



CALDICOT TOWN COUNCIL

ESTIMATES FOR PRECEPT 2017/2018

FINAL

**G McIntyre
Clerk to the Council/RFO**

**CALDICOT TOWN COUNCIL
ESTIMATES FOR PRECEPT YEAR 2017/2018**

INTRODUCTION

The format presentation shows the previous year actual **internally audited 2015/2016**, the original estimate as prepared January 2016 for 2016/2017, the revised estimate 2016/2017 based on actual figures to date giving a better estimate for outturn year. The final column showing the estimate for year 2017/2018 (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.

NOTE OF DEBARMENT FROM TAKING PART IN THE ESTIMATES COMMITTEE DECEMBER 2016

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 2017/2018 are being discussed

TO NOTE NO INCOME TAKEN INTO ACCOUNT FOR KING GEORGE V PLAYING FIELDS 2017/18 –
Ref: Audit Report 2015/6

SCALE CHARGES

A) BURIAL FEES

	1.4.12	1.4.13	1.4.14	1.4.15	1.4.16	1.4.17
	£	£	£	£	£	£
Opening New Single Grave	180	250	270	270	270	300
Opening New Double Grave	180	250	270	270	270	300
Opening New Triple Grave	180	250	270	270	270	300
Re-opening Existing Grave	180	250	270	270	270	300
Burials under 16 years	0	0	0	0	0	0
Scattering of Cremated Remains	25	50	55	55	55	60
Cremated Remains in CRS Area	65	100	120	120	120	120
Cremated Remains in Existing Grave	65	100	120	120	120	120
Cremated Remains in New Grave	180	250	270	270	270	300
Reserved Spaces	200	275	n/a	n/a	n/a	n/a
Reserved Cremation Area	65	100	110	110	110	110
Headstones						
New Headstone (to place)	65	100	120	120	120	130
CRS Headstone	65	100	120	120	120	130
New Inscription	65	100	120	120	120	130

Temporary cessation on new burials/cremations for persons outside Caldicot.

To note **double fees** for re-open 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	1.4.17
Full charge for working ploholders	£20	£20	£30	£30	£40	£40
Abated charge for retired/unemployed	£15	£15	£20	£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 HIRE FEES

1.4.12	1.4.13	1.4.14	1.4.15	1.4.16	1.4.17
£7 [hr/part]	£8 [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

King George V Playing Fields

		2016/17 Estimate	Revised Estimate	2017/18 Estimate	2015/16 actual
KGVPF Trustee Land Income					
500	Bowls Club Fees/Insurance Recharged	£1,430.00	£1,433.00	£0.00	£1,390.87
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	£240.00	£220.00	£0.00	£210.00
535	Removal scrap from compound	£0.00	£0.00	£0.00	£20.00
	Total	£1,670.00	£1,653.00	£0.00	£1,620.87

KGVPF Trustee Land Expenditure

5010	Child Play Area Materials Etc	£2,000.00	£2,000.00	£2,000.00	£376.09
5020	Playarea Safety Inspections	£900.00	£900.00	£1,000.00	£591.02
5030	Playarea Gates	£1,250.00	£1,250.00	£1,250.00	£1,250.00
5040	Compound Elect Supply	£200.00	£150.00	£200.00	£145.71
5050	Welsh Water	£100.00	£50.00	£100.00	£33.15
5060	Security/fire alarm systems	£600.00	£600.00	£600.00	£540.00
5070	Compound Repairs	£100.00	£0.00	£100.00	£389.50
5090	Grounds Maintenance Contractor	£11,000.00	£11,000.00	£11,500.00	£10,209.43
5095	Waste Removal	£200.00	£100.00	£200.00	£5.00
5100	Fields in Trust Affiliation	£55.00	£50.00	£55.00	£50.00
5110	Signs KGVPF	£100.00	£50.00	£100.00	£0.00
5120	Fence repairs/drains/bollards/paths	£200.00	£100.00	£200.00	£160.00
5125	Trees	£1,000.00	£3,500.00	£3,000.00	£50.00
5130	AFC Works	£0.00	£0.00	£0.00	£0.00
5135	Litter Bins	£0.00	£0.00	£500.00	£460.00
5140	Bowling Green Contractor	£13,000.00	£13,000.00	£15,000.00	£11,963.52
5150	STRI Subscription/Inspection	£640.00	£550.00	£600.00	£580.00
5160	Pest Control	£100.00	£50.00	£100.00	£0.00
5180	Repairs to wall	£100.00	£385.00	£100.00	£0.00
5200	Replace bollards	£0.00	£1,008.00	£1,000.00	£0.00
5210	Compound Gates	£0.00	£0.00	£0.00	£1,180.00
	Total	£31,545.00	£34,743.00	£37,605.00	£27,983.42

		2016/17 Estimate	Revised Estimate	2017/18 Estimate	2015/16 actual
Town	Facilities Income				
200	Burial Fees	£22,000.00	£20,000.00	£22,000.00	£23,760.00
205	Allotment Rents	£2,000.00	£1,600.00	£2,000.00	£1,600.00
210	Town Council Building Hire	£3,000.00	£2,000.00	£3,000.00	£2,816.00
215	Nursery Rent/Recharge Insurance	£3,000.00	£4,000.00	£6,000.00	£1,615.00
220	Jubilee Way Toilets	£0.00	£0.00	£0.00	£6,750.00
225	Tourism	£0.00	£0.00	£0.00	£1.55
	Total	£30,000.00	£27,600.00	£33,000.00	£36,542.55

Town Facilities Expenditure

2000	Allotments	£2,415.00	£2,315.00	£2,335.00	£1,696.85
2000/1	Rent of Land from MCC	£15.00	£15.00	£15.00	£15.00
2000/2	Affiliation Fees NSALG	£70.00	£70.00	£70.00	£55.00
2000/3	Water Supply	£1,000.00	£800.00	£1,000.00	£602.00
2000/4	Grounds Maintenance	£630.00	£630.00	£650.00	£574.85
2000/5	Pest Control	£100.00	£100.00	£100.00	£0.00
2000/6	Repairs/Works	£500.00	£500.00	£500.00	£450.00
2000/8	Winter gritting	£100.00	£0.00	£0.00	£0.00
2100	Cemetery	£24,125.00	£29,460.00	£44,400.00	£14,629.08
2100/1	Rates	£590.00	£590.00	£600.00	£554.30
2100/2	Assoc Burial Auths/Good Funeral Awards	£95.00	£430.00	£100.00	£90.00
2100/3	Cemetery Attendant Gates	£1,250.00	£1,250.00	£1,250.00	£1,250.00
2100/4	Grounds Maintenance	£9,240.00	£9,240.00	£9,500.00	£8,747.58
2100/5	Grave Levelling & Marking	£1,000.00	£1,000.00	£1,000.00	£623.00
2100/6	H&S Headstone Inspection	£0.00	£0.00	£0.00	£0.00
2100/7	Vermin & Pest Control	£450.00	£450.00	£450.00	£440.00
2100/8	Repairs/Works	£200.00	£200.00	£200.00	£803.00
2100/9	Trees	£1,000.00	£1,000.00	£1,000.00	£120.00
2100/10	Hedges/Strimming/floral	£100.00	£100.00	£100.00	£0.00
2100/13	Benches	£200.00	£200.00	£200.00	£0.00
2100/14	Cemetery Land works	£10,000.00	£15,000.00	£30,000.00	£1,921.20
2100/15	Refund grave space	£0.00	£0.00	£0.00	£80.00
2200	CCTV	£14,500.00	£14,500.00	£14,500.00	£12,800.00
2210	Christmas Lighting	£18,000.00	£18,000.00	£18,000.00	£11,195.17
2220	Floral Displays	£1,000.00	£1,000.00	£1,000.00	£240.00
2230	Grounds maintenance Orchard Close	£420.00	£420.00	£435.00	£317.08
2240	Dog Waste Bin Collection	£8,000.00	£7,000.00	£8,000.00	£6,673.89
2250	Bus shelter maintenance	£1,000.00	£500.00	£500.00	£500.00
2260	Citizen's Advice Bureau	£10,000.00	£10,000.00	£10,000.00	£10,000.00
2270	Town Twinning	£3,000.00	£0.00	£3,000.00	£0.00

		2016/17 Estimate	Revised Estimate	2017/18 Estimate	2015/16 actual
2400	Town Council Building	£12,060.00	£12,550.00	£16,463.00	£8,155.28
2400/1	Rates	£410.00	£400.00	£413.00	£380.78
2400/2	Town Council Building Attendant	£1,500.00	£800.00	£800.00	£816.00
2400/3	Water Supply	£600.00	£500.00	£600.00	£232.12
2400/4	Electricity Supply	£1,700.00	£1,500.00	£1,700.00	£581.70
2400/5	Gas Supply	£1,700.00	£1,500.00	£1,700.00	£1,534.75
2400/6	Security & Fire Systems	£700.00	£700.00	£700.00	£605.00
2400/7	Service Boiler/Repairs	£1,000.00	£3,000.00	£1,000.00	£0.00
2400/8	PAT Testing	£100.00	£50.00	£100.00	£72.00
2400/9	Cleaning Materials & Windows	£500.00	£500.00	£500.00	£363.29
2400/10	Periodic Testing [5 years]	£500.00	£0.00	£500.00	£250.00
2400/11	Works to Building/Repairs	£1,000.00	£1,000.00	£1,000.00	£1,007.00
2400/14	Grounds Maintenance	£1,950.00	£1,950.00	£2,000.00	£1,932.66
2400/15	Winter Gritting	£100.00	£100.00	£100.00	£0.00
2400/18	MCC Adopted Lights	£100.00	£100.00	£100.00	£89.98
2400/19	Flags	£100.00	£100.00	£100.00	£0.00
2400/20	Paths/Gate/Fence	£100.00	£2,350.00	£5,150.00	£100.00
2400/21	Remove Tree Grounds	£0.00	£0.00	£0.00	£190.00
2450	9 Sandy Lane	£0.00	£1,400.00	£0.00	£2,866.89
2460	Land Top Sandy Lane	£1,000.00	£1,000.00	£1,000.00	£0.00
2490	Tourism	£0.00	£0.00	£0.00	£150.00
	Total	£95,520.00	£100,145.00	£119,633.00	£69,224.24

