

# SWANAGE TOWN COUNCIL



## Preliminary Budget Report 2019/20

### Contents

1. Introduction and Budgetary Context
2. Summary of 2018/19 Financial Year to Date
3. Income Analysis
4. Expenditure Analysis
5. Reserves and Capital Programme
6. Precept and General Fund Balance

### Appendices

- A. Summary of Estimates 2019/20 to 2021/22
- B. One-Off/Extraordinary Revenue Expenditure 2019/20
- C. Reserves & Balances
- D. Capital Programme 2019/20 – 2021/22
- E. Financial Risk Assessment
- F. Proposed Scale of Fees & Charges

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## 1. Introduction and Budgetary Context

- 1.1 This report provides a commentary on the revenue budgets for 2019/20, together with planned capital expenditure and contributions to reserves and balances. The revenue budgets are set out in summary format in **Appendix A**. This is supported by the more detailed Estimates Book which has been circulated to Councillors, together with future projections until March 2022.
- 1.2 The broad context of this budget setting process is largely unchanged from recent years. Central government funding for local government continues to be reduced and, although the Town Council does not receive any direct government grant, the pressure is felt indirectly through proposed reductions in service by principal authorities. Interest rates remain at a historic low level, despite the Bank of England base rate having risen by 0.25%, from 0.5% to 0.75% in August 2018.
- 1.3 One significant change over the last year has been the downward trajectory of inflation: as of October 2018 CPI stands at 2.4%, compared to 3% a year ago. This is forecast to remain on a downward trend towards the Bank of England's 2% target over the lifetime of this budget.
- 1.4 In December 2017 the Ministry of Housing, Communities and Local Government announced that it intended to defer for 3 years the setting of referendum principles for local councils in relation to the setting of precepts in excess of 2%. This is conditional upon 'the sector taking all available steps to mitigate the need for council tax increases, including the use of reserves where they are not already earmarked for other uses or for "invest to save" projects which will lower on-going costs, and the Government seeing clear evidence of restraint in the increases set by the sector as a whole'.
- 1.5 The Policy, Finance and Performance Management Committee agreed a set of budget setting principles (see Table 1 below) at its meeting on 7<sup>th</sup> November 2018, and these have been incorporated in the draft budgets. The only exceptions to this are in relation to variations to the scale of charges recommended by council committees.

**Table 1. List of budget setting principles, agreed November 2018**

	Estimate 2019/20	Estimate 2020/21	Estimate 2021/22
<b>Expenditure</b>			
Employee Costs	Known	2%	2%
Pension-Employers Contribution	22% (known)	22% (estimate)	22% (estimate)
Inflation (CPI)	2%	2%	2%
Business Rates	2%	2%	2%
Utilities	2%	2%	2%
<b>Income</b>			
Fees & Charges (rounded to nearest £5)	2%	2%	2%
Council Tax Precept	2%	2%	2%

1.6 The draft budgets incorporate proposals made by the Council’s standing committees during October and November 2018. The Policy, Finance and Performance Management Committee is asked to review these draft estimates in detail and make a recommendation to the Full Council meeting to be held on 21<sup>st</sup> January 2019 which will agree the final estimates and set the precept for the 2019/20 financial year.

## 2. Summary of 2018/19 Financial Year to date

- 2.1 In April 2018 the total Council Tax precept was increased by 2%, generating an additional £14,080. As a result of a small decrease in the tax base, household bills increased by 2.01%. This followed a 2.4% increase in household bills in April 2017.
- 2.2 The Town Council entered the 2018/19 financial year with a surplus general fund balance of £946,278. The net cost of services is projected to be £560,769 compared to an estimate of £805,940. The most significant variations year to date are a strong performance in car parking revenue, an underspend on employee costs and deferred maintenance costs. This is a similar pattern to recent years.
- 2.3 It is anticipated that £775,665 will either be appropriated to earmarked reserves or be used to directly finance capital expenditure. Consequently, a deficit on the general fund of £46,410 is projected for the current financial year, however, this deficit is £139,600 below the original budgeted deficit of £186,010. This will result in an estimated general fund balance at 31<sup>st</sup> March 2019 of £899,868. Although this is well above the Council’s risk assessed minimum level (see **Appendix E**), it remains solidly within the recommended range of general reserves, equivalent to a sum between three months’ and one year’s revenue expenditure.

## 3. Income Analysis

- 3.1 The following table summarises the Council’s greatest sources of income during the last four full financial years, together with the probable out-turn for 2018/19 and the draft budget estimate for 2019/20. These headings, taken together with the precept, account for approximately 90% of Council income. Taken together they have remained stable, and are projected to have decreased by 0.6% in the current financial year. This compares to a projected 3.8% decrease at budget setting last year.

**Table 2. Budgeted sources of income with an average in excess of £5,000 2014/15 – 2019/20**

<b>Budgeted Sources of Income in excess of £5,000</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Probable Out-turn</b>	<b>19/20 Estimate</b>
Car Parking (includes Co-Op net income; excludes market income)	504,902	540,131	572,639	574,573	<b>572,305</b>	554,585
Property Rental	191,755	199,505	185,400	190,180	<b>191,680</b>	191,680

Investment Income	182,237	181,272	161,544	201,782	<b>168,000</b>	150,000
Beach Hut Rents	27,147	93,048	92,377	107,120	<b>122,000</b>	107,000
Cemetery Charges	32,342	45,303	30,660	33,000	<b>36,440</b>	34,440
Boat Park Fees	30,353	1,720	35	2,200	<b>29,000</b>	38,350
Private Beach Hut Sites	16,334	16,684	16,668	17,474	<b>16,825</b>	17,730
Putting Fees	15,135	12,686	12,795	13,690	<b>15,480</b>	15,500
Heritage Toilets	11,364	8,952	10,241	10,125	-	-
Bowls Fees	8,983	8,760	9,165	8,915	<b>9,140</b>	9,040
TIC net income from sales and commission	7,796	5,497	3,993	7,242	<b>8,035</b>	6,250
Allotment Rents	7,387	7,671	7,839	7,740	<b>7,800</b>	7,955
Market Income	11,912	14,909	14,536	12,860	<b>7,000</b>	5,000
TIC Advertising Boards	6,917	6,870	3,321	7,275	<b>6,680</b>	6,975
Beach Concessions	9,300	9,300	9,300	6,320	<b>6,320</b>	6,320
Fishermen's Huts	8,210	8,137	8,241	7,770	<b>5,160</b>	9,350
Tennis Fees	5,187	4,711	4,442	4,800	<b>4,450</b>	5,350
	1,083,692	1,165,156	1,143,196	1,213,066	<b>1,206,315</b>	1,165,525

- 3.2 Visitor numbers to the Council's **off-street car parks** declined marginally during the 2018 summer charging period, although income increased due to a shift towards the purchase of longer stay tickets. This may have been influenced by the re-introduction of card payment facilities in the new ticket machines. Given this relative success in attracting visitors to use car parks in recent years, the Transport Committee, at its meeting held on 29<sup>th</sup> November 2018, recommended that charges should be frozen for a further year. The main summer charges have remained unchanged since 2012.
- 3.3 Income from **property rentals** continues to remain relatively stable. A number of rent reviews are yet to be concluded during the 2018/19 financial year and are likely to generate a small increase to the total included in the table above.
- 3.4 **Investment income** is projected to have fallen somewhat year-on-year, and is expected to decline further in the next financial year. This is principally due to the assumption that the Council will redeem part of its investment in the CCLA property fund towards the end of the current financial year.
- 3.5 Income from **beach hut bookings** rose by almost 14% year-on-year, somewhat above budget projections. This followed a 15% increase in the previous year. This is partly the result of an increase in some of the charges, and may also reflect improved marketing and the introduction of an online booking system. A lower level of income is projected for 2019/20 due to the partial closure of the Spa Beach Huts.
- 3.6 Income was received from the hire of grid spaces at the **Boat Park** for the first time since the completion of the RNLI Lifeboat Station works and the reconstruction of the

retaining walls. The total received has been 12 per cent below budget. It is anticipated that usage will increase in 2019/20, but the estimated income included in the table above is subject to discussion of a proposal to offer a 5% discount to those in row D to compensate for disruption during 2018. A new layout is also being considered for 2019 in response to customer feedback, which may see a reduction in spaces. A revised estimate will therefore be included in the final budget report.

- 3.7 Overall, income from **Beach Gardens** is almost 17% higher year-on-year, due to an increase in putting income, increased refreshment sales and the hiring of the Pavilion to Purbeck Runners. Revenue from tennis and bowls fees is broadly stable. However, putting income remains stubbornly below the average of £19,000 p.a. seen in the period 2009-11.

