

Dursley Town Council

PAYMENTS LIST - 25th November 2024 to 9th January 2025

Voucher	Code	Date	Payment	Description	Supplier	Net	VAT	Total
584	Communications	25/09/2024	CARD	Postage	Post Office Ltd	£ 2.64		£ 2.64
582	Health and safety	28/09/2024	CARD	Safety boots	Screwfix	£ 58.33	£ 11.66	£ 69.99
580	IT and support	07/10/2024	CARD	projector	Amazon	£ 613.51	£ 102.71	£ 716.22
583	Health and safety	08/10/2024	CARD	Safety boots	Screwfix	£ 114.98	£ 23.00	£ 137.98
581	Consumables	14/10/2024	CARD	Graffiti remover	Amazon	£ 14.99	£ 3.00	£ 17.99
686	Consumables	31/10/2024	CARD	broom	Amazon	£ 22.48	£ 4.50	£ 26.98
687	Consumables	08/11/2024	CARD	broom	Amazon	£ 16.24	£ 3.25	£ 19.49
689	IT and support	17/11/2024	BACS	Email accounts	Go_Daddy	£ 71.88	£ 14.38	£ 86.26
585	Sundry (office)	20/11/2024	CASH	Milk	Sainsburys	£ 1.20		£ 1.20
685	Safety equipment	21/11/2024	CASH	Boots	Screwfix	£ 52.90	£ 10.59	£ 63.49
586	Sundry (office)	25/11/2024	CASH	Milk	Sainsburys	£ 2.80		£ 2.80
587	Sundry (office)	25/11/2024	CASH	Various items	Sainsburys	£ 8.94		£ 8.94
588	Subscriptions	28/11/2024	BACS	Subscription	Scribe 2000 Limited	£ 1,140.00	£ 228.00	£ 1,368.00
589	Consumables	28/11/2024	BACS	Gloves	The Safety Supply Company	£ 54.99	£ 11.00	£ 65.99
590	Waste & Recycling	28/11/2024	BACS	Skip hire	McCarthy Manland (Recycling) Ltd	£ 175.94	£ 35.19	£ 211.13
591	Communications	28/11/2024	DD	Broadband/Line Rental - Office	Onecom Ltd	£ 245.69	£ 49.14	£ 294.83
592	Consumables	28/11/2024	CARD	air compressor tools	Amazon	£ 9.90	£ 1.98	£ 11.88
593	Play areas	28/11/2024	BACS	Play equip. parts	Sutcliffe Play (South West) Ltd	£ 163.96	£ 32.79	£ 196.75
593	Play areas	28/11/2024	BACS	Play equip. parts	Sutcliffe Play (South West) Ltd	£ 16.40	£ 3.28	£ 19.68
594	Consumables	28/11/2024	BACS	Moss and Algae Remover	Online Playgrounds	£ 40.00	£ 8.00	£ 48.00
598	Festive Dursley	29/11/2024	CARD	Various items	Post Office Shop	£ 2.98		£ 2.98
599	Festive Dursley	29/11/2024	CARD	Various items	Sainsburys	£ 62.60		£ 62.60
601	Festive Dursley	29/11/2024	CASH	Various - Xmas	Lidl	£ 23.47		£ 23.47
602	Festive Dursley	29/11/2024	CASH	Various - Xmas	Post Office Shop	£ 5.48		£ 5.48
617	Utilities (gas, elec, water)	01/12/2024	DD	Electricity - office	British Gas PLC	£ 138.84	£ 6.94	£ 145.78
620	Utilities (gas, elec, water)	01/12/2024	DD	Gas - office	British Gas PLC	£ 259.80	£ 12.99	£ 272.79
618	Gas and electricity	01/12/2024	DD	Electricity - pavilion	British Gas PLC	£ 184.06	£ 9.20	£ 193.26
595	Telephones	03/12/2024	DD	Mobiles	EE	£ 46.00	£ 9.20	£ 55.20
596	Gas and electricity	03/12/2024	DD	Gas - pavilion	British Gas PLC	£ 203.10	£ 10.15	£ 213.25
597	Health and safety	03/12/2024	DD	Health and safety consultancy	Outsource Safety Limited	£ 120.00	£ 24.00	£ 144.00
600	Communications	04/12/2024	CARD	Postage and Stamps	Post Office Limited	£ 20.40		£ 20.40
603	Training	04/12/2024	CARD	Training	High Speed Training (online)	£ 155.00	£ 31.00	£ 186.00
605	Festive Dursley	04/12/2024	BACS	Temporary scaffolding stage	A & R Scaffolding South West Limited	£ 250.00	£ 50.00	£ 300.00
606	Training	04/12/2024	BACS	Training	APSE	£ 304.00	£ 60.80	£ 364.80
607	Land and buildings maintenance	04/12/2024	BACS	Various items	P J Durcan and Sons	£ 14.55	£ 2.92	£ 17.47
608	Printing/Stationery	04/12/2024	BACS	Stationery	Proactive Business Supplies	£ 132.12	£ 26.43	£ 158.55
609	IT and support	04/12/2024	BACS	IT consultancy	Direct IT Services Ltd	£ 267.25	£ 53.45	£ 320.70
610	Festive Dursley	04/12/2024	BACS	Hire of Uplighters	Peak Hire Ltd	£ 270.00	£ 54.00	£ 324.00
611	Training	04/12/2024	BACS	Outdoor Play Area Inspection Training	RoSPA, Play Safety Ltd	£ 555.00	£ 111.00	£ 666.00
611	Training	04/12/2024	BACS	Outdoor Play Area Inspection Training	RoSPA, Play Safety Ltd	£ 245.00		£ 245.00
612	Cleaning - Office	04/12/2024	BACS	Cleaning - Office	The Core Facilities Group Ltd	£ 209.95	£ 41.99	£ 251.94
613	Cleaning - Vibe	04/12/2024	BACS	Cleaning - Vibe	The Core Facilities Group Ltd	£ 545.85	£ 109.17	£ 655.02
614	Land and buildings maintenance	04/12/2024	BACS	Boiler Repairs - Pavilion	Kerry Maintenance Ltd	£ 105.00	£ 21.00	£ 126.00
615	WMRG Pavilion Project	04/12/2024	BACS	Geotechnical survey and testing	Wilson Associates	£ 2,750.00	£ 550.00	£ 3,300.00
616	Fuel	04/12/2024	BACS	Fuel	John Stayle Services	£ 121.59	£ 24.32	£ 145.91
619	Gas and electricity	04/12/2024	DD	Electricity - cemetery toilet	British Gas PLC	£ 28.56	£ 1.43	£ 29.99
621	Sundry (office)	04/12/2024	CARD	Various items	Post Office Shop	£ 2.25		£ 2.25
622	Waste & Recycling	04/12/2024	BACS	Waste and recycling	Smiths (Gloucester) Limited	£ 103.86	£ 20.77	£ 124.63
623	Street furniture	04/12/2024	BACS	Emergency Bleed Control Cabinet and Kit	Turtle Engineering Ltd	£ 425.00	£ 85.00	£ 510.00
Various Staff		06/12/2024	BACS	Salary	Staff	£ 16,545.06		£ 16,545.06
624	Waste & Recycling	06/12/2024	BACS	Skip hire	McCarthy Manland (Recycling) Ltd	£ 175.94	£ 35.19	£ 211.13
625	Festive Dursley	06/12/2024	BACS	PA system and Lights	Custom Chameleon	£ 600.00		£ 600.00

