

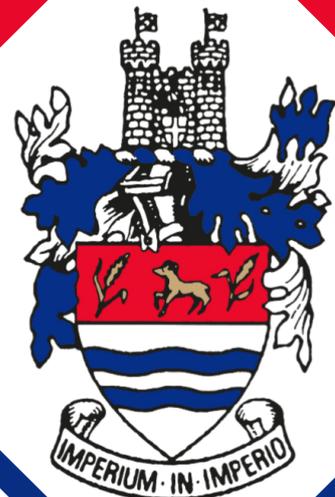
Wetherby Town Council

ANNUAL

Report

2021/2022

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FOREWORD

How often in the last year or two have we heard the expression ‘getting back to normal’? As I reflect on my second year as the Mayor of Wetherby it occurs to me that the whole of that period has been ‘normal’; well at least to me.

I fully appreciate that my term as Mayor has been quite different to that enjoyed by probably every one of my predecessors. That said, whilst having observed others Mayoral duties in a much different format, I have not experienced it any other way. This mixture of lockdowns, on-line meetings, keeping ones distance and, more recently, face-to-face meetings, attending events and actually shaking another person’s hand, let alone the occasional hug, has been my normal; and I haven’t a word of complaint.

I have written a short piece on the events I have attended in the last year so I won’t rehearse them here; save to say, after the best part of my first years with so few events, this second year has felt busy and very satisfying.

This annual report contains articles reflecting the experiences of the last 12 months. We saw a number of changes in how we, like other businesses, could operate due to Covid-19; we have had to deal with floods and other demanding issues; though we have enjoyed a transition from on-line meetings and events to more of what we experienced pre-Covid. Many of the more pleasant events are chronicled within this report so enjoy reading them.

Although Wetherby Town Council is a Local Council and therefore *not* required to report our financial situation in such detail, I am grateful to the significant work of our employed colleagues that delivers to the people of Wetherby every day; including what can be seen as tedious work in maintaining first class financial records. The details have been provided in a way that I trust most readers will understand, though, if you do not, please get in touch as we will be happy to provide further explanation.

I wish to draw attention to the fact that elected members, your Town Councillors, are unpaid volunteers who give their time, energy and commitment in order to help Wetherby to be the successful, vibrant and beautiful town that it is today.

I very much want to acknowledge the multi-faceted work that our staff complete, much unseen though so necessary. So much is accomplished through their personal dedication, completing tasks outside their job description and often outside their allocated work time. Our Independent Auditor, an expert in Local Government practices, also speaks so well of our Town Hall staff and considers them a beacon of best practice.

I hope you enjoy reading this annual report and it gives you a clear understanding of how we use your money to deliver the best services we can across the Wetherby District and you too appreciate all that is done on your behalf.

Councillor Neil O’Byrne
Mayor of Wetherby



COUNCIL COUNCILLORS

The following people have served as Councillors throughout the 2021/22 Civic Year:

North Ward

Harry Chapman
Norma Harrington
Victor Hawkins
Connor Mulhall
Neil O'Byrne (Mayor of Wetherby)

West Ward

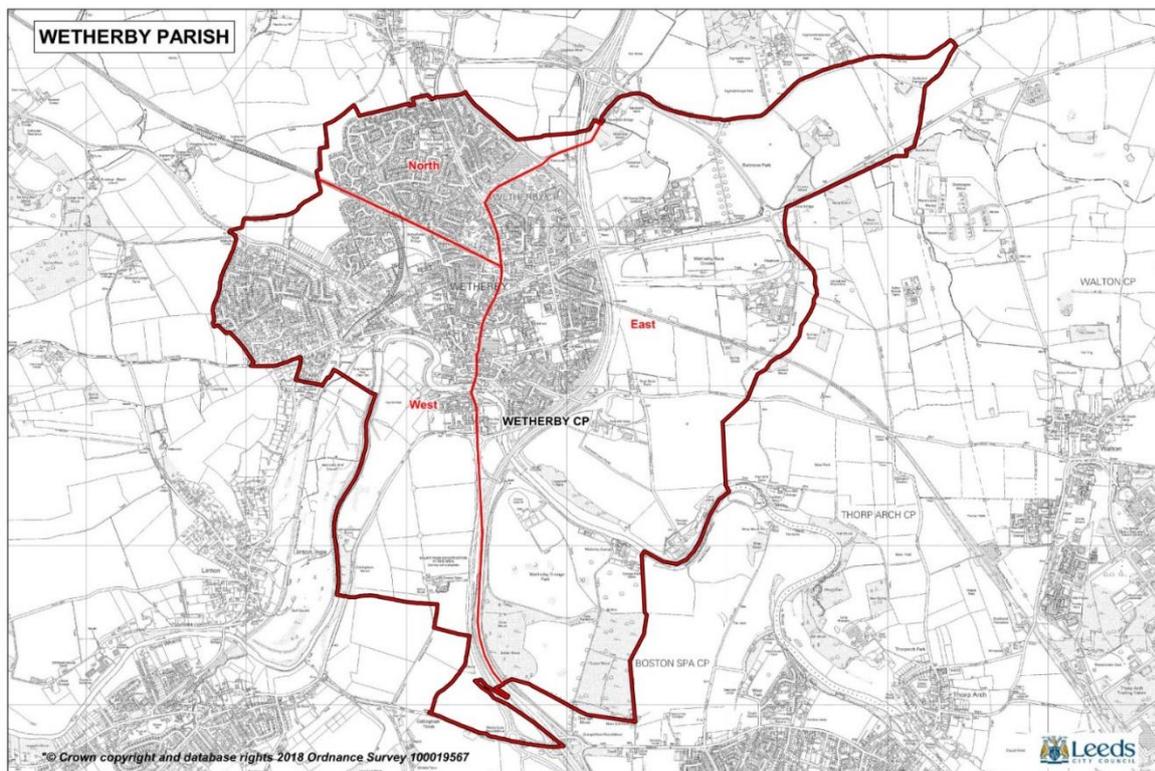
Dean Buckle
David Frame
Galan Moss
Paul Rowden

