

Workington Town Council

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Minutes of the meeting of the Finance and General Purposes Committee held on Tuesday 28 January 2020 at 6.30pm in the Town Hall, Workington

Cllr C Armstrong	Absent
Cllr H Briggs	Present
Cllr R Briggs	Present
Cllr G Glaister	Present
Cllr H Harrington	Present
Cllr S Melton	Apologies
Cllr B Sansom	Present
Cllr P Scott (chair)	Present
Cllr S Stoddart (vice chair)	Present
Cllr W Wilkinson	Present
Cllr J King (Mayor)	Present

In attendance: Town Clerk.

FG19.58 Apologies

Apologies were received and accepted as being for approved reasons under the terms of the Local Government Act 1972, s85, from Cllr S Melton.

FG19.59 Declarations of Interest

Cllr King drew the Committee's attention to her interest in the budget, due to being an employee of the Citizen's Advice Bureau. Cllr Wilkinson drew the Committee's attention to his interest in the budget due to being an allotment tenant. There were no further declarations of interest at this point.

FG19.60 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were noted.

FG19.61 Minutes of the Previous Meeting

The Committee received the minutes of the meeting held on 26 November 2019.

Resolved: To affirm the minutes as a true record.

FG19.62. Schedule of Payments

The Committee considered the Schedule of Payments 1 November to 31 December 2019. Specific values were checked relating to seating, Christmas Festival costs, and a number of other items.

Resolved: To note the Schedule of Payments.

F19.63. Bank Reconciliation Statement

The Committee received the Bank Reconciliation Statement as at 31 December 2019.

Resolved: To note the report.

F19.64. Budget Monitoring Statement

The committee received a report on the Budget Monitoring Statement for 2019–2020 to 31 December 2019.

Resolved: To note the report.

F19.65 Mayor Making and Annual Meeting

The Committee considered a proposal that would alleviate the clash created by the VE Day commemoration and bank holiday falling on the same day that the Council would otherwise hold its mayor making ceremony. It was noted that the Mayor Making ceremony, if held as a separate event from the Annual Meeting, should be as soon after the Annual Meeting as possible, to avoid confusion around the Mayoralty. The Council had a legal obligation to hold its Annual Meeting in May.

Resolved: To hold the Annual Meeting on Wednesday 27 May, and the Mayor Making on 29 May, 2020.

F19.57. Towns Fund Board

The Committee considered the Council's representation on the new Towns Fund Board, which will oversee the development of a plan for the potential to spend £25 million from Central Government. The Mayor had represented the Council's interests at the initial meeting, supported by the Clerk.

Resolved: To delegate representation on the Board to the Town Clerk, reporting back to this Committee.

F19.58 Heritage Strategy

The Committee considered a report recommending a Heritage Strategy for the Town Council. The report included an annex containing most of the town's 'Heritage Assets'. The Clerk explained that the list did not include every listed building in the town, where those buildings were ordinary private residences, or within Conservation Areas. It was noted that there are undesignated farm buildings on the edge of Stainburn which could be considered at risk, despite appearing to be pre-1820. The Opera House and some old cottages in the grounds of Our Lady and St Michael's Church were also mentioned as buildings for which some protection/conservation had been attempted in recent years, without any great success.

Resolved: To adopt the strategy outlined in the report:

Heritage Strategy

1. The Town Council recognises that Workington has a rich catalogue of 'Heritage Assets' as defined by the National Planning Policy Framework and wider definitions. These are listed in Appendix A

2. The Town Council believes that preserving and promoting the town's Heritage Assets will contribute to its social wellbeing and economic growth.
3. The Town Council will use the Planning System to protect these assets.
4. The Town Council will make decisions about the management, ownership, development and promotion of Heritage Assets as circumstances dictate, with the underlying principle that Heritage Assets are to be cherished by those whose duty it is to care for them.
5. Where necessary, the Town Council will consider direct ownership of a Heritage Asset in order to safeguard it for the town. It will only consider this having ensured that a satisfactory long term care plan is in place.

