



CALDICOT TOWN COUNCIL

ESTIMATES FOR PRECEPT 2016/2017

FINAL

G McIntyre
Clerk to the Council/RFO

**CALDICOT TOWN COUNCIL
ESTIMATES FOR PRECEPT YEAR 2016/2017**

INTRODUCTION

The format presentation shows the previous year actual **internally audited 2015/2016**, the original estimate as prepared January 2015 for 2015/2016, the revised estimate 2015/2016 based on actual figures to date giving a better estimate for outturn year. The final column showing the estimate for year 2016/2017 (The Precept Year) based on the most informed information available. **Town Council to consider its perceived future objectives and amend accordingly.** The estimates are initially in **DRAFT** for the consideration of Town Council.

The net figure arrived at as adjusted would be the precept sum to be levied onto Mon CC to add to its Council tax levy for that year and that precept must be made known to the County Council within a prescribed timescale.

ACCOUNTING

Accounting from 1996/97 onwards must be within the accruals concept under the Audit and Accounts regulations.

NOTE OF DEBARMENT FROM TAKING PART IN THE ESTIMATES COMMITTEE DECEMBER 2015

Under Local Government legislation any member who is 2 months in arrears with payment of Council tax must make that declaration and not take part, speak or vote at the meeting when the estimates for 2016/2017 are being discussed

SCALE CHARGES

A) BURIAL FEES

	1.4.12	1.4.13	1.4.14	1.4.15	1.4.16
	£	£	£	£	£
Opening New Single Grave	180	250	270	270	270
Opening New Double Grave	180	250	270	270	270
Opening New Triple Grave	180	250	270	270	270
Re-opening Existing Grave	180	250	270	270	270
Burials under 16 years	0	0	0	0	0
Scattering of Cremated Remains	25	50	55	55	55
Cremated Remains in CRS Area	65	100	120	120	120
Cremated Remains in Existing Grave	65	100	120	120	120
Cremated Remains in New Grave	180	250	270	270	270
Reserved Spaces	200	275	n/a	n/a	n/a
Reserved Cremation Area	65	100	110	110	110
Headstones					
New Headstone (to place)	65	100	120	120	120
CRS Headstone	65	100	120	120	120
New Inscription	65	100	120	120	120

To note **double fees** for deceased persons outside Caldicot [5 year rule].

B) ALLOTMENT FEES

	1.4.12	1.4.13	1.4.14	1.4.15	1.4.16
Full charge for working ploholders	£20	£20	£30	£30	£40
Abated charge for retired/unemployed	£15	£15	£20	£20	£20

To note **1 year's notice must be given for increase in rentals – Increase was agreed for 2016/17**
Notice was given 1.4.15

C) TOWN COUNCIL BUILDING [DLC] HIRE FEES

1.4.12	1.4.13	1.4.14	1.4.15	1.4.16
£7 [hr/part]	£8 [hr/part]	£8 [hr/part]	£8 [hr/part]	£8 [hr/part]

