

Agenda Item: **3 (Full Council – 16 Feb 2026)**

Report: **Proposed Earmarked Reserves for 2026-2027**

Prepared By: **Shaun Fishenden PSLCC – Town Clerk & RFO**

Recommendations:

1. To adopt the Earmarked Reserves for 2026-2027 as set out below
2. To return the unallocated amount of £32817.24 back to the Council's general reserves

Proposals:

| Reserve Name | Amount |
|-----------------------------------|----------------|
| Woodlands Trust | £5,000 |
| Crown Hill Toilets | £5,000 |
| Town Clock Refurbishment | £5,000 |
| Operation Menai Bridge | £1,000 |
| Elections | £16,000 |
| IT Projects | £5,000 |
| All-Cllr Training Day | £2,000 |
| TOTAL – EARMARKED RESERVES | £39,000 |

Rayleigh Town Council - Draft Budget for 2026-2027

| COUNCIL ADMINISTRATION | |
|---------------------------------------|---------------------|
| Employee Salaries, Tax & NI | £ 212,000.00 |
| Employee Pensions | £ 44,320.10 |
| Chairmans Allowance | £ 250.00 |
| Councillor Allowances | £ 29,500.00 |
| Insurance | £ 9,000.00 |
| Training | £ 10,000.00 |
| Staff Welfare | £ 500.00 |
| Staff Expenses | £ 250.00 |
| Elections | £ 14,000.00 |
| Office Utilities & Maintenance | £ 23,500.00 |
| Public Works Loan Board Repayment | £ 25,625.00 |
| Office Rent & Rates | £ 17,000.00 |
| Office Supplies | £ 1,200.00 |
| Professional Services | £ 4,000.00 |
| Software Licences | £ 6,000.00 |
| IT & Communications | £ 4,920.00 |
| Website Provider | £ 500.00 |
| Internal and External Audit Fees | £ 2,500.00 |
| Bank Charges | £ 500.00 |
| Subscriptions | £ 5,000.00 |
| Legal & Consultancy Fees | £ 5,000.00 |
| TOTAL - COUNCIL ADMINISTRATION | £ 415,565.10 |

| COUNCIL SERVICES | |
|--|---------------------|
| King George V Playing Field Trust - Fund | £ 180,950.00 |
| Rayleigh Town Museum - Fund | £ 15,888.00 |
| Open Spaces Maintenance | £ 70,000.00 |
| Allotments Maintenance | £ 7,000.00 |
| Bus Shelter Maintenance | £ 1,250.00 |
| Phone Box Maintenance | £ 500.00 |
| Crown Hill Toilets | £ 23,000.00 |
| Christmas Lights | £ 35,000.00 |
| High Street Market | £ 3,000.00 |
| Floral Displays | £ 30,000.00 |
| Community Grants Scheme | £ 15,000.00 |
| Streetlights | £ 500.00 |
| Arboricultural Survey | £ 3,000.00 |
| Millenium Town Clock | £ 1,000.00 |
| Youth Provision | £ 25,500.00 |
| TOTAL - COUNCIL SERVICES | £ 411,588.00 |

| Council Projects & Events | |
|--------------------------------------|-------------|
| Trinity Fair | £ 10,750.00 |

| | | |
|--|----------|------------------|
| Rayleigh in Bloom | £ | 250.00 |
| Christmas Lights Switch-on | £ | 15,375.00 |
| Remembrance Day | £ | 4,000.00 |
| Summer Music Event | £ | 10,000.00 |
| Miscellaneous Events | £ | 2,000.00 |
| Dementia-Friendly Initiative | £ | 1,000.00 |
| Town Centre Improvements | £ | 1,500.00 |
| Office CCTV & Security System Upgrade | £ | 10,000.00 |
| General Projects | £ | 5,000.00 |
| Strategic Plan - Development | £ | 2,000.00 |
| TOTAL - COUNCIL PROJECTS & EVENTS | £ | 61,875.00 |

| | | |
|---|----------|-------------------|
| TOTAL - ALL | £ | 889,028.10 |
| Income (See Below) | £ | 41,563.00 |
| Receipts (Transfer from General Reserves) | £ | - |
| PRECEPT (Total expenditure less income and receipts) | £ | 847,465.10 |

| | | |
|--|---|------------------|
| ESTIMATED TAX BASE 2026-27 | | 12,472.40 |
| Amount payable per Band D Household on a weekly basis | £ | 1.31 |
| Amount payable per Band D Household on a per annum basis | £ | 67.95 |

National average for a Band D precept (2025-26) is £92.22

| ESTIMATED INCOME | | |
|-------------------------|----------|------------------|
| Income Source | | Amount |
| Bank Interest | £ | 4,000.00 |
| Allotments Income | £ | 7,000.00 |
| Sponsorship | £ | 6,000.00 |
| Market Income | £ | 23,063.00 |
| Events Income | £ | 1,500.00 |
| TOTAL - INCOME | £ | 41,563.00 |