

This report is to assist Council in setting the budget and precept for the 2022/2023 financial year.

2021/2022 Budget and Precept – current financial year

The budget and precept set for the current financial year are as follows:

Precept (equates to £66.53 per Band D household)	£312,000
Funds utilised from General Reserve	£2,000
Estimated income	£16,822
Total Budget	£330,822

Reserves

The reserves are funds held in the bank accounts. There are made up of the general reserve and headed reserves.

General reserve is to accommodate any contingencies, for example – if there was ever a delay in the precept being received, the council would be able to continue its business by utilising this resource. The recommendation is to hold funds that are at least half the budget figure.

Headed reserves are held for specific projects.

Reserve	As at 1 April 2021	As at 31 October 2021
General Fund	134,285.82	201,049.58
Civic Regalia	1,900	1,900
Elections	50,447.64	50,447.64
HTC New Offices	90,500	90,500
Sheriff	2,305.90	2,305.90
Town Band	2,477.34	2,477.34
Total	281,916.70	348,680.46

2022/2023 Budget and Precept – next financial year

Pembrokeshire County Council has set the tax base for the area at Band 'D' equivalent of 4,939.38 for the 2022/2023 financial year.

Action Plan 2022/2023	Amount proposed £	Budget heading
Cemetery: St Martin's	3,000	110/5
Cemeteries: Upper and Lower Prendergast	28,450+ estimate for railings	110/5
Christmas Lights	40,000	150/5 & 150/7
Events sub-committee	35,500	184/1
Farmers Market	1,180	To be created
Grants and donations	21,000 – no plan	141
Haverfordwest Improvements	47,000+	150/1
Priory Saltings	1,950	189
Town Twinning Event	3,000	To be created
Welsh Language Policy	3,000	105/3
Youth Work Involvement	1,000	150/1
Total	185,080	

Refer to 2022/2023 draft budget (appendix 1)

	£	£
Council Income	340,523	
To be drawn in from Reserves – Elections	50,447	
Total Income		390,970
Council Expenditure – mandatory items only, does not include action plans	366,585	
Proposed draft action plans	185,080	
Total Expenditure		551,665
Shortfall of Income		160,695
Precept required Includes current year amount £312,000 plus shortfall £160,695	472,695	
Precept required per band D household	95.70	
Increase in precept per band D household	29.17	

The following table below shows some examples of variations to the precept amount for the 2022/2023 financial year.

Proposed Precept Amount for 2022/2023 £	Cost per band 'D' household £	Increase / decrease to each band 'D' from 2021/2022 £
312,000 standstill precept	63.17	- 3.36
330,000	66.81	+ 0.28
350,000	70.86	+ 4.33
370,000	74.91	+ 8.38
400,000	80.98	+ 14.45

Considerations for Council at the committee and full council meetings in December 2021:

1. Review the 2022/2023 draft action plans and budget
2. Set the 2022/2023 budget
3. Set the 2022/2023 precept
4. Consider any adjustments to the Reserves list

Attached appendix:

1. Draft 2022/2023 Budget (updated 06 December 2021)

END OF REPORT

J Raymond
Town Clerk & Financial Officer
Haverfordwest Town Council

1 December 2021

Update to report for Full Council Meeting to be held on 22 December 2021

The action plans were considered at the Management, Estates and Strategy (MES) Committee meeting on 7 December 2021. The Personnel, Policy and Finance (PPF) Committee meeting was inquorate so did not go ahead.

I have updated the draft 2022/2023 Budget (appendix 2) with the proposed figures put forward by the MES Committee, following their review of the draft action plans. I have also reviewed all other figures within the budget and updated accordingly.

The updated draft 2022/2023 Budget of 16 December 2021 shows:

Income	£340,523
Expenditure	£447,285
Shortfall in income	£106,762

If no further adjustments are made to the draft budget, Council would need to consider how the shortfall of £106,762 would be met. The options to cover the shortfall are: reduce the budget; increase in the precept; utilising the reserves; or by using all three options.

To cover the proposed shortfall of income of £106,762, a precept of £418,762 which is band D equivalent per household of £84.78. This is an increase of £18.25 per band D household from 2021/2022.

Attached Appendix:

1. Draft 2022/2023 Budget (dated 06 December 2021)
2. Draft 2022/2023 Budget (dated 16 December 2021)

End of Report

J Raymond
Town Clerk & Financial Officer