Business Organisations - £30.00/hour/part hour

Weekend rates [if permitted] – As above

Budget Headings

Start of year 01/04/15

Heading		2015/16 Estimate	Revised	2016/17 Estimate	Last year's actual
KGVPF Trustee Land Income					
500	Bowls Club Fees/Insurance Recharged	£1,400.00	£1,390.00	£1,430.00	£1,383.59
505	Cald AFC Recharged Works	£0.00	£0.00	£0.00	£0.00
510	AFC Neutral Games	£0.00	£0.00	£0.00	£0.00
515	Allotments - KGVPF	£210.00	£210.00	£240.00	£210.00
530	Reimburse ch	£0.00	£0.00	£0.00	£30.00
Total		£1,610.00	£1,600.00	£1,670.00	£1,623.59
KGVPF Trustee Land Expenditure					
5010	Child Play Area Materials Etc	£2,100.00	£1,000.00	£2,000.00	£62.50
5020	Playarea Safety Inspections	£720.00	£875.00	£900.00	£873.90
5030	Playarea Gates	£1,250.00	£1,250.00	£1,250.00	£1,366.00
5040	Compound Elect Supply	£165.00	£150.00	£200.00	£20.66
5050	Welsh Water	£65.00	£65.00	£100.00	£37.04
5060	Security/fire alarm systems	£740.00	£540.00	£600.00	£0.00
5070	Compound Repairs	£50.00	£100.00	£100.00	£40.00
5090	Grounds Maintenance Contractor	£10,500.00	£10,500.00	£11,000.00	£9,592.20
5095	Waste Removal	£200.00	£200.00	£200.00	£139.55
5100	Nat Playing Fields Assoc Affil	£50.00	£50.00	£55.00	£50.00
5110	Signs KGVPF	£100.00	£0.00	£100.00	£102.00
5115	Installation of Fingerpost	£0.00	£0.00	£0.00	£96.00
5120	Fence repairs/drains/bollards	£350.00	£200.00	£200.00	£24.00
5125	Trees	£500.00	£200.00	£1,000.00	£80.00
5140	Bowling Green Contractor	£12,000.00	£12,000.00	£13,000.00	£11,963.52
5150	STRI Subscription/Inspection	£640.00	£530.00	£640.00	£556.50
5160	Pest Control	£70.00	£0.00	£100.00	£0.00
5170	Replace safety surfacing	£0.00	£0.00	£0.00	£0.00
5180	Repairs to wall	£100.00	£0.00	£100.00	£0.00
5190	Install dog bin	£0.00	£0.00	£0.00	£5.00
5200	Replace bollards	£0.00	£0.00	£0.00	£0.00
Total		£29,600.00	£27,660.00	£31,545.00	£25,008.87

Budget Headings

Start of year 01/04/15

Heading		2014/15 Estimate	Revised	2016/17 Estimate	Last year's actual
Town Facilities Income					
200	Burial Fees	£15,000.00	£22,000.00	£22,000.00	£14,850.00
205	Allotment Rents	£1,600.00	£1,590.00	£2,000.00	£1,590.00
210	Town Council Building Hire	£2,800.00	£2,700.00	£3,000.00	£3,284.00
215	Nursery Rent (Tymperlys)	£3,800.00	£1,300.00	£3,000.00	£3,818.11
220	Jubilee Way Toilets	£0.00	£6,750.00	£0.00	£0.00
Total		£23,200.00	£34,340.00	£30,000.00	£23,542.11
Town Facilities Expenditure					
2000	Allotments	£1,765.00	£1,920.00	£2,415.00	£2,031.94
2000/1	Rent of Land from MCC	£15.00	£15.00	£15.00	£15.00
2000/2	Affiliation Fees NSALG	£70.00	£55.00	£70.00	£55.00
2000/3	Water Supply	£780.00	£850.00	£1,000.00	£844.19
2000/4	Grounds Maintenance	£500.00	£600.00	£630.00	£586.75
2000/5	Pest Control	£100.00	£100.00	£100.00	£0.00
2000/6	Repairs/Works	£200.00	£200.00	£500.00	£531.00
2000/8	Winter gritting	£100.00	£100.00	£100.00	£0.00
2100	Cemetery	£13,015.00	£12,644.00	£24,125.00	£12,973.87
2100/1	Rates	£570.00	£554.00	£590.00	£543.95
2100/2	Assoc Burial Auths	£95.00	£90.00	£95.00	£90.00
2100/3	Cemetery Attendant Gates	£1,250.00	£1,250.00	£1,250.00	£1,250.00
2100/4	Grounds Maintenance	£8,800.00	£8,800.00	£9,240.00	£8,469.42
2100/5	Grave Levelling & Marking	£1,000.00	£1,000.00	£1,000.00	£290.50
2100/6	H&S Headstone Inspection	£0.00	£0.00	£0.00	£0.00
2100/7	Vermin & Pest Control	£450.00	£200.00	£450.00	£430.00
2100/8	Repairs/Works	£200.00	£200.00	£200.00	£80.00
2100/9	Trees	£350.00	£350.00	£1,000.00	£320.00
2100/10	Hedges/Strimming/floral	£100.00	£100.00	£100.00	£0.00
2100/11	Winter gritting	£100.00	£0.00	£0.00	£0.00
2100/12	Paths	£0.00	£0.00	£0.00	£0.00
2100/13	Benches	£100.00	£100.00	£200.00	£1,500.00
2100/14	Cemetery Land works	£0.00	£0.00	£10,000.00	£0.00
2200	CCTV	£14,500.00	£13,000.00	£14,500.00	£12,800.00
2210	Christmas Lighting	£13,500.00	£13,500.00	£18,000.00	£13,507.44
2220	Floral Displays	£1,000.00	£1,000.00	£1,000.00	£240.00
2230	Grounds maint. Orchard Close	£400.00	£400.00	£420.00	£322.93
2240	Dog Waste Bin Collection	£7,500.00	£7,500.00	£8,000.00	£6,750.81
2250	Bus shelter maintenance	£500.00	£500.00	£1,000.00	£0.00
2260	Citizen's Advice Bureau	£8,500.00	£10,000.00	£10,000.00	£8,500.00
2270	Town Twinning	£3,000.00	£0.00	£3,000.00	£250.00
2280	Entertainments & Arts	£10,000.00	£10,000.00	£10,000.00	£4,150.00
2290	Recreation	£5,000.00	£0.00	£0.00	£0.00
2300	Playscheme	£7,000.00	£7,000.00	£10,000.00	£5,000.00
2310	Caldicot Youth Group	£4,000.00	£4,000.00	£5,000.00	£4,000.00
2320	Caldicot Community Website	£150.00	£0.00	£0.00	£0.00
2340	St Mary's Church Luncheon Fund	£2,000.00	£2,000.00	£2,500.00	£0.00