636	Staff	06/12/2024	BACS	Pensions contributions	Gloucestershire County Council	£	5,360.37		£	3,479.90	
639	Sundry (office)	09/12/2024	CASH	Milk	Sainsburys	£	1.45	£	0.29	£	1.74
640	Transport/Machinery	09/12/2024	BACS	Vehicle repairs	The Dursley Garage	£	45.00	£	9.00	£	54.00
641	Subscriptions	09/12/2024	BACS	Subscription	Cuttlefish	£	550.00	£	110.00	£	660.00
642	Revenue Grants	10/12/2024	BACS	Grant	Breakreart Community Project	£	10,795.00			£	10,795.00
643	Festive Dursley	12/12/2024	BACS	Hire of Generator and barriers	Rocket Tool Hire	£	97.95	£	19.59	£	117.54
644	Safety equipment	12/12/2024	BACS	Locker	The Workplace Depot Ltd	£	119.78	£	23.96	£	143.74
644	Notice Boards	12/12/2024	BACS	Glazing for Notice Board	Haden-Browne Plastics	£	134.50	£	26.90	£	161.40
691	Bank Charge	13/12/2024	BACS	Bank charge	Lloyds Bank plc	£	8.50			£	8.50
651	Subscriptions	16/12/2024	CARD	Grant of Probate	Gov.uk	£	1.50			£	1.50
645	Sundry (office)	17/12/2024	CARD	Various Items	Sainsburys	£	9.75			£	9.75
647	Communications	18/12/2024	CARD	Postage	Post Office Limited	£	2.80			£	2.80
653	Rent	19/12/2024	BACS	Rent - Jacob's House	Dursley Town Trust	£	782.41	£	326.13	£	1,108.54
646	Mayor's allowance	19/12/2024	CASH	Flowers	Sunflowers, Garm	£	25.00			£	25.00
648	Consumables	19/12/2024	BACS	Oil	Dursley Garden Machinery	£	21.00	£	4.20	£	25.20
649	Audit and payroll	19/12/2024	BACS	Payroll services	Kingscott Dix	£	479.00	£	95.80	£	574.80
650	Youth services	19/12/2024	BACS	VIBE - Utility, Consumables & Site Management	Dursley Tabernacle URC	£	915.11			£	915.11
652	Communications	19/12/2024	DD	Broadband/Line Rental - Office	Onecom Ltd	£	245.69	£	49.14	£	294.83
688	IT and support	19/12/2024	CARD	Domain name	Go Daddy	£	12.99	£	2.60	£	15.59
690	Pavilion (water)	20/12/2024	DD	Water - pavilion	Water Plus	£	92.82			£	92.82
654	Youth services	23/12/2024	BACS	Youth services	The Door Youth Project	£	15,128.00			£	15,128.00
692	Utilities (gas, elec, water)	23/12/2024	DD	Water - office	Water Plus	£	80.95			£	80.95
655	Communications	24/12/2024	CASH	Postage	Post Office Limited	£	2.80			£	2.80
660	Sundry (office)	02/01/2025	CASH	Milk	Post Office Shop	£	1.99			£	1.99
662	IT and support	02/01/2025	BACS	IT consultancy	Direct IT Services Ltd	£	267.23	£	53.45	£	320.70
663	Health and safety	02/01/2025	DD	Health and safety consultancy	Outsource Safety Limited	£	120.00	£	24.00	£	144.00
664	Tree work	02/01/2025	BACS	Tree work	Tree Management	£	320.00	£	64.00	£	384.00
663	Telephones	02/01/2025	DD	Mobiles	EE	£	52.60	£	10.52	£	63.12
665	Printing/Stationery	03/01/2025	BACS	Stationery	Proactive Business Supplies	£	230.04	£	46.02	£	276.06
666	Insurance	03/01/2025	BACS	Insurance - additional premium	James Halam Ltd	£	25.00	£	3.00	£	28.00
667	Land and buildings maintenance	03/01/2025	BACS	Various Items	P J Durcan and Sons	£	39.58	£	7.91	£	47.49
668	Fuel	03/01/2025	BACS	Fuel	John Stoyke Services	£	50.01	£	10.00	£	60.01
670	Sundry (office)	07/01/2025	Cash	Milk	Sainsburys	£	2.40			£	2.40
					TOTALS	£	63,621.72	£	2,779.93	£	64,521.18

