

☎ 01273 471469 Fax: 01273 480919

✉ info@lewes-tc.gov.uk
www.lewes-tc.gov.uk

To All Members of Lewes Town Council

A Meeting of **Lewes Town Council** will be held on **Thursday 21st January 2016**, in the **Council Chamber, Town Hall, Lewes** at **7:30 pm** which you are summoned to attend.

S Brigden, Town Clerk
14th January 2016

AGENDA

1. QUESTION TIME

To consider any questions received regarding items on the agenda for this meeting.

2. MEMBERS' DECLARATIONS OF INTERESTS

To note any declarations of personal or prejudicial interest in items to be considered at this meeting.

3. APOLOGIES FOR ABSENCE

To consider apologies tendered by Members unable to attend the meeting.

4. MAYOR'S ANNOUNCEMENTS

To receive any announcements from the Mayor.

5. MINUTES

To agree Minutes of the Council's meeting held on 17th December 2015.

(attached page 3)

6. WORKING PARTIES & OUTSIDE BODIES

To consider matters arising from working parties; members serving on outside bodies *etc.*

a) *Transport Working Party 7th January 2016*

(Minutes to follow)

b) **Finance Working Party 13th January 2016*

(Minutes attached page 12)

**This item includes consideration of service budgets and Council Tax precept for 2016/17*

(supplementary papers)

c) *Personnel Panel 20th January 2016*

(Oral report by Cllr Barker)

d) *Sussex Community Rail Partnership*

(Oral report Cllr Catlin)

7. NATIONAL AUDIT FRAMEWORK

To consider proposals by the National Association of Local Councils

(deferred from previous meeting [please see minutes page 3])

8. HOMES & WORKSPACES

To consider proposed formation of a Working Party.

(NOM019/2015 page 14)

9. PUBLIC WiFi INSTALLATION

To consider proposed installation at the Town Hall.

(NOM020/2015 page 14)

10. DEMENTIA-FRIENDLY LEWES

To consider proposed formation of a Working Party.

(NOM021/2015 page 15)

11. REFUGEE ISSUES Grande Synthe (Dunkirk)

To consider a proposed letter of support.

(NOM022/2015 page 15)

12. UPDATE ON MATTERS IN PROGRESS

(Oral report by Town Clerk)

13. NOTICE of ITEMS IN PROSPECT

(Oral report by Town Clerk)

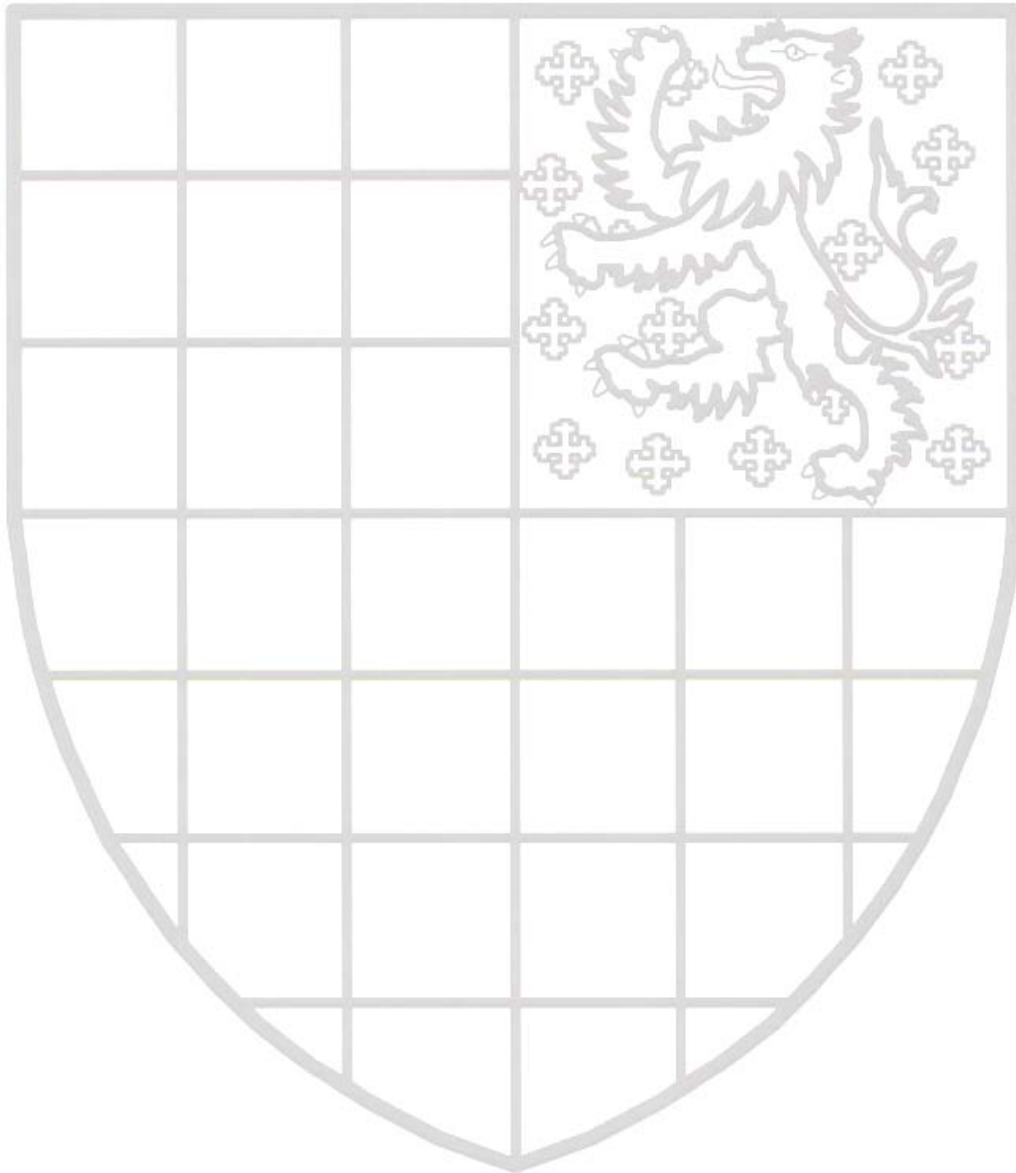
For further information about items on this agenda please contact the Town Clerk at the above address

This agenda and supporting papers can be downloaded from www.lewes-tc.gov.uk

PUBLIC ATTENDANCE: Members of the public have the right, and are welcome to attend meetings of the Council and to ask questions regarding items on this agenda. Questions are heard at the start of each meeting with the Chairman's consent, subject to time available. Questions or other requests to address Council should, whenever possible, be submitted in writing to the Town Clerk at least 24 hours in advance.

General questions can be raised at our offices between 9am-5pm Mons- Thurs 9am- 4pm on Fridays – our staff will be pleased to assist.

PAGE INTENTIONALLY BLANK



PAGE INTENTIONALLY BLANK

Town Hall
High Street
Lewes
East Sussex
BN7 2QS

☎ 01273 471469 Fax: 01273 480919

✉ info@lewes-tc.gov.uk

🌐 www.lewes-tc.gov.uk



**LEWES
TOWN
COUNCIL**

MINUTES

Of the **Meeting of Lewes Town Council**,

held on **Thursday 17th December 2015**, in the **Council Chamber, Town Hall**, Lewes at **7:30pm**.

NB if a record of voting was requested, this is shown in a table appended to these Minutes.