Budget Headings**Start of year 01/04/15**

Heading	2015/16 Estimate	Revised	2016/17 Estimate	Last year's actual
2400 Town Council Building	£10,078.00	£10,325.00	£12,060.00	£7,273.38
2400/1 Rates	£400.00	£390.00	£410.00	£373.67
2400/2 Town Council Building Attendant	£1,800.00	£1,200.00	£1,500.00	£1,235.39
2400/3 Water Supply	£550.00	£550.00	£600.00	£251.52
2400/4 Electricity Supply	£1,550.00	£1,550.00	£1,700.00	£340.77
2400/5 Gas Supply	£1,600.00	£1,600.00	£1,700.00	£795.59
2400/6 Security & Fire Systems	£780.00	£605.00	£700.00	£1,080.00
2400/7 Service Boiler/Repairs	£600.00	£600.00	£1,000.00	£0.00
2400/8 PAT Testing	£100.00	£50.00	£100.00	£37.80
2400/9 Cleaning Materials & Windows	£350.00	£350.00	£500.00	£331.96
2400/10 Periodic Testing [5 years]	£0.00	£0.00	£500.00	£0.00
2400/11 Works to Building/Repairs	£100.00	£1,000.00	£1,000.00	£735.00
2400/14 Grounds Maintenance	£1,850.00	£1,850.00	£1,950.00	£1,802.90
2400/15 Winter Gritting	£100.00	£100.00	£100.00	£0.00
2400/18 MCC Adopted Lights	£98.00	£90.00	£100.00	£89.78
2400/19 Flags	£100.00	£100.00	£100.00	£179.00
2400/20 Paths/Gate	£100.00	£100.00	£100.00	£20.00
2400/21 Remove Tree Grounds	£0.00	£190.00	£0.00	£0.00
2450 Tymperleys	£0.00	£5,000.00	£0.00	£0.00
2460 Land Top Sandy Lane	£0.00	£1,000.00	£1,000.00	£1,260.00
2470 Contribution to Police Services	£0.00	£0.00	£0.00	£33.75
2480 Cont. to Denny View Playarea	£0.00	£0.00	£0.00	£10,000.00
Total	£101,908.00	£99,789.00	£123,020.00	£89,094.12