Dursley Town Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 09/01/2025		
	Cash in Hand 01/04/2024		11,889.03
	ADD Receipts 01/04/2024 - 09/01/2025		1,375,423.20
			1,387,312.23
	SUBTRACT Payments 01/04/2024 - 09/01/2025		628,161.24
A	Cash in Hand 09/01/2025 (per Cash Book)		759,150.99
	Cash in hand per Bank Statements		
	Petty Cash	09/01/2025	299.04
	Lloyds Bank plc Business Account	09/01/2025	26,720.23
	Lloyds Bank plc Instant Access	09/01/2025	22,431.88
	Lloyds Short Term Deposits	09/01/2025	0.00
	Public Sector Deposit Account	09/01/2025	710,000.00
			759,451.15
	Less unrepresented payments		300.16
			759,150.99
	Plus unrepresented receipts		
B	Adjusted Bank Balance		759,150.99
	A = B Checks out OK		

Dursley Town Council
Uncashed payments/transfers out (All banks)
(Upto 09/01/2025)

Voucher	Date	Cheque No.	Description	Total	Bank
592	28/11/2024	CARD	air compressor tools	11.88	Lloyds Bank plc Business
598	29/11/2024	CARD	Various Items	2.98	Lloyds Bank plc Business
599	29/11/2024	CARD	Various Items	62.60	Lloyds Bank plc Business
600	04/12/2024	CARD	Postage and Stamps	20.40	Lloyds Bank plc Business
603	04/12/2024	CARD	Training	186.00	Lloyds Bank plc Business
621	04/12/2024	CARD	Various Items	2.25	Lloyds Bank plc Business
651	16/12/2024	CARD	Grant of Probate	1.50	Lloyds Bank plc Business
645	17/12/2024	CARD	Various Items	9.75	Lloyds Bank plc Business
647	18/12/2024	CARD	Postage	2.80	Lloyds Bank plc Business
Total-----				300.16	

Dursley Town Council
RECEIPTS LIST
25th November 2024 to 9th January

Voucher	Code	Date	Receipt No.	Description	Customer	Net	VAT	Total
145	Interest Received	03/12/2024	BACS	Bank interest	Public Sector Deposit	3001.25		3001.25
143	Cemeteries	04/12/2024	BACS	Exclusive right of burial purchase	A Slade & Son	858.00		858.00
144	Cemeteries	04/12/2024	BACS	Interment of Ashes - pouring	A Slade & Son	153.00		153.00
146	Festive Dursley	04/12/2024	BACS	Returned Payment	Diocese of Gloucestershire	150.00		150.00
151	WMRG	06/12/2024	BACS	Hire of WMRG	Dursley Town AFC	320.00		320.00
147	Festive Dursley	06/12/2024	CASH	Contribution to Xmas Event	Steve Guy	200.00		200.00
153	Street furniture	06/12/2024	BACS	Contribution	Dursley Lions Club	425.00		425.00
150	Interest Received	09/12/2024	BACS	Bank interest	Lloyds Bank plc	44.43		44.43
152	Cemeteries	09/12/2024	BACS	Exclusive right of burial transfer	Kazimierz Klimek	60.00		60.00
148	Cemeteries	17/12/2024	675	Interment of ashes in the Garden of Rest	Dursley Funeral Directors	147.00		147.00
154	Cemeteries	18/12/2024	BACS	Bronze Plaque Purchase and installation	AJ Golding	223.87		223.87
155	Interest Received	19/12/2024	CARD	Cashback Credit (Chargecard)	Lloyds Bank plc	3.30		3.30
149	Cemeteries	27/12/2024	BACS	Interment of a Casket of Ashes	L W Clutterbuck	425.00		425.00
156	WMRG	02/01/2025	BACS	Hire of WMRG	Dursley Town AFC	365.00		365.00
157	Interest Received	03/01/2025	BACS	Bank interest	Public Sector Deposit	2988.78		2988.78
158	Cemeteries	06/01/2025	BACS	Exclusive right of burial transfer	Brian Tonkinson	60.00		60.00
159	Cemeteries	07/01/2025	BACS	Memorial installation	O L Cottle Memorials	168.00		168.00
						9,592.63	0.00	9,637.40

Budget Expenditure Summary - Financial Year 2024/25

Policy & Finance		Payments				Current Balance
Code	Title	Budget	Expected	Actual	+/- Variance	Budget
100	Staff	221,524	166,143	155,833	-10,310	65,691
111	Rent	7,350	5,513	2,817	-2,696	4,533
112	Utilities (gas, elec, water)	4,725	3,544	3,610	66	1,115
114	Cleaning - Office	4,615	3,461	1,726	-1,735	2,889
115	Cleaning - Vibe	7,875	5,906	4,852	-1,054	3,023
120	Property maintenance (Jacob's House)	0	0	456	456	-456
121	Jacob's House - Rates	2,700	2,595	2,595	0	105
130	Printing/Stationery	5,755	4,316	5,194	878	561
131	Communications	2,100	1,575	2,207	632	-107
140	Insurance	5,455	8,874	9,561	687	-3,343
150	Security/fire	1,050	788	117	-671	933
160	IT and support	5,000	3,750	4,703	953	297
199	Sundry (office)	525	394	388	-6	137
200	Hall hire	683	512	3,068	2,556	-2,385
210	Audit and payroll	2,310	1,733	2,875	1,143	-565
220	Health and safety	1,680	1,260	2,635	1,375	-955
230	Travel	315	236	0	-236	315
240	Training	6,500	4,875	4,386	-489	2,114
250	Subscriptions	3,150	2,363	4,284	1,922	-1,134
260	Annual Town Meeting	400	300	235	-65	165
270	Mayor's allowance	750	563	110	-453	640
610	Bank Charge	210	158	88	-70	125
530	Youth services	62,500	63,811	63,811	0	-1,311
550	Small/Urgent Grants	10,000	10,648	10,648	0	-648
551	Revenue Grants	40,000	48,988	48,988	0	-8,988
560	Plan & Projects	2,000	1,333	20	-1,313	1,980
		399,172	343,637	335,207	-8,430	146,191