PRESENT Councillors F Addecott; A Ashby; A Barker; S Catlin; Dr A Bolt; M Chartier; D Cooper; W Elliott; J Lamb; I Makepeace (*Deputy Mayor*); Dr G Mayhew; R Murray; S Murray (*Mayor*); O’Keeffe; T Rowell and E Watts.

In attendance: S Brigden (*Town Clerk*); Mrs F Garth (*Civic Officer & Asst Town Clerk*) Mrs E Tingley (*Committee Administrator*)

Observing: Ms V McLachlan (*Finance Administration Officer*); B Courage (*Town Ranger*) Mrs J Dean (*Customer Services Officer*)

FC2015/73 QUESTION TIME: There were no questions. Two members of the public were present.

FC2015/74 MEMBERS’ DECLARATIONS OF INTERESTS: Cllr R O’Keeffe declared an interest *iro* item 7(a) *Citizens Advice Bureau* in that she is a Trustee and Cllr S Catlin declared an interest in 7(b) *Grants Panel* in that he is a Committee Member of the New Sussex Opera.

FC2015/75 APOLOGIES FOR ABSENCE: Apologies had been received from Cllr R Burrows who had another engagement and Cllr M Milner who was attending a family funeral. It was **resolved that:**

FC2015/75.1 Reasons submitted for absence from this meeting are accepted.

FC2015/76 MAYOR’S ANNOUNCEMENTS:

The Mayor announced that her fundraising event for refugees held in November had raised £4,500 to date.

The annual Chamber of Commerce Late Night Shopping event had been a success with the Town Hall staff serving mulled wine and hot chocolate. Thanks were given to LGB Brass and Lewes Operatic Society for enhancing the festive atmosphere at the entrance to the Town Hall.

The Mayor thanked all those who had attended the Mayor’s Christmas dinner on 15th December. Thanks were also given to Cllr O’Keeffe who had supplied Christmas crackers for the dinner.

Lewes Concert Orchestra would be playing at the Town Hall on Friday 18th December at 7.00pm. Tickets were still available from Fiona.

Members had received a copy of a letter from the Assistant Chief Constable regarding the Local Policing Programme and outlining a review programme. Emphasis was on the role of the Police Community Support Officers and the ACC would share the outcome of an internal consultation sometime in February.

The Mayor had received a reply to her letter to Dr Phillip Frank, the new Oberburgermeister of Waldshut-Tiengen, thanking her and Council for the message of

support regarding refugees arriving in Waldshut-Tiengen.

Members all had copy of a leaflet and an email publicizing a Prince's Trust initiative which was new to Lewes. Taster events for young people would be held on 8th & 12th January at Sussex Downs College. A 12 week development programme would commence on January 18th, helping 16 -25 year olds to develop their confidence, motivation and skills through teamwork in the Community.

FC2015/77

MINUTES: the minutes of the meeting held on 12th November 2015 were received and signed as an accurate record. Following a question, it was confirmed that this meeting had received and noted the minutes of the Commemorations Working party meeting held on 28th October, which recorded thanks to Cllr O'Keeffe for her specially-written orchestral piece, which had been performed by LGB Brass, the town band, at the recent 'Remembering 1915' event at the All Saints Centre (*Minute CMemsWP2015/05 refers*).

FC2015/78

WORKING PARTIES AND OUTSIDE BODIES:

Members were reminded that anyone who may have attended a meeting of any recognized outside body which has covered issues that deserve attention by the Council, should ensure that TC is aware of this before the Council's next meeting, and preferably before the agenda deadline. Reports on all activities of the organization are not expected.

a) *Citizens' Advice Bureau (CAB) – half year statistic:* Cllr Catlin gave a brief oral report on this item. During the first six months of the year, financial outcomes for Lewes residents visiting the CAB amounted to £84,067. Clients from across the town had benefited, and 422 "client contact" had been recorded in the period. Members acknowledged and commended the work of the CAB locally. A question was raised regarding the funding of the CAB, and TC outlined the formula-based agreement which was arranged through the District Council and periodically reviewed. The CAB also made applications from time to time for specific initiatives and projects. Consequently **it was resolved that:**

FC2015/78.1 The report on the Citizens Advice Bureau be noted.

b) *Grants Panel 18th November 2015:* Members considered Report FC009/2015 (*Copy in minute book*) containing the recommendations for payment of grants for the third (of four) cycle of the year, and **it was resolved that:**

FC2015/78.2 Grant payments recommended in Column G of the appendix to Report FC009/2015 (*Copy in minute book*) be approved

c) *Lewes Neighbourhood Plan Steering Group event (19th & 20th November 2015):* Cllr S Murray reported on the two day event that was held on 19th and 20th November which had been a success. This had introduced the "emerging policies" that might form the basis of the eventual Plan. Students had attended from Priory School and were given a presentation from the Council's consultant and then participated in the open workshop, contributing their ideas to the pool. Further work was needed to engage with young people and Community 21 had given a presentation at the last Steering Group meeting showing the Group ways of achieving this. A questionnaire on the emerging policies report was available on-line until 20th December, after which the Consultants would draw up a first draft of the plan-proper, hopefully at the end of January. Members were encouraged to contribute to this and to inform their communities. TC advised of early responses from some areas where land had been identified as potentially suitable for housing. To any assist Members who may be approached individually, it was explained that the report was work-in-progress, and sites had been identified by visitors to the various public workshops during 2015; not the Council. These would now be investigated and those genuinely viable would be filtered. The next milestone in the evolution of the Plan would be publication of a draft Plan – with policies refined taking account of all feedback – for town-wide consultation following Regulation 14 of the statutory process. In the meanwhile, it was agreed that the present status would be clarified so far as possible.

It was resolved that:

FC2015/78.3 The oral report on progress toward the Neighbourhood Plan is noted, and thanks recorded to Cllr Murray for all her work and time given to the Neighbourhood Plan project.

d) *Finance Working Party meeting 2nd December 2015*: Cllr Rowell presented the Minutes of this meeting of this meeting (*copy in Minute book*) and noted an inaccuracy in the conclusions, which would be revised in the formal record.

It had been noted that the Town Council faced an enforced increase to precept to simply maintain budgeted nett expenditure at the present level, due to phased reduction in the grant received from the government's support grant scheme (established to offset the effect of a revised method of calculating the domestic tax-base). Parish Councils again await a definitive statement from the Government as to their intended referendum/capping policy for 2016/17, although it was thought unlikely.

The Working Party had considered service budget estimates for 2016/17. Alongside the Council's financial system generally, the assumptions and basic principles and the process of compiling the recommended budget had again been commended by the Council's independent Internal Auditor (IA) during a recent inspection.

The draft budgets under consideration took account of:

- Provision for known/anticipated increases in public Utility supplies, NNDR etc.
- Adjustments for completed and imminent (previously-approved) projects.
- Provision for elements identified in the Council's forward plan.
- Establishment of appropriate reserves for agreed/anticipated projects.
- Provision for anticipated increases in insurance and other overhead costs etc.
- Provision for known increase in employers' pension and NI contribution.
- Refinements of overhead allocation to services and base service cost estimates.
- Recognition of anticipated adjustment to salaries.
- Provision for known and anticipated increases in cost of contracted services.
- Re-establishment of exhausted reserves and continuation of prudent contributions.
- Provision for costs of assets or services accepted through devolution by Lewes District Council, and for necessary transitional costs.
- Fees & charges tariff increase of 3%, rounded to an appropriate value for the service concerned.