It is hoped that the introduction of an online booking system will increase revenue from the tennis courts in forthcoming years. It is anticipated that the current licence agreement with Swanage Tennis Club will be extended for 2019/20.

The income from Swanage Bowling Club is subject to ongoing negotiations over the leasing out of the Bowling Green to the club, and there may be a significant difference in the final budget report.

- 3.8 Income from the newly-refurbished **Tourist Information Centre** is largely on budget, almost 12% higher year-on-year. The Visitor Services Team have sought agreement for an increase in the budget for stock purchasing during the current financial year and Members are asked to formally authorise increasing the budget allowance to £11,460 as part of this report.
- 3.9 Income from **Swanage Market** has been significantly lower in 2018, following agreement with the market operator to reduce the licence fee for a one-year period. The operation of the market during 2019 is yet to be agreed by Council, and hence the budgeted figure may change prior to consideration of the final estimates.
- 3.10 As agreed during budget-setting for 2018/19, the Council has ceased to charge for the use of the **Heritage Toilets** and the public conveniences at North Beach.
- 3.11 Total income from **private beach hut site rents, allotment charges, and the rental of fishermen's huts** is largely determined by the Council's policy on increasing fees and charges. In accordance with the budget principles agreed in November these are due to increase by approximately 2%. Members are asked to confirm whether a charge will be levied for the fishermen's huts for the second half of the current financial year in light of the disruption of the reconstruction work.
- 3.12 A 2% increase has also been applied to the Council's **cemetery charges**, although total income fluctuates according to mortality rates and the balance between cremation and interment in any one year. It is anticipated that a relatively high level of mortality through the hot summer will lead to higher than expected income from interment fees in the current year.
- 3.13 In total the revenue generated from the activities listed in Table 2 is predicted to decrease by approximately £40,000 in 2019/20, a reduction of 3.4%. This is largely

due to the method of predicting car parking income, an anticipated decrease in investment capacity and the partial closure of the Spa Beach Huts.

- 3.14 In looking to **future opportunities** to raise additional revenue, in the first part of 2019/20 attention will be focussed on continued marketing of Beach Huts, Beach Gardens and the Boat Park. However, due to the partial closure of the Spa Beach Huts, and potential reduction in grid spaces at the Boat Park, it is unlikely that this will generate significant new funds.

#### 4. Expenditure Analysis

- 4.1 The following table summarises the Council's greatest revenue costs during the last four financial years, together with the 2018/19 probable out-turn and the 2019/20 budget estimate. These headings account for approximately 75% of Council expenditure. These costs are projected to have risen by 2% year-on-year, having fallen the previous year. This is largely due to increases in the salaries and wages bill, business rates and utility costs. This has offset the much-reduced expenditure on one-off items of repairs and maintenance, which will be significantly under budget in the current financial year.

**Table 3. Budgeted Expenditure in excess of £15,000 2014/15 - 2019/20**

<b>Cumulative Budgeted Expenditure in excess of £15,000</b>	<b>14/15 Actual</b>	<b>15/16 Actual</b>	<b>16/17 Actual</b>	<b>17/18 Actual</b>	<b>18/19 Probable Out-Turn</b>	<b>19/20 Estimate</b>
Employment Costs	708,682	688,201	747,993	772,594	<b>805,900</b>	966,545
Business Rates	105,349	126,890	127,540	131,722	<b>149,565</b>	151,450
Repairs and Maintenance	110,913	126,420	242,707	107,693	<b>98,469</b>	303,545
Utilities	71,237	65,634	66,234	65,966	<b>72,685</b>	73,085
Public Convenience Cleaning and Toilet Requisites	59,995	59,390	59,475	59,027	<b>61,375</b>	61,425
RNLI Lifeguards	n/a	n/a	17,422	21,985	<b>22,425</b>	22,875
Car Parks Cash Collection/Security	27,128	26,652	31,146	28,992	<b>22,000</b>	20,000
Insurance	19,872	21,394	23,293	22,829	<b>18,500</b>	18,900
Legal and Professional Fees	25,353	20,860	9,478	13,218	<b>15,500</b>	22,000
Youth Centre Grant	n/a	n/a	20,000	17,500	<b>15,000</b>	Nil
Refuse Disposal	13,836	13,394	13,949	12,926	<b>13,340</b>	14,400
Seaweed Removal & Beach Raking	16,045	15,190	8,524	18,635	<b>6,000</b>	19,500
<b>Total Expenditure</b>	<b>1,158,410</b>	<b>1,164,025</b>	<b>1,367,761</b>	<b>1,273,087</b>	<b>1,300,759</b>	<b>1,673,725</b>

- 4.2 The Council's largest item of expenditure is **employment costs**. The post list for 2019/20 was agreed in principle by the Personnel Committee held on 26<sup>th</sup> November 2018.

A comparison of the probable out-turn for the current financial year with the budget for next year shows an increase of £160,000 in the salaries and wages bill. However, there has been a significant underspend in salaries against the agreed budget of £911,700 for 2018/19, and the increase in budgeted costs is therefore in the order of £55,000. This significant increase relates principally to the increase in salaries arising from the introduction of the new living wage, incremental increases and an increase in hours for seasonal staff. It is anticipated that all vacant posts will be filled by summer 2019.

- 4.3 It is proposed that the roles of seafront advisor and boat park attendant be combined in an attempt to address recruitment difficulties. It is also proposed to employ **RNLI lifeguards** for a fourth year in 2019/20, their fee increasing in-line with an inflationary 2% increase.
- 4.4 Planned **repairs and maintenance** costs for the current financial year are projected to be lower than last year, although they are due to increase significantly in 2019/20. This figure will always fluctuate dependent on the one-off works scheduled each year and the capacity of Council officers to deliver them, alongside the larger schemes included in the Capital Programme. The items proposed for inclusion in the budgets by the General Operations Committee/Working Party, are set out at **Appendix B** for Members' approval, totalling £216,000.
- 4.5 **Business rate** payments to Purbeck District Council rose significantly in 2018/19, in part due to the acquisition of the Council's new Depot and removal of transitional relief in respect of long stay car parks. In future this cost is likely to reduce as central government announced as part of the Budget that it will introduce mandatory rate relief on public conveniences in future years. Until the Council determines its position in respect of the Kings road Depot it will continue to incur a rates bill of £6.6k for this site.
- 4.6 Since 2011 the Town Council has procured **gas and electricity** through the LASER energy buying group, and this has been very effective in limiting increases in costs, with minimal increases in cost per kWh having been realised. Water costs have been increasing and Council officers are looking to explore a similar arrangement for water.
- 4.7 The costs of the **public toilet cleaning** contract have increased marginally, largely due to the extension of the contract to other Council buildings.
- 4.8 The Council's **insurance** cover was tendered in early 2018 and this has led to a significant reduction in the premium.
- 4.9 As in recent years, **legal and professional fees** are projected to remain a significant cost for the Council whilst new legal agreements are drawn up for many council properties.
- 4.10 The costs of **car park cash collection** have reduced significantly, largely as a result of the re-introduction of a credit card payment facility on the Council's new car park pay-and-display machines. This saving has been offset by an increase in the costs of



processing credit card payments, which are significantly over-budget. There remains potential for the cost of cash collection to be reduced, possibly through a joint procurement exercise with the new unitary council.

- 4.11 Costs for **seaweed clearance** and **refuse collection** are kept under review by the Operations Manager. The seaweed clearance contract was put out to tender in 2018 but only drew one submission, which was accepted for a one year period.
- 4.12 As in previous years a sum of £10,000 has been allocated for **Grants, Donations and Contributions to Partner Organisations** in the draft budgets. Since the Town Council's adoption of the General Power of Competence in 2016 these are no longer made under Section 137 of the Local Government Act 1972.
- 4.13 A separate budget line contains payments made in support of the provision of services by third parties, such as funding for the school crossing patrol at Swanage Primary School (Mount Scar) and the grant to the Citizens Advice Bureau. 2018/19 sees the end of a three-year deal to provide a grant to the Swanage and Purbeck Development Trust to support the continuation of the youth service. The Trust has indicated that this service is now financially independent and it is therefore not proposed to provide a grant in 2019/20 or future years.

The cost of the school crossing patrol is estimated as £3,442 and Members are asked to confirm their willingness to continue funding of this service for 2019/20.

