>3,300.00</b>
	OverHead Expenditure	£	<b><u>404,384.00</u></b>	£	<b><u>380,166.00</u></b>	£	<b><u>454,510.00</u></b>	£	<b><u>1,344,710.00</u></b>

## Income

1001	Misc income	£	19,836.00		
1010	Room Hire	£	1,907.00		
1020	KGV Hire	£	1,638.00	£	<b>1,250.00</b>
1050	Burial	£	6,403.00		
1080	Mayors Charity	£	130.00		
1176	Precept	£	323,000.00	£	<b>370,906.00</b>
1190	Interest	£	71.00		
1191	TIC Income	£	3,304.00		
1200	NDP Locality Grant	£	2,055.00		
1081	Bells Field Income	£	64,309.00	£	<b>779,000.00</b>
	Loan secured from FoDDC			£	<b>100,000.00</b>
		£	<b><u>422,653.00</u></b>	£	<b><u>1,251,156.00</u></b>

## Reserves

General Fund	£	<b>155,285.00</b>	£	<b>178,937.00</b>	£	<b>156,000.94</b>
Election Fund	£	<b>6,500.00</b>	£	<b>6,500.00</b>	£	<b>6,500.00</b>
Town Events	£	<b>500.00</b>	£	-		
Pavilion Improvements	£	<b>1,000.00</b>	£	-		
Redecoration Reserve	£	<b>500.00</b>	£	-		
Sickness Reserve	£	<b>2,500.00</b>	£	<b>2,500.00</b>	£	<b>2,500.00</b>
Sports Provision Reserve	£	-	£	-		
Public Toilet Contingency	£	<b>8,000.00</b>	£	-		
Serious Case Review Fund	£	<b>2,000.00</b>	£	<b>2,000.00</b>	£	<b>2,000.00</b>
Bells Contingency fund			£	<b>30,000.00</b>	£	<b>30,000.00</b>
	£	<b><u>176,285.00</u></b>	£	<b><u>219,937.00</u></b>	£	<b><u>197,000.94</u></b>