Town Improvements		Payments				Current Balance
Code	Title	Budget	Expected	Actual	+/- Variance	Budget
410	Maintenance	1,050	788	0	-788	1,050
412	Plants and planters	1,575	1,181	247	-934	1,328
460	Festive Dursley	7,350	5,513	4,324	-1,189	4,106
480	Street furniture	3,150	2,363	1,053	-1,310	2,522
491	Tourism	3,150	2,363	4,562	2,200	-1,412
500	CCTV	4,250	3,188	5,798	2,611	-1,548
912	Notice Boards	1,575	1,181	300	-881	1,275
922	Long Street Car Park	5,000	3,750	1,748	-2,002	3,252
923	PWLB	31,478	31,477	31,477	0	1
929	Market Town Viability Fund	0	0	0	0	12,000
926	Heritage Signing	1,000	750	0	-750	1,000
927	Town Map	1,000	750	0	-750	1,000
		60,578	53,302	49,509	-3,793	36,574

Green Spaces		Payments				Current Balance
Code	Title	Budget	Expected	Actual	+/- Variance	Budget
300	Staff	121,936	91,452	102,750	11,298	19,186
310	Gas and electricity	6,300	4,725	3,490	-1,235	2,810
311	Pavilion (security)	525	394	588	194	-63
312	Pavilion (water)	1,050	788	1,409	622	-359
320	Land and buildings maintenance	10,500	7,875	9,596	1,721	904
321	Tree work	4,000	3,000	2,552	-448	1,448
322	Waste & Recycling	5,775	4,331	4,186	-145	1,589
330	Rates	3,150	2,738	2,738	0	412
331	Cemetery (water)	735	490	444	-46	291
350	Safety equipment	630	420	451	31	179
360	Telephones	550	367	443	76	107
370	Transport/Machinery	2,100	1,400	12,545	11,145	-10,445
371	Fuel	1,838	1,225	1,272	47	566
372	Grass Cutting	8,400	5,600	4,426	-1,174	4,054
380	Facilities improvements	5,000	3,333	0	-3,333	5,000
385	Play areas	1,000	667	7,956	7,289	-6,956
914	MWMRG Pavilion Project	100,000	9,288	9,288	0	90,712
399	Consumables	400	267	331	64	69
917	Memorial plaque purchase	0	0	256	256	-256
		273,889	138,359	164,721	26,362	134,440

	Totals	733,639	535,298	549,437	14,139	317,205
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Dursley Town Council

Budget Income Summary - Financial Year 2024/25

Position at 9th January 2025

Policy & Finance	Receipts	
Title	Budget	Actual
Various	0	766
Precept	537,000	537,000
Interest Received	8,000	28,319
Community Infrastructure Levy	0	53,141
	545,000	619,226

Town Improvements	Receipts	
Title	Budget	Actual
Street Furniture	0	425
Market Town Fund	0	12,000
Festive Dursley	500	1,080
	500	13,505

Green Spaces	Receipts	
Title	Budget	Actual
Grass Cutting	67	80
WMRG	5,000	5,305
Cemeteries	18,000	19,322
WMRG Pavillion Project (Grants)	0	0
Allotments	500	565
	23,567	25,272

Totals	569,067	658,003
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VAT REFUND	Receipts
Title	Actual
2023/24 - Q4 (Jan to Mar 24)	5,652
2024/25 - Q1 (Apr to Jun 24)	4,290
2024/25 - Q2 (Jul to Sep 24)	7,041
2024/25 - Q3 (Oct to Dec 24)	
Total	16,983

DURSLEY TOWN COUNCIL: 2025-28 Budget Summary Sheet

<u>Income</u>	<u>Current</u>
	<u>2024/25</u>
Total "Other Income"- not including any precept	£ 32,000

<u>Proposed</u>		
	<u>2026/27</u>	<u>2025/28</u>
	£ 30,498	£ 31,246

<u>Expenditure</u>	<u>Current</u>
	<u>2024/25</u>
Town Improvements	£ 63,078
Green Spaces	£ 284,863
P&F	£ 379,720
Total Planned Expenditure	£ 727,660

<u>Proposed</u>		
	<u>2026/27</u>	<u>2025/28</u>
	£ 63,023	£ 63,182
	£ 248,402	£ 258,473
	£ 449,434	£ 462,223
	£ 760,859	£ 783,878

Precept Calculations

	2023/24(Current)
Total Expenditure	£ 727,660
Total "Other" Income	£ 32,000
Requiring Funding	£ 695,660
Use of Reserves	£ 170,000
Total Precept Required	£ 525,660
Contribution to General reserve	£ 11,340
Total Precept	£ 537,000

Weekly Increase on Band D Property	£ -
Increase per annum on Band D Property	£ -

<u>Proposed Precept Calculations</u>				
2025/26				
	0%	2%	4%	5%
£	753,526	£ 753,526	£ 753,526	£ 753,526
£	29,772	£ 29,772	£ 29,772	£ 29,772
£	723,754	£ 723,754	£ 723,754	£ 723,754
£	175,000	£ 175,000	£ 175,000	£ 175,000
£	548,754	£ 548,754	£ 548,754	£ 548,754
-£	11,754	-£ 4,154	£ 6,496	£ 11,246
£	537,000	£ 544,600	£ 555,250	£ 560,000
£	0.02	£ 0.08	£ 0.17	£ 0.21
£	1.26	£ 4.33	£ 8.66	£ 10.83

Note: Band D calcs using actual 2025/26 tax base figure.