It was acknowledged that there was a continuing need to address the proper maintenance of the Council's physical assets and adequately fund continuing services.

The draft budget combined specific amounts for known costs and committed project items, with prudent allowances for reserves, and provided for a flexible response to unforeseen issues. The Council's forward plan was considered, and it was understood that this involved significant burden on the Council's existing staff and resources. Members had recognized that some projects could exceed original "informed guess" estimates of cost, and earmarked reserves could be insufficient. Building and engineering works were of particular concern in this regard, as the Council's assets had all been taken-on with considerable historic dilapidation, and contexts such as heritage listing status. Projects could be "topped-up" by drawing from the General Fund which; although adequate, would then need to be restored in future years to the levels recommended by government auditors.

With these issues in mind, the Working Party had considered the forward plan; proposed contributions to reserves and operational service requirements, in detail. A number of questions were addressed as the discussion progressed. At the end of this process it had been decided to hold a further meeting and defer recommendations until the Council meeting scheduled for 21st January 2016.

TC briefly updated Members on some values shown in the minutes, in light of tax-base calculations for 2016 recently released by Lewes District Council.

It was resolved that:

FC2015/78.4 The Minutes of the Finance Working Party meeting held on 2nd December 2015 (*copy in Minute book*) are noted.

e] *Audit & Governance Panel meeting 8th December 2015:*

Council considered the Minutes of this meeting, and noted the work of the Panel. Panellists had been furnished with detailed information (copies in minute book) following the end of the second quarter of the financial year 2015/16.

Budget monitoring had reviewed actual expenditure and income values as posted to the Council's Sage accounting system to the end of the quarter. There were no items of concern. The Panel had also reviewed data on operating costs trends, which showed comparisons in operating costs service-by-service back to the 2003/04 year. Figures showed the nett cost of each service, and analysis as a percentage of Precept and of total costs *etc.*

Routine oversight as required by the Audit & Governance regulations had been carried-out. The file of periodic bank reconciliations was checked, for review of the scrutiny already conducted, and the Chairman appended his signature to verify this in each instance. The nominal ledger report produced from the Council's SAGE accounting system records, being the source document reconciled to the budget monitoring report during the meeting, was verified in the same way.

The Panel had received the Interim report (*appended to the Minutes*) of the Council's Internal Auditor, who had recently visited and carried-out his interim audit for the year. Members were encouraged to read *"I am pleased to report that overall the systems and procedures you have in place are entirely fit for purpose and I would go so far as to say are a model of good practice."* There were no recommendations for change, and no matters of concern although Members were alerted to an exhortation regarding budgeting and Reserves: *"The very detailed working enables sound and robust decisions to be made...However.. current indications are that general reserves could be reduced by a further £150k in the 2017 year, this level of reduction would be considered putting the council's general reserve into financial distress. Council needs to consider the RFO's proposals seriously and discuss reserves provisioning in this regard."*

The Panel had reviewed examples of the documentation used in routine processing of accounts for payment. Members were satisfied by the levels of security required, and noted that the Council's Internal Auditor had commented in his interim report that oversight by the Panel, such as described above, was an additional control which led him to comment that "whilst this panel continues to monitor and scrutinize there is no risk evident".

The Panel had discussed potential investment strategy. Council had accepted recommendations of the Panel in August 2014 regarding investment in the CCLA Local Authorities' Property Fund/Public Sector Deposit Fund. There had subsequently been a question raised by auditors elsewhere in the country as to whether these vehicles were open to parish councils, and a national debate had only recently concluded; finding that they were eligible. As the Panel contained new Members, an update was presented, with reference to the Council's adopted Investment & Reserves Policy, and factsheets on one of the financial investment vehicles operated by an investment company originally created specifically to address needs of public sector organizations.

These funds satisfied criteria for investment by the Council, according to its adopted policy, and were proposed as appropriate for transfer of funds not expected to be needed within the next twelve months. Members had been encouraged by summaries showing the performance of the fund, and that the trustee is the Local Authorities' Mutual Investment Trust (LAMIT).

A question was asked regarding the investment proposals, and querying the validity of the fund discussed, as this appeared to conflict with advice obtained from Lewes District Council. TC explained the principles and clarified the definition of "long-term investment" in the context of statutory guidance on parish investment. A number of questions followed, and it was made clear that no decision was being sought. The

guidance required adoption of an investment strategy and this would be brought to a future meeting via the Audit Panel.

It was resolved that:

FC2015/78.5 The Minutes of the Audit & Governance Panel meeting held on 8th December 2015 (*copy in Minute book*) are noted.

FC2015/78.6 The interim report of the Council's Internal Auditor (*copy in Minute book*) is noted.

FC2015/79 MAYORALTY 2016/17:

The matter of election of a Mayor-elect and Deputy Mayor-elect for the 2016/17 municipal year was tabled.

Before nominations were heard, it was proposed that the item be deferred to the next meeting. There followed a brief discussion as to the reasons for deferral, and a recorded vote was called-for (*copy in Minute book*). The motion was not agreed.

The meeting moved to nominations for the roles. More than one nomination was received for each role and recorded votes were called-for (*copy in Minute book*).

Consequently, it was resolved that:

FC2015/79.1 Cllr Dr G Mayhew is elected Mayor-elect for the 2016/2017 municipal year

FC2015/79.2 Cllr M Chartier is elected Deputy Mayor-elect for the 2016/2017 municipal year.

FC2015/80 NATIONAL AUDIT FRAMEWORK:

Notification had been received from The National Association of Local Councils (NALC) regarding changes to the external audit regime for Parish Councils. The Local Audit and Accountability Act 2014 required that from the start of the 2017/18 financial year, "smaller authorities" – that is all parish and town councils and internal drainage boards, with an annual income of less than £6.5m - must appoint auditors through a 'sector led body' or opt out of such arrangements and appoint auditors locally. As before every authority must have an auditor.

The Local Audit (Smaller Authorities) Regulations 2015 enabled the establishment of a sector-led, collective procurement body (SLB) to appoint auditors and manage audit contracts. The National Association of Local Councils was working with the Department of Communities and Local Government (DCLG), Society of Local Council Clerks (SLCC) and Association of Drainage Authorities (ADA) on the establishment of a SLB to procure audit for the 2017/18 financial year onward.

The new body was to be responsible for procuring audit services and for the management of audit contracts for a period of five years, much as the previous arrangement with the now-defunct Audit Commission. The process was being supported and funded by DCLG.

As was the case with the former Audit Commission, the running costs of the new body would be funded from the audit fees charged to smaller authorities, but the overhead was planned to be lower as the SLB would not carry out a number of functions done by the former Audit Commission.

The board of the new body would comprise an independent chair, two independent members, and representation from NALC, SLCC and ADA. Secretariat support was to be provided by NALC. The new body would have a Memorandum of Understanding with DCLG, who will have optional observer status, and who will also review and monitor progress and quality of SLB work.

The SLB will appoint auditors for all those smaller authorities 'opted in' to the new arrangements. A tender process (compliant with European rules and regulations) would be completed by the end of September 2016.

The SLB will procure, deliver and manage the audit contracts; including specification of contract requirements, management of auditors, recording of all authorities opting in or out, communications and quality management of audit contracts.

Quality assurance of audits/limited assurance engagements will be conducted by a

process to be managed through DCLG. The SLB will be charged with monitoring those smaller authorities who decide to 'opt out' and reporting those bodies to DCLG, confirming when they have appointed auditors locally.

