

**SHREWSBURY TOWN COUNCIL
POLICY AND RESOURCES COMMITTEE
Monday 2nd JUNE 2025**

Officer: Andy Watkin – Head of Resources (RFO)

Budget Timetable for Committees

Purpose of Report

To set out the timetable for submissions in relation to the 2026/27 budget setting process, with the aim of increasing engagement from the Council's standing committees and members. This will allow sufficient time to appraise and consider funding and financial implications.

Budget setting process

The budget needs to be agreed and the precept submitted to Shropshire Council by no later than 31st January 2026.

Full Council meets on 26th January 2026 to consider the recommendation of the budget agreed by Policy and Resources Committee on 12th January 2026.

By the time Full Council agrees the budget, it will have been discussed at a number of previous Policy and Resources Committee meetings where known factors and assumptions will have been agreed and factored into the setting of that draft budget.

Submissions

Submission should be in writing and consider the following:

- Recommendations on changes to fees (scale of charges)
- Revenue expenditure additions and/or reductions to services
- Capital expenditure or projects of capital nature eg replace/replace existing asset
- Income streams and funding

All the submissions should include a detailed plan and ensure they align to the Town Council visioning document and the six pillars

Timetable

The timetable is below:

Initial Discussions with Committees	Recommendation made by Committees
Operations Committee – 3/9/25	Operations Committee - 5/11/25
Communities & Environment Committee – 15/09/25	Communities & Environment Committee – 3/12/25
Planning Committee – 9/9/25	Planning Committee – 11/11/25

Any recommendations shall be considered at the 8/12/25 Policy & Resources Committee and fed into final budget discussions on 12/1/26.

Recommendations

- (i) That the report and dates be noted;
- (ii) That Officers ensure agenda items are set for the Committee dates as outlined above.