DURSLEY TOWN COUNCIL
Proposed Income 2025/26 TO 2027/28

Committee	Code	Title	Previous		Current			Proposed		
			2023/24 Budget	2023/24 Final	2024/25 Budget	2024/25 Actual	2024/25 Expected	2025/26 Budget	2026/27 Budget	2027/28 Budget
Tl	929	Market Fund Fund	0	0	0	12000	12000	0	0	0
Tl	480	Street Furniture	0	0	0	425	425	0	0	0
Tl	460	Festive Dursley	500	200	500	1080	1080	500	500	500
P&F	Various	Various	0	1625	0	766	766	0	0	0
P&F	600	Precept	532500	532500	537000	537000	537000	547750	558705	569879
P&F	TBC	Bank/Investment Interest	2000	27041	8000	28318	30000	5000	5000	5000
P&F	924	Community Infrastructure Levy	100	32293	0	53140	53140	0	0	0
GS	395	GS (Sculpture Trail)	0	694	0	0	0	0	0	0
GS	372	Grass Cutting	0	67	67	80	80	67	67	67
GS	386	Highfields Play Equipment	0	6018	0	0	0	0	0	0
GS	710	WMRG	4000	5518	5000	5305	5500	5150	5305	5464
GS	720	Cemeteries	17000	20399	18000	19323	20000	18540	19096	19669
GS	914	WMRG Pavilion Project	0	500	0	0	0	0	0	0
GS	730	Allotments	400	537	500	565	565	515	530	546
TOTAL			£ 556,500	£ 627,392	£ 569,067	£ 658,002	£ 660,556	£ 577,522	£ 589,203	£ 601,125

*Actual at 9th January 2025

Notes

Precept for 2025/26 to 2027/28 estimated on 2% increase (each year)

**DURSLEY TOWN COUNCIL
TOWN IMPROVEMENTS - PROPOSED BUDGET 2025/26 TO 2027/28**

Town Improvements Expenditure

Code	Title	Previous		Current			Proposed		
		2023/24 Budget	2023/24 Final	2024/25 Budget	2024/25 Actual	2024/25 Expected	2025/26 Budget	2026/27 Budget	2027/28 Budget
410	Maint - Street Furniture/Bus Shelters	1000	143	1050	0	200	1103	1158	1216
412	Plants and planters	1500	1505	1575	247	500	1654	1736	1823
460	Festive Dursley	7000	12186	7350	4324	7350	7718	8103	8509
461	Festive Dursley - CTR	2500	2500	2500	2500	2500	2500	2500	2500
480	New - Street furniture/Bus Shelters	2000	3038	3150	1053	3150	3308	3473	3647
491	Tourism	3000	727	3150	4562	5000	3308	3473	3647
500	CCTV	4000	3751	4250	5798	5798	6000	2500	2501
912	Notice Boards	1500	158	1575	301	500	1654	1736	1823
922	Long Street Car Park	7000	2062	5000	1748	5000	5250	5513	5788
923	Public Works Loan Board	31478	31477	31478	31477	31477	31478	31478	31478
926	Heritage Signs	0	0	1000	0	0	1050	1103	0
TBC	Electric Charging Points	0	0	0	0	0	5000	0	0
927	Town Map	0	0	1000	0	1100	250	250	250
TOTAL		62978	58380	63078	52010	62575	70271	63023	63182

*Actual at 9th January 2025

Town Improvements - Projects

Town Improvements	Code	2024/25	2025/26	2026/27	2027/28	Total 3 Year Expenditure	Use of reserves	Reserve	3 Year Budget/Precept
Visitor Information Centre (Tourism)	491	3150	3308	3473	3647	10428	0	n/a	10428
Replacement Bus Shelter Programme	480	3150	3308	3473	3647	10428	0	n/a	9931
Heritage Signing	926	1000	1050	1050	1103	3203	1500	Tourism	4703
Electric Charging Points	TBC	0	5000	0	0	5000	0	n/a	5000
Town Map	927	1000	250	250	250	750	0	n/a	1000
Total		8300	12916	8246	8647	29809	1500		31062

Note

Inflationary 5% added across future budgets (where appropriate)
Budget 500 (CCTV) increased for 2025/26 to allow additional camera installation (TI Committee Oct 24)

**DURSLEY TOWN COUNCIL
GREEN SPACES - PROPOSED BUDGET 2025/26 TO 2027/28**

Green Spaces Expenditure

Code	Title	Previous		Current		Proposed			
		2023/24 Budget	2023/24 Final	2024/25 Budget	2024/25 Actual	2024/25 Expected	2025/26 Budget	2026/27 Budget	2027/28 Budget
300	Staff	115507	79631	121936	102750	121936	144824	149169	156627
310	Gas and electricity	6000	3659	6300	3490	4500	6815	6846	7293
311	Pavilion (security)	500	490	525	588	600	600	630	662
312	Pavilion (water)	10000	655	10500	14009	1500	1500	1575	1654
320	Land and buildings maintenance	10000	7013	10500	9596	12000	11025	11576	12155
321	Tree work (including planting)	3000	686	4000	2552	7500	4200	4410	4631
322	Waste & Recycling	4000	4126	5775	4186	5775	8084	6367	6685
330	Rates	2700	2966	3150	2738	2738	3308	3473	3647
331	Cemetery (water)	300	394	735	444	600	772	810	851
350	Safety equipment	600	209	630	451	600	662	695	729
360	Telephones	550	454	550	443	600	578	606	637
370	Transport	2000	1924	2100	12545	13000	2205	2315	2431
371	Fuel	1750	1121	1838	1272	1838	1929	2026	2127
372	Grass cutting	8000	5573	8400	4427	8400	8820	9261	9724
380	Facilities improvements	5000	0	5000	0	0	5000	5000	5000
385	Play areas	1000	2669	1000	7956	8000	5000	5000	5000
new	Play Equipment - Contribution to reserves	2000	2000	2000	2000	2000	2000	2000	2000
395	Green Spaces - Projects	0	0	0	0	0	20000	20000	20000
396	Machinery/vehicle fund	10000	10000	1000	1000	1000	1050	1103	1158
399	Consumables	250	488	400	331	400	420	441	463
914	WMRG Pavilion Project	150000	5693	100000	9288	12000	10000	15000	15000
917	Memorial Plaques	0	384	0	256	256	0	0	0
927	Kingshill Play Equipment Upgrade	10000	0	0	0	0	0	0	0
TOTAL		334,157	130,448	276,889	167,722	205,243	236,570	249,402	259,473

