

Responsible Financial Officer Reports (9-13)

9. RFO Report - (for information – bank balances)

- Bank balances - as at 31 December 2025 are as follows:

HSBC	19,752.65
Lloyds Debit card	931.69
Cornwall Council deposit	824,783.57
<u>TOTAL</u>	<u>£845,467.91</u>

10. Schedule of Payments - To receive and approve the schedule of payments totalling £81,049.47 gross

Attachment: 10. Schedule of Payments

Recommendation: to approve the schedule of payments totalling £81,049.47 gross

11. Budget Monitoring 2025/26 – To receive and accept a budget report to 31 December 2025 for monitoring purposes

Attachment: 11. Budget Monitoring to 31 December 2025

On target spend should now be at 75%

The following points should be noted on the Administration (101) budget (other budgets monitored within the relevant committees):

- Interest Received (1090) the £25,000 budgeted has already been generated and a surplus of approximately £10,000 is expected at year end
- PAYE & NI (4010) shows only eight month's expenditure (66.67%) as this is paid a month behind until year end. It also includes an adjustment of £4,770 for possible underpayments over the last 6 years which is being challenged with HMRC.
- Mayoral Allowance (4340) paid via payroll and £1,323 is included in the salary line

Recommendation: to note and approve the budget monitoring report

12. Budget Setting 2026/27 – To approve the final budget and precept for 2026/2027 to be submitted to Cornwall Council

Attachments: 12i. Budget Summary 12ii. Admin Draft Budget 2026/27, 12iii. C&E Draft Budget 2026/27, 12iv. Facilities Budget Summary 2026/27, 12v. 5 Year Capital Plan, 12vi. Expected Reserves at 31.3.26, 12vii, Draft Precept Statement

Budget and Precept

The updated draft net budgets submitted by the committees for 2026/27 are as follows:

Committee	Net Budget
Administration	288,032
Communications & Engagement	144,193
Facilities	428,067
5 Year Capital Programme	130,000
Total / Precept Requirement	990,292

The recommendations from the consultant's report on the staff review have now been absorbed into the committee budgets.

Admin

Updated full operating costs of the town CCTV have been received allowing for a reduction in this line, but the elections line has had to increase due to the possibility of a by election for the vacancy in central ward. The cost in 2024 was £11,876. Some other small savings have been made making the overall effect a small net reduction in the budget considered in December. The Liskeard Renewal Partnership line (formerly Town Vision in C&E) has been transferred to this budget.

Communications & Engagement

Updated costs have been received on current year expenditure on some events which has enabled some small savings, creating a small net reduction in the budget considered in December.

Facilities

Updated information on the FiT tariff receipts has increased the expected income from this source, while extra expenditure has been committed to grit bin supplies. The overall effect is a small net reduction in the budget considered in December.

This results in a small decrease in the precept requirement considered at the last council meeting. Two options are again presented: Option 1 precept £990,292 (increase 40.3%), Option 2 precept £960,292 (increase 36.1%) which has been achieved by reducing the 5 capital programme provision for dilapidations.

The tables below show a breakdown for each council tax band. Almost 80% of Liskeard households are in bands A to C, with band B being the most popular.

Council Tax Projections - Option 1							
		Second		Council Tax	Council Tax	Assuming no CTS	
Band	Total No.	Homes	% of total	2025/26	2026/27	Annual Inc	Weekly Inc
A	1,073	5	19.78%	£127.35	£178.71	£51.36	£0.99
B	1,899	5	35.00%	£148.58	£208.49	£59.91	£1.15
C	1,342	7	24.74%	£169.80	£238.28	£68.48	£1.32
D	731	2	13.47%	£191.03	£268.06	£77.03	£1.48
E	289	1	5.33%	£233.48	£327.63	£94.15	£1.81
F	75	1	1.38%	£275.93	£387.20	£111.27	£2.14
G	16	0	0.29%	£318.38	£446.77	£128.39	£2.47
H	0	0	0.00%	£382.05	£536.12	£154.07	£2.96
Total	5,425	21	100.00%				

Council Tax Projections - Option 2							
		Second		Council Tax	Council Tax	Assuming no CTS	
Band	Total No.	Homes	% of total	2025/26	2026/27	Annual Inc	Weekly Inc
A	1,073	5	19.78%	£127.35	£173.29	£45.94	£0.88
B	1,899	5	35.00%	£148.58	£202.18	£53.60	£1.03
C	1,342	7	24.74%	£169.80	£231.06	£61.26	£1.18
D	731	2	13.47%	£191.03	£259.94	£68.91	£1.33
E	289	1	5.33%	£233.48	£317.70	£84.22	£1.62
F	75	1	1.38%	£275.93	£375.47	£99.54	£1.91
G	16	0	0.29%	£318.38	£433.23	£114.85	£2.21
H	0	0	0.00%	£382.05	£519.88	£137.83	£2.65
Total	5,425	21	100.00%				

A list of all reserves is attached, and these have been considered by committees in setting budgets.

A draft of the precept statement which must be submitted to Cornwall Council with the precept request is attached. This will be posted on the CC website. In previous years, it has been limited to a maximum of two sides of A4, but now these are no longer printed and sent with bills, and are only available electronically, the limit on size has been removed.

Recommendation – a). To approve the gross budget for 2026/2027, b). To approve the precept for 2026/2027

13. Regalia – To consider options for carrying and storage of the regalia, and the new Mayor/Deputy Mayor boards to record office holders

The recent condition and repairs report on the regalia notes that the current carrying and storage arrangements are inadequate, and this is resulting in the damage to the pieces.

The optimal recommendation is a hard case for both storage and carrying [Peli 1495 Laptop Case](#) which keeps the regalia item flat, at a cost of £254.50. Alternatively, a bespoke chain roll can be purchased at a cost of £250 (see pictures below), but some damage can still occur from rolling. As a temporary solution the Mayor has made a carrying role for the Mayor's chain.

Since both the Mayor and Mayoress Chains are often in use at the same time, carrying and storage solutions for both would be useful.



Deputy Mayor's Board

Past Mayors are currently recorded on a board in the Council Chamber (which is now full). A new Deputy Mayor's board could also be included to record the office holder rather than engraved bars on the ribbon which deteriorate in condition over time.

Liskeard Signs & Trophies have provided a costing of £60 – 70 per board, and samples are available. This could easily be updated by them annually.

There is currently £689 remaining in the Civic Duty & Members Expenses budget line in the current year which could be used for these items.

Recommendation: (a) to agree the purchase of new storage/carrying facilities required, (b) to agree whether to proceed with new Mayor and Deputy Mayor boards.