- 4.14 Overall, the expenditure set out in Table 3 above is expected to increase by £372,966 (28.7%) in 2019/20. This is driven largely by the increases in employment costs and repairs and maintenance, set out in paragraphs 4.2 and 4.4 above. In order to control its costs and realise further savings it is recognised that the Council will need to continue to devote resources to procurement exercises and partnership working. Members are also asked to raise with officers any suggestions for areas to review, in order to identify future savings.

## **5. Reserves and Capital Programme**

- 5.1 The Town Council has an obligation to ensure adequate investment is made in its property assets so that they remain fit for purpose, and to establish financial reserves to meet this expenditure. In addition to the statutory Useable Capital Receipts Reserve (containing the funds received from the disposal of the Holiday Park and other assets), the Council has established earmarked reserves as listed in **Appendix C**.
- 5.2 There is only one proposed addition to the list of reserves: at the November meeting of the Policy, Finance & Performance Management Committee it was agreed that the enforcement payment from Wessex Water should be earmarked for a community flood defence project.
- 5.3 These reserves contained £1,293,691 as at 31<sup>st</sup> March 2018 and it is proposed that a contribution of £761,750 be made in the current financial year, £604,751 more than anticipated a year ago. Committee members are asked to consider this proposal so that it can go forward to the Estimates Meeting in January for ratification. The three-

year capital programme shows £1,909,300 being spent from these reserves by 31<sup>st</sup> March 2022.

- 5.4 During 2018/19 £25,755 has been received to date from the District Council under the Community Infrastructure Levy on new development. Sums in this reserve must be spent within five years on either the provision, improvement, replacement, operation or maintenance of infrastructure; or anything else that is concerned with addressing the demands that development places on this area.
- 5.5 A **schedule of estimated capital expenditure for the years 2019/20 – 2021/22**, has been provided at **Appendix D**. The total cost of programmed works is estimated at £2.65m over the next three financial years. The largest items of expenditure identified for 2019/20 are a grant for capital works to Swanage and Herston Football Club, the refurbishment of the play area on the Recreation Ground, and stabilisation of ground movement and walling along Peveril Point Road. Members are asked to recommend that this, incorporating any amendments, goes forward to the full Council for adoption on 21<sup>st</sup> January 2019.
- 5.6 The Council will need to keep under review the best means of funding its capital programme, especially as it does not include any fully considered estimate of the stabilisation/improvement works to Sandpit Field/Spa/Weather Station Field, or the next phases of the public convenience replacement programme.

## **6. Precept and General Fund Balance**

- 6.1 Under section 50 of the Local Government Finance Act 1992 a Town and Parish Council must take the following factors into account in setting its annual budget:
- the expenditure it will incur in the year in performing its functions
  - an allowance for contingencies in relation to expenditure
  - the financial reserves it will be appropriate to raise for meeting its future expenditure
  - the financial reserves necessary to meet a revenue account deficit for any earlier financial year
  - the sums which will be payable to it for the year
  - the amount of the financial reserves which the authority estimates it will use.
- 6.2 An assessment of the General Fund Balance should take into consideration the council's level of working balances and a risk assessment of contingencies. In terms of working balances it is generally accepted that councils should carry general revenue reserves of between three and twelve months of gross expenditure. On the basis of current projections for 2019/20 this would be a sum between £555,930 and £2.223 million. The Council's external auditor would seek a special explanation for carrying forward a General Fund Balance in excess of twice the precept, which would be equivalent to £1.436 million in the current financial year.
- 6.3 A risk assessment in respect of financial contingencies is set out in **Appendix E**, which suggests that £296,890 of revenue funds may be called upon in a worst case scenario during the financial year. Although many risk factors are low, it remains of utmost importance that the Council's financial position is robust enough to withstand any unforeseen shocks.

- 6.4 The draft budgets incorporate a 2% increase in precept in 2019/20, as set out in the budget setting principles approved by the Policy, Finance & Performance Management Committee in November, and in line with the Council's existing Medium Term Financial Strategy. A 2% increase would generate an additional £14,360, which would go some way towards addressing anticipated inflationary increases in the Council's costs during the forthcoming year. Alternatively, in light of the significant underspends of recent years, Members may wish to consider that the precept be frozen for the forthcoming financial year. If this step were taken the level of service provision would not be affected and the resultant General Fund Balance would remain within the recommended range set out in paragraph 6.2 above.
- 6.5 At the present time it is impossible to predict the impact of the precept on household bills as the Council Tax base has not yet been calculated. It is due to be announced during December, but until then it is not possible to know whether it has increased or decreased. If the base has increased it could be possible to increase the total precept with it having very little or no effect on individual household bills. If it has decreased then a freeze in total precept would still lead to an increase in household bills.
- 6.6 Members of the Committee are asked to **recommend a precept for 2019/20 and adoption of the draft budgets** to the Full Council to be discussed on 21<sup>st</sup> January 2019, by which date the Council Tax base will be known.

Martin Ayres  
Town Clerk and Responsible Financial Officer

December 2018

## Appendix A

### Revenue Account Summary

	2018/19 Revised Outturn	Estimate 2019/20	Estimate 2020/21	Estimate 2021/22
<b>Expenditure</b>				
Employees (all areas)	805,900	966,545	994,940	1,020,595
Rates (all areas)	149,565	151,450	140,310	143,015
Utilities (all areas)	72,685	73,085	74,755	76,740
Repairs & Maintenance (all areas)	98,470	303,545	142,270	192,295
Car Parks	240,040	213,790	214,690	219,590
Boat Park/Fishermen's Huts	770	3,750	3,625	3,760
Public Conveniences	68,380	69,225	69,525	69,825
Cemeteries	15,900	19,500	8,500	8,750
Parks & Operations	99,225	108,805	98,710	101,470
Beach Gardens	19,225	19,775	18,050	18,375
Beaches & Foreshore	43,550	56,575	54,240	54,920
Beach Bungalows	8,240	9,175	6,875	7,075
TIC	55,480	56,780	55,760	56,730
Allotments	665	750	785	820
Grants & Donations	59,145	14,680	14,755	14,830
Corporate & Central	128,665	149,650	131,180	133,670
Misc Grounds	430	440	450	460
Interest Payable & Bank Charges	5,500	5,700	5,800	5,900
<b>Total Expenditure</b>	<b>1,871,835</b>	<b>2,223,220</b>	<b>2,035,220</b>	<b>2,128,820</b>
<b>Income</b>				
Investment Interest	168,000	150,000	150,000	150,000
Car Parks	750,845	731,785	732,075	732,415
Boat Park/Fishermen's Huts	34,160	47,700	50,400	51,420
Public Conveniences	1,925	1,975	2,025	2,075
Cemeteries	36,440	34,440	34,690	34,940
Parks & Operations	111,300	93,075	93,185	93,290
Beach Gardens	38,475	39,240	39,425	39,650
Beaches & Foreshore	49,670	50,795	51,170	51,580
Beach Bungalows	123,615	108,615	91,635	93,380
TIC	26,360	25,275	25,465	25,655
Allotments	7,800	7,955	8,115	8,275
Other Buildings (inc C Park)	72,120	72,250	72,300	72,350
Corporate, DRM & Central	41,105	15,580	15,830	16,080
Misc Grounds	11,750	11,800	11,800	11,800
<b>Total Income</b>	<b>1,473,565</b>	<b>1,390,485</b>	<b>1,378,115</b>	<b>1,382,910</b>
<b>NET OPERATING EXPENDITURE</b>	<b>398,270</b>	<b>832,735</b>	<b>657,105</b>	<b>745,910</b>

### Capital Expenditure Summary

Capital Expenditure	1,414,295	310,000	1,995,000	90,000
Expenditure capital in nature	100,000	170,000	85,000	0
	<b>1,514,295</b>	<b>480,000</b>	<b>2,080,000</b>	<b>90,000</b>
<b>To Be Financed by:</b>				
Usable Capital Receipts Reserve	1,146,215	298,045	442,655	0
Earmarked Reserves	81,655	181,955	1,637,345	90,000
Grants/Contributions	272,510	0	0	0
Contributions from the General Fund	13,915	0	0	0
<b>Total Financing</b>	<b>1,514,295</b>	<b>480,000</b>	<b>2,080,000</b>	<b>90,000</b>