F19.59 Property

The Clerk reported that the van door window had been smashed during the New Year period. The Estate Team Leader had discovered the damage the next morning and following consultation with the Clerk and the insurer, secured an immediate repair locally, for a fee below that of the excess on the insurance. There was no further update from Cumbria County Council on the proposal to purchase the former Princess Street Day Centre. It was understood that the County Council were still examining their option for the building. The Clerk reported that he would try and elicit a timescale for this from the County Council.

Resolved: To note the report.

F19.60. Budget 2020-2021

The Committee considered the budget for the coming year in its totality, now an estimated Council Tax Base was available from Allerdale Borough Council. There were a range of options available on the income side of the budget, with Councillors reviewing precept and council tax rates reflecting a range of increases from 1% to 9%. Concerns were expressed about increasing the rate by too much, and also by too little. The Clerk drew the Committee's attention to the end of the dowry payments from Allerdale Borough Council for the care of Vulcan Park, and the reduced state of the Council's reserves, since the Council had budgeted to draw down reserves deliberately over the previous four years in order to reduce them to a level recommended by the Council's audit regime. The Committee reviewed the various expenditure lines proposed by committees, and it was noted that the Twinning Association was still scheduled for a £5,000 payment. Some councillors noted that the Association appeared to be operating with reserves in excess of £10,000, and that if money was considered to be scarce, then this could be an area where the council could reduce its outlay in the coming year. It was suggested that the Association would be able to apply for grant funding if it had a specific need to fund a specific project in the coming year, and that the funding would be reviewed again in the autumn. Following a vote on the matter it was:

Resolved: That the Twinning Association funding be suspended for the coming year, to be reviewed in the Autumn.

Resolved: To present the budget to the Full Council with a recommendation for a precept of £555,875, representing an approximate 5% increase in the Band D rate, assuming Allerdale Borough Council confirms the Council Tax Base at the level estimated at its Council meeting on 29 January 2020.

The meeting closed at 19.28

Workington Town Council
Full Council 5 February 2020
Proposed Budget and MTFP modelled council tax

		2019	estimated outturn	estimated outturn over budget	Proposed 2020	% of 2019 budget	2021	2022	2023
F&GP	Accommodation	16500	16000	97%	16500	100%	16913	17335	17769
	Advertising civic/employment	750	500	67%	750	100%	769	788	808
	Annual Meeting	2750	2486	90%	1800	65%	1845	1891	1938
	Audit fees	2250	1750	78%	2250	100%	2306	2364	2423
	Car Park	0	0	0%	0	#DIV/0!	0	0	0
	Civic Functions	4000	2000	50%	4000	100%	4100	4203	4308
	Election Fund	4500	4500	100%	4500	100%	4613	4728	4846
	Elections	0	0	0%	3500	0%	3588	3677	3769
	Fleet	5000	5000	100%	5000	100%	5125	5253	5384
	Insurance	4500	4500	100%	4500	100%	4613	4728	4846
	Mayoral Allowance	3100	3100	100%	3100	100%	3178	3257	3338
	Mayoral benches	500	500	100%	500	100%	513	525	538
	Mayoral Travel	1020	1020	100%	1020	100%	1046	1072	1098
	NI and Pensions	42120	42000	100%	43176	103%	44255	45362	46496
	Office general	3000	3000	100%	5000	167%	5125	5253	5384
	PPE	1000	1000	100%	2000	200%	2050	2101	2154
	Postage	1785	1785	100%	1785	100%	1830	1875	1922
Printing and stationery	1836	1800	98%	1836	100%	1882	1929	1977	