East Ward

Samantha (Sam) Bennett
Paul Bradley
Alan Lamb
Joanne (Jo) Maltby
Dawn Payne (Deputy Mayor)

Councillors can be contacted via e-mail using the following convention:
firstname.lastname@wetherby.co.uk

At the time of this report being produced there was a vacancy in the West Ward after the resignation of Tom Smith.



MEETING ATTENDANCE

Meeting Date	4/5/21	2/6/21	8/6/21	13/7/21	10/8/21	14/9/21	12/10/21	9/11/21	18/11/21	11/1/22	8/2/22	8/3/22	12/4/22	Attendance
Councillors														
Sam Bennett	☑	A	☑	☑	☑	☑	☑	☑	A	A	A	A	A	54%
Paul Bradley	☑	☑	☑	☑	A	☑	☑	☑	☑	☑	A	☑	A	77%
Dean Buckle	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	A	☑	☑	92%
Harry Chapman	A	☑	☑	☑	☑	☑	☑	A	☑	☑	☑	☑	☑	85%
David Frame	A	A	☑	☑	☑	☑	A	☑	☑	☑	☑	☑	☑	77%
Norma Harrington	☑	☑	☑	☑	☑	A	A	☑	☑	☑	☑	☑	A	77%
Victor Hawkins	☑	☑	☑	☑	☑	☑	☑	A	☑	☑	☑	☑	☑	92%
Alan Lamb	☑	☑	A	☑	☑	A	☑	☑	A	☑	☑	☑	☑	77%
Jo Maltby	☑	☑	☑	A	A	A	☑	A	A	☑	A	☑	A	46%
Galan Moss	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	100%
Connor Mulhall	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	100%
Neil O'Byrne (Mayor)	☑	☑	☑	☑	A	☑	☑	☑	☑	☑	☑	☑	A	85%
Dawn Payne (D. Mayor)	☑	☑	☑	☑	☑	☑	☑	☑	A	☑	A	☑	☑	85%
Paul Rowden	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	100%

- ☑ Attended
A Apologies received
X Did not attend.

STAFFING CHANGES

In response to an extended period of absence from work by the Town Clerk, the Council's Staffing Committee appointed Barry Riley to step in as Acting Clerk.

Mr Riley had already been working for the Council in a project administration role and so was able to work alongside other members of staff to help keep the business of the Council moving forward, including delivery of the Town Hall repair project.

The Council is extremely grateful to all staff members who have helped it through this difficult period.



MAYOR OF WETHERBY

HANDOVER

Councillor Neil O'Byrne was elected Mayor of Wetherby at the Annual Town Council meeting on 4th May 2021. Although the 2021/22 Civic Year was the second term of office for Councillor O'Byrne it was only in September 2021 that a formal handover from Councillor Galan Moss to Councillor O'Byrne could be undertaken after the change in Mayor.

Councillor Galan Moss served as Mayor of Wetherby from 8th May 2018 until 28th May 2020. At the Council's third virtual meeting on Zoom, Councillor Neil O'Byrne was elected as the new Mayor, taking over office in his living room and lifting the chains on to his own shoulders.