**Summary - All Income and Expenditure**

	<b>2018/19 Revised Outturn</b>	<b>Estimate 2019/20</b>	<b>Estimate 2020/21</b>	<b>Estimate 2021/22</b>
<b>Expenditure</b>				
Service Provision - I & E Account	1,871,835	2,223,220	2,035,220	2,128,820
Capital expenditure	1,514,295	480,000	2,080,000	90,000
Total Expenditure	3,386,130	2,703,220	4,115,220	2,218,820
<i>less:</i>				
<b>Income</b>				
Income generated from Services - I & E Account	1,473,565	1,390,485	1,378,115	1,382,910
Capital Receipts	0	0	0	0
Total Income	1,473,565	1,390,485	1,378,115	1,382,910
Net Expenditure to be financed	1,912,565	1,312,735	2,737,105	835,910
<i>Add:</i>				
<b>Movements Required on Reserves</b>				
Net transfer to Earmarked Reserves	761,750	164,500	73,100	73,100
Increase/(Decrease) in the General Fund	(46,410)	(264,845)	16,835	(57,030)
<b>Total Financing Required</b>	<b>2,627,905</b>	<b>1,212,390</b>	<b>2,827,040</b>	<b>851,980</b>
<b>Financed by:</b>				
Precept	718,030	732,390	747,040	761,980
Capital Grants/Contributions	682,005	0	0	0
Capital Receipts	1,146,215	298,045	442,655	0
Earmarked Reserves	81,655	181,955	1,637,345	90,000
	<b>2,627,905</b>	<b>1,212,390</b>	<b>2,827,040</b>	<b>851,980</b>

## Appendix B

### Extraordinary/One Off Revenue Expenditure 2019/20

<u>Service Area</u>	<u>Project</u>	<u>Estimated Cost</u>
<b>The Downs</b>	Wall Rebuild/Stabilisation	15,000
<b>Peveril Point</b>	Road repairs, signage and line markings	10,000
<b>Annexe</b>	Repairs	15,000
<b>Town Hall</b>	Entry System	6,000
<b>Car Park - General</b>	Surfaces - Repairs & Maintenance	100,000
<b>TIC</b>	Entry System	2,000
<b>Public Conveniences</b>	North Beach Car Park-Toilet pod consolidation	9,500
<b>Parks &amp; Operations</b>	St Marks Playing Field repairs	7,500
<b>Festive Lights</b>	Repairs	10,000
<b>Town Hall</b>	Conditional & DDA compliance Survey	1,000
<b>Monuments</b>	Survey/Testing	1,000
<b>Spa/Recreation Ground</b>	Electrical Boxes - Maintenance	15,000
<b>Cemeteries</b>	Northbrook cemetery - Wall repairs	10,000
<b>Cow Lane</b>	Traffic Calming	4,000
<b>CCTV</b>	Replacement of posts	3,000
<b>Seats</b>	Purchase of seats	2,000
<b>DRM</b>	Mayoral Chain - Refurbishment	5,000
		<hr/>
		216,000

## Appendix C

<b>Reserves &amp; Balances</b>				
<b>Revenue Reserves Summary</b>	<b>2018/19 Revised Outturn</b>	<b>Estimate 2019/20</b>	<b>Estimate 2020/21</b>	<b>Estimate 2021/22</b>
<b>The General Fund Balance (GFB)</b>				
<i>Movements on the General Fund:</i>				
Net Operating Expenditure	398,270	832,735	657,105	745,910
Transfers to Reserves	761,750	164,500	73,100	73,100
Capital Expenditure charged to the GFB	13,915	0	0	0
	1,173,935	997,235	730,205	819,010
<i>To be financed by:</i>				
Precept	718,030	732,390	747,040	761,980
Grants/Donations	409,495	0	0	0
	1,127,525	732,390	747,040	761,980
Surplus / (Deficit) for Year	(46,410)	(264,845)	16,835	(57,030)
General Fund Balance B f'd	946,278	899,868	635,023	651,858
Surplus / (Deficit) for Year	(46,410)	(264,845)	16,835	(57,030)
<b>General Fund Balance C f'd</b>	<b>899,868</b>	<b>635,023</b>	<b>651,858</b>	<b>594,828</b>
<b>Earmarked Reserves</b>				
Festive Lights	20,407	20,407	20,407	20,407
Vehicle & Plant Replacement	62,644	2,644	12,644	22,644
King Georges Play Area & Skate Park	73,017	83,017	93,017	3,017
Play Equipment-General Areas	178,904	98,904	8,904	18,904
Car Park Machines	11,748	19,248	26,748	34,248
Tennis Courts Refurbishment	0	0	3,600	7,200
Seafront Enhancement Scheme	1,025,100	1,125,100	25,100	25,100
Sea Defence Project	400,000	400,000	0	0
Public Conveniences	20,000	40,000	60,000	80,000
Beach Huts	30,000	45,000	60,000	75,000
Football Club Facilities	6,958	3	3	3
De Moulham Back Roads	32,662	34,662	36,662	38,662
Insurance & Contingency Reserve	40,000	40,000	40,000	40,000
Community Infrastructure Levy	47,347	47,347	2	2
FJ Grace Trust	0	0	0	0
IT Equipment Reserves	25,000	0	5,000	10,000
<b>Reserves C f'd</b>	<b>1,973,787</b>	<b>1,956,332</b>	<b>392,087</b>	<b>375,187</b>
<b>Usable Capital Receipts Reserve</b>				
UCRR Balance B f'd	3,500,128	2,353,913	2,055,868	1,613,213
Capital expenditure	(1,146,215)	(298,045)	(442,655)	0
Capital Receipts	0	0	0	0
<b>UCRR Balance C f'd</b>	<b>2,353,913</b>	<b>2,055,868</b>	<b>1,613,213</b>	<b>1,613,213</b>
<b>Total Useable Reserves</b>				
The General Fund	899,868	635,023	651,858	594,828
Earmarked Reserves	1,973,787	1,956,332	392,087	375,187
Useable Capital Receipts Reserve	2,353,913	2,055,868	1,613,213	1,613,213
<b>Total of Reserves held by the Council</b>	<b>5,227,568</b>	<b>4,647,223</b>	<b>2,657,158</b>	<b>2,583,228</b>

Capital Programme 2019/20 - 2021/22					
Estimated Expenditure					
Project	2018/19 Budget	2018/19 Revised Outturn	2019/20 Estimate	2020/21 Estimate	2021/22 Estimate
	£	£	£	£	£
<b>Approved Projects-2018/19 Estimates</b>					
<b>Beach Gardens</b>					
Installation of Astroturf Playing Surface	112,250	112,250			
<b>Grants - Capital in Nature</b>					
Football Club - Contribution to Capital Works	100,000	100,000	160,000		
Parade Railings 1/3 contribution	25,000	0		25,000	
Institute Road	60,000	0		60,000	
<b>Seafront Coastal Defence Project</b>					
Reconstruction and Bonding	205,000	0		205,000	
Seafront Coastal Defence Works				400,000	
<b>Boat Park</b>					
Fishermen's Slipway & Huts	125,000	388,815			
<b>Vehicles &amp; Plant</b>					
Replacement of Nissan Vehicles x 2		39,230			
Depot Fleet Electric Vehicle			25,000		
Four Wheel Drive Vehicle			25,000		
Iseki Mower			10,000		
<b>King George's Field</b>					
Skate Park Equipment		6,330			
<b>Depot</b>					
Relocation		712,000			
<b>Play Areas</b>					
King George's - Equipment Replacement		19,495			90,000
Recreation Ground			90,000		
Days Park				90,000	
<b>Public Conveniences</b>					
Installation of Beach Gardens Toilets		2,870			
<b>Boat Park</b>					
Stabilisation and new Retaining Walls		53,305			
<b>Station Approach</b>					
Infrastructure			10,000		
<b>Purbeck Business Centre</b>					
Roof - Capital Contribution			10,000		
<b>Recreation Ground</b>					
a) Bandstand Replacement		50,000			
b) Pathway Improvements		30,000			



<b>Spa</b> Stabilisation & Regeneration				1,000,000	
<b>Panorama Road/Quarry Close</b> Upgrade/Improvement Scheme			50,000		
<b>Shelters</b> Rebuild of Seafront Shelters				100,000	
<b>Town Hall</b> IT & Telephone replacement			25,000		
<b>Cemetery</b> Extension				200,000	
<b>Downs</b> Peveril Point Stabilisation Scheme			75,000		
<b>Total Capital Expenditure</b>	<b>627,250</b>	<b>1,514,295</b>	<b>480,000</b>	<b>2,080,000</b>	<b>90,000</b>
<b>To be finance from:</b>					
<b>Usable Capital Receipts Reserve</b>	<b>542,250</b>	<b>1,146,215</b>	<b>298,045</b>	<b>442,655</b>	<b>0</b>
<b>Earmarked Reserves</b>	<b>0</b>	<b>81,655</b>	<b>181,955</b>	<b>1,637,345</b>	<b>90,000</b>
<b>Grants/Contributions</b>	<b>0</b>	<b>272,510</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>General Fund</b>	<b>85,000</b>	<b>13,915</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total financing</b>	<b>627,250</b>	<b>1,514,295</b>	<b>480,000</b>	<b>2,080,000</b>	<b>90,000</b>

