

LEOMINSTER TOWN COUNCIL

BUDGET DEVELOPMENT TASK & FINISH GROUP

Minutes of the Budget Development Task & Finish Group meeting held on Friday 19th October 2018 commencing at 14:00 hours in the Council Offices, 11 Corn Square, Leominster HR6 8YP.

MEMBERS PRESENT: Councillors Marsh (Chair), Mr P Davies, Murdoch, Rumsey and Sutcliffe (2.35pm).

OFFICERS PRESENT: Town Clerk

BTF09/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Williams.

BTF10/18 DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

BTF11/18 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

BTF12/18 QUESTIONS FROM THE PUBLIC

There were no members of the public present.

BTF13/18 MINUTES OF PREVIOUS MEETING

To receive and approve as a correct record the minutes of the Budget Development Task & Finish Group meeting held on 13th September 2018 (attached).

BTF14/18 PWLB DRAFT REPORT

It was agreed to bring this item forward on the agenda. Members discussed the draft PWLB report in detail. Following discussion, the following **RECOMMENDATIONS** were proposed:

- The final costs regarding the completion of the holiday flat would be funded from the capital receipt received from the sale of 17 West Street;
- The development of the Secret Garden be included in any PWLB loan application submission. This would include a minimum investment into basic toilet infrastructure;
- The refurbishment of the Grange public conveniences be reviewed and considered as part of the Master Planning consultation exercise currently being undertaken by the Town Council;
- That the refurbishment of the Central car park public conveniences be included in any PWLB loan application submission;
- That funding for the Grange open space be included in any PWLB loan application submission. This may include funding to help refurbish the play area or to act as match funding for a grant application;

- That additional funding be included in any PWLB loan application submission for additional signage to compliment the LEADER funding bid;
- That additional funding be included in any PWLB loan application submission to help fund the purchase of equipment and invest in the Depot for the Environmental team.

That it be noted that a grant fund of £21,000 had been allocated by Herefordshire Council to enable Parish Councils to purchase grounds equipment. An application would be submitted.

The following **RECOMMENDATIONS** were agreed to be put forward to Full Council for consideration at its meeting to be held on 29th October 2018:

- **Option One:** To consider applying for a Public Works Loan Board loan amounting to £125,000 over a 10 year period to fund the following projects:
 - Provision of infrastructure in the Secret Garden;
 - The refurbishment of the Central car park public conveniences;
 - Funding towards the delivery of the Grange Open Space Master Plan;
 - Additional signage to compliment the signage hopefully being funded via the LEADER funding application;
 - Investment in the depot and grounds equipment.
- **Option Two:** To consider applying for a Public Works Loan Board loan amounting to £150,000 over a 10 year period to fund the following projects:
 - Provision of infrastructure in the Secret Garden;
 - The refurbishment of the Central car park public conveniences;
 - Funding towards the delivery of the Grange Open Space Master Plan;
 - Additional signage to compliment the signage hopefully being funded via the LEADER funding application;
 - Investment in the depot and grounds equipment.
- **Option Three:** To consider applying for a Public Works Loan Board loan amounting to £200,000 over a 10 year period to fund the following projects:
 - Provision of infrastructure in the Secret Garden;
 - The refurbishment of the Central car park public conveniences;
 - Funding towards the delivery of the Grange Open Space Master Plan, including the Grange public conveniences;
 - Additional signage to compliment the signage hopefully being funded via the LEADER funding application;
 - Investment in the depot and grounds equipment.
- **Option Four:** To consider applying for a Public Works Loan Board loan amounting to £200,000 over a 20 year period to fund the following projects:

- Provision of infrastructure in the Secret Garden;
- The refurbishment of the Central car park public conveniences;
- Funding towards the delivery of the Grange Open Space Master Plan, including the Grange public conveniences;
- Additional signage to compliment the signage hopefully being funded via the LEADER funding application;
- Investment in the depot and grounds equipment.

The table below outlines the cost per annum of each option recommended for consideration above. Interest rates are as at 22/10/18:

OPTION	PERIOD	AMOUNT	INTEREST	COST
One	10 years	£125,000	2.16%	£13,965.68
Two	10 years	£150,000	2.16%	£16,758.82
Three	10 years	£200,000	2.16%	£21,425.12
Four	20 years	£200,000	2.61%	£12,899.70

BTF15/18 2019/20 BUDGET

Members reviewed the draft 2019/20 Budget, which was currently projecting an 8.91% increase on the Council tax, subject to a 1.15% increase to the Leominster D Band tax base for 2019/20. This included an additional sum allocated to Capital Projects of £25,000 and a sum of £13,520 for a PWLB loan.

BTF16/18 CORPORATE PLAN

Members deferred a review of the Corporate Plan until a decision had been reached regarding a loan and the 2019/20 budget had been finalised.

BTF17/18 MEDIUM TERM FINANCIAL PLAN (MTFP)

Members deferred a detailed review of the Medium Term Financial Plan until a decision had been reached regarding a loan and the 2019/20 budget had been finalised. The following items would be included:

- Paragraph 3.3, bullet point 3 – amended to read: However, for the 2019/20 budget, Council would consider increasing the precept by up to a maximum of 10% as agreed by Council at its meeting on 24th September 2018 to enable it to meet the growing demands to deliver services;
- Amend the precept tables in paragraph 3.6 once a final precept had been agreed;
- Amend the Capital Budget, paragraph 4.1 following a Council decision regarding a loan;
- Confirm the recommended level of general reserves to be held and include this recommendation at 7.1;
- Add a bullet point under 9.1, Conclusion, outlining the Town Council's commitment to identify income generating opportunities but not at the detriment of services delivered.

BTF18/18 DATES OF THE NEXT MEETING

The next meeting of the Budget Development Task & Finish Group would be held on Wednesday 14th November 2018 at 14:00 hours at the Council Offices, 11 Corn Square, Leominster HR6 8YP.

The next meeting would finalise the Medium Term Financial Plan and Corporate Strategy.

There being no other business the meeting closed at 3:35pm.

CHAIR:

DATE: