



**CALDICOT TOWN COUNCIL**

**ESTIMATES FOR PRECEPT 2020/2021**

**FINAL**

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

**CALDICOT TOWN COUNCIL  
ESTIMATES FOR PRECEPT YEAR 2020/2021**

**INTRODUCTION**

The format presentation shows the previous year actual **audited 2018/2019**, the original estimate as prepared November 2018 for 2019/2020, the revised estimate 2019/2020 based on actual figures to date giving a better estimate for outturn year. The final column showing the estimate for year 2020/2021 (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 NOVEMBER 2019**

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 2020/2021 are being discussed

## SCALE CHARGES

### A) BURIAL FEES

	1.4.14	1.4.15	1.4.16	1.4.17	1.4.18	1.4.19	1.4.20
	£	£	£	£	£	£	£
Opening New Single Grave	270	270	270	300	300	300	300
Opening New Double Grave	270	270	270	300	300	300	300
Opening New Triple Grave	270	270	270	300	300	300	300
Re-opening Existing Grave	270	270	270	300	300	300	300
Burials upto 18 years	0	0	0	0	0	0	0
Burials for serving members of the armed forces					0	0	0
Scattering of Cremated Remains	50	55	55	60	60	60	60
Cremated Remains in CRS Area	120	120	120	120	120	120	120
Cremated Remains in Existing Grave	120	120	120	120	120	120	120
Cremated Remains in New Grave	270	270	270	300	300	300	300
Reserved Spaces	275	n/a	n/a	n/a	n/a	n/a	275
Reserved Cremation Area	110	110	110	n/a	n/a	n/a	110
Headstones							
New Headstone (to place)	120	120	120	130	130	130	130
CRS Headstone	120	120	120	130	130	130	130
New Inscription	120	120	120	130	130	130	130

### There is a cessation of New Graves/CRS Spaces for Non-residents\*

\*exceptions to the rule would be persons who have had long term residence with family links within Caldicot and have moved out of the area; any members of armed forces with family links in Caldicot

### B) ALLOTMENT FEES

	1.4.14	1.4.15	1.4.16	1.4.17	1.4.18	1.4.19	1.4.20
Full charge for working ploholders	£30	£30	£40	£40	£40	£40	£40
Abated charge for retired/unemployed	£20	£20	£20	£20	£20	£20	£20

*To note 1 year's notice must be given for increase in rentals*

### C) TOWN COUNCIL BUILDING HIRE FEES

1.4.14	1.4.15	1.4.16	1.4.17	1.4.18	1.4.19	1.4.20
£8 [hr/part]	£8 [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**

# Budget Headings

Heading	Account	2019/20 Estimate	Revised Estimate	Start of year 01/04/19		
				2020/21 Estimate	Last year's actual	
<b>KGVPF Trustee Land Expenditure</b>						
5010	Child Play Area Materials Etc	5008534700	£5,000.00	£3,000.00	£5,000.00	£342.09
5020	Playarea Safety Inspections	5008534700	£1,000.00	£1,000.00	£1,000.00	£714.55
5030	Playarea Gates	5008534700	£1,250.00	£1,250.00	£1,250.00	£1,250.00
5040	Compound Elect Supply	5008534700	£150.00	£150.00	£165.00	£141.66
5050	Welsh Water	5008534700	£100.00	£100.00	£110.00	£55.90
5060	Security/fire alarm systems	5008534700	£600.00	£540.00	£600.00	£0.00
5070	Compound Repairs	5008534700	£100.00	£0.00	£100.00	£136.67
5081	Compound Plans/Project Manager	5008534700	£3,000.00	£0.00	£5,000.00	£0.00
5090	Grounds Maintenance Contractor	5008534700	£13,000.00	£13,000.00	£13,500.00	£10,615.56
5095	Waste Removal	5008534700	£200.00	£200.00	£200.00	£10.00
5100	Fields in Trust Affiliation	5008534700	£60.00	£65.00	£65.00	£50.00
5110	Green Flag Award/signs	5008534700	£800.00	£800.00	£1,000.00	£595.70
5120	External repairs	5008534700	£200.00	£200.00	£200.00	£0.00
5125	Trees/Bushes	5008534700	£3,500.00	£1,000.00	£4,000.00	£75.00
5135	Litter Bins	5008534700	£1,000.00	£200.00	£500.00	£749.88
5140	Bowling Green Contractor	5008534700	£13,000.00	£13,000.00	£15,000.00	£12,322.44
5150	STRI Subscription/Inspection	5008534700	£700.00	£700.00	£700.00	£687.88
5155	Works to Bowls Club	5008534700	£2,000.00	£5,750.00	£1,000.00	£0.00
5160	Pest Control	5008534700	£100.00	£100.00	£100.00	£0.00
5180	Repairs to wall	5008534700	£100.00	£0.00	£1,000.00	£0.00
5200	Replace bollards	5008534700	£2,000.00	£0.00	£1,000.00	£0.00
5210	Compound Gates	5008534700	£200.00	£0.00	£0.00	£0.00
5230	Asbestos re-inspect Bowls Club	5008534700	£0.00	£995.00	£0.00	£0.00
5240	Asbestos re-inspect Compound	5008534700	£0.00	£0.00	£0.00	£0.00
5260	Legionella inspect/works Bowls Club	5008534700	£0.00	£995.00	£1,000.00	£165.00
5270	Legionella inspect compound	5008534700	£0.00	£0.00	£0.00	£0.00
5275	Fixed wiring testing	5008534700	£0.00	£0.00	£0.00	£295.00
5280	Bowls Club Fire Risk Assessment	5008534700	£0.00	£0.00	£0.00	£250.00
5290	Inclusive Swing	5008534700	£0.00	£0.00	£0.00	£3,781.30
	<b>Total</b>		<b>£48,060.00</b>	<b>£43,045.00</b>	<b>£52,490.00</b>	<b>£32,238.63</b>

# Budget Headings

Start of year 01/04/19

Heading	Account	2019/20 Estimate	Revised Estimate	2020/21 Estimate	Last year's actual	
<b>Town Facilities Income</b>						
200	Burial Fees	5008534700	£12,000.00	£10,000.00	£15,000.00	£21,876.00
205	Allotment Rents	5008534700	£2,000.00	£1,900.00	£2,000.00	£1,960.00
210	Town Council Building Hire	5008534700	£2,000.00	£2,000.00	£2,000.00	£2,048.00
215	Nursery Rent/Recharge Insurance	5008534700	£6,100.00	£6,100.00	£6,100.00	£6,024.73
	<b>Total</b>		<b>£22,100.00</b>	<b>£20,000.00</b>	<b>£25,100.00</b>	<b>£31,908.73</b>
<b>Town Facilities Expenditure</b>						
2000	Allotments	5008534700	£2,905.00	£2,540.00	£2,895.00	£2,087.85
2000/1	Rent of Land from MCC	5008534700	£15.00	£15.00	£15.00	£15.00
2000/2	Affiliation Fees	5008534700	£70.00	£55.00	£60.00	£55.00
2000/3	Water Supply	5008534700	£1,000.00	£1,000.00	£1,000.00	£906.07
2000/4	Grounds Maintenance	5008534700	£1,000.00	£800.00	£1,000.00	£749.10
2000/5	Pest Control	5008534700	£100.00	£100.00	£100.00	£0.00
2000/6	Repairs/Works	5008534700	£500.00	£350.00	£500.00	£197.68
2000/7	Legionella testing	5008534700	£220.00	£220.00	£220.00	£165.00
2100	<b>Cemetery</b>	5008534700	<b>£34,970.00</b>	<b>£30,733.00</b>	<b>£27,700.00</b>	<b>£23,272.12</b>
2100/1	Rates	5008534700	£750.00	£763.00	£780.00	£745.30
2100/2	ICCM/Green Flag	5008534700	£500.00	£500.00	£200.00	£440.00
2100/3	Cemetery Attendant Gates	5008534700	£1,250.00	£1,250.00	£1,250.00	£1,250.00
2100/4	Grounds Maintenance	5008534700	£11,000.00	£11,000.00	£13,000.00	£9,731.36
2100/5	Grave Levelling & Marking	5008534700	£1,000.00	£1,500.00	£1,000.00	£461.00
2100/6	H&S Headstone Inspection	5008534700	£1,000.00	£1,000.00	£1,000.00	£2,430.00
2100/7	Vermin & Pest Control	5008534700	£450.00	£450.00	£450.00	£440.00
2100/8	Repairs/Works	5008534700	£200.00	£200.00	£200.00	£395.00
2100/9	Trees	5008534700	£1,000.00	£1,000.00	£3,000.00	£160.00
2100/10	Hedges/Strimming/floral	5008534700	£100.00	£100.00	£100.00	£50.00
2100/13	Benches	5008534700	£500.00	£250.00	£500.00	£0.00
2100/14	Cemetery Land works	5008534700	£15,000.00	£12,000.00	£5,000.00	£7,004.46
2100/16	Cemetery hedge/fence	5008534700	£2,000.00	£500.00	£1,000.00	£0.00
2100/17	Asbestos re-inspect	5008534700	£0.00	£0.00	£0.00	£0.00
2100/18	Legionella testing	5008534700	£220.00	£220.00	£220.00	£165.00
2200	<b>CCTV</b>	5008534700	<b>£13,320.00</b>	<b>£13,320.00</b>	<b>£13,500.00</b>	<b>£14,306.00</b>
2210	<b>Christmas Lighting</b>	5008534700	<b>£22,000.00</b>	<b>£19,500.00</b>	<b>£22,000.00</b>	<b>£11,594.72</b>
2220	<b>Floral Displays</b>	5008534700	<b>£1,000.00</b>	<b>£500.00</b>	<b>£1,000.00</b>	<b>£120.00</b>
2230	<b>Grounds maintenance Orchard Close</b>	5008534700	<b>£500.00</b>	<b>£500.00</b>	<b>£550.00</b>	<b>£296.63</b>
2240	<b>Dog Waste Bin Collection</b>	5008534700	<b>£9,000.00</b>	<b>£9,000.00</b>	<b>£9,500.00</b>	<b>£7,740.00</b>
2250	<b>Bus shelter maintenance</b>	5008534700	<b>£2,000.00</b>	<b>£1,000.00</b>	<b>£1,000.00</b>	<b>£797.02</b>
2260	<b>Citizen's Advice Bureau</b>	5008534700	<b>£12,000.00</b>	<b>£13,000.00</b>	<b>£13,000.00</b>	<b>£12,000.00</b>

# Budget Headings

Heading	Account	2019/20 Estimate	Revised Estimate	Start of year 01/04/19	
				2020/21 Estimate	Last year's actual
2270 Town Twinning	5008534700	£3,000.00	£0.00	£0.00	£150.00
<b>2400 Town Council Building</b>	<b>5008534700</b>	<b>£14,030.00</b>	<b>£10,676.00</b>	<b>£16,670.00</b>	<b>£22,580.51</b>
2400/1 Rates	5008534700	£430.00	£416.00	£450.00	£406.06
2400/2 Town Council Building Attendant	5008534700	£500.00	£500.00	£550.00	£572.00
2400/3 Water Supply	5008534700	£700.00	£700.00	£750.00	£352.28
2400/4 Electricity Supply	5008534700	£1,700.00	£1,700.00	£1,800.00	£627.91
2400/5 Gas Supply	5008534700	£1,700.00	£1,700.00	£1,800.00	£632.60
2400/6 Security & Fire Systems	5008534700	£700.00	£540.00	£600.00	£4,325.00
2400/7 Service Boiler/Repairs	5008534700	£1,000.00	£0.00	£1,000.00	£0.00
2400/8 PAT Testing	5008534700	£100.00	£100.00	£100.00	£0.00
2400/9 Cleaning Materials & Windows	5008534700	£500.00	£500.00	£600.00	£413.25
2400/10 Fixed Wire Testing [5 years]	5008534700	£0.00	£0.00	£0.00	£0.00
2400/11 Works to Building/Repairs	5008534700	£1,000.00	£1,000.00	£5,000.00	£11,307.34
2400/14 Grounds Maintenance	5008534700	£2,300.00	£2,500.00	£2,500.00	£2,187.00
2400/15 Winter Gritting	5008534700	£100.00	£100.00	£100.00	£40.00
2400/18 MCC Adopted Lights	5008534700	£100.00	£100.00	£100.00	£89.98
2400/19 Flags/Flagpoles	5008534700	£1,000.00	£100.00	£100.00	£1,112.09
2400/20 External repairs	5008534700	£1,000.00	£500.00	£1,000.00	£0.00
2400/21 Legionella testing	5008534700	£1,200.00	£220.00	£220.00	£395.00
2400/23 Waste disposal	5008534700	£0.00	£0.00	£0.00	£120.00
<b>2450 9 Sandy Lane</b>	<b>5008534700</b>	<b>£220.00</b>	<b>£220.00</b>	<b>£220.00</b>	<b>£585.00</b>
<b>2460 Land Top Sandy Lane</b>	<b>5008534700</b>	<b>£1,000.00</b>	<b>£0.00</b>	<b>£1,000.00</b>	<b>£170.00</b>
<b>2495 Defibrillators</b>	<b>5008534700</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£1,000.00</b>	<b>£0.00</b>
<b>Total</b>		<b>£115,945.00</b>	<b>£100,989.00</b>	<b>£110,035.00</b>	<b>£95,699.85</b>

## Community Well-Being Expenditure

2280 Entertainments & Arts	5008534700	£16,000.00	£16,000.00	£7,000.00	£12,298.00
2290 Events Committee	5008534700	£0.00	£0.00	£9,000.00	£0.00
2300 Playscheme	5008534700	£5,000.00	£5,000.00	£5,000.00	£5,000.00
2310 Caldicot Youth Group	5008534700	£5,000.00	£9,000.00	£9,000.00	£5,000.00
2340 St Mary's Church Luncheon Fund	5008534700	£2,500.00	£3,000.00	£3,000.00	£2,500.00
3010 General/Community Groups	5008534700	£8,000.00	£8,000.00	£9,000.00	£4,341.45
3030 Garden Competition	5008534700	£500.00	£323.00	£500.00	£315.74
3040 Royal British Legion	5008534700	£600.00	£600.00	£600.00	£760.00
3045 Merchant Seaman Day	5008534700	£0.00	£10.00	£100.00	£8.49
3050 Flowers/Spray/Cards Etc	5008534700	£200.00	£100.00	£200.00	£30.00
3090 Elderly & Disabled Initiative	5008534700	£2,000.00	£0.00	£2,000.00	£0.00
3100 Children & Young People's Initiative	5008534700	£2,000.00	£0.00	£2,000.00	£500.00
3130 Flags	5008534700	£0.00	£0.00	£0.00	£28.00
<b>Total</b>		<b>£41,800.00</b>	<b>£42,033.00</b>	<b>£47,400.00</b>	<b>£30,781.68</b>

# Budget Headings

Heading		Account	2019/20 Estimate	Revised Estimate	Start of year 01/04/19	
Projects	Expenditure				2020/21 Estimate	Last year's actual
4030	Bus shelter project	5008534700	£4,000.00	£0.00	£0.00	£1,630.00
4040	CCTV Cameras	5008534700	£2,000.00	£0.00	£0.00	£0.00
4096	Provision of Dog Waste Bins	5008534700	£500.00	£0.00	£0.00	£0.00
4098	Cemetery noticeboard	5008534700	£0.00	£0.00	£0.00	£972.00
4099	PA system	5008534700	£0.00	£0.00	£0.00	£243.64
	<b>Total</b>		<b>£6,500.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£2,845.64</b>
<b>Administration Income</b>						
100	Precept	5008534700	£386,560.00	£386,560.00	£0.00	£364,360.00
105	Agency Services Provided	5008534700	£0.00	£0.00	£0.00	£0.00
115	Sale of Assets	5008534700	£0.00	£0.00	£0.00	£0.00
120	Insurance claim	5008534700	£0.00	£1,077.00	£0.00	£0.00
125	Bank Interest (current)	5008534700	£100.00	£0.00	£0.00	£0.00
130	VAT Receivable	5008534700	£0.00	£0.00	£0.00	£21,802.94
140	Contra	5008534700	£0.00	£0.00	£0.00	£2,876.66
600	Loan/Capital Receipt	5008534700	£0.00	£0.00	£0.00	£0.00
620	Bank Interest Instant Access Acct	5008534753	£100.00	£1,000.00	£1,000.00	£99.55
630	Investment interest	00000001	£0.00	£1,000.00	£1,000.00	£341.02
	<b>Total</b>		<b>£386,760.00</b>	<b>£389,637.00</b>	<b>£2,000.00</b>	<b>£389,480.17</b>
<b>Administration Expenditure</b>						
1000	General Administration	5008534700	£114,200.00	£116,100.00	£119,200.00	£108,355.11
1000/1	Tax and NI	5008534700	£24,000.00	£24,000.00	£25,000.00	£22,413.28
1000/2	Superannuation	5008534700	£24,000.00	£24,000.00	£25,000.00	£22,138.06
1000/3	Salaries	5008534700	£66,000.00	£68,000.00	£69,000.00	£63,669.47
1000/4	Travel	5008534700	£200.00	£100.00	£200.00	£134.30
1100	Other Administration	5008534700	£31,815.00	£22,294.00	£32,580.00	£23,710.01
1100/1	Telephone	5008534700	£1,350.00	£1,350.00	£1,400.00	£1,187.44
1100/2	Stationery	5008534700	£825.00	£825.00	£900.00	£394.41
1100/3	Postage	5008534700	£825.00	£825.00	£900.00	£717.00
1100/4	Photocopying	5008534700	£825.00	£825.00	£900.00	£490.00
1100/5	Computer back-up & agreements	5008534700	£3,200.00	£3,500.00	£4,000.00	£2,647.60
1100/6	Insurance	5008534700	£4,000.00	£4,200.00	£5,000.00	£3,530.23
1100/7	Audit Fees	5008534700	£1,550.00	£1,550.00	£1,600.00	£1,058.50
1100/8	Local Council Affiliation	5008534700	£1,500.00	£1,389.00	£1,500.00	£1,336.00
1100/9	Subscriptions & Publications	5008534700	£100.00	£100.00	£100.00	£40.00
1100/10	Office Sundries	5008534700	£200.00	£200.00	£200.00	£0.00
1100/11	Staff Training & SLCC Membership	5008534700	£2,500.00	£600.00	£2,000.00	£625.00
1100/12	Election Expenses	5008534700	£2,000.00	£0.00	£2,000.00	£0.00
1100/13	Cllr Training & Seminars	5008534700	£2,500.00	£600.00	£2,000.00	£245.00