Resuming face-to-face meetings in Wetherby Methodist Church provided an opportunity to say a formal thank you to Galan and his consort, Sandra and recognise everything that they had done whilst in the role of Mayor and Mayoress.

Lay Pastor Heather Shipman from the Methodist Church addressed the Council and spoke of the value of leadership in a community before Councillor Moss spoke of his pride at having represented the town at prestigious events such as Yorkshire Day. Councillor O'Byrne paid tribute to Sandra Moss and her contribution as Mayoress which had really made their term of office a team effort.

YEAR IN THE LIFE OF A MAYOR

Quite a few people have commiserated with me for not enjoying the last year as Mayor as I might otherwise have done had it not been for the Covid pandemic. Whilst I appreciate their sympathy, I assure them that it is unnecessary, as my last 12 months have been both busy and thoroughly enjoyable.

I take the view that a major role as Mayor is to do what I may to promote the town of Wetherby and its surrounding villages and to support others in their efforts to do likewise.

One of my first outings was to help open the new, monthly Artisan Market. I was delighted to see the Market Place and surrounding areas packed with thriving stalls and a throng of both residents and visitors enjoying themselves. One resident of 40 years came up to me and said "thank you; this is what we have needed and it's wonderful". This market is on the 2nd Sunday of the month and each one has proven to be just as busy and successful, for the individual stallholders, the town and many shopkeepers that open for business on market day.

Whilst some annual events were curtailed due to lockdowns and people exercising common sense, I recall having several large events in quick succession. As reported elsewhere in this report, Wetherby Town Council assumed responsibility for the annual Bonfire and Fireworks event, which proved to have one of the largest crowds in living memory, all having a wonderful evening with their families and friends. I admit that I was a tad concerned at the overpowering smell of petrol and oil as I got closer to the bonfire, with my flaming torch ready to light it, but Cllr Paul Rowden assured me this wasn't his first bonfire and it lit with ease to the delight of the crowd!



After a very restricted event in 2020, I was so pleased to witness the Remembrance Parade as the full event Wetherby has enjoyed for years. This one was attended by more members of the public than I have previously seen in more than 16 years as a resident. It was wonderful to participate in the parade that spanned most of the bridge and a truly proud moment as I laid the wreath on behalf of Wetherby.

Soon the Christmas Lights switch-on was with us which saw the Market Place packed with residents and some visitors; a sharp contrast to the 4 of us that performed that duty the previous Christmas. I was so pleased to see so many happy, smiling faces, so much so that I wasn't perturbed knowing that I was the warm-up to the main attraction Chris 'Kammy' Kamara who had the crowds cheering. I also attended not one but two Christmas Carol Concerts in Wetherby; both of them a delight. There was also the Christmas Sunday Market, a truly festive occasion with so much music, singing, stalls and a pen of Alpacas that had children, of all ages, staring in awe and spellbound.

We next held the Jubilee Award ceremony in the Town Hall, with my fellow judges and I unable to declare one winner so selected two young people to honour, both equally deserving of the award. I was also honoured to join a strong representative group of our local Soroptimists in planting a tree at the far end of the Wilderness car park celebrating their centenary and remembering their Soroptimists Sisters. Well, I held a very shiny spade with the President for photographs after 2 guys had done all the hard work; but it was yet another lovely event in which to participate.

My final event, as my second year as your Mayor drew to a close, was the Senior Citizens Party. Sponsored and led by the Wetherby and District Lions, it saw our 3 Ward Councillors, Norma Harrington, Linda Richards and Alan Lamb in the kitchen; 2 of our dedicated PCSO's serving dinner; a team from Wetherby Health Centre taking the opportunity to give the 4th anti-Covid jab to those eligible and me calling bingo. Dinner and drinks were followed by entertainment and I, for one, had a delightful few hours in their company.

Add to all this the job of supporting our staff to run 'the business', the last year has been neither quiet nor in the least bit dull. I get to work with a great team in the Town Hall and meet so many lovely people; so sympathy is far from necessary.

Councillor Neil O'Byrne
Mayor of Wetherby



ARTISAN MARKET

Wetherby Town Council remains responsible for running the outdoor Thursday market which fully re-opened after Covid-19 in Spring 2021.

One of the highlights of the Markets Committee's year however related to the monthly market held on the second Sunday of the month.

In April 2021 the Committee took the decision to change the operator of this market and signed a new agreement with Little Bird Made (littlebirdmade.com).

They are an artisan market operator that wants to help serve local communities with the best artisan stalls, whilst giving traders the best opportunities to showcase and sell their handmade goods.



Little Bird feels passionately about showcasing local talents, artisans, and small creative pop-ups whilst building a sense of community through their quality artisan markets; bringing people together in a vibrant and friendly atmosphere, creating a fun space to meet with family and friends, where people can eat, drink, shop and be merry, is their mission!