Budget Headings

Start of year 01/04/15

Heading	2015/16 Estimate	Revised	2016/17 Estimate	Last year's actual	
Community Well-Being Expenditure					
3010	General Donations	£1,000.00	£1,000.00	£1,000.00	£200.00
3030	Garden Competition	£300.00	£274.00	£300.00	£250.83
3040	British Legion Wreaths & Buffet	£300.00	£300.00	£300.00	£235.00
3050	Flowers/Spray/Cards Etc	£60.00	£100.00	£200.00	£90.00
3090	Elderly & Disabled Initiative	£5,000.00	£0.00	£5000.00	£2,000.00
3100	Children & Young People's Initiative	£5,000.00	£0.00	£5000.00	£368.00
3110	Donation Proclamation Ceremony Nat Eisteddfod	£0.00	£10,000.00	£0.00	£0.00
	Total	£11,660.00	£11,674.00	£11,800.00	£3,143.83

Projects Expenditure

4020	Projector/Screen	£0.00	£0.00	£0.00	£0.00
4030	Bus shelter project	£0.00	£0.00	£0.00	£0.00
4040	Camera KGVPF	£0.00	£0.00	£0.00	£0.00
4050	Play equipment	£10,000.00	£0.00	£0.00	£0.00
4060	Dog Waste Bins	£0.00	£0.00	£0.00	£0.00
4070	Fingerpost KGVPF	£0.00	£0.00	£0.00	£0.00
4080	Compound	£0.00	£0.00	£0.00	£2,027.50
4085	Devolution of Service 2016/17			£8,410.00	
4090	Devolution of Service	£20,000.00	£10,490.00	£21,590.00	£0.00
4090/1	Toilets	£0.00	£10,490.00	£21,590.00	£0.00
4090/1/1	Survey Toilets	£0.00	£350.00	£0.00	£0.00
4090/1/2	Solicitor Toilets	£0.00	£2,755.00	£0.00	£0.00
4090/1/3	Cleaning/Maintenance Toilets Etc	£0.00	£6,750.00	£20,000.00	£0.00
4090/1/4	NNDR	£0.00	£430.00	£1,140.00	£0.00
4090/1/5	Insurance	£0.00	£205.00	£450.00	£0.00
4091	Contingency	£10,000.00	£0.00	£10,000.00	£0.00
4092	Laptop	£0.00	£0.00	£0.00	£0.00
4093	Bollards - Town Centre	£0.00	£0.00	£0.00	£0.00
	Total	£40,000.00	£10,490.00	£40,000.00	£2,027.50

Budget Headings

Start of year 01/04/15

Heading		2015/16 Estimate	Revised	2016/17 Estimate	Last year's actual
Administration Income					
100	Precept	£256,418.00	£256,418.00	£0.00	£238,742.00
105	Agency Services Provided	£0.00	£0.00	£0.00	£0.00
110	Peppercorn Rent Leaseback	£0.00	£0.00	£0.00	£0.00
115	Sale of Assets	£0.00	£0.00	£0.00	£0.00
125	Bank Interest	£500.00	£1,500.00	£1,000.00	£269.44
130	VAT Receivable	£0.00	£0.00	£0.00	£14,785.55
135	Output VAT	£0.00	£0.00	£0.00	£0.00
140	Contra	£0.00	£0.00	£0.00	£106.80
145	Photocopying	£0.00	£0.00	£0.00	£0.00
155	Website	£0.00	£0.00	£0.00	£0.00
160	Training Courses	£0.00	£0.00	£0.00	£140.00
165	Wales Audit Office Refund	£0.00	£0.00	£0.00	£30.00
170	Consolidated Stock	£0.00	£0.00	£0.00	£0.00
600	Loan/Capital Receipt	£0.00	£0.00	£0.00	£0.00
1360	Investment Interest	£0.00	£0.00	£0.00	£613.84
Total		£256,918.00	£257,918.00	£1,000.00	£254,687.63

