



# Oakham Town Council

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## MINUTES OF A MEETING OF OAKHAM TOWN COUNCIL'S FINANCE COMMITTEE HELD ON TUESDAY 8th JANUARY 2025 AT 6.00 P.M. IN THE TOWN COUNCIL CHAMBERS

**IN ATTENDANCE:** Cllrs: P Ainsley, A Douthwaite, C Nix.

**ALSO IN ATTENDANCE:** C Evans (Clerk)

**13/24-01 APOLOGIES:** Cllr C Clarke as indisposed. Proposed acceptance by Cllr C Nix seconded by Cllr CP Ainsley. Carried.

**13/24-02 DECLARATION OF MEMBERS' INTERESTS AND APPLICATIONS FOR DISPENSATION :** None

**13/24-03 BUDGET AND PRECEPT 2025-26 :** To consider the Budget plan and Precept for the forthcoming Financial Year.

Cllr P Ainsley introduced the revised budget for Financial Year 2025- 2026. This is closely based on the costs from the present financial year , but there were some important changes

1. **Salaries :** Now a comprehensive costing including taxes , pensions, and payroll management.
2. **Members Allowance:** Future proofing the expenses and potential allowance for each member.
3. **Rent & NNDR:** To comprehensively cover the rent and rates payments for Rol House.
4. **Office and toilets consumables:** To simply cover the consumables required in the office
5. **Utilities:** The electricity and water charges for all properties i.e. Rol House, Church Street toilets, Cutts Close bandstand and lights.
6. **Insurance.** Comprehensive cover for all properties and staff
7. **Subscriptions:** The annual costs associated with membership of LRALC, SLCC
8. **Expenses and travel:** To cover mileage etc for staff travel
9. **Training:** To cover the cost of staff and councillor training
10. **Accountancy and Audit:** Licence and help for our Audit package, Rialtas
11. **Legal Expenses:** Significant increase due to potential costs associated with asset transfer from RCC, Victoria Hall residency and potential development Princess Avenue.
12. **IT Support Contract:** Increase costs to reflect new contract with Millenium

13. **Grounds Maintenance:** In 2<sup>nd</sup> year of three-year contract with Glendale
14. **Floral Displays:** Annual contract for last two years with Windowflowers Ltd which we have potential to renew for one more year.
15. **Christmas Decorations :**Second year of three-year contract with Blanchere
16. **Toilet Maintenance:** Second year of three-year contract S4 Facilities Ltd
17. **Inspections:** Surveys of buildings and Play areas.
18. **Grants:** Budget for grant applications
19. **Events** including advertisement:
20. **Advertising for tenders**
21. **Planting and tree surgery :**The tree survey from 2023 has mainly been dealt with although still some works in Cutts Close and Willowbrook.
22. **Additional maintenance tools:** Mainly for the Handyman.
23. **Street and Park Furniture:** Maintenance of the litter bins and park benches in Oakham
24. **Play Equipment etc maintenance:** Addressing any issues with equipment.
25. **Grit Bins:** Maintenance of Grit Bins
26. **Bank Charges**
27. **Community Street Lighting:** Electricity invoice for all the streetlights in Oakham excluding those considered Highways.
28. **Oakham Hopper:** Half the funding for the Oakham Hopper
29. **Interest:** Interest from the Cambridge and HSBC Deposit accounts
30. **Bowls Club Rent:** Rent indexed to RPI ends on 2027
31. **Tennis Club Rent:** Rent indexed to RPI
32. **Princess Avenue Building :** Rent 900 per month reviewed last year
33. **Rutland House Community Trust:** Annually increased by RPI Index
34. **Cutts Close Lettings:** Reliant on Fairs etc usage of Cutts Close
35. **Allotment Rents:** Indexed to RPI
36. **VAT Return:** Amount dependent on expenditure with VAT
37. **iPod Point:** Car charging Church Street Toilets electricity refunded
38. **EMR Severe Weather:** In reserve for severe weather issues
39. **EMR Equipment Replacement :** Unplanned Play Equipment issues
40. **EMR Elections:** For elections when called
41. **EMR Unplanned Maintenance:** Unforeseen maintenance on property
42. **EMR Operational Reserves (3 months):** Reserves kept at level for best practice of a Council