All smaller authorities were to be automatically opted-in to the new body and have an auditor procured for them, although a council was entitled to opt out of the new arrangements. The decision to opt out must be through a formal meeting of the council. Those who 'opt out' but fail to appoint an auditor by the deadline would have an auditor appointed for them.

A decision was sought, and there was a deadline for response of 31st January 2016. Some discussion ensued, noting lack of detail as to the likely cost. It was acknowledged that there was a dilemma insofar as costs would not be clear until bids were received by companies seeking the contracts, and yet a specification could not be compiled for the tendering process until the number and composition of the councils to be included was known. It was anticipated that costs would be no higher than the existing contracts let by the Audit Commission, but no concrete information was available. AS there was time before the deadline for the matter to develop further, **it was resolved that:**

FC2015/80.1 The matter of optional inclusion within the national framework for Sector-led procurement of external audit services is deferred to the meeting of Council scheduled for 21st January 2016

FC2015/81

INVESTMENT of RESERVE FUNDS:

Council considered a proposal (*NOM 016/22015- copy in minute book*) that Lewes Town Council should, as an expression of concern about the impact of climate change, divest from financial institutions that fund or invest in fossil fuel extractive industries.

It was proposed that the Council closed its investment account with National Westminster Bank as soon as is practically feasible, and invested surplus cash on the most advantageous terms with Nationwide Building Society as being the most highly rated ethical building society which has an A credit rating and operates business savings accounts that meet the policy objective set out in the Council's Investment Policy.

It was argued that climate change is today one of the most serious challenges facing societies around the world. There are many ways to combat climate change including harnessing renewable energy and Lewes Town Council would wish to facilitate such action.

It was explained that there was a growing divestment movement which encouraged individuals, companies, pension funds and charities to divest from companies that support fossil fuel extraction. According to reports: Royal Bank of Scotland, which owns National Westminster Bank had £15,530,000,000 assets in oil, gas and coal extraction in 2012. It was also reported to be '*Committed to finance fracking "with due diligence" to environmental and social risks*'. As well as financing fracking RBS was said to be the 7th largest investor in tar sands which, it has been calculated, produce 3 to 4 times more carbon emissions than conventional oil extraction and has been labelled 'the most destructive project on earth'.

Ethical Consumer Magazine provided a list of the most ethical banks and building societies, and that list had been used to find the most appropriate bank/building society although the criteria used is not solely that pertaining to climate change.

It was argued that these factors provided a reason for changing banks on environmental grounds and ethical grounds; however, moving to another bank made sense on financial grounds as the Nationwide offered an instant access business savings account paying 1%, compared with present Treasury Reserve deposits with Nat West currently paying 0.05%.

TC advised, to correct misunderstanding over the Council's policy and constraints upon investments by parish councils. There was no real scope to introduce "ethical" considerations to the policy, unless comparative yields between investment vehicles differed only slightly. For some time the Council had intended to invest in a purpose-designed fund created for local authorities with sponsorship from government, and

offering significantly higher potential returns. There had been delay due to a national debate regarding parish eligibility, but this was now resolved. Statutory guidance on local authority investments specified and prioritized what considerations were valid (security; liquidity; yield), and required a strategy to be agreed by Council. This was being drafted for consideration by the Audit Panel, and would be brought to Council in due course.

It was resolved that:

FC2015/81.1 The matter of the introduction of ethical investment criteria to the Council's Investment & Reserves Policy is referred to the Audit & Governance Panel.

FC2015/82

COMMUNICATIONS:

Council considered a proposal (*NOM 017/2015 – copy in minute book*) for a working party to be set up to review the council's public engagement. Its remit, it was suggested, should be to look at all forms of communication between the Council and the public, electronic communication and other forms of written and spoken communications.

The working group should seek advice from experts in the field of public communications where possible and should research examples of good practice from other local government bodies. **It was resolved that:**

FC2015/82.1 A Working Party be set up to improve the council's public engagement consisting of Cllrs A Ashby, S Catlin, W Elliott, I Makepeace, S Murray, R O'Keeffe and E Watts.

FC2015/82.2 Cllr F Addecott will stand down as Lead Member for Communication.

FC2015/82.3 Cllr I Makepeace is appointed Lead Member for Communication.

FC2015/83

BOXING DAY HUNT MEETING:

Council considered a proposal (*NOM 018/2015 – copy in minute book*) that the Mayor write a letter to the Southdowns and Eridge Hunt explaining that they are not welcome in the town, and with regard to the anticipated road closure application for the 2016 Boxing Day meet of the Hunt, should write to those organizations consulted by Lewes District Council, stating that the Town Council is opposed to granting the road closure.

It was submitted that the Southdown and Eridge Hunt had a history of associated violent acts extending over 10years. The previous month, a protestor at the hunt was allegedly stabbed and a car attacked, leading to an arrest.

It was said that there were very strong suggestions that there would be protests at the hunt in Lewes if it goes ahead this Boxing Day (2015), with the potential risks involved.

The Southdown and Eridge Hunt, it was also stated, supported a return to hunting live prey, whereas polls consistently show that the majority of the British population were opposed to that.

An email had been received that day with a request that it be distributed to Members, expressing support for the hunt and criticizing the motion. This was read by the Mayor.

There followed a lengthy debate during which a range of views were expressed, and in which most of the Members present participated. This covered contexts such as history; cultural tradition; tolerance/freedom of expression; legality of the event; pro/anti-hunting sentiment;

It was generally recognized that there were concerns for public safety underlying the range of views. A detailed amendment along those lines was proposed; the motion as presented was substantially amended, and consequently **it was resolved that:**

FC2015/83.1 Lewes Town Council will write to the Southdown & Eridge Hunt to highlight that the Council has received representations alleging that anti-hunt protesters have been targeted at other events organized by the Hunt, and to request assurances that the Hunt and its members will ensure that the Lewes Boxing Day event is safe for those taking-part; those protesting against it, and the general public.

FC2015/83.2 Lewes Town Council will write to the Leader of Lewes District Council to raise concerns regarding public safety at the Southdowns & Eridge Hunt meeting on Boxing Day, and to support Cllr Cooper's call for the District Council to review its consultation procedure for all road closure applications: to ensure that all local

Councillors are consulted fully; and that when Councillors or other statutory consultees raise public safety concerns, Lewes District Council (as the decision-maker) insists upon receiving a satisfactory reply from Sussex Police before deciding the matter.

FC2015/84

TOWN HALL FIRE ALARM SYSTEM:

Members considered report FC010/2015 (*copy in minute book*) on the surveys conducted due to problems arising from the extreme age of the fire alarm system at the Town Hall. During April and May 2015 the Town Hall had been evacuated three times due to fire alarm system activations, causing disruption to work and several third-party events in the building including a wedding. On each occasion the East Sussex Fire & Rescue Service (ESFRS) attended the emergency call and inspected the building before allowing re-entry. The system was reset without problem.

Subsequent emergency checks by the Council's contracted service provider found no indication of the cause on the first two occasions, but on the third it was established that the master control panel was failing due to aged components. The failure affected one zone, which covers the Corn Exchange and rear lobby areas of the building.

The master control panel was believed to date from the 1960's and utilized completely outdated electro-mechanical technology for which no components were available. Consequently, the system was temporarily modified to mitigate further false alarms, but no permanent repair was possible.

Council had considered a report (FC006/2015) on 18th June 2015 that proposed a first phase of a modular replacement system be installed immediately to address present need and a quotation had been provided for a part-system, fully-compliant with the relevant standard (BS5839-1:2013). This had been agreed, but before works could be put in hand further malfunctions caused reappraisal of the phased approach.

Further temporary modifications were made, and the system was checked frequently. Meanwhile three companies had surveyed the building and the council's fire risk consultant was asked to comment upon installation features.

The first consideration was for safety of all occupants - this requires a category L system as defined by BS 5839. The aim was to ensure sufficiently-early warning for escape before escape routes become impassable. An 'L2' system covers escape routes, rooms leading onto escape routes and areas of risk such as kitchens, boiler rooms electrical cupboards. L2 recognizes the fact that there is also "sleeping risk" such as with an occupied residential apartment, and was the appropriate standard for the Town Hall.

Three quotes had been received, along with detailed specifications to the L2 standard. One displayed particular sensitivity to the Heritage-listed status of the building, and proposed a system comprised of both hard-wired and wireless components. It was recommended that this be accepted. **It was resolved that:**

FC2015/84.1 That the quotation from Pyrotec Ltd in the sum of £28,597 be accepted for a replacement fire alarm system in the Town Hall, to be funded from the General Fund.

FC2015/85

TOWN HALL ROOF REPAIRS:

Members considered report (FC011/2015-*copy in minute book*) apprising Members of repairs needed to the roof of the Assembly Room at the Town Hall, and emergency action taken to ensure public safety.

During a recent period of extreme high winds, between 24th and 27th November, a large and heavy section of terracotta ridge tile had fallen from the roof above the Assembly Room to Fisher Street below, shattering on impact,

Clarke Roofing (Southern) Ltd operatives were, coincidentally, on-site concluding the programme of restoration and refurbishment to the front (South) elevation of the Town Hall, and were asked to survey the damage and offer advice. Access was gained to a domestic property opposite, by kind permission of the owner. Photographs were taken and long-lens inspection allowed them to advise on the situation.

Due to the location of the damage there was significant risk to public safety and this was increased by each further period of extreme weather and anticipation of snow later in the

season. Clarkes had been asked to arrange an emergency scaffold to retain any further tiles that may be dislodged. This was erected to current Health & Safety standards at a cost of £7,329 with potential additional costs for licensing, alarm and lighting hire should be need extend beyond four weeks.

The structure would moderate the risk to vehicles and pedestrians, and provided no major sections of tiling give way, the situation should be stable for at least several weeks without additional damage while options were considered.

An insurance claim had commenced, with a loss-adjuster appointed by the claims agents acting for our insurer, Zurich.

The preliminary visual inspection by Clarke Roofing led them to advise that the entire roof in that area of the Town Hall complex should be re-laid, as many peg tiles were slipping dangerously, with aged battens and felting beneath. This brings forward consideration of repairs to the similarly aged and eroded slate roof and drainage guttering of the Corn Exchange and repainting of clerestory windows, fascias and soffits etc. These works depend upon the erection of complex scaffold structures which represent a significant component of the cost and to combine them would facilitate a design that would considerably reduce the overall cost. The order of costs indicate that all repairs would cost around £150,000, but as separate jobs could cost as much as 30% more. It was recommended that the Working Party mandated to commission buildings refurbishment at the Town Hall and Malling Community Centre be tasked with detailed consideration of this matter. **It was resolved that:**

FC2015/85.1 That the emergency action taken to erect safety scaffolding to the West elevation of the Town Hall complex, and initiation of an insurance claim, be noted.

FC2015/85.2 That the options for permanent repairs as described in report FC011/2015 (*copy in minute book*) be referred to the Building Repairs Working Party for detailed consideration.

FC2015/86 UPDATE ON MATTERS IN PROGRESS:

- a) Devolution of Parks and open spaces – There was no further progress on Devolution.
- b) Job Evaluation - Job Evaluations for all staff had been carried out during week commencing 23rd November by Mr Richard Penn. The report following the evaluations would be referred back to the Personnel Panel in the New Year.
- c) Training – A seminar tailored to the profile of this Council and presented by the county association would be held for Councillors on Tuesday 19th January 2015 commencing at 6:00pm.

FC2015/87 NOTICE of ITEMS IN PROSPECT:

- a) The office would close for Christmas at 12.00pm on Friday 24th December and re-open on Monday 4th January at 9.00am.
- b) The next Planning Committee meetings were scheduled for: Tuesday 22nd December and Tuesday 12th January 2016 both at 7:00pm
- c) The next Councillors' Surgery was scheduled for Tuesday 5th January between 10:00 and 12:00 in the Corn Exchange. Cllrs Catlin and O'Keeffe volunteered to attend.
- d) The next Transport Working Party was scheduled for: Thursday 7th January at 7:00pm
- e) The next Finance Working Party was scheduled for Wednesday 13th January at 7.00pm.
- f) The next meeting of Council would be on Thursday 21st January – 7:30pm – giving a deadline for agenda items to be submitted to TC of noon on Monday 11th January.
- g) The next deadline for grant applications was Friday 29th January 2016 with the Panel meeting on Wednesday 10th February with recommendations to Council 25th February.
- h) Meetings of the Buildings Working Party and Personnel Panel were to be arranged.

There being no further business the Mayor closed the meeting and invited all present to join her for refreshments in the Mayor's Parlour
The meeting ended at 9:50pm

Signed:

Date:



MINUTES

of the meeting of the **Finance Working Party**

held on **Wednesday 13th January 2016**, in the **Yarrow Room, Town Hall, Lewes** at **7:00pm**.

PRESENT Cllrs M Chartier; D Cooper; S Murray; R O'Keeffe; A Rowell (*Chair*) and (*not appointed to the Working Party*) Cllr Catlin

In attendance: S Brigden (*Town Clerk [TC]*)

FWP2015/09 **APOLOGIES FOR ABSENCE:** Apologies were received from Cllr Addecott (no reason offered).

FWP2015/10 **DECLARATIONS OF INTEREST:** There were none.

FWP2015/11 **QUESTIONS:** There were none (No public or press were present).

FWP2015/12 **MINUTES:** The minutes of the meeting held on 2nd December 2015 were received and signed as an accurate record.

FWP2015/13 **REMIT OF THE WORKING PARTY:**

The working party was asked to consider the detail of estimated expenditure and income for the Council's operations, and to agree a budget and level of Council Tax precept for the 2016/17 year, for recommendation to Council, ensuring appropriate provision for items constituting the Council Plan for 2016/17.

FWP2015/14 **BUSINESS OF THE MEETING:**

1 This meeting continued the work of the previous meeting; the basis for discussion was the draft budget considered earlier, with points highlighted for further explanation or background detail.

The Town Council (LTC) faced an enforced increase to precept to simply maintain budgeted nett expenditure at the present level, due to phased reduction in the grant received from the government's support grant scheme (established to offset the effect of a revised method of calculating the domestic tax-base).

The government had recently indicated that they would *not* extend the referendum/precept capping policy to include Parish Councils for 2016/17.

It was understood that, in future, Lewes District Council's special expenses recharge in respect of those parks and open spaces transferred to LTC would reduce to balance an increase in parish precept.

