

End of Year Reserves Report to Policy and Resources Committee

3rd March 2025

1. Introduction

This report provides an overview of Faversham Town Council's earmarked reserves for the financial year 2024/25. At the Annual Finance Meeting, it was resolved that unspent 2024-2025 budgets be recommended by the Policy and Resources Committee for virement to Earmarked Reserves. This report outlines the current financial position and proposes allocations for specific projects.

Appendix A presents a summary of the expected reserves at 31st March 2025, while Appendix B provides a detailed narrative of their intended use.

2. General Reserves Position

As of 24th February 2025, the Council's general (unallocated) reserves total **£178,330**. In line with the Council's General Reserves Policy, **£65,000** of this is to be allocated to cover potential financial risks. A further **£19,000** has been allocated from general reserves to the 2025/2026 budget.

Given this position, it is recommended that a portion of the general reserves could be earmarked for specific projects to ensure financial sustainability and strategic planning.

3. Recommended Allocations

It is proposed that the following allocations be made from general reserves:

- **£20,000** for local government reorganisation and devolved assets/services
- **£10,000** for the purchase of a second-hand van – following the agreement to employ a facilities apprentice

These allocations will ensure that the Council is prepared for potential changes in governance and operational needs while maintaining fiscal responsibility.

4. Conclusion and Next Steps

The Council is in a stable financial position, with a structured approach to earmarking reserves for strategic projects. The proposed allocations ensure financial prudence while supporting ongoing and future initiatives.

Next Steps:

1. **Review and approve** the proposed allocations from general reserves.
2. **Consider and endorse** the earmarked reserves position as outlined in Appendix A.
3. **Advise on any necessary adjustments** to ensure alignment with Council priorities.

Appendix A

	Account @31/03/25	Committed	EMR	TOTAL
321	EMR Election Fund		16,289	
322	EMR Front Brents Jetty		23,000	
323	EMR Guildhall and Artefacts	24,500	9,000	
324	EMR Town Regalia		-	
325	EMR Special Grants/Projects		-	
326	EMR Bike Hangar		-	
329	EMR Magna Carta		-	
333	EMR Tourism		5,542	
340	EMR Environment/Allotments		15,000	
341	EMR Active Travel	18,000	5,000	
345	EMR Crime Research		1,000	
347	EMR Public Spaces Projects		4,000	
348	EMR LCWIP		-	
349	EMR Faversham Healthy Futures	610	-	
350	EMR Newsletter		-	
353	EMR Planning Consultancy Fee		5,200	
354	EMR Community Transport	30,490	-	
356	EMR Faversham Passport			
361	EMR Water Health		10,000	
362	EMR North to South Walking Rt	10,000		
363	EMR Creek		56,120	
	TOTALS	83,600	150,151	233,751

Account Code	Amount @ 31/03/24	Account Name	Main Budget Holder	Detail	Projected @ 31/03/25	Committed Expenditure / Narrative
EMR321	£8,289	Election Fund	Town Clerk	By-election in December 2023 reduced reserves	£16,289	Accumulating funds 2027 elections
EMR322	£18,003	Front Brents Jetty	Deputy Town Clerk Creek Working Group	Accumulated funds for the maintenance and/or replacement of the Front Brents Jetty	£23,000	No expenditure committed
EMR323	£16,022	Guildhall, Town Hall and Artefacts	Heritage, Buildings and Creek Committee	Accumulated funds for the maintenance of the Guildhall; repairs/replacement of artefacts	£33,500	£19,000 committed for clock repairs £5,500 committed for external works to 12 Market Place HBCC Meeting 22/10/24
EMR324	£500	Regalia Fund	Town Clerk	Accumulated funds for the maintenance, repair or replacement of civic regalia	£0	-
EMR326	£0	Bike Hangar	Town Clerk		£0	-
EMR329	£472	Magna Carta	Town Clerk	Accumulated funds for Faversham Charters and Magna Carta permanent exhibition	£0	-
EMR333	£7,470	Tourism	Town Clerk		£5,542	Set aside for reprinting of leaflets and advertising
EMR338	£0	Neighbourhood Plan	NHP Steering Group	Unspent funds from NHP	£11,400	Need to consider whether these funds are required in EMR for future revisions
EMR340	£17,564	Environment/ Allotments	Environment Committee	Works underway at Perry Court allotments and invoices are awaited.	£15,000	Funds required for ongoing projects.

EMR341	£18,317	Active Travel	Active Travel Committee	List of potential works sent to KCC for costing	£23,000	£18,000 committed for 20mph compliance Active Travel Committee Meeting 09/01/25
EMR345	£1,000	Crime Research	Community Committee	Funds set aside for Crime Research from KCC Member's grant	£1,000	Some funds will be used for work started to increase the number of NHW schemes in the town
EMR347	£4,500	Public Spaces Projects	Environment Committee	Sum set aside for additional benches / noticeboards	£4,000	Awaiting proposals
EMR349	£610	Faversham Healthy Futures	FHF		£610	Funds held on behalf of FHF
EMR353	£3,900	Planning Consultancy Fee	Deputy Town Clerk	Outstanding invoices awaited	£5,200	Reduced budget in 2025/26 to take account of surplus funds
EMR354	£30,490	Community Bus	Active Travel Committee	Grant held for lease	£30,490	Remaining grant
EMR361	£10,000	Water Health Items	Environment Committee	Siltation works at Stonebridge Pond no longer required	£10,000	£10,000 funds to be reserved for general water health Environment Committee Meeting 10/10/24
EMR362	£10,000	North to South Walking Route	Active Travel Committee	Invoice for partial completion awaited	£10,000	£10,000 committed for work on N to S route nearly completed Active Travel Committee Meeting 05/10/23
EMR363	£26,120	Faversham Creek	Heritage, Buildings and Creek Committee		£56,120	£15,000 dredging works current estimate from the Creek Trust