Market Committee members Councillors Jo Maltby and Sam Bennett with the Mayor of Wetherby Councillor Neil O'Byrne and their doughnut sampling panel!

The Little Bird Artisan Market offers a diverse, quality, shopping experience that celebrates independent producers and makers. But more than that, it's about people and the community; meeting the artisan makers, conversation with friends, and getting the social back into shopping.

Little Bird's ethos appealed to the Markets Committee and their decision to award them the operating license has been fully justified. Each monthly market has been incredibly successful with stalls now filling the whole market place at each event.



Councillor Jo Maltby (Chair of the Markets Committee) with Mayor of Wetherby Councillor Neil O'Byrne and Little Bird Made managing director Jackie Crozier with a local flower stallholder.



PROPERTY

One of the Town Council's main assets is its property portfolio and the 2021/22 financial year saw several significant decisions being taken by the Property Committee.

INSPECTION OF MEMORIALS

All memorials in the Hallfield Lane cemetery have now been independently inspected for safety and stability. The next step is to contact all the owners of graves where a concern has been raised to ensure that remedial works are carried out. This will help to make sure that the cemetery remains a safe place for people to visit.



REPLACEMENT OF LITTER BINS

The Town Council has purchased new bins to replace all the existing models in its green spaces and playgrounds.

The new bins have a larger capacity and will help to reduce the issue of overflowing waste and vermin being able to take rubbish out. It is expected that they will be installed in the next few weeks.

The Council has also increased the frequency that bins are emptied to try to make sure that they are always available for the public to use.

Deputy Mayor Councillor Dawn Payne, Mayor of Wetherby Councillor Neil O'Byrne, Town and City Councillor Norma Harrington and Chair of the Climate Emergency Working Group Councillor Connor Mulhall at the Council's Scaur Bank site.

BUILDING VALUATIONS

A lot of the Council's work goes on behind the scenes. One of these areas of work over recent years has been the creation of an 'asset register' which is a document setting out everything that the Council owns.

During the 2021/22 period updated valuations, to cover the cost of rebuilding for insurance purposes, were obtained as follows:

- Church on the Corner, Hallfield Lane Cemetery - £421,000
- Workshop, Hallfield Lane Cemetery - £365,000
- The Bath House, Jubilee Gardens - £170,000
- The Whitaker Memorial Building, Garden of Rest - £67,000
- Broze Angel War Memorial, River Wharfe Bridge - £156,000
- Wetherby Town Hall - £2,609,000

MAINTENANCE PROJECTS

The Council has carried out a programme of detailed inspections of its buildings and green spaces which have led to the following actions being undertaken:

- Improved electrical installation at the rented York Road Depot, Bath House in Jubilee Gardens and Whitaker Memorial Building in the Garden of Rest.
- Detailed inspections and programmes of work being undertaken on boundary walls at Millennium Field.
- Closure of play equipment at Masons Field after vandalism.

The Town Council has drawn up a schedule of all current projects in its green spaces and buildings and has prioritised them for funding and action in due course.



2021 JUBILEE AWARD

The Town Council held its Annual Jubilee Award which recognises the achievements of outstanding young people from Wetherby, who are under 20 years of age and who have made an impact, whether nationally, regionally or locally.

Nominations were considered by a panel of judges, who for the first time decided to have a joint award with a trophy being presented to Tom Adamson and Horia Akram.

The awards ceremony was well attended with the nominees and their family and friends in attendance as well as representatives from the Town Council.

Tom, was nominated by Mick Bee, Acting District Commissioner for Wetherby District Scouts , who said that Tom has been a young leader at 1st Wetherby Beavers for 3 years. He gives up his time one evening a week to assist and often lead sessions with the Beavers and has been instrumental in keeping the group going throughout the duration of Covid.

While the nation was in lockdown, Tom took the lead in running Zoom sessions for the Beavers unable to attend. This enabled them to still get involved in the scouting movement, see friends remotely and have fun. A few of them even managed to achieve badges – thanks to his focused sessions.

This is remarkable as Tom has been studying hard for his A level exams throughout all of the above, with the goal of gaining entry to university to study medicine.

He is passionate about the Scouting movement and ensuring the future generation of Wetherby District Scouts are as enthusiastic and as dedicated as himself.

He is also a dedicated member of Wetherby District Explorers

Tom is an inspiration and an excellent example of a young person sacrificing their spare time to invest in others

Horia, was nominated by Conor Smith–Lynch, Teacher at Wetherby High School, who said that Horia plays a leading role in the school community. In recent years, Horia has been a part of two youth organisations, the Infinity Centre and Shantona both based in Harehills.