2 The draft budgets presented took account of:

- Provision for known/anticipated increases in public Utility supplies, NNDR etc.
- Adjustments for completed and imminent (previously-approved) projects.
- Provision for elements identified in the Council's forward plan.
- Establishment of appropriate reserves for agreed/anticipated projects.
- Provision for anticipated increases in insurance and other overhead costs etc.
- Provision for known increase in employers' pension and NI contribution.
- Refinements of overhead allocation to services and base service cost estimates.
- Recognition of anticipated adjustment to salaries.
- Provision for known and anticipated increases in cost of contracted services.
- Re-establishment of exhausted reserves and continuation of prudent contributions.
- Provision for costs of assets or services accepted through devolution by Lewes District Council, and for necessary transitional costs.
- Fees & charges tariff increase of 3%, rounded to an appropriate value for the

service concerned.

It was acknowledged that there was a continuing need to address the proper maintenance of the Council's physical assets and adequately fund continuing services.

3 The draft budget combined specific amounts for known costs and committed project items, with prudent allowances for reserves, and provided for a flexible response to unforeseen issues. Members recognized that some projects could exceed original "informed" preliminary estimates of cost, and earmarked reserves could be insufficient. Building and engineering works were of particular concern in this regard, as the Council's assets had all been taken-on with considerable historic dilapidation, and contexts such as heritage listing status. Projects could be "topped-up" by drawing from the General Fund which; although adequate, would then need to be restored in future years to the levels recommended by government auditors. It was possible that this could drop below an acceptable minimum in the next two years. This was the prospect that had caused the Internal Auditor to note in his interim report: "... current indications are that general reserves could be reduced by a further £150k in the 2017 year, this level of reduction would be considered putting the council's general reserve into financial distress. Council needs to consider the RFO's proposals seriously and discuss reserves provisioning in this regard."

4 With this background in mind various individual amendments were proposed and discussed. Decisions were incorporated as the meeting progressed; modelled on a spreadsheet and projected for the impact to be immediately considered. Two points caused particular deliberation:

A support grant to Lewes Town Partnership (LTP), with a proposal to reduce the sum and review its continuation beyond October 2016.

An increase to the amount provided towards repairs at the Town Hall, where significant cost was expected in the near future. It was generally agreed that a review might be usefully set up, into the income generated at the building.

5 The draft budget as originally presented had been updated to reflect the recently-published increase in the number of "Band 'D' equivalent households" for 2016/17, which reduced the individual impact of any increase in precept.

6 At the end of the meeting the amendments resulted in a precept requirement of £919,872. This represents an increase on the current year of 17.86%, with the actual cost to a Band 'D' household rising to £151.56 per year. This is an extra £18.39 per year or 35.36 pence per week.

FWP2015/15

CONCLUSIONS:

Council will be asked to consider the resulting budget and precept requirement at its meeting on 21st January 2016.

FWP2015/16

The Chair declared the meeting closed.

The meeting ended at 8:15pm

Signed:

Date:



Lewes Town Council proposes to initiate and complete (where possible and practical), or continue, the following major areas of work in the year 1st April 2016 to 31st March 2017. These are in addition to various projects and initiatives itemised in the Council's budgets and accounts, and represent larger-scale activities deserving special attention.

*The plan will be updated in course of time, to show key elements and progress towards completion, as appropriate.

1 Town Hall repairs & conservation

Major roof repairs/replacement to Assembly Room and Corn Exchange

Works required for safety and integrity of building.

2 Pells Lake ecology project

Improvements to water quality } *partially completed – specialist report obtained*

Introduction of aquatic plants } *W/Party remit to consider structural integrity of lake perimeter.*

pending commencement of 3rd-party works in locality to achieve best VFM – links to item 3

3 Pells Recreation Ground and kiosk/café development (with Santon Group and others)

Engagement with Santon Group and others to improve the “urban realm” in the area as an integral component of necessary flood-defence works; taking the opportunity to replace children’s play equipment and introduce equipment for a wider age-range, and to provide an enhanced café facility for the swimming pool, recreation ground, and surrounding parkland.

NSQ planning application now decided (s106 and works planning to follow)

4 Malling (Bridgeview) Community Centre refurbishment

To carry out a comprehensive refurbishment of the community centre, with modern heating and lighting, with improved facilities for community use, including more flexible interior spaces and better integration of the sports changing-rooms with the adjoining sports pitches and recreation ground.

Invitation to submit design ideas early 2016

5 Commemorations:

To engage with, and inspire, appropriate community recognition of

National commemoration of the Centenary of the outbreak of the first World War (2014) *ongoing 2014-18*

Research commission re additional names for War memorial – ongoing; end date 2018

Centenary of the signing of the Treaty of Versailles (2019)

pending

Programme to be developed to 2019, as Council resolution 12th November 2015 (ref pending)

6 Neighbourhood Plan (with Community partners)

Development of a Neighbourhood Plan for Lewes under provisions of the Localism Act 2011

Reg14 consultation on draft Plan April 2016

7 Continuing programme of environmental enhancements and specific site improvements

Engage with appropriate projects arising from third-party initiatives (*eg* highway safety/traffic management).

Continuing improvements to own assets (*eg* allotment sites)

Currently agreed: pursuing highway crossing, Church Lane, Malling

8 Devolution of assets & services

Provide for transfer of ownership of various assets/services from Lewes District Council. (currently subject to ongoing negotiation)

Malling Rec and Landport Bottom agreed for first tranche 2015/16 – legal transfer process delayed by LDC. Decisions pending re further sites (next tranche originally identified Southover Grange Gdns)

NOTICE OF MOTIONS PROPOSED

Notice has been received, as described below, of motions which are proposed for consideration by Council at its meeting on Thursday 21st January 2016

NOM 019/2015 – received from **Cllr Ashby** on 5th January 2016, in the following terms:

It is proposed that:

Lewes Town Council will form a Home and Workspaces Working Party to explore the possibilities for this council in promoting/providing social housing and improved provision of truly affordable housing for local people, and the potential for council to promote and improve the provision of inexpensive industrial and creative work premises which will enhance the commercial and economic viability of the town.

Supporting Information:

The recent approval of the Santon/LDC plans for the Lewes North Street Quarter, highlight the continued need for social housing and inexpensive work spaces in Lewes.

The working party should work within LTC policy and with the emerging Lewes Neighbourhood Plan.

The group should research the provision of social housing and low-cost commercial space.

The group should make a report with recommendations for action to the council.

Cllr A Ashby
5th January 2016

NOM 020/2015 – received from **Cllr S Murray** on 11th January 2016, in the following terms:

It is proposed that:

The Council provide a public service by installing Wi-fi and broadband accessible throughout the town hall. The cost to be funded partly from the financial reserve identified in the Council's accounts as R15 (ICT replacement) which has a current balance of £5,000, and the remainder from the General Fund. (Current estimates suggest that it would cost approximately £10,000 to provide wi-fi in every room available for public hire. However, a local benefactor, who would prefer to remain anonymous, has offered £3,500 towards the total cost.)

Supporting Information:

A few years ago the council did consider the possibility of providing wi-fi and decided that it could not justify the costs involved. However, technology and society have moved on and it is increasingly expected by hirers of all spaces that there will be wi-fi available so that they can carry out their business and leisure activities in a way that has come to be the norm in the internet age.

Indeed a number of regular users of rooms in the town hall have requested wi-fi. One email said:-

“I have just spent two mornings in the Town Hall on a course where wifi would have added significantly to the benefit. This is just the latest occasion of many when it would have been helpful for me and the meetings, lectures etc that I've attended, and I'm sure it's a facility that's asked for regularly. I'd think that having it would benefit many of the TH's users, and make it more a more attractive and flexible venue.”