Administration Expenditure

1000	General Administration	£70,000.00	£70,270.00	£80,300.00	£65,271.89
1000/1	Tax and NI	£0.00	£0.00	£0.00	£12,965.89
1000/2	Superannuation	£0.00	£0.00	£0.00	£11,849.63
1000/3	Salaries (inc Tax/NI, Super)	£70,000.00	£70,000.00	£80,000.00	£40,421.27
1000/4	Travel	£0.00	£0.00	£0.00	£35.10
1000/5	Payroll Bureau	£0.00	£270.00	£300.00	£0.00
1100	Other Administration	£28,560.00	£33,491.00	£40,940.00	£19,646.45
1100/1	Telephone	£1,000.00	£1,100.00	£1,200.00	£957.82
1100/2	Stationery	£600.00	£600.00	£800.00	£575.59
1100/3	Postage	£700.00	£800.00	£1,000.00	£575.00
1100/4	Photocopying	£700.00	£700.00	£1,000.00	£465.43
1100/5	Computer back-up & agreements	£2,000.00	£1,800.00	£2,000.00	£1,609.82
1100/6	Insurance	£5,500.00	£5,000.00	£6,000.00	£4,133.67
1100/7	Audit Fees	£2,600.00	£2,600.00	£3,000.00	£1,460.00
1100/8	Local Council Affiliation	£1,200.00	£1,200.00	£1,500.00	£1,148.00
1100/9	Subscriptions & Publications	£100.00	£100.00	£100.00	£35.00
1100/10	Office Sundries	£100.00	£100.00	£200.00	£102.00
1100/11	Staff Training & SLCC Membership	£500.00	£500.00	£600.00	£363.00
1100/12	Election Expenses	£4,000.00	£0.00	£2,000.00	£0.00
1100/13	Cllr Training & Seminars	£1,500.00	£1,000.00	£1,500.00	£1,410.40
1100/14	Councillors Expenses	£500.00	£1,500.00	£3,000.00	£194.40
1100/15	Mayor Allowance	£2,900.00	£2,900.00	£2,500.00	£2,900.00
1100/16	Civic Reception	£600.00	£600.00	£600.00	£697.97
1100/17	Mayoral Chain & Engraving	£50.00	£23.00	£30.00	£0.00
1100/18	Mayor's Board	£10.00	£8.00	£10.00	£8.00
1100/19	Photographs	£100.00	£100.00	£100.00	£70.35
1100/20	Prof Advice Solicitors, Etc	£500.00	£5,000.00	£5,000.00	£2,500.00

1100/22	Input VAT on Expenditure	£0.00	£0.00	£0.00	£0.00
1100/23	Website	£300.00	£220.00	£300.00	£220.00
1100/27	H&S/HR Consultancy	£2,600.00	£2,600.00	£3,000.00	£0.00
1100/29	Newsletter	£500.00	£800.00	£2,000.00	£220.00
1100/30	Set-Up laptop	£0.00	£240.00	£0.00	£0.00
1100/31	Independent Inquiry/Restructuring	£0.00	£4,000.00	£3,000.00	£0.00
1100/32	Deputy Mayor Allowance			£500.00	
1310	Advertising	£0.00	£0.00	£0.00	£270.54
1320	Agency Services	£0.00	£0.00	£0.00	£0.00
1330	Prov for Bad/Doubt Debts	£0.00	£0.00	£0.00	£0.00
1340	Street Lighting	£0.00	£0.00	£0.00	£0.00
1350	Community Hall	£0.00	£0.00	£0.00	£0.00
	Total	£98,560.00	£103,761.00	£123,240.00	£85,188.88

Total Expenditure £327,605
Total Income £ 32,670

***Precept Required** £294,935

Divided by Tax Base 2015/16- £3956.03 - £74.55
[2016/17 Tax Base not available to date
[Estimated Tax Base 2016/17 - £3987.91 - £73.96]

For information

2015/16 - £256,418 - £3956.03 - £64.82

2014/15 - £238,742 - £3,938.97 - £60.61

2013/14 - £202,762 - £3,929.34 - £51.60

2012/13 - £161,456 - £3,783.64 - £42.68

Reserves Analysis Projection based on 2014/15 Audited Accounts/Revised Estimate 2015/16

	Actual 14/15 £	Year 15/16 £	Year 16/17 £	Total £
General Balance/Contingency	5,000			5,000
Reserves	103,305	10,484	*(21,590)	92,199
Repairs/Health & Safety Works	20,000			20,000
Provisions:				
CCTV	10,000			10,000
Bus Shelters	4,600			4,600
Play Equipment	10,000			10,000
5 Year Strategy	18,000	10,000	10,000	38,000
Compound	25,000			25,000
Cemetery Land		20,000	10,000	30,000
Devolution of Service 16/17*				
	195,905	40,484	(1,590)	234,799