Expected
37,521

*Actual at 9th January 2025

Green Spaces - Projects

Green Space Project	Code	2024/25	2025/26	2026/27	2027/28	Total 3 Year Expenditure	Use of reserves	Reserve	3 Year Budget Precept
Allotments - New Site	390	0	0	0	0	0	0	Additional Allotment	20000
WMRG - Pavilion Upgrade	914	100000	0	0	0	0	0	0	0
New Electric Vehicle	396	0	0	0	0	0	0	Machinery/Vehicle	26000
Green Spaces Projects	395	0	20000	20000	20000	60000	0	n/a	60000
Total		100000	20000	20000	20000	60000	48000		106000

Notes

Inflationary 5% added across future budgets (where appropriate)
Pavilion (Water) Budget increased due to higher water costs.

**DURSLEY TOWN COUNCIL
POLICY & FINANCE - PROPOSED BUDGET 2025/26 TO 2027/28**

Policy & Finance Expenditure

Code	Title	Previous		Current			Proposed		
		2023/24 Budget	2023/24 Final	2024/25 Budget	2024/25 Actual	2024/25 Expected	2025/26 Budget	2026/27 Budget	2027/28 Budget
100	Staff	165,062	165,004	221,524	155,833	210,000	221,514	228,160	235,004
111	Rent	7,000	3,779	7,350	2,817	4,500	7,350	7,350	7,350
112	Utilities	5,000	3,594	4,725	3,610	4,725	4,961	5,209	5,470
114	Cleaning - Jacobs House	2,200	2,213	4,615	1,726	3,250	4,846	5,088	5,342
115	Cleaning - Vibe Youth Centre	7,500	6,457	7,875	4,852	5,500	8,269	8,682	9,116
120	Property Maint. (Jacobs House)	-	764	-	456	-	-	-	-
121	Jacobs House - Rates	2,500	2,486	2,700	2,594	2,594	2,800	2,900	3,000
130	Printing	5,000	5,019	5,775	5,194	5,775	6,064	6,367	6,685
131	Communications	2,000	2,426	2,100	2,207	2,500	2,300	2,415	2,536
140	Insurance	5,100	8,818	5,455	9,561	9,561	10,000	10,500	11,025
150	Security/Fire	1,000	1,032	1,116	500	500	1,103	1,168	1,216
160	IT & Support**	3,500	3,075	5,000	4,704	5,750	4,000	8,000	8,001
199	Sundry	500	261	525	388	525	651	679	608
200	Hall Hire	650	562	683	272	683	717	762	790
210	Audit & Payroll	2,200	2,197	2,310	2,875	3,000	3,000	3,150	3,308
220	Health & Safety	1,600	1,869	1,680	2,755	3,000	3,000	3,150	3,308
230	Travel (incl. staff travel)	300	-	315	-	50	331	347	365
240	Training (Staff & Councilbr)	3,000	1,193	6,500	4,386	5,000	3,000	3,000	3,001
250	Subscriptions	3,000	4,204	3,150	4,284	4,500	4,500	4,725	4,961
260	Annual Town Meeting	400	319	400	235	235	410	420	420
270	Mayor's Allowance	750	288	750	110	250	750	750	750
530	Youth Services	40,000	52,289	62,500	63,811	63,811	63,000	64,500	67,725
550	Small Grants	5,000	9,400	10,000	10,648	12,000	10,000	10,000	10,000
551	Large Grants	37,000	35,800	40,000	48,988	50,000	62,000	50,000	50,000
TBC	Urgent Grants	-	-	-	-	-	20,000	20,000	20,000
560	Plan & Projects	2,000	10	2,000	20	100	2,000	2,000	2,000
610	Bank Charge	200	116	210	88	210	221	232	243
924	Community Infrastructure Levy	-	-	-	-	-	-	-	-
TOTAL		304,462	313,177	399,192	332,530	399,475	445,685	449,434	462,223

Expected 65,946

*Actual at 9th January 2025

Policy & Finance - Projects

Policy & Finance	Code	2024/25	2025/26	2026/27	2027/28	Total 3 Year Expenditure	Use of reserves Reserve	3 Year Budget/Precept
End of Year Budget	100	X	X	X	X	See note	0	0
3 Year Budget & Business Plan	100	X	X	X	X	See note	0	0
Newsletter: Dursley Matters	100	X	X	X	X	See note	0	0
Review Bank Interest/Accounts	100	X	X	X	X	See note	0	0
Plan & Projects	560	2000	2000	2000	2000	6000	0	6000
Total		2000	2000	2000	2000	6000	0	6000

Note
X - denotes staff time, no actual project cost.
Inflationary 5% added across future budgets (where appropriate)

Dursley Town Council - Precept Calculations (2017 to 2026)

EFFECT ON COUNCIL TAX					Band D		
Year	Element	Precept	Tax base	Amount	% change	£ per annum	£ per week
2017-18	PRECEPT	331,250	2,193.29	151.03	4.99%	£7.18	£0.14
2018-19	PRECEPT	437,376	2,260.15	193.52	28.13%	£42.49	£0.82
2019-20	PRECEPT	477,100	2,348.31	203.17	4.99%	£9.65	£0.19
2020-21	PRECEPT	494,650	2,387.07	207.22	1.99%	£4.05	£0.08
2021-22	PRECEPT	500,300	2,414.38	207.22	0.00%	£0.00	£0.00
2022/23	PRECEPT	519,900	2,447.76	212.40	2.50%	£5.18	£0.10
2023/24	PRECEPT	532,500	2,457.73	216.66	2.01%	£4.27	£0.08
2024/25	PRECEPT	537,000	2,478.56	216.66	0.00%	-£0.01	£0.00
2025/26	PRECEPT	555,250	2,464.27	225.32	4.00%	£8.66	£0.17

