



**Date:** 12 March 2018  
**Title:** Budget monitoring report  
**Purpose of the Report:** To provide an update on budget spend and use  
**Contact Officer:** Vivien Cannon, Head of Cultural and Economic Services

| Corporate Objective/s               | LLTC Three Year Plan – Aim 2. Objective 19. |              |
|-------------------------------------|---|--------------|
| <b>Implications:</b>                |   |              |
| <b>Financial</b>                    | √   | Whole report |
| <b>Human Resources</b>              |   |              |
| <b>Operational/Service delivery</b> |   |              |
| <b>Procedural/Legal</b>             |   |              |
| <b>Risk/Health and Safety</b>       |   |              |

**1. RECOMMENDATION/S**

1.1 To note the report.

1.2 To carry forward unspent funds into earmarked reserves, code 101 / 4554 (Community Access Defibrillators) to facilitate ongoing costs of maintenance and kit replenishment.

**2. BUDGET INFORMATION**

2.1 At its meeting on 10/01/18, Committee received a detailed list of project budget use. Appendix A (**attached**) provides the 11 month budget account sheet for the 2017/18 financial year providing spend information to date.

2.2 Appendix B (**attached**) is the budget account sheet for current earmarked reserves. This budget sheet does not show future budget spend commitments as previously endorsed by Committee. These are shown in the table below:

| <b>EMR (970)</b>   | <b>Information / rationale</b>  | <b>Remaining</b>   |
|--|---|--|
| <b>(9018)<br/>Economic<br/>Development<br/>£41,708</b>                 | <p>Spend / allocations to date:</p> <ul style="list-style-type: none"> <li>- Children's Trail - 2017/18 allocation being of £1,475.</li> <li>- Market Relaunch - purchase of additional market gazebos and table hire at £9,405.</li> <li>- spent/lamp post banners, etc.</li> <li>- Peacock Mews signage (Mews and Alleyway project).</li> <li>- training (event productions)</li> <li>- market relaunch activity</li> <li>- Town Centre Survey /Benchmarking</li> </ul> <p>Committee endorsed spend for 2018/19:<br/>Children's Trail (as above 3.1) allocation of £2,600.<br/>Market promotional &amp; trader recruitment activity of £4,000</p> | <p>£41,708<br/>less<br/>£16,544<br/>=£25,164</p> <p>Less £6,600<br/><b>=£18,564<br/>Remaining<br/>to allocate</b></p>  |
| <b>(9019)<br/>Best Bar None<br/>£2,500</b>                             | Committee endorsed – to be used to deliver the current award scheme.  | Allocated<br>£-0-  |
| <b>(9020) TACTIC<br/>£11,659</b>                                       | <p>2017/18 - £4k allocated to supporting shortfall in RELATE's counselling service.<br/>Other - venue repairs (door), carried forward unpaid bills from 2016/17, Arts Week project, etc.</p> <p>Income £302.50 (reimbursement)</p> <p>Committed spend - External signage committed £1,010</p>   | <p>£11,659<br/>Less<br/>£7,169.76<br/>+ £302.50<br/>=£7,472.26<br/>Total<br/>=£4,791.74<br/>Less £1,010<br/><b>=£3,782<br/>Remaining<br/>to allocate</b></p> |
| <b>(9022)<br/>Community<br/>Access<br/>Defibrillators<br/>£1,620</b>   | Defibrillators (As above, 3.1). Un-used budget is rolled forward to facilitate payment in arrears and covering the remaining 7 years of the equipment's life span. £380 spend to date /replacement kit  | <b>=£1,620<br/>Remaining<br/>to allocate</b>   |
| <b>(9026)<br/>Cultural &amp;<br/>Economic<br/>Services<br/>£40,000</b> | Market relaunch - £300 towards website  | <p>£40,000.00<br/>Less £300<br/><b>= £39,700<br/>Remaining<br/>to allocate</b></p>   |
| <b>(9027)<br/>Town Centre<br/>Management<br/>£12,485</b>               | <p>Spend to date:</p> <ul style="list-style-type: none"> <li>- Market relaunch – signage/ trader training/ website- £5,558.73</li> <li>- Town Centre flags - £3,409.56</li> <li>- Other – £683.71</li> </ul>  | <p>£12,485.00<br/>Less £9,652<br/><b>=£2,833<br/>Remaining<br/>to allocate</b></p>   |

|   |   |  |
|---|---|--|
| <p><b>(9028)</b><br/><b>Signage – proposed allocation of £5,000</b></p> | <p>In May 2012 Partnership Committee endorsed the strategy – “Improving signage in the Leighton-Linslade area Joint strategy 2012 – 2015” – new town gateway signage, brown tourism signage external and internal to the town, town maps – and more was achieved following LLTC led general review, e.g. finger posts, directional Splash &amp; Play, No Alcohol Zones as well as LLTC parks signage for dog fouling notices.</p> <p>Town centre signage, Peacock Mews - COMPLETE.</p> <p>Committee endorsed<br/>To continue improving town centre signage and allocate up to £5k from earmarked reserves (970/9027 - Town Centre Management) e.g. extending directional signage for Friday Street/Ropa Court and Hockliffe Street.</p> | <p><b>£5,000 Remaining to allocate</b></p>                               |
| <p><b>(9055)</b><br/><b>Public Conveniences</b><br/><b>£56,971</b></p>  | <p>Committed 2017/18 for refurbishment and sky light repair. The remaining to fund refurbishment works.</p> <p>Initial surveyor fees £1,727.68 (<i>rounded up to £1,728 = £55,243 remaining</i>)</p> <p>Final specification &amp; costs for refurb work underway.</p>   | <p>Allocated<br/>£-0-</p>  |
| <p><b>(9057)</b><br/><b>Community Projects</b><br/><b>£14,307</b></p>   | <p>Committee endorsed - £2,000 for use in 2018/19 for the WWI Centenary Remembrance activity.</p>   | <p>£14,307<br/>Less £2,000<br/><b>=£12,307 Remaining to allocate</b></p> |

**END**