# Budget Headings

Heading	Account	2019/20 Estimate	Revised Estimate	Start of year 01/04/19		
				2020/21 Estimate	Last year's actual	
1100/14	Councillors Expenses	5008534700	£5,000.00	£3,000.00	£5,000.00	£2,456.05
1100/15	Mayor Allowance	5008534700	£1,500.00	£1,500.00	£1,500.00	£1,500.00
1100/16	Civic Reception	5008534700	£700.00	£600.00	£700.00	£624.34
1100/17	Mayoral Chain & Engraving	5008534700	£100.00	£100.00	£100.00	£2,933.92
1100/18	Mayor's Board	5008534700	£10.00	£10.00	£10.00	£10.00
1100/19	Photographs	5008534700	£100.00	£100.00	£100.00	£70.00
1100/20	Prof Advice Solicitors, etc	5008534700	£1,000.00	£0.00	£1,000.00	£0.00
1100/23	Website	5008534700	£230.00	£220.00	£250.00	£220.00
1100/25	CONTRA	5008534700	£0.00	£0.00	£0.00	£2,876.66
1100/26	Cancelled cheque	5008534700	£0.00	£0.00	£0.00	£5.00
1100/29	Newsletter [see advertising]	5008534700	£1,000.00	£0.00	£600.00	£0.00
1100/32	Deputy Mayor Allowance	5008534700	£500.00	£500.00	£500.00	£500.00
1100/33	Payroll Bureau	5008534700	£300.00	£300.00	£320.00	£242.50
<b>1310</b>	<b>Advertising</b>	<b>5008534700</b>	<b>£540.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£525.00</b>
<b>1320</b>	<b>Agency Services</b>	<b>5008534700</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>1330</b>	<b>Prov for Bad/Doubt Debts</b>	<b>5008534700</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>1340</b>	<b>Street Lighting</b>	<b>5008534700</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>1350</b>	<b>Community Hall</b>	<b>5008534700</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
	<b>Total</b>		<b>£146,555.00</b>	<b>£138,394.00</b>	<b>£151,780.00</b>	<b>£132,590.12</b>

## Devolution of Service Expenditure

2500	Jubilee Way Toilets	5008534700	£0.00	£0.00	£0.00	£0.00
2510	Grounds Maintenance MCC	5008534700	£4,500.00	£3,500.00	£3,885.00	£1,815.00
4085	Devolution MCC Street cleaning	5008534700	£20,500.00	£20,500.00	£21,115.00	£20,000.00
4090	Devolution of Service - Toilets	5008534700	£25,000.00	£24,963.00	£25,000.00	£13,545.28
4090/2	Cleaning, etc	5008534700	£14,000.00	£14,000.00	£14,500.00	£11,009.96
4090/3	Maintenance, etc	5008534700	£7,500.00	£7,500.00	£7,600.00	£0.00
4090/4	NNDR	5008534700	£800.00	£763.00	£0.00	£745.30
4090/6	Water Supply	5008534700	£1,200.00	£1,200.00	£1,300.00	£1,152.46
4090/7	Electricity	5008534700	£1,200.00	£1,200.00	£1,300.00	£472.56
4090/8	Inspections/surveys	5008534700	£300.00	£300.00	£300.00	£165.00
	<b>Total</b>		<b>£50,000.00</b>	<b>£48,963.00</b>	<b>£50,000.00</b>	<b>£35,360.28</b>

		£	£
<b>Total Income</b>		<b>409,637</b>	<b>27,100</b>
<b>Total Expenditure</b>		<b><u>373,424</u></b>	<b><u>411,705</u></b>
		<b>36,213</b>	<b>(379,605)</b>

**PRECEPT REQUIRED \* 384,605**

**Divided by Tax Base 2019/20 - £3957.66 = £97.18**

**[2019/2020 Tax Base not available to date]**



## Tax Bases 2014-2020 - For information

2019/20 - £386,560 - £3957.66 - £97.67  
2018/19 - £364,360 - £3973.42 - £91.70  
2017/18 - £331,134 - £4007.55 - £82.62  
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

## Reserves Analysis based on 2018/19 Audited Accounts

	<b>Actual Audited</b>
	<b>18/19</b>
	<b>£</b>
General Balance/Contingency	<b>20,000</b>
Reserves (un-earmarked)	167,004
Repairs/Health & Safety Works	<b>40,000</b>
- Maintenance of Buildings	
Provisions:	
CCTV	0
Bus Shelters	0
Cemetery Land	<b>75,000</b>
<u>King George V Playing Fields</u>	
Compound	<b>65,000</b>
Play Equipment	<b>20,000</b>
	<b>387,004</b>