Notes

2025/26 Taxbase Figure used (received 10/12/24)
 Example of 4% increase shown in 2025/26 Figure

Dursley Town Council - Reserves

Earmarked (Named) Reserve	Responsible Committee	Confirmed Balance at 31/3/24	Transfers during 2024/25	Proposed Balance at 31/3/25	Notes
Town Centre Upgrade Fund	TI	2440		2440	
Festive Dursley	TI	10271	2500	12771	Contribution to reserve
Tourism	TI	4625		4625	
CCTV	TI	5792	-5792	0	CCTV - Improvements agreed at TI meeting on 9th July
Market Town Viability Fund	TI	0	12000	12000	24 Allocation of Grant from SDC
Total Town Improvements				£ 31,836	
Cemetery Extension	GS	16000		16000	
Additional Allotments	GS	20000		20000	
Noticeboards, bins	GS	2796		2796	
Machinery/Vehicle Fund	GS	26000	1000	27000	Contribution to reserve
Play areas/equipment	GS	10000		10000	
Tennis Court (S106/Grant)	GS	1834		1834	
Pavillion Improvements	GS	174807		174807	
Pentanche Court	GS	2844		2844	
Sculpture Trail	GS	694		694	
Highfields Play Area	GS	6018	-6018	0	Contribution to BMX track improvements agreed at GS committee on 21st May 24
Total Green Spaces				£ 255,975	
Jacobs House	Policy & Finance	1,390		934	Expenditure in 24/25
Election costs	Policy & Finance	3,000	-456	3000	
Youth Centre Reward Fund	Policy & Finance	1,120		1120	
Community Infrastructure Levy (CIL)	Policy & Finance	41,997	53140	95137	Received in 24/25
Total Policy & Finance				£ 100,191.00	
Total Earmarked Reserves		£ 331,628		£ 388,002	

General Reserve

Lloyds Bank - Business	£	26,720	09/01/2025
Lloyds Bank - Inst Access	£	22,431	09/01/2025
Cash	£	299	09/01/2025
Public Sector Deposit Fund	£	710,000	09/01/2025
Short Term Deposits	£	-	
	£	759,450	
Earmarked (Named) Reserve	£	388,002	
Expected Expenditure (TI)	£	10,565	
Expected Expenditure (GS)	£	37,521	
Expected Expenditure (P&F)	£	65,945	
Predicted General Reserve	£	257,418	31/03/2025

DURSLEY TOWN COUNCIL: 2025/26 Budget - Key Points

Town Improvements

CCTV Budget (500) Increased for additional cameras

Green Spaces

Pavilion Project: scheduled for 2025.

Replacement electrical vehicle scheduled for 2025/26, significant spend on existing vehicle in 2024.

Staff

Admin staff increments as per Appraisal recommendations

Admin Assistant 3 month probationary period approved.

Reserves

Pavilion Project 2024/25 funds to be allocated to earmarked reserve fund.

CIL Funding: £53k received in 2024/25

Policy & Finance

Increase in 25/26 Grant Funding budgets, including new urgent grant budget

General Reserve of £257k predicted for March 2025

Income

Approx £2.5k of interest being received per month.

Dursley Town Council Grants Policy

Dursley Town Council is committed to providing assistance and support to local community or voluntary groups which are set up to promote community life for Dursley residents. The Council's financial support is provided by way of Grants which are decided against criteria set by Dursley Town Council, and which can be amended from time to time by.

The Town Council defines a voluntary group as a non-profit making organisation, set up and run by a voluntary, unpaid management committee.

Dursley Town Council support groups which can be based outside of the boundaries of Dursley that provide benefits that will be enjoyed by Dursley residents. They will also support activities that provide benefits outside the boundaries of Dursley that will be enjoyed by Dursley residents.

Dursley Town Council provides grant funding to support the following aims:

- Give demonstrable benefits to Dursley Residents
- To enable local people to participate in voluntary groups and activities.
- To help local voluntary groups to improve their effectiveness.
- To ensure the provision of services, needed by local residents, via the voluntary sector.
- To support organisations which meet the needs of local people experiencing social and economic difficulties.
- To ensure that there is equality of access and opportunity for all local residents to the services it provides and funds.
- To improve or enhance the local environment.
- To achieve value for money.

Grant Types

Dursley Town Council provides 3 types of grant funding, so that it can provide the most sustainable support to a broad range of local voluntary and community groups.

Small Grants

These grants are for a maximum of £1,000 and are normally offered on a one-off basis to support a particular project, event, activity or the purchase of equipment. They are also open to new groups wishing to start up and receive a small contribution towards their running costs.

Any applications over £1,000 will be considered as Revenue or Urgent applications depending on the nature of the funding request. Applicants may be requested to reapply.

Revenue Grants

These grants are available to community organisations which provide a significant service to the community. They are given to support the groups' normal running costs and can also be used to fund salaries (not existing posts) or for match funding to other funding bodies. In principal revenue grant funding, can be awarded for up to 3 years. These grants are dependent on an annual review when the continuation of the grant will be considered in respect of any change in the circumstances of either the applicant or the Town Council.

Urgent grants

In exceptional circumstances Dursley Town Council will consider applications for urgent funding. These can be made at any time of year. Groups wishing to apply must complete an urgent application form which will be considered by a panel of three councillors from the Policy & Finance Committee who will make a recommendation at the next Council meeting.

