



TODMORDEN TOWN COUNCIL

**Item 11 – Resources Committee  
24<sup>th</sup> Feb 2020**

# TODMORDEN TOWN COUNCIL

## REPORT TO RESOURCES COMMITTEE

<b>REPORT AUTHOR</b>	<b>Colin Hill Town Clerk and Responsible Financial Officer</b>
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<b>EMAIL</b>	<b>townclerk@todmorden-tc.gov.</b>
<b>Date</b>	<b>24th February 2021</b>
<b>SUBJECT</b>	<b>Forecast Year End Outturn – Proposed Movements</b>

### PURPOSE OF REPORT

1. To remind Members that because of the nature of many reduced activities arising out of Covid 19, in year revenue savings already of £76,413 have been moved into strengthening our Earmarked Reserves.
2. To advise Members that as we move towards year – end, it is reasonable to consider our estimated year end outturn and in doing so the Clerk/RFO has identified a further £33,655. of likely underspend. See Appendix 1 for detail.
3. To advise Members that additional spend may be committed in relation to Grants before the year end and there are some known areas of underspend that will need to be carried forward into 2021/22.
4. To inform Members that of the estimated underspend, £5,000 relates to Election Costs and at this stage it is recommended that this be added to the existing Election Reserve currently standing at £5,000.
5. To inform Members that after allowing for Grant expenditure carry over/commitments and an Elections Earmarked Reserve Transfer, an estimated £11,500 will be added to our General Reserves, with a true year - end estimate of £110,629.
6. To ask Members to note that these figures assume all rechargeable expenditure in relation to and Accelerator Grant funding are as per budget.
7. To ask Members to note that assuming we have no unforeseen additional expenditure when year-end accounts are produced the General Reserves figure will be higher than estimated, but then adjusted when new budgets are then established reflecting those commitments that will be carried into 2021/22.
8. To advise Members that a new budget will be brought to the May Resources meeting reflecting these changes.

## YEAR END MOVEMENTS

9. The detailed year end estimates are provided in Appendix 1.
10. The summary of year- end outturn movements are as follows: -

<b>Forecast underspend</b>	
Staffing	-£800
Employees	£1,105
Administration	-£7,044
Mayor's office	-£700
Town Centre Security	£0
Property	-£1,050
Resources	-£20,795
Development	£0
Climate	-£5,112
Under income	£741
<b>Total</b>	<b>-£33,655</b>

11. Estimated Grant Commitments are as follows:-

<b>Est Commitments Resources 24th Feb</b>	
Todmorden in Bloom	£4,655
CROWS	£1,000
In the Park Productions	£2,000
Rotary	£3,000
<b>Total Grants</b>	<b>£10,655</b>

12. Movement to Election Reserve and available towards carry- overs/commitments is as follows:-

<b>To Earmarked Reserve Recommendation</b>	
<b>Elections</b>	<b>£5,000</b>
<b>Surplus to carry overs/commitments</b>	
<b>-£18,000</b>	

13. Surplus towards Carry over/commitments is as follows: -

<b>Carry overs/known commitment</b>	
Town Charter	£1,000
Walsden CC	£3,000
Insce Valuation	£1,000
Fielden Statue	£1,500
<b>Total carry overs</b>	<b>£6,500</b>
<b>Surplus to General Reserves</b>	
<b>-£11,500</b>	

14. The forecast General reserves position after all adjustments passed is as follows: -

<b>Forecast Gen Reserves</b>	
<b>Current GEN Reserves- alpha 17th Feb</b>	<b>£152,939</b>
<b>less est expend</b>	<b>£140,441</b>
<b>plus est income</b>	<b>-£160,192</b>
<b>Gen Res pre grants/carry over</b>	<b>£133,188</b>
<b>less grants/committ</b>	<b>£22,155</b>
<b>less covid account adj</b>	<b>£801</b>
<b>plus vat refund</b>	<b>£397</b>
<b>Year end estimate</b>	<b>£110,629</b>
<b>Earmarked Reserves 31 Mar 2021</b>	<b>£164,913</b>
<b>Total Reserves est 31st March 2021</b>	<b>£275,542</b>

## **FINANCIAL IMPLICATIONS**

15. The 2020/21 Financial Year has been materially different than previous years owing to Covid 19 restrictions.
16. Whilst spend could have been diverted into many different projects than originally budgeted for, Members have exercised a level of diligence that has in practice strengthened our overall financial position to be able to respond positively to hopefully an opening back up of activities in 2021/22.
17. By considering awarding grant expenditure now, that may have normally been applied for in May, there is more headroom created in respect of grant related budgets for 2021/22.
18. Estimated year end General Reserves after allowing for year-end adjustments etc, at £110,629 is healthy against our Reserve Policy of retaining £80,000 and therefore has some leeway should Accelerator funding unwrap in any way.

## **RECOMMENDATION**

19. That Members agree the set of proposed in year savings and commitments and authorise the Town Clerk to make the necessary budget adjustments and or virements including the movement of £5,000 to the Election Earmarked Reserve and to effect the proposed carry overs into the 2021/22 budget.

## **REASONS FOR RECOMMENDATION**

20. Members authority is required to make the proposed in year and end of year adjustments including any virements that may be necessary.

## **POLICY IMPLICATIONS:**

21. None arising from this report.

## **DETAILS OF CONSULTATION:**

22. None from this report.

## **CLIMATE CHANGE:**

23. None arising from this report.

## **IMPACT EQUALITY ASSESSMENT**

24. None arising from this report.

## **SUPPORTING PAPERS:**

25. Appendix 1 - Year end estimated outturn.

**FURTHER INFORMATION, PLEASE CONTACT: Colin Hill**