Both of these organisations are placed at the heart of their local community and Horia plays an active role in supporting the work that they are doing to prevent violence and anti-social behaviour. Horia has set up and helped run numerous initiatives and clubs that create a safe environment for children who may otherwise become vulnerable to anti-social behaviour

Horia also volunteers with a youth group that provides a safe space for children who are victims of domestic violence, working to ensure their future safety. This selfless work for the vulnerable in her local community has seen Horia become a real advocate for the social justice in our society.



2021 Jubilee Award Winners Tom Adamson and Horia Akram pictured with the Mayor Cllr Neil O'Byrne



CLIMATE EMERGENCY WORKING GROUP

The Climate Emergency working Group has been busy this year with a number of events. In October 2021, the group co-organised a local eco fair alongside the Methodist Church and Boston Spa and Wetherby Green Group. This had a great turnout and engaged the local community.



Deputy Mayor Councillor Dawn Payne with Councillor Connor Mulhall (Chair of the Climate Emergency Working Group) with Ingrid McLaughlin of Boston Spa, Wetherby & Villages Green Group.

The Climate Emergency Working Group has also been a representative, on behalf of Wetherby Town Council, in the public consultation of the Racecourse Approach development to try to make sure the new housing site is as eco-friendly as possible.

The Committee has been working towards a plastic free event which will be part of the Platinum Jubilee celebrations.

There are several plans in the forthcoming year including the rewilding of Wetherby Town Council green spaces such as Walton Road and eco-friendly planting schemes for the Garden of Rest and Bridgefoot Gardens. The Group has also liaised with Leeds City Council on planting schemes on Law Close.



BONFIRE & FIREWORKS EVENT

The Town Council agreed to be responsible for delivering the event for 2021.



The aim of the event was to provide family friendly entertainment which was affordable and accessible to all.

A Working Group was formed consisting of Town Councillors and also Volunteers who had assisted at previous events, with meetings taking place on the first Monday of the month.

The first meeting took place in June and then began the painstaking work which would culminate in the most successful bonfire event held in the Town.

There was an already established contact procedure concerning the provision of services and obtaining permissions for the event, this would continue going forward.

The adherence to any Climate Emergency considerations would need to be established, such as the use of recyclable plastic cups and wood products for the bonfire.

Local Schools were approached to take part in producing a Guy Fawkes which would be entered into a competition where they would be displayed for a week in the library, eventually being judged by the Town Mayor, with the winner being presented with a trophy.

Come the night of the bonfire, anticipation was high, security staffed were briefed, volunteers were in position, two-way radios for supervisory staff provided, the event commenced.

The Mayor along with the Safety Commander lit the fire, parents enjoyed the food and drink concessions on offer, their children enjoying the rides provided.

The night, ending in a brilliant firework display, so good residents talked about it for weeks afterwards, the Town was busy with excitement. The Council was pleased to learn of a record turnout.

But the Town Council, its Working Group and volunteers were not finished, there was still work to be done, clearing up, equipment removed from site, the bonfire area scraped and cleared of debris ready for rotavating and reseeded, with all waiting for next year.



2021/22 FINANCIAL STATEMENTS

Full copies of the Council's financial information, or explanations of any of the points included in this report, for the 2021/22 financial year are available on request from the Responsible Financial Officer.

INCOME & EXPENDITURE ACCOUNT TO 31ST MARCH 2022

2021 £		2022 £
Operating Income		
294,492	Administration	300,689
778	Property	497
429	Personnel	0
35,573	Cemetery	31,180
349	Welcome to Wetherby	626
4,408	Christmas Lights	0
0	Civic & Events	10,744
3,184	Paths Partnership	3,184
38,044	Planning & Development	15,117
16,570	Markets	20,764
36,729	Reimbursements*	22,564
430,556	Total Income	405,363

Running Costs		
26,570	Administration	23,144
94,083	Property	99,001
157,472	Personnel	144,030
48,291	Town Hall	48,291
13,261	Cemetery	18,407
355	Welcome to Wetherby	0
4,408	Christmas Lights	0
405	Civic & Events	4,651
1,165	Paths Partnership	1,140
17,542	Markets	26,363
4,687	Reimbursements*	11,051
368,240	Total Expenditure	376,079

General Fund Analysis		
87,307	Opening Balance	117,066
430,556	Plus: Income for Year	405,363
368,240	Less: Expenditure for Year	376,079
32,557	Transfers to / from Reserves	27,534
117,066	Closing Balance c/f	118,817

* 'Reimbursements' refers to income or expenditure which has no net effect on the Council's revenue budget.