## Appendix E

<b>RISK</b>	<b>Analysis of Risk</b>	<b>2019/20 Budget</b>	<b>Potential Impact</b>	<b>Quantitative Assessment of Risk</b>
		<b>£</b>	<b>%</b>	<b>£</b>
Small size of the authority (in comparison to principal councils) necessitates a minimum balance of 3% of gross expenditure	Balance required to withstand budgetary problems due to relatively low asset and resource base.	2,703,220	3	81,095
Employee costs are greater than budgeted	Statutory payments increase above the level allowed for in the estimates.	966,545	1	9,665
Contractual inflation is greater than budgeted	A general increase of c.2% has been assumed on expenditure, however, costs may increase above budgeted inflation. Prices for gas/electric are fixed until Oct 2016. Prices may increase above estimated levels at this point.	344,975	2	6,900
Treasury management income is not achieved	That the actual interest rate that is achievable is below the rate predicted at budget setting.	150,000	25	37,500
Car park revenue is below forecast	That a decrease in revenue is realised from estimate. With the continued stagnation or decline in car parking revenue the risks of not meeting budget are increasing.	516,650	10	51,665
Rental income is not received	With the current volatile economic climate some lessees may not be able to meet their rental payments	255,330	30	76,600
Seasonal income is lower than budgeted	That a decrease in revenue is realised from estimate.	167,330	20	33,465
<b>Total</b>				<b>296,890</b>

## Appendix F

### Proposed Scale of Fees and Charges 2019/20

	Date of Last Increase/ (Decrease)	Agreed Fees 2018/19 £/p	Proposed Fees 2019/20 £/p
<b>1. <u>BOAT PARK &amp; CAR PARKS</u></b>			
<b>Peveril Boat Park Per Grid (Trailer Included)</b>			
<b>Boats and trailers</b>			
<b>Up to 13 ft</b>			
Summer - 1 May - 31 October			
Season	1/5/18	310.00	310.00
Weekly	1/5/18	125.00	125.00
Winter - 1 November - 30 April	1/5/18	130.00	130.00
Annual 1st May -30 April	1/5/18	440.00	440.00
<b>Up to 22 ft</b>			
Summer - 1 May - 31 October			
Season	1/5/18	575.00	575.00
Weekly	1/5/18	190.00	190.00
Winter - 1 November - 30 April	1/5/18	235.00	235.00
Annual 1st May -30 April	1/5/18	810.00	810.00
<b>Up to 29 ft</b>			
Summer - 1 May - 31 October			
Season	1/5/18	785.00	785.00
Weekly	1/5/18	210.00	210.00
Winter - 1 November - 30 April	1/5/18	355.00	355.00
Annual 1st May -30 April	1/5/18	1,140.00	1,140.00
<b>10% discount on annual ticket if purchased before 30th April (payment within one month of being demanded in 2018)</b>			
<b>Daily Launch Fees - Throughout the year</b>			
Boats	1/5/18	28.00	25.00
Jet Skis	1/5/18	28.00	25.00
Kayaks	New	n/a	12.00
<b>Residents Permit Holders (25% Discount)</b>	1/5/18	21.00	20.00
<b>Daily Launch Fees (Boat only - removal of Trailer)</b>			
Boats	1/5/18	21.00	20.00
Jet Skis	1/5/18	21.00	20.00
Kayaks	New	n/a	5.00
<b>Residents Permit Holders (25% Discount)</b>	1/5/18	16.00	15.00
<b>Slipway Launch Annual Ticket</b>	1/5/18	250.00	250.00
<b>Trailer Only-per day</b>	1/5/18	7.00	7.00
<b>Discount For Returning Users - To Be Agreed</b>			

	<b>Date of Last Increase/ (Decrease)</b>	<b>Agreed Fees 2018/19 £/p</b>	<b>Proposed Fees 2019/20 £/p</b>
<b>Broad Road</b>			
Cars Weekly #	1/4/11	33.00	33.00
Cars 3 days #	1/4/14	18.00	18.00
Cars up to 24 hours*	(1/4/12)	8.00	8.00
Motor Caravans upto 14 hours	1/4/18	8.00	8.00
Cars up to 6 hours	1/4/14	7.20	7.20
Cars up to 4 hours	1/4/11	6.40	6.40
Cars for 2 hours	1/4/11	3.40	3.40
Cars for 1 hour	1/4/11	1.80	1.80
Overnight 6 p.m. to 8 a.m.	(1/4/15)	1.00	1.00
<b>Charges will apply 1st July to 31st August (inclusive).</b>			
Cars Weekly #	1/4/11	33.00	33.00
Cars 3 days #	1/4/14	18.00	18.00
Cars up to 24 hours*	(1/4/12)	8.00	8.00
Motor Caravans upto 14 hours	1/4/18	8.00	8.00
Cars up to 6 hours	1/4/14	6.50	6.50
Cars up to 4 hours	(1/4/14)	5.00	5.00
Cars for 2 hours	(1/4/14)	3.00	3.00
Cars for 1 hour	(1/4/14)	1.50	1.50
Overnight 6 p.m. to 8 a.m.	(1/4/15)	1.00	1.00
<b>Charges will apply 1st April to 30th June and 1st September to 31st October (inclusive).</b>			
Cars up to 24 hours*/Motor Caravans up to 14 hours	(1/4/18)	1.00	1.00
<b>Charges will apply 1st November - 31st March (inclusive)</b>			
<b>Main Beach (Victoria Avenue)</b>			
Cars Weekly #	1/4/11	33.00	33.00
Cars 3 days #	1/4/14	18.00	18.00
Cars up to 24 hours*	(1/4/12)	8.00	8.00
Motor Caravans up to 14 hours	1/4/18	8.00	8.00
Cars up to 6 hours	1/4/14	7.20	7.20
Cars for up to 4 hours	1/4/11	6.40	6.40
Cars for 2 hours	1/4/11	3.40	3.40
Cars for 1 hour	1/4/11	1.80	1.80
Coaches Weekly \$	1/4/14	40.00	40.00
Coaches 3 day \$	1/4/14	21.50	21.50
Coaches Daily (up to 24 hours)	1/4/13	9.50	9.50
Coaches 4 hours or less	1/4/14	7.00	7.00
<b>Charges will apply 1st July to 31st August (inclusive).</b>			

	<b>Date of Last Increase/ (Decrease)</b>	<b>Agreed Fees 2018/19 £/p</b>	<b>Proposed Fees 2019/20 £/p</b>
Cars Weekly #	1/4/11	33.00	33.00
Cars 3 days #	1/4/14	18.00	18.00
Cars up to 24 hours*	(1/4/12)	8.00	8.00
Motor Caravans up to 14 hours	1/4/18	8.00	8.00
Cars up to 6 hours	1/4/14	6.50	6.50
Cars up to 4 hours	(1/4/14)	5.00	5.00
Cars for 2 hours	(1/4/14)	3.00	3.00
Cars for 1 hour	(1/4/14)	1.50	1.50
Coaches Weekly \$	1/4/14	40.00	40.00
Coaches 3 day \$	1/4/14	21.50	21.50
Coaches Daily (up to 24 hours)	1/4/13	9.50	9.50
Coaches 4 hours or less	1/4/14	7.00	7.00

**Charges will apply 1st April to 30th June and 1st September to 31st October (inclusive).**

Cars up to 24 hours*/Motor Caravans up to 14 hours	(1/4/18)	1.00	1.00
Coaches up to 24 hours	(1/4/18)	1.00	1.00

**Charges will apply 1st November - 31st March (inclusive)**

#### **North Beach (De Moulham Road)**

Cars Weekly #	1/4/11	33.00	33.00
Cars 3 days #	1/4/14	18.00	18.00
Cars up to 24 hours (not a roaming ticket)	(1/4/13)	6.00	6.00
Motor Caravans up to 14 hours	1/4/18	6.00	6.00
Cars up to 6 hours	1/4/14	5.00	5.00
Cars up to 4 hours	(1/4/13)	4.00	4.00
Cars for up to 2 hours	(1/4/13)	2.50	2.50
Cars for up to 1 hour	1/4/14	1.50	1.50
Coaches Weekly \$	1/4/14	40.00	40.00
Coaches 3 day \$	1/4/14	21.50	21.50
Coaches Daily (up to 24 hours)	(1/4/13)	9.50	9.50
Coaches 4 hours or less	1/4/14	7.00	7.00

(No camping - No sleeping)

**Charges will apply 1st April to 31st October (inclusive).**

#### **Free parking in North Beach when attending NHS mobile units**

Cars- includes Motor Caravans

\* This daily ticket is transferable between Main Beach and Broad Road long stay car parks only.

