



**Author:** Cllr Simon Barker & Cllr Stephen Remington  
**Committee:** Finance & Strategy  
**Status:** Public  
**Agenda Item:** FC 24/25.79.2  
**Date:** 22.11.24

**Resolutions, Recommendations & reviews from Finance & Strategy Committee 18-11-24**

<b>Scheme of Delegation &amp; Terms of Reference</b>	It was <b>Resolved to Recommend</b> to Full Council with an insertion.
<b>Staff Handbook to comply with new position RE: The Worker Protection Act 2023</b>	It was <b>Resolved to Recommend</b> to Full Council, to take steps to ensure compliance with a new positive duty for Councils to prevent sexual harassment in the workplace
<b>Action Plan 2025-26</b>	A draft summary was reviewed & noted
<b>Bank Reconciliations for September &amp; October 2024</b>	Cllr Remington approval of all bank accounts held for the months of September & October 2024. It was <b>Resolved to Approve</b> these bank reconciliations
<b>BACS previous payments</b>	It was <b>Resolved to Approve</b> all previous payments
<b>Expenditure Reports for September &amp; October 2024</b>	It was <b>Resolved to Approve</b> these reports ready for uploading to our LTC website.
<b>BACS payments due 18.11.24</b>	It was <b>Resolved to Approve</b> the BACS payments for 18.11.24
<b>Income v Expenditure Report 2024-25</b>	The Income v Expenditure Report was reviewed & noted
<b>First draft of the Budget for 2025-26 A Forecast for 2024-25 &amp; Looe Tax Base for 2025-26</b>	All reports were reviewed & noted

## Income v Expenditure

Year to date (YTD) Summary of Income v Expenditure Apr-Oct 2024

	YTD Budget Apr-Oct 24	YTD Actual Apr-Oct 24	Variance
total income	£520,863	£575,194	£54,331
total overheads	£17,385	£19,953	-£2,568
total administration	£129,094	£128,161	£933
total hub	£80,071	£75,298	£4,773
total toilets	£87,504	£102,502	-£14,998
total services, assets, civic.	£9,050	£7,154	£1,896
total donations	£21,000	£13,797	£7,203
total expenditure	£344,104	£346,864	-£2,760
income less expenditure	£176,759	£228,330	£51,571
reserves expenditure		£39,352	

*These figures are based on the best available information at this time and may change.*

### Key points:

- October 2024 YTD income has exceeded the budget by £54,331 due to several grants received during the year & higher bank interest rates on reserves.
- YTD expenditure has exceeded the budget by £2,760 from higher levels of repairs & renewals.
- YTD Reserves expenditure stands at £39,352. Most of this is from the Seafront toilet refurbishment running into a new financial year.

The Responsible Finance Officer (RFO) has set up monthly budget meetings with the Town & Deputy Clerk, to closely monitor expenditure & ensure correct coding.

### Forecast 2024-25

The RFO has completed 7 months of actual income & expenditure along with 5 months of forecasted figures. The current projection is as follows:

- Income is to exceed the budget by £51,606
- Expenditure be under budget by £3,171
- A surplus of £35,108 is currently expected at year-end.
- Earmarked reserves expenditure at the end of year estimated at £64,352

Overall, this results in a reduction of reserves by £29,244 from a balance of £610,453 (31.3.24) to £581,209 at year-end (31.3.25)

Forecast 2024-2025	Budget	Actual YTD	Forecast November 24 - March 25					
Income v expenditure	2024-2025	Actual Apr-Oct 24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Total
total income	£545,675	£575,194	£7,194	£3,706	£3,426	£3,866	£3,893	£597,281
total expenditure	£565,344	£346,864	£51,528	£40,647	£37,402	£43,459	£42,272	£562,173
use of reserves in 2024-25 budget	-£19,669	£228,330	-£44,334	-£36,941	-£33,976	-£39,593	-£38,379	£35,108
earmarked reserves expenditure		£39,352					£25,000	£64,352

## Budget work for 2025-26

The RFO has drafted the first budget for 2025-26 for review by the Finance & Strategy Committee.

Key points include:

- The wages budget includes the employer national insurance increase to 15% along with the decreased secondary threshold to £5,000.
- The Society of Local Council Clerks (SLCC) that town & parish councils will not be included in a package to compensate public sector bodies from this rise.
- Cornwall Association of Local Councils (CALC) has requested that Cornish Councils supply them with the financial information on the impact of this rise, effective from April 2025.
- Local councils can't claim the employer's allowance, which will rise to £10,000pa.
- The Staffing Committee has recommended maintaining employer pension contributions at 10%.
- The Local Government pay rise for 2025-26 is expected to be lower due to larger increases in recent years. This is expected not to exceed 3%, which the RFO has included in the budget.
- Expenditure calculations are based on historical information & includes inflationary rises.
- Financial costs from the action plan have been included within the budget.

In summary, greater detail is required for repairs & renewals, and detailed costings for any project work. The RFO is again extending our precept deadline with Cornwall Council to 31.01.25 to maximise time for the process of setting the budget & precept for 2025-26.

## Looe Tax Base 2025-26

The tax base refers to the total number of taxable properties upon which the precept (local council tax) is levied. The Tax base is always shown as an average, which by default is a Band D.

Looe has seen an increase in this number to 2455.41 an increase of 10.06%.

This increase is mainly as a result of the introduction of the second homes premium in Cornwall from April 2025.

However, councils must not be complacent at this increase in numbers, as this may not remain at this level for future years.

Previous YRS	Collection rate	Band D	Precept
Tax base 2025/26	2455.41		
Tax base 2024/25	2230.97	£215.90	£481,675