BALANCE SHEET AS AT 31ST MARCH 2022

2021 £		2022 £
Current Assets		
1,070	Debtors	4,775
9,394	VAT Control a/c	8,953
35	Prepayments	452
113,733	Unity Trust Current Bank a/c	69,468
258,702	Unity Trust Savings Bank a/c	333,907
111	Petty Cash	28
1383,046	Total Assets	417,583

Current Liabilities		
17,158	Creditors	18,532
1,531	Accruals	1,545
48	PAYE & NI	0
1,991	Town Hall VAT	5,904
20,729	Total Liabilities	25,981

362,317	Total Assets Less Current Liabilities	391,602
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Represented By:		
117,066	General Reserves	118,817
54,542	EM Res ² – Capital Fund (Cemetery Lodge)	54,542
3,486	EM Res – Neighbourhood Plan	3,486
1,765	EM Res – Welcome to Wetherby	1,765
7,600	EM Res – Replacement Van	7,600
11,480	EM Res - Property	19,480
4,501	EM Res – Election Fees	5,466
500	EM Res - Furniture	0
90	EM Res – Replacement Computers	590
975	EM Res – Youth Voice	975
151,704	EM Res – CIL Funds	157,828
948	EM Res – Civic Regalia	948
147	EM Res – Welcome to Wetherby (Bag Sales)	147
1,153	EM Res – Welcome to Wetherby (book sales)	1,779
328	EM Res – Defibrillator	328
150	EM Res – Civic Donations	0
3,967	EM Res – Paths Improvements	6,011
716	EM Res – Lawnmower Fund	1,381
1,200	EM Res – Planning Issues	2,400
0	EM Res – Bonfire & Fireworks	7,973
0	EM Res – Pension Shortfall Protection	87
362,317		391,602

¹Rounding has occurred.

² EM Res = Ear Marked Reserves – see separate report for detail.



NOTES TO THE FINANCIAL STATEMENTS

1. SECTION 137 PAYMENTS

Section 137 of the Local Government Act enables local councils to spend up to the product of £8.32 per head of electorate for the benefit of the people in the area on activities or projects not specifically authorised by other legal powers.

Payments made under this power, in the 2020/21 financial year, were:

<u>Payee</u>	<u>Description</u>	<u>£</u>
British Legion Poppy Appeal	Donation	60.00

2. BORROWINGS

At the balance sheet date, a loan of £140,575.44 was outstanding to the Public Works Loan Board.

3. LEASES

At the end of the year the following leases were in operation:

<u>Lessor</u>	<u>Site</u>	<u>Annual Lease Payable</u>	<u>Expiry</u>
Montwhelan Ltd	York Road Depot	£12,000	2030
Leeds City Council	Land at Harland Way (part of Devil's Toenail)	0	2045
Rosamond Evelyn Felicity Gough	Nidd Approach	£10	
David Ellis Hudson	Raby Park	Peppercorn	2093
Leeds City Council	Jubilee Gardens	Peppercorn	2101
County Council of West Riding of Yorkshire	Garden of Rest	1 shilling per annum.	
Leeds City Council	Skate Park	Peppercorn	

4. OUTSTANDING DEBTS

At the end of the year debts of £4,775 were outstanding and due to the Council as follows:

- £4,208.31 – Sport England, Devil's Toenail Grant
- £352 – Wetherby Town Hall, Recharge
- £215 – Little Bird Made, March Artisan Market

5. RELATED PARTIES

Wetherby Town Council holds trusteeship of Wetherby Town Hall and pays a monthly amount of £2,466.67 (£29,600 per annum) to the Town Hall.

This is to cover rent of the Council's offices of £4,100 per annum and a grant of £25,500 for services and repairs to the Town Hall.

All Councillors of the Town Council, as a whole, act as Trustees of the Town Hall.

A separate bank account and receipts and payments book is maintained for the Town Hall.

During the 2021/22 year the Town Council worked, under the guidance of Wellers Hedley solicitors, to review and regularise the governance arrangements of the Town Hall. This is ongoing.

6. ACCOUNTING POLICY

The accounts and financial statements have been prepared in accordance with Governance and Accountability for Local Councils - A Practitioners Guide (2021 edition).



