



PANNETT PARK | WHITBY | YO21 1RE  
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Dear Councillor,

12 January 2022

You are summoned to attend the **MEETING** of the **TOWN COUNCIL OF WHITBY** to be conducted Pannett Gallery on **Wednesday 19 January 2022 at 2:00pm**, the agenda for which is set out below.

Michael King  
Town Clerk

To: Councillors Barnett, Coughlan, Dalrymple, Derrick, Goodberry, Harston, Jackson, Lapsley, Nock, Redfern, Smith, Sumner, Wild and Wilson

**NOTICE OF MEETING – Public notice of the meeting is given in accordance with schedule 12, paragraph 10(2) of the Local Government Act 1972.**

## AGENDA

**1. APOLOGIES FOR ABSENCE**

To receive and resolve upon apologies for inability to attend.

**2. DECLARATION OF INTERESTS**

To declare any interests which members have in the following agenda items.

**3. BUDGET SETTING 2022-23**

A proposed budget is attached for approval.

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**WHITBY TOWN COUNCIL  
MEETING – 19 JANUARY 2022**

**1. Introduction**

1.1. This report examines the whole of the proposed budget, including growth proposals, in the context of known national controls and predicted funding levels.

**2. Inflationary/Other Factors to be Taken into Consideration**

2.1. Scarborough Borough Council has confirmed the tax base for 2022-23. This is 5,324.60, which is an 8.49% increase on the current year figure of 4,907.89. This means that a precept based on a stand-still Band D charge of £45.54 will yield an additional income of just over £19,000.

**3. Projects and Growth**

3.1. No growth items have been identified by the council's committees.

3.2. It is currently unknown whether Scarborough Borough Council will progress with the asset and service transfers which are predicated on the transition to a unitary council for North Yorkshire from April 2023.

3.3. The council lacks resource to liaise with contractors and to oversee maintenance of the Gallery, Museum, allotments, toilets and other assets. A sum is proposed (£15,000 +on costs) to enable consideration of a suitable job role by the Human Resources Committee for the year 2022-23.

**4. Conclusion**

4.1. The budget was considered by the December meeting of the Finance, Policy and General Purposes Committee and is recommended to Council. The draft budget is predicated on an annual rise in the Band D equivalent council tax of £1.78 (3.4p per week).

4.2. The draft budget attached at Appendix A is recommended to Council. Its approval will Set a balanced budget for 2022-23, with:

Gross expenditure of £426,435.00

A precept of £251,885.00

Equating to a Band D Council Tax demand of £47.31 (annual increase £1.78)

**Michael King**  
**Town Clerk & RFO**



## Draft Budget Statement

	Budget 2021-22 £	Recommended 2022-23 £	Change
<b>TOWN COUNCIL EXPENDITURE</b>			
<b>Heading</b>			
<b>Staff Costs</b>			
Nett Salaries, plus on-costs	195,000.00	220,000.00	12.82%
Staffing Contingency	-	-	
Staff Training	750.00	1,000.00	33.33%
<b>Administration</b>			
Stationery	750.00	500.00	-33.33%
Photocopying	1,500.00	750.00	-50.00%
Adverts (not elections)			
Postage	700.00	500.00	-28.57%
Telephones/broadband/email	2,500.00	3,000.00	20.00%
Office Equipment	500.00	1,000.00	100.00%
Audit	1,800.00	1,700.00	-5.56%
Subscriptions	1,800.00	2,500.00	38.89%
IT/hosted applications	1,800.00	4,000.00	122.22%
Website	500.00	400.00	-20.00%
Computer Maintenance	200.00	200.00	0.00%
Insurance	10,750.00	17,500.00	62.79%
Bank Charges	300.00	200.00	-33.33%
Health & Safety	400.00	300.00	-25.00%
Petty cash Misc.			
Data Protection Registration	35.00	35.00	0.00%
HR Advisory Service	1,800.00	1,800.00	0.00%
Travel training	500.00	500.00	0.00%
<b>Civic &amp; Councillors</b>			
Mayors Allowance	2,000.00	2,000.00	0.00%
Councillors Training	500.00	500.00	0.00%
Civic Regalia	500.00	500.00	0.00%
Elections/Polls	-	-	
Mayoral Board	100.00	100.00	0.00%
Honorary Citizenship	200.00	200.00	0.00%
Annual Report/newsletter	100.00	100.00	0.00%
Plaques/pennants/gifts	200.00	200.00	0.00%
Hospitality	500.00	500.00	0.00%

