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CLERK'S REPORT

Report title:	Budget Position, CET Funding and Proposed CIF Movement
Meeting:	Community, Events & Tourism Committee
Date:	26th August 2026
Report author:	Town Clerk & Responsible Financial Officer
Report reference:	CR–CET260826–01
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PART A – OFFICER SUMMARY

Purpose of Report

This report provides Members with a high-level budget position relevant to the Community, Events & Tourism Committee and identifies proposed movements affecting CET funding and the Community Investment Fund. It does not itself authorise expenditure, procurement or any contractual commitment.

Recommendation

Members are asked to RESOLVE that:

1. the current budget, reserve and Community Investment Fund position be noted;
2. Full Council be recommended to establish a budget of up to £12,000 for Narberth – Together at Christmas, funded from the existing £4,000 CET allocation and the redesignation of £8,000 currently planned as a Strategic General Reserve contribution to the Town Moor Play Park project;
3. Full Council be recommended to confirm that the £12,000 allocation includes the existing £675.50 Christmas Lights budget pressure;
4. the proposed CIF reclassification be noted as a matter requiring separate Full Council approval, and that no order or financial commitment may be made before the required authority is granted; and
5. the Clerk/RFO be authorised to include the Committee's recommendation in the September Full Council budget report.

Risk / Assurance

No unallocated £12,000 is evidenced within the ordinary revenue budget. The proposals would reduce the funding currently planned for the Town Moor Play Park, and must therefore be clearly authorised by Full Council. The minimum working balance, contingency and residual reserve should remain protected.

PART B – BACKGROUND AND FINANCIAL POSITION

1. Basis of Report

The latest completed accounting figures are the April to June 2026 budget monitor, supplemented by known July commitments and emerging pressures. They are not a fully reconciled position as at 31 August 2026.

2. Current Budget Position

Approved revenue expenditure budget: £101,984.92. Net expenditure recorded for April to June was £37,315.24, leaving £64,669.68 before subsequent commitments.

There is presently no evidenced unallocated balance of £12,000 within the ordinary revenue budget. The £24,250 minimum working balance, £2,000 contingency and £1,598.99 residual Strategic General Reserve should remain protected against existing and emerging risks.

3. CET and Christmas Expenditure

The existing Christmas Lights budget is £16,500. Known contractual and installation costs are forecast at £17,175.50, creating a pressure of £675.50 before additional programme expenditure. A separate CET allocation of £4,000 remains available.

The proposed £12,000 Narberth – Together at Christmas budget would be funded by £4,000 from the CET allocation and £8,000 redirected from the £10,000 Strategic General Reserve contribution currently planned for Town Moor. If the allocation includes the £675.50 pressure, £11,324.50 would remain for additional programme expenditure.

4. Community Investment Fund

The £20,000 Community Investment Fund is fully allocated: £15,000 to Bloomfield and £5,000 to the Town Moor Play Park project. The residual balance is £0.

The Bloomfield payment is proposed to be reclassified from Community Grants to the Community Investment Fund. This would retain the approved £12,000 Community Grants budget, with approximately £10,000 remaining after the £2,000 Eisteddfod commitment.

5. Overall Effect and Governance

If the Christmas funding proposal is approved, indicative funding for the Town Moor Play Park would reduce from £15,000 to £7,000. Other ordinary service budgets and the protected balances identified above would remain unchanged.

All virements, reserve redesignations and CIF movements require explicit Full Council approval. Any subsequent expenditure remains subject to the Council's Financial Regulations, approved costings, procurement requirements and formal implementation authority.

END OF REPORT