Urgent Grant applicants must:

- Evidence the risk to event/organisation should the funds not be granted.
- Evidence an increase of costs if funds are not granted "urgently".
- Evidence how they will spend the funds urgently to resolve issues/host event.
- Provide an update and/or schedule of planned works/activities within 30 days of award.
- Confirm that the event/activities will be completed within 90 days of the grant award.
- Provide evidence of expenditure before the grant will be paid

Eligibility

Who we will fund:

- Registered Charities
- Charitable Incorporated Organisations
- Community and Voluntary Groups set up and run by a voluntary, unpaid management committee
- Not-for-profit limited companies and Community Interest Companies, with two or more directors *Companies limited by shares are only eligible to apply if the grant is treated as restricted and will not make a profit for the organisation.*
- New organisations applying for a Small Grant (we may consider paying the grant to an established organisation that is prepared to accept and administer the grant on their behalf).

Who we will not fund:

- Organisations that do not provide a service to the community in Dursley.
- Individuals or appeals supporting an individual.
- Statutory organisations or the direct replacement of statutory funding.
- Political groups or activities promoting political beliefs.
- Religious groups where funding is to be used to promote religious beliefs.
- Organisations that have a closed or restricted membership.
- companies that can pay profits to directors, shareholders or members (including Companies Limited by Shares)
- Local authority maintained, grant maintained, academy and private schools, or care services²
- Organisations based outside the UK

Things we do not fund:

- General appeals.
- Arts & sports projects with no community or charitable element.
- Medical research, equipment or treatment.
- Animal welfare.
- Projects that may take place before an application can be decided.
- Existing staff posts
- Equipment or other costs that have already been purchased or incurred prior to the application being considered.
- Repayment of loans.

The Grants Process

Grant Criteria

Dursley Town Council uses the following criteria to decide on grant applications:

- Whether the group/project has followed our grants process and meets our requirements and grant giving policy.
- Level of benefit to Dursley as a place and the impact the grant will make.
- Level of benefit to Dursley residents (including estimated numbers) and the impact the grant will make
- Evidence of a competently managed group including previous experience and track record.
- Financial sustainability and viability of group and/or project.
- Evidence of partnership working.
- Evidence that funding has been sought from other sources and the level of match funding available. This is particularly relevant where the main location is outside Dursley or the beneficiaries are not all Dursley residents.
- Evidence of compliance with previous grant award conditions.
- A maximum amount of funding being requested must be included on the grant application.

Applications

Groups must apply for Small/Revenue grant funding using the appropriate application form between 1st April and 31st August each year.

Grant application forms can be downloaded from the Council's website or are available from the office. The office can also provide assistance to any group having difficulties completing the application form.

Grant applications will only be considered if all sections of the form are completed, and appropriate supporting information/evidence is supplied where requested.

All Revenue and Small valid grant applications will be assessed and presented to the Policy & Finance committee for consideration in September of each year and ratified at the October Council meeting.

All Revenue and Small grant applicants will usually be notified of Council's decision before December.

Urgent Grant Applications

These can be made at any time, following the guidance for other grant applications. They must use the correct form and provide the information indicated above for Urgent Grants. The decision on success will be made to a timescale that reflects the urgency of the application.

Payment timetable

Successful applicants for **Small Grants** will receive their award in the October/November of the year of application.

Successful applicants for **Revenue Grants** will receive funding in the financial year following their application, with payment being made in May/June.

Successful applicants for **Urgent Grants** will receive payment once the organisation has provided proof of expenditure. Examples of proof could be an invoice, receipt, purchase order or similar.

Draft for consideration by Council on 21st January 2025

In some circumstances the payment date(s) may differ, and this will be set out in the grant award confirmation letter.

Grants will only be paid by BACS payment, made out to the bank account of the named organisation.

Monitoring and Evaluation

It is a condition of the grant to provide grant evaluation information. Failure to do so will affect any future grant funding applications.

Groups are expected to provide Dursley Town Council with written evidence of what the money has been spent on and the benefit it has brought to the people of Dursley. The written report should include: a financial update, including any unspent funds; how the benefit was measured and any problems with delivery.

We would welcome any feedback on our grant process as part of the evaluation.

This information should be submitted, within 3 months of the event/project end or by the end of February each year, whichever is sooner, so that it can be reported at the Annual Town Meeting.

General Grant Conditions

- Small grants are awarded on an annual basis and an award made this year is not an indication that funding will be continued in other years.
- The grant can only be used for the purpose stated in the application and the Council reserves the right to reclaim any grant not being used for the specified purpose of the application. However, if a group wishes to change the purpose of the grant, they must seek approval by writing to the Council who will consider whether or not to approve the change.
- Small grants must be spent within 1 year of award. Any unspent monies left after this time must be returned.
- You must comply with all statutory laws and regulations relating to the work they will deliver, including, but not limited to: health and safety, data protection and equality.
- Where your project involves working with children, young people or vulnerable adults, you must adopt and implement an appropriate written safeguarding policy and provide a copy with your application
- You must maintain adequate insurance at all times, and we may ask you to send us copies of your policies. This includes employee and public liability insurance and insurance that covers the full replacement value of any assets you have purchased using the grant.
- Should for any reason the organisation disbands, or the project is not completed the Council may ask for all or part of the monies to be paid back.
- Acknowledgement of the financial support received from the Council is required on documentation and any promotional material, including websites. The Council's logo may be used for this purpose.

Draft for consideration by Council on 21st January 2025

- In order to receive payment organisations/groups must have a bank account into which grants can be paid; payments will not be made to private individuals.
- Only one application per year will be accepted from any organisation. For organisations receiving Revenue Grants spread over 3 years, this includes each funded year.
- All successful applicants must submit evaluation information within the stated time periods. No subsequent grants will be provided to an organisation that fails to provide evaluation until evaluation is supplied to the town council
- In the event of a dispute the Dursley Town Council decision is final.

Additional grant conditions may also be attached to any funding from Dursley Town Council, and these will be set out in the award confirmation letter.

Failure to comply with any conditions attached to a grant may result in the grant being repaid or affect future grant assistance.