	Budget 2021-22 £	Recommended 2022-23 £	Change
Contingencies	4,000.00	2,000.00	-50.00%
Free Resource (Section 137)	150.00	150.00	0.00%
Events	6,000.00	2,000.00	-66.67%
Event project coordinator	2,000.00	-	-100.00%
Legal Cost Asset Transfer	500.00	500.00	0.00%
<b>Building Management</b>			
Gas	6,000.00	5,000.00	-16.67%
Electricity	8,000.00	9,000.00	12.50%
Water Rates	2,000.00	1,000.00	-50.00%
Refuse Collections	500.00	500.00	0.00%
Rates			
Hygiene contracts	1,800.00	1,800.00	0.00%
Security Patrols	5,000.00	5,000.00	0.00%
Fire, Alarms callouts			
ADT Contracts	4,000.00	6,000.00	50.00%
ADT (R&M)		2,500.00	
Repairs & Maintenance	7,000.00	7,500.00	7.14%
Cleaning/Hygiene Supplies	2,000.00	1,500.00	-25.00%
Fixtures & Fittings	500.00	2,000.00	300.00%
Maintenance Reserve	3,000.00	500.00	-83.33%
Air Conditioning		6,000.00	
Heating System		5,000.00	
<b>Other Services</b>			
Allotments	3,000.00	2,500.00	-16.67%
Allotment Fence Stakesby	-	-	
Allotment Fencing Cala Beck	2,000.00	1,000.00	-50.00%
Caedmon's Trod Project	1,000.00	1,000.00	0.00%
Modern apprentice	3,500.00	3,500.00	0.00%
Grants	-	-	0.00%
Christmas Lights	12,000.00	15,000.00	25.00%
Notice board	-	150.00	
Toilets	20,000.00	5,000.00	-75.00%
Toilets (Water Charges)		15,000.00	
Spital Bridge - Residents Parking			
Footbridge extension	6,000.00	6,000.00	0.00%
Contribution to Reserves			
War Memorial	250.00	250.00	
Harbour Story Board (R&M)	1,500.00	1,500.00	

	<b>Budget 2021-22 £</b>	<b>Recommended 2022-23 £</b>	<b>Change</b>
Twining	100.00	100.00	0.00%
Welcome To Whitby Sign (R&M)	1,500.00	1,500.00	
Climate Emergency Engagement	1,000.00	1,000.00	
Victoria Spa Well maintenance	5,000.00	5,000.00	
Christmas Festival		50,000.00	
	<b>334,985.00</b>	<b>426,435.00</b>	24.02%
<b>TOWN COUNCIL INCOME</b>			
<b>Heading</b>			
Other refunds misc.		4,000.00	
Other refunds PAG		4,000.00	
Allotments	1,300.00	1,300.00	
PPM Office rental	2,500.00	2,500.00	
PPM Office telephone refund			
Christmas Lighting SBC	10,000.00	10,000.00	
Bank Interest & Loyalty Reward	150.00	150.00	
PAG Commission	600.00	600.00	
Refunds Lit & Phil	10,000.00	10,000.00	
Museum - 60% Admissions	41,000.00	41,000.00	
Capital/Heritage Grants	5,000.00	5,000.00	
Armed Forces WP income			
Christmas Festival income		50,000.00	
Transfers from reserves			
Community Donation Toilets	6,000.00	6,000.00	
Residents Parking			
Public Toilets	35,000.00	40,000.00	
<b>Total</b>	<b>111,550.00</b>	<b>174,550.00</b>	49.31%
Net Expenditure	334,985.00	426,435.00	
Net Income	111,550.00	174,550.00	
Precept to balance	223,435.00	251,885.00	
Tax Base	4,907.89	5,324.60	
Band D Equivalent	45.53	47.31	£1.78