I am also aware that Friends of Lewes are keen to see wi-fi, writing to the town clerk:-

“At the FoL Executive Committee meeting last night it was agreed to recommend to you that wifi facilities should be made available in the Town Hall.”

Other regular hirers have also requested Wi-fi:-

“In the case of the Amnesty meetings and the History group meetings the lack of WiFi availability was found to be a significant handicap. Consequently the groups have been, with regret, considering alternative accommodation for their meetings.”

Clearly there is a latent demand that needs to be met in order to fulfil the aspirations of many of our hirers.

This would be a separate, publicly accessible system, not connected to the IT facilities in the town hall offices.

Current estimates suggest that it would cost approximately £10,000 to provide wi-fi in every room available for public hire. However, a local benefactor, who would prefer to remain anonymous, has offered £3,500 towards the total cost.

Cllr S Murray
11th January 2016

NOM 021/2015 – received from **Cllr E Watts** on 12th January 2016, in the following terms:

It is proposed that:

The Council form a Dementia Friendly Lewes working party with the aim of:

- 1) Raising awareness of dementia, its symptoms and prevalence
- 2) Encourage understanding and support of those living with dementia

Supporting Information:

That this council proposes that Lewes become a more dementia-friendly town

The group will aim to increase the number of Dementia Friends within the town, working with local Dementia Champions (who are trained to deliver the 45-minute dementia awareness session promoted by Alzheimer's Society) to formulate a plan of action. This will include contacting various business, faith and community groups, schools and colleges, tourist destinations and travel providers (including local taxis and buses).

Cllr E Watts
11th January 2016

NOM 022/2015 – received from **Cllr I Makepeace** on 12th January 2016, in the following terms:

It is proposed that:

Lewes Town Council write to Monsieur Damien Carême, Mayor of Grande-Synthe, pointing out that many of our residents are very concerned about the conditions being reported in the refugee camp, and with worsening weather they will deteriorate even further. Some residents of Lewes and other people are attempting to help by bringing aid and supplies, and we ask that the French Authorities permit these volunteers to enter the camp and help in the way they have been doing in Calais.

Supporting Information:

Extract from recent Press Release by Calais Action, an umbrella group for volunteers for Calais and Dunkirk refugee camps.

CRISIS IN DUNKIRK
LET THE AID IN!

A joint statement on the Grande Synthe Refugee Camp crisis.
#SaveDunkirk

8th January 2016

● Crisis at the Grande Synthe Camp

● Thousands of refugees struggling in cold conditions ● Aid blocked at the gate ● Children at risk ● Poor health rampant . In recent months, the refugee camp in Grande Synthe, Dunkirk, has grown at a startling rate: more than 2000 refugees are now living there in severe conditions and dire need of assistance, which is being restricted by the local authorities.

Among the residents are approximately 300 children aged between 2 months and 17 years, 150 women and the rest are men of all ages. Many are fleeing persecution, violence, war and terror.

In a report from the camp, aid worker Maddie Harris said, "There are huge numbers of people who have lost friends and family in their countries of origin, their only way to find safety is now to live in squalor."

This month, the weather has worsened and the temperature has dropped, making the need for aid even greater. But restrictions on those trying to provide shelter and aid are preventing the situation from being mitigated. The most urgent concerns are the inadequacy of temporary tents and shelters for new arrivals, lack of food and sanitation, and increasingly serious medical issues.

Calais Action's Libby Freeman said, "The site in Dunkirk is far below the UN minimum standards for a refugee camp. In all the places I've worked around Europe during the crisis I've not seen such terrible conditions. This is truly on our doorstep and cannot be overlooked any longer."

Two weeks ago a new bylaw was passed which forbids the entry of tents, building materials of any kind (even including, on certain occasions, tarpaulins and blankets), and wood larger than roughly 30cm in length. The gendarmerie guarding the camp's entrance have been obstructing entry of those carrying these vital supplies, with decisions about what is permitted and what is banned often appearing arbitrary.

Following an appeal to the Mayor we have now been told that we can expect permission to deliver small tents and pallets. This has not materialised yet, and regardless much more needs to be done to prevent a humanitarian disaster.

We continue to face obstructions on all sorts of aid from tents to sleeping bags, pallets and firewood. The poor quality of accommodation has led to dampness of clothing and bedding, endangering health conditions, which have been further exacerbated by a lack of adequate nutrition. Health risks are clear, with only one wash station in the entire camp and only cold water available. There are currently 20 toilets (1 for every 150 people) and 8 taps (1 for every 375 people).

There are currently no handwashing facilities near the portaloos situated in the middle of the camp, posing a clear health risk. Scabies, chest infections and psychological trauma, especially among children, are also hitting dangerous peaks. There appears to be a high number of unaccompanied minors in the camp, many of whom have families living in the UK.

The situation in the Grand Synthe Camp is bleak, but it could be vastly and effectively improved with simple concessions from the French authorities regarding restriction of resources, along with an injection of funds and expertise. Direct action can make all the difference, but the situation is increasingly urgent, and demands the world's focus and attention.

Our sources on the ground tell us that the French minister of the Interior, and the Préfet du Nord and Préfet du Pas de Calais met this week to discuss the camp. They told us that The Minister of the Interior said both the Dunkirk and Calais camps have to be emptied by the end of March.

A new camp has been proposed but with the site not yet confirmed and construction not yet begun, we believe a realistic completion is at least 2 months away, meaning that winter will be seen out in the current conditions.

In its report of October 2015 about the Calais camp, the French Defender of Rights highlights a number of violations of Human Rights by the French Authorities. Moreover, the French Administrative High Court (Conseil d'Etat) ruled in November 2015 that the living conditions in the Calais slum expose migrants to inhuman and degrading treatments. All these judgements apply to the Grande Synthe situation.

In order to prevent a humanitarian disaster, volunteers on the ground URGENTLY need:

● The restrictions regarding tents overturned ● Aid workers allowed in immediately to deliver as a means of combating the damp ● A functioning local warehouse built, staffed and fully funded, including space to communicate the tasks in hand, and to act as a central hub for volunteers ● Better sanitation solutions ● A steady supply of the right kind of aid, including food, or funding to help us buy it ● Increased medical cover, 24 hours a day, 7 days a week ● Funding and resources to build

appropriate accommodation ● Safe passage for refugees heading to meet family in the UK We, the undersigned organisations, urge international focus and action on this emerging situation. The restrictions on delivery of vital materials for shelter and safety must be overturned, and we urgently request funding and resources, both in financial terms and in volunteer manpower. We are ready to deliver aid immediately.

Signed

Calais Action

Help Refugees

Calaid

The Worldwide Tribe

Pants to Poverty

Stand Up To Racism

Care4Calais

The Hummingbird Project

Maddie Harris (Report Author)

Phoenix Clough (Long term Volunteer)

The Common Good Collective

Lord Roger Roberts, Liberal Democrats

Dawn O'Porter (Help Refugees Founder)

Dulwich2Dunkirk

Rowan George Farrell (Long term volunteer)

Natty Speaks Stand Up to Racism Over 20,000 people have signed a Care2 petition in less than 24 hours demanding that aid be let into the camp. Petition author Jenny, speaking on behalf of The Hummingbird Project, says, "I hope this growing public support for the refugees in the Grande Synthe will show the French authorities that they need to act now and let aid in". The petition can be signed here .