## Budget FY 2026

	Budget	Outturn	Budget
	FYE	FYE	FY 2026
	2025	2025	
<b>EXPENDITURE</b>			
<b>General Administration</b>			
Salaries, pensions, payroll management etc.	80,000	75,000	80,400
Members Allowances	2,000	3,000	9,500
Rent & NNDR	11,000	11,000	17,850
Offices and toilets consumables	2,675	2,675	1,900
Utilities	10,000	10,000	10,500
Insurance	5,300	5,300	6,200
Subscriptions LRALC,SLCC etc.	2,200	2,200	2,250
Expenses and Travel	250	250	250
Training	1,500	1,500	1,800
Accountancy and Audit	2,000	2,000	2,750
Legal Expenses	3,000	3,000	8,000
I.T.Support Contract	1,500	1,500	4,200
<b>General Administration Total</b>	<b>121,425</b>	<b>117,425</b>	<b>145,600</b>
<b>Contracts and Grants</b>			
Grounds Maintenance	32,000	32,000	30,000
Floral Displays	15,000	15,500	15,500
Christmas Decorations	25,000	32,000	35,000
Toilet Maintenance	17,500	17,500	19,000
Inspections - buildings & play areas	2,000	2,000	3,000
Grants	5,000	3,000	3,000
<b>Contracts and Grants Total</b>	<b>96,500</b>	<b>102,000</b>	<b>105,500</b>
<b>Recreation, Planning &amp; General</b>			
Events/ Promotion/military/banners/paper adve	10,000	9,250	11,000
Advertising tenders council business etc	1,500	1,500	1,500
Planting and Tree Surgery	10,000	16,000	9,000
Additional Maintenance consumables / tools	1,000	1,300	500
Street and Park Furniture	5,000	5,000	5,000
Planned Maintenance including play equipment	3,000	3,000	10,000
Grit Bins	500	500	500
<b>Recreation, Planning &amp; General Total</b>	<b>31,000</b>	<b>36,550</b>	<b>37,500</b>
<b>Other Expenditure</b>			
Bank Charges	300	300	300
Community Street Lighting	40,000	24,465	25,000
Oakham Hopper	27,000	27,000	27,000
<b>Other Expenditure Total</b>	<b>67,300</b>	<b>51,765</b>	<b>52,300</b>
<b>TOTAL RECURRENT EXPENDITURE</b>	<b>316,225</b>	<b>307,740</b>	<b>340,900</b>

<b>INCOME</b>			
Interest Received	1,500	2,000	2,000
Bowls Club Rent	1,000	900	923
Tennis Club Rent	1,000	1,100	1,127
Princess Avenue Building	8,800	10,800	10,800
Rutland House Community Trust	3,300	3,300	3,416
Cutts Close Lettings	2,500	1,500	2,500
Allotment Rents	750	750	790
VAT RETURN	40,000	40,000	45,000
Ipod Point	2,200	2,900	3,000
<b>Total Income</b>	<b>61,050</b>	<b>63,250</b>	<b>69,556</b>
<b>EXPENDITURE LESS INCOME</b>			
	<b>239,104</b>	<b>244,490</b>	<b>271,344</b>

<b>EARMARKED RESERVES</b>	<b>Budget</b>	<b>Expndtr</b>	<b>FYE2026</b>
EMR Severe Weather	15,000	1,350	15,000
EMR Equipment Replacement	25,000	0	15,000
EMR Unplanned Legal Expenses	15,000	0	10,000
EMR Elections	2,000	0	2,000
EMR Unplanned Maintenance	15,000	15,000	10,000
EMR Operational Reserves (3 months)	59,776	26,100	67,836
<b>TOTAL RESERVES</b>	<b>131,776</b>	<b>42,450</b>	<b>119,836</b>

<b>FINANCED BY</b>			
Expenditure	239,104	286,940	293,794
Transfer to/from reserves	0	42,450	0
Precept demand to RCC	280,325		<b>293,794</b>
			4.80%

Cllr P Ainsley proposed that the Budget for Financial Year ( 2025 – 26) be set as in the above table and the precept demand be set at £ 293,794 ; a 4.80% increase. This was seconded by Cllr C. Nix. Carried

**Meeting Finished 18.15 pm**