Repairs and renewals	5000	5000	100%	5000	100%	5125	5253	5384
Robes	1000	0	0%	0	0%	0	0	0
Salaries	184000	184000	100%	189152	103%	193881	198728	203696
Staff Training	4000	4000	100%	4000	100%	4100	4203	4308
Subscriptions	2000	2000	100%	2200	110%	2255	2311	2369
Telecoms and IT	8000	7000	88%	8000	100%	8200	8405	8615
Town Hall Development	0	1000	#DIV/0!	1000	#DIV/0!	1025	1051	1077
Website and newsletter	5865	5865	100%	5865	100%	6012	6162	6316
Community Development	15000	8000	53%	5000	33%	5125	5253	5384
Citizen's Advice Bureau	5000	5000	100%	5000	100%	5125	5253	5384
Member Development	3000	1000	33%	2000	67%	2050	2101	2154
Youth Provision	10000	10000	100%	15000	150%	15375	15759	16153
Total	337476	323806	96%	343434	102%	352020	360820	369841

Culture	Festivals	30000	30000	1	35000	117%	35875	36772	37691
	Sport	10000	9300	0.93	12000	120%	12300	12608	12923
	Heritage projects	10000	10000	1	5000	50%	5125	5253	5384
	Town Band	1200	1200	1	1200	100%	1230	1261	1292
	Christmas lights	48000	50000	1.04	49000	102%	50225	51481	52768
	Christmas festival	20000	20000	1	20000	100%	20500	21013	21538
	Remembrance	2000	1500	0.75	4000	200%	4100	4203	4308
	Twining	5000	5000	1	0	100%	0	0	0

Promotion, advertising and publicity	5000	5000	1	7500	150%	7688	7880	8077
Community Grants	3600	3000	0.83	3600	100%	3690	3782	3877
Family Fun Days	12000	10000	0.83	12000	100%	12300	12608	12923
Theatres	8000	7400	0.93	5000	63%	5125	5253	5384
Museums and Exhibitions	5000	5000	1	5000	100%	5125	5253	5384
Cultural groups	7000	7000	1	7000	100%	7175	7354	7538
Technology tournament	500	500	1	500	100%	513	525	538
Total	167300	164900	0.99	166800	100%	170970	175244	179625

Environment	Workington in Bloom – Displays	15000	13000	0.87	15000	1	15375	15759	16153
	Workington in Bloom – Development Grants	2000	1600	0.46	3000	0.86	3075	3152	3231
	Play Area Development	10000	10000	1	15000	1.5	15375	15759	16153
	Workington Nature Partnership	23500	23500	1	23500	1	24088	24690	25307
	Allotments Running	8000	8000	1	8000	1	8200	8405	8615
	Allotments Development	5000	5000	1	3000	0.6	3075	3152	3231
	Back Lane	5000	5000	1	5000	1	5125	5253	5384

Environmental Improvement								
Flood resilience	0	0		0		0	0	0
Parks and Play areas								
Maintenance	41000	41000	1	41000	1	42025	43076	44153
Footway lighting	200	200	1	500	2.5	513	525	538
Public seating	5800	6000	1	2000	0.34	2050	2101	2154
Bus shelters	3000	0	1	3000	1	3075	3152	3231
Totals	118500	113300	0.96	119000	1	121975	125024	128150
Total	623276	602006	0.97	629234	1.01	644965	661089	677616
Inflation multiplier	1.025							

**Income and
Estimated
Council Tax Rates**

**5% increase in
Council tax**

Income	2019	eto	%	2020	% of 2019	2021	2022	2023
Precept	526397	526397	100%	555875	105.6%	600345	648373	700243
Rents	9660	9000	93%	9500		9738	9981	10230
Dividends	5750	7110	124%	6500		6663	6829	7000
Other income	17800	18200	102%	20000		20000	20500	21013
Allotments water	1200	1000	83%	950		974	998	1023
ABC park	20200	20213	100%	0		0	0	0
Total	581007	581920	100%	592825		637719	686681	739508
reserve draw	42269	20086		36409		7246	-25592	-61892
	2019	2020		2021	2022	2023		
Council Tax Base	6720.18	6754.96	101%	6923.83	7096.93	7274.35		
Band D	78.33	82.29	105%	86.71	91.36	96.26		
Band C	69.63	73.15	105%	77.07	81.21	85.57		
Band B	60.92	64.00	105%	67.44	71.06	74.87		
Band A	52.22	54.86	105%	57.80	60.91	64.17		
		5%		5%	5%	5%		