

**NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL**

**COALVILLE SPECIAL EXPENSES WORKING PARTY –  
WEDNESDAY, 20 DECEMBER 2023**



<b>Title of Report</b>	<b>DRAFT 2024/25 COALVILLE SPECIAL EXPENSES BUDGET</b>
<b>Presented by</b>	Anna Crouch Head of Finance
<b>Background Papers</b>	<a href="#">General Fund Budget 2023/24</a> – Council 23/02/2023
<b>Financial Implications</b>	It is a statutory requirement that the Council approves a balanced budget. Special expenses are part of the Council’s budget and therefore must also have a balanced budget.  The report provides a proposed draft balanced budget.  <b>Signed off by the Section 151 Officer: Yes</b>
<b>Legal Implications</b>	There are no legal implications arising directly out of this report.  <b>Signed off by the Monitoring Officer: Yes</b>
<b>Staffing and Corporate Implications</b>	There are no staffing and corporate implications arising directly out of this report.  <b>Signed off by the Head of Paid Service: Yes</b>
<b>Purpose of Report</b>	To present the draft 2024/25 budget to the Coalville Special Expenses Working Party.
<b>Recommendations</b>	<b>FOR THE COALVILLE SPECIAL EXPENSES WORKING PARTY TO PROVIDE COMMENTS ON THE DRAFT COALVILLE SPECIAL EXPENSES BUDGET FOR CONSIDERATION BY CABINET.</b>

**1. BACKGROUND**

1.1 This report provides an opportunity for the Working Party to provide comments on the draft budget for Coalville Special Expenses before it is presented to Cabinet on 9 January 2024.

**2. DRAFT BUDGET POSITION 2024/25**

2.1 As part of the budget setting process, the Coalville Special Expenses precept needs to be reviewed each year to make sure there is sufficient funding to cover future expenditure requirements.

2.2 The Coalville Special Expenses budget presented within this report may change to that presented to Cabinet. At the time of writing this report, the Council Tax Base has not yet been calculated. An estimated increase of 63 band D properties has been included in the draft budget for Coalville based on historical trends. Any updates will be provided at the meeting.

2.3 The budget includes a five- year Planned and Preventative Maintenance (PPM) programme which should provide sufficient budget to cover future planned maintenance along with a programme for play equipment replacement. The PPM programme has been updated as part of the budget preparation.

Budget Requirement

2.4 To enable consultation to commence, a draft budget requirement covering the period 2024/25 to 2028/29 has been produced and is available at Appendix A. Table 1 below shows the change in budget requirement from the current year budget to 2024/25.

Table 1: Budget Comparison 2023/24 to 2024/25

	2023/24 Budget	Budget Movements	2024/25 Budget
Cemetery	730	- 15,170	14,440
PPM (Cemetery)	4,130	7,960	12,090
Other Expenses	-	5,000	5,000
Parks, Recreation Grounds & Open Spaces	303,640	- 9,450	294,190
PPM (Parks/Recreation Grounds)	21,880	2,520	24,400
Events	84,440	12,510	96,950
<b>Net Cost of Services</b>	<b>414,820</b>	<b>3,370</b>	<b>418,190</b>
Service & Committee Management	99,880	- 10,120	89,760
<b>Net Cost of Services after Recharges</b>	<b>514,700</b>	<b>- 6,750</b>	<b>507,950</b>

2.5 An analysis of the budget movements from the 2023/24 to the 2024/25 budget are detailed in Appendix B. Key budget movements are:

- Increase in burial fee generating additional income of £14.5k
- Removal of the grant towards Coalville in Bloom – reduction of income of £5k
- Transfer of the maintenance for Owen Street to the General Fund, generating a saving of £17k. Following a review of special expenses, it has been identified that the subsidy for grounds maintenance at Owen Street should be funded from the general fund and not special expenses. The expenditure has been removed for 2024/25 and at the time of writing the report, officers were still reviewing the impact of historic spend. An update will be provided at the meeting.

Planned Preventative Maintenance (PPM)

2.6 The proposed PPM budget for 2024/25 is £36,490 and the planned maintenance is detailed in Table 2 below. Appendix C details the five-year planned maintenance programme.

Table 2: 2024/25 Planned Preventative Maintenance

	<b>2024/25 Budget</b>
<b>Coalville Park</b>	
Removal of Gym Equipment and reinstate ground	6,000
Tree dismantling x 1 Beech Tree (diseased)	2,000
<b>Scotlands Recreation Ground - Sports Pavilion</b>	
Ongoing Maintenance	3,000
<b>Scotlands Recreation Ground - Bowls Pavilion</b>	
Repair potholes in access road/Driveway repairs	5,000
Ongoing Maintenance	3,000
<b>London Rd, Coalville - Closed Cemetery</b>	
Tree works	1,020
<b>Meadow Lane (Broomley's), Coalville - Cemetery</b>	
creation of additional grave space	4,900
tree works	1,870
Path works - sealing	4,300
<b>Painting</b>	
Rolling programme of play areas	5,400
<b>TOTAL</b>	<b>36,490</b>

Financing the Budget

- 2.7 The Council is required to set a balanced budget for each special expenses account. It is also good practice to have a minimum level of balances, which is recommended at circa 10% of reoccurring expenditure. Table 3 below shows the proposed funding of the 2024/25 budget and the estimated reserves position.

Table 3: Financing the 2024/25 Budget

	<b>2024/25 Budget</b>
<b>Funded By:</b>	
Contribution to Reserves	- 29,566
Precept (Council Tax)	537,516
<b>Total Funding</b>	<b>507,950</b>
<b>Reserves:</b>	
Forecasted Balance as at 01 April 2024	36,953
Contribution to Reserves	29,566
<b>Forecast Balance as at 31 March 2025</b>	<b>66,519</b>

- 2.8 It is proposed to increase the Council Tax for Coalville Special Expenses by £5.17 to £78.98 per annum for Band D equivalent. The table below shows the increase in Council Tax, split the increase in properties and the increase in precept.

Table 4: Council Tax

	<b>Band D Equivalents</b>	<b>Band D Precept</b>	<b>Council Tax</b>
<b>2023/24 Precept</b>	<b>6,743</b>	<b>73.81</b>	<b>497,701</b>
Increase in Band D Equivalents	63	73.81	4,650
7% increase in Precept	6,806	5.17	35,166
<b>Total Funding</b>	<b>6,806</b>	<b>78.98</b>	<b>537,516</b>

2.9 The proposed draft 2024/25 budget is balanced and allows for a contribution of £35,166 to reserves. The forecast reserves position at the 31 March 2025 is 14% of reoccurring expenditure. The indicative budget for 2025/26 onwards is currently unbalanced and requires sufficient savings, the PPM programme is unsustainable. Further work will be undertaken during 2024/25 to balance the budget for future years.

### 3. BUDGET APPROVAL PROCESS

3.1 The Coalville Special Expenses Budget is approved as part of Council's budgets and will follow the process detailed below:

- **Coalville Special Expenses Working Party – 20 December 2023**  
- considers the draft budget for Coalville Special Expenses
- **Corporate Scrutiny Committee – 4 January 2024**  
- to consider the draft budget and proposals
- **Cabinet – 9 January 2024**  
- to consider the draft budget and approve the consultation launch
- **Cabinet – 31 January 2024**  
- considers consultation responses and recommends final budget and council tax to Council.
- **Council – 22 February 2024**  
- approves the revenue and capital budgets for the General Fund, Housing Revenue Account (HRA) and Special Expenses and sets the Council Tax.