FUNDS ANALYSIS FOR THE YEAR TO 31ST MARCH 2022

*EM Res = Ear Marked Reserves (funds set aside for a particular purpose).	Funds b/f 1/4/21 £	Receipts in the Year £	Amount used in the year. £	Funds c/f 31/3/22 £	Transaction Detail / Notes
General Reserves	117,066.00			118,817.00	
EM Res – Capital Fund The Capital Fund relates to the sale of Cemetery Lodge (Sexton House) and is to be administered in accordance with the Capital Receipts Regulations 2003.	54,542.00			54,542.00	
EM Res – Neighbourhood Plan Funds to be used for review and updating of Neighbourhood Plan in due course.	3,486.23			3,486.23	
EM Res – Welcome to Wetherby Formerly the ‘Jubilee Fund’ to hold money generated by the group, through activities such as bag packing and event surpluses, to fund future activities.	1,764.61			1,764.61	
EM Res – Replacement Van	7,600.00			7600.00	
EM Res – Property Reserves	11,480.00	8,000.00		19,480.00	Increased by value of two grants received towards the cost of repairs in Jubilee Gardens: <ul style="list-style-type: none"> • Bath House Repairs - £5,000 donation. • Boundary Wall Repairs - £3,000 grant. Other funds required for future works to boundary walls.
EM Res – Election Fees Fund to build a reserve to pay for future contested elections. Next ordinary elections to be held in May 2023.	4500.77	965.00		5,465.77	Increased by amount included in 2021/22 budget.
EM Res – Furniture	500.00		500.00	0.00	Funds used to purchase new office chairs – see minute 113 21-22c.



EM Res – Replacement Computers	90.17	500.00		590.17	Increased by amount included in 2021/22 budget.
EM Res – Youth Voice Renamed from Youth Council at end of 2016/17 financial year.	975.00			975.00	
EM Res – CIL Funds Receipts routinely ear-marked in accordance with minute reference 184-18.	151,704.21	15,116.68	8,993.00	157,827.89	See separate CIL report. £8,993 used to fund purchase of new swings for Nidd Approach site.
EM Res – Civic Regalia Created to ring-fence Mayor's Allowance underspend from the 2017/18 so that it can be used to improve the Council's civic regalia in future.	947.72			947.72	
EM Res – W2W Bag Sales Created at 2020 Annual Town Council Meeting to ring-fence proceeds from sales of Welcome to Wetherby bags. Will be used to fund purchase of new items in due course	146.66			146.66	
EM Res – W2W Book Sales Created to ring-fence proceeds from sales of Walking in Wetherby booklets. Will be used to fund re-print in due course. See minute reference 127-18c.	1,153.00	626.00		1,779.00	Sales of books during 2021/22 financial year.
EM Res – Defibrillator Wetherby Town Council agreed to take over ownership, and responsibility for associated costs, of the public access defibrillator located on the side of the Town Hall at its meeting on 10 th April 2018 (minute ref. 73-18). The asset reference is STF1. £200 is allocated in each annual budget to cover future costs, with the underspend automatically ear-marked.	328.00			328.00	All budgeted funds used on consumables in 2021/22 financial year.
EM Res – Civic Donations	150.00		150.00	0.00	Previously ear-marked funds used to make donation to Leeds Women's Aid after approval outside relevant financial year.



EM Res – Paths Improvements Leeds City Council funds works on public rights of way, to be undertaken by Wetherby Town Council using a contractor. Wetherby Town Council earmarks any budget underspend so that the funds can be spent on future path projects.	3,967.00	2,044.00		6,011.00	Increased by underspend from 2021/22 budget. £1,800 allocated to Leeds City Council project to improve Harland Way. Request for payment expected in early part of 22/23 financial year.
EM Res – Lawnmower Fund Represents a fund, built from budget under-spends, to use to purchase a new stand-on mower for cemetery maintenance.	716.00	665.00		1,381.00	Increased by underspend from 2021/22 budget.
EM Res – Planning Issues A fund to pay for professional fees, or work undertaken by the Better Wetherby Partnership on planning and development related issues in the Wetherby area.	1,200.00	1,200.00		2,400.00	Increased by underspend from 2021/22 budget.
EM Res – Bonfire & Fireworks		7,972.84		7,972.84	Profit from 2021 event ring-fenced for future Town Council events – minute reference 116 21-22c.
EM Res – Pension Shortfall Protection Current actuarial valuations for West Yorkshire Pension Fund show an employer contribution requirement of 14.4%. Agreed to keep budget allowance at the 15% previously contributed and put 0.6% in to an EMR as a precaution against future shortfall. See report accompanying minute ref 170 20-21a.		87.00		87.00	Represents 0.6% of 2021/22 calculated contributions.
TOTAL	362,317.37	37,176.52	9,643.00	391,601.89	



PERFORMANCE AGAINST 2021/22 APPROVED BUDGET

This report *is not* intended to represent the overall financial position of the Council. It is intended to provide an analysis of how the Council performed against the budget that was set for the 2021/22 financial period.