#The 3 day & weekly ticket is transferable between all long stay car parks and is available on JustPark only

\$ The 3 day & weekly coach ticket is transferable between Main & North Beach car parks and is available on JustPark only

	<b>Date of Last Increase/ (Decrease)</b>	<b>Agreed Fees 2018/19 £/p</b>	<b>Proposed Fees 2019/20 £/p</b>
<b>Recreation Ground (Mermond Place) and Co op Pioneer (Central)</b>			
(Maximum of 2 hours between 8 a.m. & 7 p.m.)			
Cars 1 hour - Summer (1st April to 31st October)	1/4/08	1.20	1.20
Cars 2 hours - Summer (1st April to 31st October)	1/4/11	2.10	2.10
Cars Hourly - Winter (1st November to 31st March)	1/4/11	0.60	0.60
Overnight parking 7 p.m. to 8 a.m. (No camping - No sleeping)	1/4/07	no charge	no charge
<b>Recreation Ground (Residents)</b>			
(Maximum of 2 hours between 10 a.m. & 7 p.m.)			
Cars 1 hour - Summer (1st April to 31st October)	1/4/08	0.60	0.60
Cars 2 hours - Summer (1st April to 31st October)	1/4/11	1.20	1.20
Cars Hourly - Winter (1st November to 31st March)	1/4/05	no charge	no charge
Overnight parking 7 p.m. to 10 a.m. (No camping - No sleeping)	1/4/00	no charge	no charge
<b>Residents Parking Permits (per permit-not an annual fee)</b>			
	1/4/12	5.00	5.00
Permit holders are entitled to park in the Residents Car Park, Horsecliffe Lane subject to the restrictions and charges as set out above. Additional entitlement to parking in Swanage Town Council Operated Car Parks is as follows:			
<u>Summer Period</u>			
Mermond/Co-op Car Park -free parking between 08:00 and 10:00			
Main Beach Car Park -free parking between 08:00 and 10:00 on a Market Day			
<u>Winter Period</u>			
Broad Road and Main Beach Car Parks-free parking max. 24 hr stay			
Co-op and Mermond Car Park-free overnight parking 19:00 to 10:00			
<b>Annual Private &amp; Business</b>	1/4/18	270.00	270.00
<b>Summer Season Ticket (1st May-31st October)</b>	1/4/18	180.00	180.00
cost to be 2/3 of annual ticket (agreed Car Parks Best Value Working Group 13/10/06 minute 3)d))			
<b>Annual Taxis (per permit)</b>	1/4/18	672.00	684.00
Charges will apply throughout the year.			
<b>Excess Charge Penalty</b>	1/4/04	60.00	60.00
* Reduced for payment within 10 days.	1/4/04	30.00	30.00
<b>Peveril Point Residents Tickets</b>	1/4/07	25.00	25.00
max of 4 per household			
<b>Cashless Parking Transaction Fee</b>	(1/4/14)	0.00	0.00
Charges will apply throughout the year.			

	<b>Date of Last Increase/ (Decrease)</b>	<b>Agreed Fees 2018/19 £/p</b>	<b>Proposed Fees 2019/20 £/p</b>
<b>2. <u>BEACH GARDENS</u></b>			
<b>Tennis</b>			
Singles/Doubles Hourly (hourly per court)	1/4/18	9.00	9.00
With Club Member	1/4/18	5.50	5.50
Schools (per court)	1/4/18	6.00	6.00
Children (under 16 years)	1/4/18	3.50	3.50
Racket Hire	1/4/18	2.50	2.50
Tennis Ball Hire	1/4/18	1.00	1.00
Deposit for keys (Returnable) - Winter period only	1/4/14	5.00	5.00
Court Fees - Coaching			
-Adults (Non-members)	1/7/17	4.30	4.30
Agreed Minute 65 a) Monthly Meeting July 2017			
-Children (Non-members Under 16)		0.00	0.00
<b>Bowls</b>			
Hourly (per person)	1/4/18	4.00	4.00
Hourly (under 16 accompanied by an adult)	1/4/17	1.85	1.85
Hire of Woods (per set of 4 per game)	1/4/18	2.00	2.00
<i>Dependent upon lease negotiations</i>			
<b>Putting</b>			
Per Round - Adults	1/4/18	3.50	3.50
Per Round - Children (under 16)	1/4/18	1.75	1.75
Family (2 Adults + 2 Children)	1/4/18	9.00	9.00
Under 5s	1/4/18	0.00	0.00
Adult x 1 Season Ticket	1/4/18	49.00	35.00
Adult x 2 Season Ticket	New	n/a	65.00
Family Season Ticket	1/4/18	125.00	90.00
<b>Table Tennis bat and ball hire</b>	1/4/18	1.00	1.00
<b>Basketball Hire</b>	1/4/14	2.50	2.50
<b>Pavilion</b>			
(Charges include heating and lighting)			
Per Session (1 section)	1/4/18	24.00	24.50
Morning, Afternoon or Evening (2 sections)	1/4/18	33.00	33.75
<b>3. <u>TOURIST INFORMATION CENTRE</u></b>			
Advertising Board 3ft x 4ft (Annual)	1/4/18	453.00	465.00
Advertising 'A' Boards	1/4/18	242.00	250.00
National Express Administration Fee	1/5/18	2.00	2.00
Commission on Gross Agency Ticket Sales (unless by contractual agreement)			
- General	1/4/16	10%	10%
- Local Charities	1/4/16	5%	5%
- Discretionary Rate For Local Charities/Community Groups	New	n/a	0%
Umbrella hire (per week)	1/4/18	10.00	10.00
Additional beach hut chair (per week)	1/4/18	5.00	5.00
Additional beach hut key (per booking)	1/4/18	10.00	10.00

		<b>Date of Last Increase/ (Decrease)</b>	<b>Agreed Fees 2018/19 £/p</b>	<b>Proposed Fees 2019/20 £/p</b>
<b>4. <u>BEACH BUNGALOWS</u></b>				
<b><u>SCALE OF FEES: SHORE ROAD - 2019/20 SEASON</u></b>				
<b>Agreed: Minute 60, Monthly Council Meeting held 23rd July 2018</b>				
Sat 30th March - Friday 17th May				
Lower Level Huts				
	Daily	1/4/15	15.00	15.00
	Weekly	1/4/18	57.00	57.00
	Whole period	1/4/18	340.00	340.00
	Sat-Mon	24/3/18	40.00	40.00
	Tues-Fri	24/3/18	40.00	40.00
Upper Level Huts				
	Daily	(26/03/16)	10.00	10.00
	Weekly	(26/03/16)	37.00	37.00
	Whole period	(26/03/16)	220.00	220.00
	Sat-Mon	24/3/18	25.00	25.00
	Tues-Fri	24/3/18	25.00	25.00
Sat 18th May - Fri 12th July				
Lower Level Huts				
	Daily	1/4/15	20.00	20.00
	Weekly	1/4/18	101.00	101.00
	Whole period	1/4/18	720.00	720.00
	Sat-Mon	24/3/18	50.00	50.00
	Tues-Fri	24/3/18	60.00	60.00
Upper Level Huts				
	Daily	(26/03/16)	14.00	14.00
	Weekly	(26/03/16)	65.00	65.00
	Whole period	(26/03/16)	470.00	470.00
	Sat-Mon	24/3/18	35.00	35.00
	Tues-Fri	24/3/18	40.00	40.00
Sat 13th July - Fri 30th August				
Lower Level Huts				
	Daily	1/4/15	30.00	30.00
	Weekly	1/4/18	208.00	208.00
	Whole period	1/4/18	1456.00	1456.00
	Sat-Mon	24/3/18	100.00	100.00
	Tues-Fri	24/3/18	130.00	130.00
Upper Level Huts				
	Daily	(26/03/16)	20.00	20.00
	Weekly	(26/03/16)	135.00	135.00
	Whole period	(26/03/16)	940.00	940.00
	Sat-Mon	24/3/18	65.00	65.00
	Tues-Fri	24/3/18	85.00	85.00