Community Well-Being Expenditure

2280	Entertainments & Arts	£10,000.00	£7,000.00	£7,000.00	£16,000.00
2290	Recreation	£0.00	£0.00	£2,000.00	£0.00
2300	Playscheme	£10,000.00	£0.00	£5,000.00	£5,000.00
2310	Caldicot Youth Group	£5,000.00	£0.00	£5,000.00	£4,000.00
2340	St Mary's Church Luncheon Fund	£2,500.00	£0.00	£5,000.00	£0.00
3010	General Donations	£1,000.00	£500.00	£0.00	£820.00
3030	Garden Competition	£300.00	£350.00	£400.00	£274.17
3040	British Legion Wreaths & Buffet	£300.00	£300.00	£400.00	£235.00
3050	Flowers/Spray/Cards Etc	£200.00	£200.00	£200.00	£150.00
3090	Elderly & Disabled Initiative	£5,000.00	£5,500.00	£2,500.00	£2,000.00
3100	Children & Young People's Initiative	£5,000.00	£12,000.00	£0.00	£0.00
3120	Contribution to Caldicot Castle	£0.00	£8,000.00	£0.00	£0.00
	Total	£39,300.00	£33,850.00	£27,500.00	£28,479.17

Projects Expenditure

4030	Bus shelter project	£0.00	£600.00	£0.00	£0.00
4040	CCTV Cameras	£0.00	£6,285.00	£7,000.00	£0.00
4092	Laptop	£0.00	£500.00	£0.00	£449.00
4094	Fireproof Cabinet	£0.00	£1,100.00	£0.00	£0.00
	Total	£0.00	£8,485.00	£7,000.00	£449.00

		2016/17 Estimate	Revised Estimate	2017/18 Estimate	2015/16 actual
Administration Income					
100	Precept	£294,935.00	£294,935.00	£0.00	£256,418.00
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	£1,000.00	£500.00	£500.00	£738.83
130	VAT Receivable	£0.00	£0.00	£0.00	£12,131.12
135	Output VAT	£0.00	£0.00	£0.00	£0.00
140	Contra	£0.00	£0.00	£0.00	£200.00
145	Photocopying	£0.00	£0.00	£0.00	£1.40
170	Consolidated Stock	£0.00	£0.00	£0.00	£84.13
175	Gwent Police Reimburse	£0.00	£0.00	£0.00	£0.00
600	Loan/Capital Receipt	£0.00	£0.00	£0.00	£0.00
	Total	£295,935.00	£295,435.00	£500.00	£269,573.48