Figures where the Council has performed better than expected (i.e. has received more money or spent less than expected) against the budgeted figures are shown in **green**. Figures where the Council has performed worse than expected (i.e. has received less money or incurred more expenses than planned) are shown in **red**.

Cost Centre		Actual Year to Date £	Current Annual Budget £	Variance Annual Total £	% of Budget Used	Centre Outturn £
Administration	Income	300,689	300,567	+122	100	-1,775
	Expenditure	23,144	24,797	-1,653	93.3	
Property	Income	497	1,150	-654	43.2	+12,268
	Expenditure	99,001	87,387	+11,614	113.3	
Personnel	Income	0	12,836	-12,836		-11,189
	Expenditure	144,030	168,055	-24,025	85.7	
Town Hall	Income					-9
	Expenditure	48,291	48,300	-9	100	
Cemetery	Income	31,180	29,685	+1,495	105	+2,631
	Expenditure	18,407	14,281	+4,126	128.9	
Welcome to Wetherby	Income					-500
	Expenditure	0	500	-500	0	
Civic & Events	Income					-995
	Expenditure	1,880	2,875	-995	65.4	
Markets	Income	20,764	22,126	-1,362	93.8	+3,616
	Expenditure	26,363	24,109	+2,254	109.3	
TOTALS	Income	353,130	366,364			Overall Outturn Against Budget +4,047
	Expenditure	361,116	370,304			
Net Income over Expenditure		-7,986				

The report above does not include figures for the 'Planning & Development' or 'Paths Partnership' cost centres where any surplus at the end of, or funds received during the year are automatically ear-marked for future projects and does not therefore have any impact on the Council's performance against its agreed budget.

The Civic & Events cost centre outturn has been altered to account for the ear-marking of the bonfire and fireworks event surplus. The Welcome to Wetherby cost centre has been adjusted to take account of the ear-marking of all receipts from the sale of walking books.

The summary does not include figures from the 'Reimbursements' cost centre which is used to account for income and expenditure that has no net impact on the Council's revenue budget.



This should be read in conjunction with the following documents which are available from the Responsible Financial Officer on request:

- Council's annual accounts documents.
- 2021/22 budget.
- Detailed explanation of variances against the budget.
- Council's reserves and investment policy.

Summary explanation of performance against budget:

- On the basis of the caveats already given, the Council finished the year over-budget by approximately £4,047, having spent £7,986 more than it raised in income.
- The Council incurred considerable savings in the personnel cost centre due to staffing vacancies (£24,025), but the approved budget had already committed the Council to finding £12,836 of savings in this area.
- A virement from the personnel cost centre during the year to offset the cost of property maintenance and improvements has also reduced the financial impact of the staffing vacancies as the money has already been used elsewhere.
- The Council's approved budget did not include provision for the purchase of bedding plants on the basis that sponsorship, grants or donations may be forthcoming (£8,214). This did not happen.
- The Council has incurred significant expenditure on urgent items, including those with a health and safety implication:
 - i. £6,208.60 – memorial inspections in the cemetery.
 - ii. £2,677 – ongoing cost of tree works.
 - iii. £2,260 – removal of travellers from Walton Road.
 - iv. £1,750 – legal fees relating to Town Hall governance.
- The Council, mainly through the Property Committee, has taken several decisions with significant financial implications as there was no corresponding budget to support them. The most significant amounts were:
 - i. £8,551 – legal and professional fees associated with project and urgent work.
 - ii. £6,537 - York Road Depot Electrics
 - iii. £5,755 - litter bins (funds vired to cover this item).
- The Council's approved budget required savings / increased income in the market cost centre of £5,800. Although income from market tolls was over-budget and the new artisan market has been a success in both real and financial terms this has not been sufficient to meet the funding target.



COMMUNITY INFRASTRUCTURE LEVY ANNUAL REPORT

	£	£
Total CIL receipts brought forward from previous years.		151,704.21
Total CIL receipts in year.		15,116.68
Total CIL expenditure in year.		8,993.00
Summary of CIL expenditure in year.		
• Balance of cost of new swing unit for Nidd Approach site.	8,993.00	
Total CIL receipts in year, retained at the end of the year.		15,116.68
Total CIL receipts from previous years retained at the end of the year. (Including receipts subject to a notice but not yet paid.)		142,711.21
Total CIL receipts carried forward to next year.		157,827.89

Receipts subject to notices served in accordance with Regulation 59E		
Total CIL receipts subject to notices served in accordance with regulation 59E during the year.		0.00
Total CIL receipts subject to a notice served in accordance with regulation 59E in any year that has not been paid to the relevant charging authority by the end of the year.		0.00