		<b>Date of Last Increase/ (Decrease)</b>	<b>Agreed Fees 2018/19 £/p</b>	<b>Proposed Fees 2019/20 £/p</b>
Sat 31st August - Fri 13th September				
Lower Level Huts				
	Daily	1/4/15	20.00	20.00
	Weekly	1/4/18	101.00	101.00
	Whole period	1/4/18	180.00	180.00
	Sat-Mon	24/3/18	45.00	45.00
	Tues-Fri	24/3/18	65.00	65.00
Upper Level Huts				
	Daily	(26/03/16)	14.00	14.00
	Weekly	(26/03/16)	65.00	65.00
	Whole period	(26/03/16)	115.00	115.00
	Sat-Mon	24/3/18	35.00	35.00
	Tues-Fri	24/3/18	40.00	40.00
Sat 14th September - Fri 27th Mar				
	Daily	1/4/15	5.00	5.00
	Weekly	1/4/15	25.00	25.00
	Sat-Mon	24/3/18	13.50	13.50
	Tues-Fri	24/3/18	17.50	17.50
<b>Winter whole period charges</b>				
Sat 14th September - Fri 27th Mar	- Lower Level	1/4/15	500.00	500.00
	- Upper level	1/4/15	335.00	335.00
Sat 26th October - Fri 27th Mar	- Lower Level	1/4/15	400.00	400.00
	- Upper level	1/4/15	270.00	270.00
Sat 23rd November - Fri 27th Mar	- Lower Level	1/4/15	320.00	320.00
	- Upper level	1/4/15	215.00	215.00
Sat 14th December - Fri 27th Mar	- Lower Level	1/4/15	250.00	250.00
	- Upper level	1/4/15	165.00	165.00
Sat 25th January - Fri 27th Mar	- Lower Level	1/4/15	150.00	150.00
	- Upper level	1/4/15	100.00	100.00
<b>Premium Huts</b>				
Sat 30th March - Friday 17th May				
Lower Level Huts				
	Daily	24/3/18	23.25	23.25
	Weekly	24/3/18	85.75	85.75
	Whole period	24/3/18	515.00	515.00
	Sat-Mon	24/3/18	60.00	60.00
	Tues-Fri	24/3/18	60.00	60.00
Upper Level Huts				
	Daily	(26/03/16)	15.00	15.00
	Weekly	(26/03/16)	55.25	55.25
	Whole period	(26/03/16)	330.00	330.00
	Sat-Mon	24/3/18	35.00	35.00
	Tues-Fri	24/3/18	35.00	35.00

		<b>Date of Last Increase/ (Decrease)</b>	<b>Agreed Fees 2018/19 £/p</b>	<b>Proposed Fees 2019/20 £/p</b>
Sat 18th May - Fri 12th July				
Lower Level Huts				
	Daily	24/3/18	31.00	31.00
	Weekly	24/3/18	152.00	152.00
	Whole period	24/3/18	1092.00	1092.00
	Sat-Mon	24/3/18	85.00	85.00
	Tues-Fri	24/3/18	90.00	90.00
Upper Level Huts				
	Daily	(26/03/16)	20.00	20.00
	Weekly	(26/03/16)	98.00	98.00
	Whole period	(26/03/16)	700.00	700.00
	Sat-Mon	24/3/18	50.00	50.00
	Tues-Fri	24/3/18	60.00	60.00
Sat 13th July - Fri 30th August				
Lower Level Huts				
	Daily	24/3/18	47.00	47.00
	Weekly	24/3/18	312.00	312.00
	Whole period	24/3/18	2184.00	2184.00
	Sat-Mon	24/3/18	140.00	140.00
	Tues-Fri	24/3/18	185.00	185.00
Upper Level Huts				
	Daily	24/3/18	31.00	31.00
	Weekly	24/3/18	206.00	206.00
	Whole period	24/3/18	1445.00	1445.00
	Sat-Mon	24/3/18	90.00	90.00
	Tues-Fri	24/3/18	125.00	125.00
Sat 31st August - Fri 13th September				
Lower Level Huts				
	Daily	24/3/18	31.00	31.00
	Weekly	24/3/18	152.00	152.00
	Whole period	24/3/18	273.00	273.00
	Sat-Mon	24/3/18	85.00	85.00
	Tues-Fri	24/3/18	90.00	90.00
Upper Level Huts				
	Daily	(26/03/16)	20.00	20.00
	Weekly	(26/03/16)	98.00	98.00
	Whole period	(26/03/16)	175.00	175.00
	Sat-Mon	24/3/18	45.00	45.00
	Tues-Fri	24/3/18	65.00	65.00
Sat 14th September - Fri 27th Mar				
	Daily	1/4/15	7.50	7.50
	Weekly	1/4/15	37.50	37.50
	Sat-Mon	24/3/18	13.50	13.50
	Tues-Fri	24/3/18	17.50	17.50

	<b>Date of Last Increase/ (Decrease)</b>	<b>Agreed Fees 2018/19</b>	<b>Proposed Fees 2019/20</b>
		<b>£/p</b>	<b>£/p</b>
<b>Winter whole period charges</b>			
Sat 14th September - Fri 27th Mar - Lower Level	1/4/15	750.00	750.00
- Upper level	(26/03/16)	500.00	500.00
Sat 26th October - Fri 27th Mar - Lower Level	1/4/15	600.00	600.00
- Upper level	(26/03/16)	400.00	400.00
Sat 23rd November - Fri 27th Mar - Lower Level	1/4/15	480.00	480.00
- Upper level	(26/03/16)	320.00	320.00
Sat 14th December - Fri 27th Mar - Lower Level	1/4/15	375.00	375.00
- Upper level	(26/03/16)	250.00	250.00
Sat 25th January - Fri 27th Mar - Lower Level	1/4/15	225.00	225.00
- Upper level	(26/03/16)	150.00	150.00

Bookings for Christmas and New Year can only be taken as a 2 week block booking

#### **SCALE OF FEES: SPA BUNGALOWS - 2019/20 SEASON**

Sat 30th March - Friday 17th May	Daily	1/4/15	6.50	6.50
	Weekly	24/3/18	28.00	28.00
Sat 18th May - Fri 12th July	Daily	24/3/18	8.75	8.75
	Weekly	24/3/18	48.50	48.50
Sat 13th July - Fri 30th August	Daily	24/3/18	19.50	19.50
	Weekly	24/3/18	121.50	121.50
Sat 31st August - Fri 13th September	Daily	24/3/18	8.75	8.75
	Weekly	24/3/18	48.50	48.50
Sat 14th September - Fri 25th October	Daily	(1/4/14)	5.00	5.00
	Weekly	1/4/13	25.00	25.00
Spa Bungalows whole period (30/03/2019 - 25/10/19) - 40% discount		24/3/18	1,025.70	1,025.70
Spa Bungalows whole off-peak period (30/03/2019 - 12/07/2019 & 31/08/2019 - 25/10/2019) - 40% discount - Agreed: Minute 88, Monthly Council Meeting held 17th September 2018		New	n/a	506.90

		<b>Date of Last Increase/ (Decrease)</b>	<b>Agreed Fees 2018/19 £/p</b>	<b>Proposed Fees 2019/20 £/p</b>
<b><u>SCALE OF FEES: SPA RETREATS - 2019/20 SEASON</u></b>				
Sat 30th March - Friday 17th May				
	Daily	24/3/18	15.00	15.00
	Weekly	24/3/18	75.00	75.00
	Sat-Mon	24/3/18	45.00	45.00
	Tues-Fri	24/3/18	35.00	35.00
Sat 18th May - Fri 12th July				
	Daily	24/3/18	20.00	20.00
	Weekly	24/3/18	120.00	120.00
	Sat-Mon	24/3/18	70.00	70.00
	Tues-Fri	24/3/18	65.00	65.00
Sat 13th July - Fri 30th August				
	Daily	24/3/18	35.00	35.00
	Weekly	24/3/18	225.00	225.00
	Sat-Mon	24/3/18	120.00	120.00
	Tues-Fri	24/3/18	120.00	120.00
Sat 31st August - Fri 13th September				
	Daily	24/3/18	20.00	20.00
	Weekly	29/5/17	120.00	120.00
	Sat-Mon	24/3/18	70.00	70.00
	Tues-Fri	24/3/18	65.00	65.00
Sat 14th September - Fri 27th March				
	Daily	24/3/18	10.00	10.00
	Weekly	24/3/18	65.00	65.00
	Sat-Mon	24/3/18	40.00	40.00
	Tues-Fri	24/3/18	30.00	30.00
Spa Retreats whole period (30/03/2019 - 27/03/2020 )- 40% discount				
		24/3/18	3,117.00	3,117.00
Spa Retreats whole off-peak period (30/03/2019 - 12/07/2019 & 31/08/2019 - 27/03/2020) - 40% discount - Agreed: Minute 88, Monthly Council Meeting held 17th September 2018				
		New	n/a	2,158.16
STC employees- use of a beach hut for one week outside peak period - Agreed: Minute 88, Monthly Council Meeting held 17th September 2018				
		New	n/a	No Charge
Administration Charge for booking changes				
		24/3/18	10.00	10.00
Cancellation Charge				
		24/3/18	£20 or 15%, whichever is the greater	£20 or 15%, whichever is the greater
<b>Private Sites</b>				
		24/3/18	370.00	380.00