Administration Expenditure

1000	General Administration	£80,300.00	£85,200.00	£90,200.00	£72,422.62
1000/1	Tax and NI	£0.00	£0.00	£0.00	£11,809.55
1000/2	Superannuation	£0.00	£0.00	£0.00	£13,082.74
1000/3	Salaries (inc Tax/NI, Super)	£80,000.00	£85,000.00	£90,000.00	£42,273.11
1000/4	Travel	£0.00	£200.00	£200.00	£0.00
1000/5	Payroll Bureau	£300.00	£0.00	£0.00	£257.50
1000/6	Prof Advice - restructure	£0.00	£0.00	£0.00	£4,999.72
1100	Other Administration	£40,940.00	£28,510.00	£37,696.00	£19,668.48
1100/1	Telephone	£1,200.00	£1,200.00	£1,236.00	£1,145.59
1100/2	Stationery	£800.00	£800.00	£800.00	£421.81
1100/3	Postage	£1,000.00	£1,000.00	£1,000.00	£810.00
1100/4	Photocopying	£1,000.00	£1,000.00	£1,000.00	£538.41
1100/5	Computer back-up & agreements	£2,000.00	£3,000.00	£3,000.00	£831.94
1100/6	Insurance	£6,000.00	£5,000.00	£6,000.00	£4,010.74
1100/7	Audit Fees	£3,000.00	£1,500.00	£1,500.00	£1,495.00
1100/8	Local Council Affiliation	£1,500.00	£1,300.00	£1,500.00	£1,190.00
1100/9	Subscriptions & Publications	£100.00	£100.00	£100.00	£475.00
1100/10	Office Sundries	£200.00	£350.00	£200.00	£225.07
1100/11	Staff Training & SLCC Membership	£600.00	£1,000.00	£1,000.00	£235.00
1100/12	Election Expenses	£2,000.00	£2,000.00	£6,000.00	£0.00
1100/13	Cllr Training & Seminars	£1,500.00	£1,500.00	£1,500.00	£440.00
1100/14	Councillors Expenses	£3,000.00	£1,500.00	£3,000.00	£1,449.40
1100/15	Mayor Allowance	£2,500.00	£2,500.00	£2,500.00	£2,900.00
1100/16	Civic Reception	£600.00	£500.00	£600.00	£0.00
1100/17	Mayoral Chain & Engraving	£30.00	£100.00	£2,500.00	£23.30
1100/18	Mayor's Board	£10.00	£10.00	£10.00	£8.00
1100/19	Photographs	£100.00	£100.00	£100.00	£58.72
1100/20	Prof Advice Solicitors, Etc	£5,000.00	£2,000.00	£2,000.00	£5.25
1100/22	Input VAT on Expenditure	£0.00	£0.00	£0.00	£0.00
1100/23	Website	£300.00	£1,000.00	£300.00	£220.00

Heading	2016/17 Estimate	Revised Estimate	2017/18 Estimate	2015/16 actual
1100/25 CONTRA	£0.00	£0.00	£0.00	£200.00
1100/27 H&S/HR Consultancy	£3,000.00	£0.00	£0.00	£2,526.25
1100/29 Newsletter	£2,000.00	£0.00	£1,000.00	£220.00
1100/30 Set-Up laptop	£0.00	£250.00	£50.00	£239.00
1100/31 Independent Inquiry/Restructuring	£3,000.00	£0.00	£0.00	£0.00
1100/32 Deputy Mayor Allowance	£500.00	£500.00	£500.00	£0.00
1100/33 Payroll Bureau	£0.00	£300.00	£300.00	£0.00
1310 Advertising	£0.00	£0.00	£0.00	£712.00
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	£121,240.00	£113,710.00	£127,896.00	£92,803.10

Devolution of Service Expenditure

2500 Jubilee Way Toilets – see 4090	£0.00	£20,000.00	£20,000.00	£0.00
2510 Grounds Maintenance MCC	£0.00	£5,000.00	£5,000.00	£0.00
4085 Sweeper MCC	£8,410.00	£20,000.00	£20,000.00	£0.00
4090 Devolution of Service - Toilets	£21,590.00	£0.00	£0.00	£0.00
4090/1 Toilets	£21,590.00	£0.00	£0.00	£0.00
4090/1/1 Survey Toilets	£0.00	£0.00	£0.00	£0.00
4090/1/2 Solicitor Toilets	£0.00	£0.00	£0.00	£0.00
4090/1/3 Cleaning/Maintenance	£20,000.00	£0.00	£0.00	£0.00
4090/1/4 NNDR	£1,140.00	£0.00	£0.00	£0.00
4090/1/5 Insurance	£450.00	£0.00	£0.00	£0.00
4090/1/6 Water supply	£0.00	£0.00	£0.00	£0.00
4090/1/7 Electricity	£0.00	£0.00	£0.00	£0.00
4091 Contingency	£10,000.00	£0.00	£0.00	£0.00
Total	£40,000.00	£45,000.00	£45,000.00	£0.00

	£	£
Total Income	324,688	33,500
Total Expenditure	335,933	364,634
	(11,245)	
Precept Required		<u>331,134</u>

Divided by Tax Base 2016/17 - £3987.91 - £83.03

[2017/17 Tax Base not available to date]

Tax Bases 2012-2017 - For information

2016/17 - £294,935 - £3987.91 – £73.96

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 2015/16 Audited Accounts/Revised Estimate 2016/17

	Actual 15/16 £	Year 16/17 £	Year 17/18 £	Total £
General Balance/Contingency Reserves	5,000			5,000
Repairs/Health & Safety Works	139,980	38,140		178,120
	20,000			20,000
Provisions:				
CCTV	10,000	(6,285)	7,000	10,715
Bus Shelters	4,600	(600)		4,000
5 Year Strategy	28,000	(17,500)	2,500	13,000
Cemetery Land	20,000	(15,000)	30,000	35,000
<u>King George V Playing Fields</u>				
Compound	25,000			25,000
Play Equipment	10,000	(10,000)		-
	262,580	(11,245)	39,500	290,835