**Authority has been delegated to the Visitor Services Manager to discount prices when appropriate to maximise occupancy**

	<b>Date of Last Increase/ (Decrease)</b>	<b>Agreed Fees 2018/19 £/p</b>	<b>Proposed Fees 2019/20 £/p</b>
<b>5. <u>ALLOTMENTS</u></b>			
Prospect (per rod)	1/10/18	6.70	6.80
<b>6. <u>PEVERIL POINT</u></b>			
Foreshore - Dinghy Storage (Angling Club)	1/4/15	tbc	tbc
Dug-Out Storage Area, Rear of Waterside (per week)	1/4/18	11.10	11.30
Rent of Hut Site (East of Lifeboat House)	1/4/15	tbc	tbc
Fishermen's Huts	1/4/18	420.00	430.00
Prince Albert Gardens - charge to be considered upon application to the Council			
<b>7. <u>STONE QUAY &amp; MONKEY BEACH</u></b>			
Monkey Beach Boat Rings	1/4/18	88.00	tbc
Pleasure Boats (Private) (not exceeding 12 passengers)	1/4/18	230.00	235.00
Hut on Quay	1/4/18	145.00	150.00
<b>8. <u>TOWN HALL LETTINGS</u></b>			
<b>Council Chamber</b>			
Public Meetings and Lectures (per session)	1/4/17	45.00	45.00
Property Auctions	1/4/18	155.00	160.00
Civil Marriage/Partnership Ceremonies	1/4/18	130.00	135.00
<b>Committee Room</b>	1/4/18	30.00	30.00
* Community Groups (providing a service to Swanage residents) & Public Sector Organisations (agreed Minute 6) General Operations Committee 19th November 2014)		No Charge	No Charge
<b>9. <u>KING GEORGE V FIELD</u></b>			
Football Pitch & Changing Facilities (Youth Teams)	1/4/02 (1/4/13)	25.00 6.00	tbc tbc
<b>10. <u>FORRES SPORTS FIELD</u></b>			
Football Pitch & Changing Facilities (Youth Teams)	1/4/02 (1/4/13)	25.00 6.00	tbc tbc
<b>11. <u>JOURNEY'S END</u></b>			
Football Pitches	1/4/01	12.00	tbc
Youth Teams	1/4/01	6.00	tbc
<b>12. <u>PUBLIC CONVENIENCES</u></b>			
Heritage	n/a	0.00	0.00
North Beach	n/a	0.00	0.00

	<b>Date of Last Increase/ (Decrease)</b>	<b>Agreed Fees 2018/19 £/p</b>	<b>Proposed Fees 2019/20 £/p</b>
<b>13. <u>GODLINGSTON CEMETERY</u></b>			
<b>Garden of Rest</b>			
Cremation Plot for burial of cremated remains in casket or urn.			
(i) Exclusive Rights - for grant of right of burial for a period of one hundred years (each space in this section)	1/4/18	305.00	310.00
(ii) Interment Fees - for burial of casket or urn in plot 2' x 2':			
(a) first interment	1/4/18	160.00	165.00
(b) for each additional interment (to 4 interments)	1/4/18	160.00	165.00
(c) for additional multiple interments (2nd, 3rd or 4th interment)	1/4/18	53.00	54.00
Fee for multiple interments of cremated remains: one third of the full first interment fee if interment is made at the same time - as recommended by the General Operations Committee 01/04/15 - Agreed by Full Council Minute 177. 20/04/15			
(d) for interments on Saturdays, Sundays and Public Holidays	1/4/18	170.00	175.00
(iii) Memorials	1/4/18	175.00	180.00
(iv) Fee for persons not resident in the parish.		As above x 2	As above x 2
(v) Transfer of Rights	1/4/18	52.00	53.00
<b>Earthen Graves</b>			
(i) Exclusive Rights - for the grant of right of burial for a period of one hundred years each space in:			
Section A	1/4/18	485.00	495.00
Section B	1/4/18	395.00	400.00
Children's Section	1/4/08	10.00	10.00
(ii) Interment Fees - for body of			
(a) a child, in the Children's section, in a grave not exceeding in depth: 7 feet (2 interment)	1/4/08	no charge	no charge
<b>to be effective from 1st January 2018</b>			
(b) a person in a grave not exceeding in depth: 7 feet (2 interments)	1/4/18	340.00	345.00
Casket-type coffin	1/4/18	485.00	495.00
(c) for interments on Saturdays Sundays and Public Holidays	1/4/18	375.00	380.00
(d) scattering of ashes beneath turf/headstone of existing grave	1/4/18	94.00	95.00
(e) scattering of ashes on existing grave/ garden of remembrance	1/4/18	32.00	33.00
<b>Note</b>			
Where the bodies of a still-born and/or other person are buried in the same grave at the same time the fees shall be related to the first interment.			
(iv) Transfer of Rights	1/4/18	52.00	53.00

	<b>Date of Last Increase/ (Decrease)</b>	<b>Agreed Fees 2018/19 £/p</b>	<b>Proposed Fees 2019/20 £/p</b>
<b>Brick Graves or Vaults</b>			
(i) Right to construct (including grant of right of burial therein for a period of one hundred years) on each space:			
Section A	1/4/15	Price upon application	
Section B	1/4/15	Price upon application	
(ii) First Interment	1/4/18	1675.00	1700.00
(iii) Re-opening	1/4/18	1675.00	1700.00
(iv) For interment Saturdays Sundays and Public Holidays	1/4/18	800.00	820.00
(v) Fee for persons not resident in the parish.		As above x 2	As above x 2
<b>Monuments, Gravestones &amp; Inscriptions</b>			
(i) Headstone, Cross or other Memorial when erected not exceeding 3ft, in height	1/4/18	170.00	175.00
(ii) Monument not exceeding 6' in height covering the whole grave space 7' x 3' when erected	1/4/18	525.00	535.00
(iii) Footstone not exceeding 2'6" x 2'6" x 6"	1/4/18	170.00	175.00
(iv) Kerb set	1/4/18	170.00	175.00
(v) Flatstone not exceeding 7' x 3' x 6"	1/4/18	280.00	285.00
(vi) Vase not exceeding 12" in height	1/4/18	46.00	47.00
(vii) Any other memorial not referred to above	1/4/08	By Agreement	By Agreement
(viii) Each additional inscription after the first in respect of each person	1/4/18	36.00	37.00
(ix) Fee for persons not resident in the parish.		As above x 2	As above x 2
<b><u>GODLINGSTON MEADOWLAND BURIAL</u></b>			
(i) Exclusive Rights - for the grant of right of burial for a period of one hundred years	1/4/18	395.00	400.00
(ii) Interment Fees - for body of			
(a) a person in a grave not exceeding in depth: 7 feet (2 interments)	1/4/18	360.00	365.00
Casket-type coffin	1/4/18	505.00	515.00
(b) for interments on Saturdays Sundays and Public Holidays	1/4/18	375.00	380.00
(iii) Interment Fees - for burial of casket or urn			
(a) first interment	(1/4/18)	180.00	185.00
(b) for interments on Saturdays, Sundays and Public Holidays	1/4/18	170.00	175.00
(c) scattering of ashes beneath turf of existing grave	1/4/18	94.00	95.00
(d) scattering of ashes on existing grave/ garden of remembrance	1/4/18	32.00	33.00
(iv) Fee for persons not resident in the parish.		As above x 2	As above x 2
(v) Transfer of Rights	1/4/18	52.00	53.00

	<b>Date of Last Increase/ (Decrease)</b>	<b>Agreed Fees 2018/19  £/p</b>	<b>Proposed Fees 2019/20  £/p</b>
<b>Memorial Tree Plaque</b>	1/4/18	165.00	170.00
<b>Cemetery services will not be available for the period 24th December to the third working day after the New Year's Day public holiday</b>			
<b>Hire of Cemetery Chapel</b>	1/4/00	No Charge	No Charge
<b>14. <u>Memorial Benches</u> - 5 year future maintenance contribution</b>	4/4/12	200.00	200.00