You can help by sending financial support here:

<https://mydonate.bt.com/fundraisers/dunkirk>

Cllr I Makepeace

12th January 2016



To: All councillors

Date: 14th January 2016

From: Town Clerk

Phone: 01273 471469

Email: townclerk@lewes-tc.gov.uk

Copy:

Our Ref:

COUNCIL meeting 21st January 2016

Agenda item 6b) - supplementary papers herewith

This item includes consideration of service budgets and attendant Council Tax precept for 2016/17.

The minutes of the Finance Working Party form part of the agenda, but the detail of the draft budget is laid out in the accompanying large-format working sheets. These represent the position reached by the Finance Working Party following its two recent meetings.

Please consider them carefully, bring them with you to the meeting, and prepare any questions in advance as far as possible. Paper and pencils will be available, but I regret we do not have spare calculators, so you may wish to bring your own.

Working papers herewith:

Page 1 "Scratchpad" sheet showing various assumptions & background values.

Page 2 Shows a draft budget summary for 2016/17 (**NB** 'Band D equivalent' properties are correct for the 2016/17 year). This is the format in which it is eventually published for the general public (*eg* website).

Pages 3 – 14 Service budgets; with brief notes on any salient points. Previous year shown for background information only - direct comparisons are NOT valid as each year has seen significant change at detail level for a variety of reasons.

NB pages 12 & 13 ['subordinate' cost-centres 71 & 72] are aggregated and included within a/c 70 "Open Spaces" on page 2, for simplicity of presentation. Also: the recently-added cost-centre – a/c 51 Malling Community Centre – is still in a settling phase, and affects distribution of overheads and other costs, which renders historic comparisons meaningless.

I will be happy to answer any questions in advance of the meeting; please contact me.

Regards;
Steve Brigden

2016 - 2017

PRECEPT HISTORY				2016 - 2017			average		"band D equivalents"		population	£ per head
	Precept/budget req'mnt £	diff £	diff %	agg diff %	growth	years	£	properties#		population		
1	2000/01	403,189				0						
2	2001/02	405,000	1,811	0.45%	0.45%	1	£65.31	6,200.85	15,988			
3	2002/03	429,880	24,880	6.14%	6.62%	2	£70.32	6,113.55	15,988	32.07		
4	2003/04	480,000	50,120	11.66%	19.05%	3	£78.35	6,126.06	15,988	34.11		
5	2004/05	540,000	60,000	12.50%	33.93%	4	£86.37	6,252.50	15,988	33.78		
6	2005/06	626,000	86,000	15.93%	55.26%	5	£99.81	6,272.00	15,988	39.15		
7	2006/07	657,000	31,000	4.95%	62.95%	6	£104.47	6,288.94	15,988	41.09		
8	2007/08	694,700	37,700	5.74%	72.30%	7	£108.69	6,391.55	15,988	43.45		
9	2008/09	734,700	40,000	5.76%	82.22%	8	£114.62	6,409.96	15,988	45.95		
10	2009/10	763,000	28,300	3.85%	89.24%	9	£118.43	6,442.50	15,988	47.72		
11	2010/11	782,000	19,000	2.49%	93.95%	10	£120.85	6,470.93	15,988	48.91		
12	2011/12	782,000	0	0.00%	93.95%	11	£119.68	6,533.82	17,297	45.21		
13	2012/13	782,000	0	0.00%	93.95%	12	£119.47	6,545.82	17,297	45.21		
14	2013/14	782,000	0	0.00%								
15	less CTRS grant*	89,271										
16	=local precept	692,729	-89,271	-11.42%	93.95%	7.23%	£119.48	5,797.90	17,297	40.05		
17	2014/15	824,000	42,000	5.37%								
18	less CTRS grant*	73,534	-15,737	-17.63%								
19	=local precept	750,466	57,737	8.33%	86.13%	6.15%	£127.73	5,875.40	17,297	43.39		
20	2015/16	843,000	19,000	2.31%								
21	less CTRS grant*	62,504	-11,030	-15.00%								
22	=local precept	780,496	30,030	4.00%	93.58%	6.24%	£133.17	5,861.10	17,297	45.12		
23	2016/17	973,000	130,000	15.42%								
24	less CTRS grant*	53,128	-9,376	-15.00%								
25	=local precept	919,872	139,376	17.86%	128.15%	8.01%	£151.56	6,069.20	17,297	53.18		

Notes: # band D equivalents subject to adjustment before start of new year

* CTRS = collection authority adjustment grant

WHAT IF LOCAL PRECEPT INCREASES BY:

ASSUMPTIONS for o/heads etc:

£780,496 CURRENT YEAR		2014-15			2015-16			2016-17		
increase of %	^= precept = increase £									
1%	788,301	7,805								
2%	796,106	15,610								
2.50%	800,008	19,512								
3%	803,911	23,415								
3.50%	807,813	27,317								
4%	811,716	31,220								
5%	819,521	39,025								
5.50%	823,423	42,927								
6%	827,326	46,830								
6.50%	831,228	50,732								
7.00%	835,131	54,635								

Adjustments/Increases allowed-for	2014-15	2015-16	2016-17
Insurances			
Salaries	1.00%	0%	1%
Pension 'ers contrib'n	2.50%	20.00%	21.10%
Utilities	3.00%	estimate	
NNDR	2.00%	RPI based	
Contracts (general)	1.50%	formula-based	
Contracts (labour-intensive)	1.50%	formula-based	
General ^/Fees & charges	3.00%	proposal	
CTRS Grant	-15%	73534	62504
Election cost reserve	£6,500	1/4 four-yearly recurring expense (est) plus contrib'n to neg balance	53128

Allocation of staff costs to services (based on individual staff time assessment) To be updated. Council awaiting evaluation review

Next Year	staff TIME aggregate %	Salary	Pension	NI	TOTAL
A/c 10 Corp Admin	10.87%	43,368	8,290	3,795	55,453
A/c 20 Civic Admin	10.50%	44,887	7,605	3,482	55,974
A/c 30 Mayoralty	6.03%	29,363	5,306	2,429	37,098
A/c 40 Town Hall	24.35%	88,323	13,996	6,407	108,726
A/c 50 All Saints	29.03%	69,226	14,453	6,617	90,296
A/c 51 Malling CC	1.85%	7,334	1,468	672	9,474
A/c 60 Pells	2.81%	9,220	1,861	852	11,933
A/c 70 Open Spaces	5.43%	16,804	3,431	1,571	21,806
A/c 71 Lewes Priory	0.96%	2,888	584	267	3,739
A/c 72 Amenities	3.79%	10,608	2,171	994	13,773
A/c 80 Allotments	4.39%	13,183	2,661	1,218	17,062
Misc staff expenses					3,952
	100%	335,204	61,826	28,304	429,286

RESERVES and PROJECTS

	BALANCE b/fwd @ 31/3/10	BALANCE b/fwd @ 31/3/11	BALANCE b/fwd @ 31/3/12	BALANCE b/fwd @ 31/3/13	BALANCE b/fwd @ 31/3/14	BALANCE b/fwd @ 31/3/15	Anticipated Expenditure 2015/16	Budgeted Contribution 2015/16	estimated b/fwd @ 31/3/16	PROPOSED CONTRIB'N 2016/17	est Funds Available 2016/17
Reserve funds											
R1 Town Hall maintenance	15,000	28,400	41,118	63,118	83,340	147,510	184,510	37,000	0	100,000	100,000
R2 All Saints maintenance	6,500	6,500	18,000	26,800	32,800	38,800	0	6,000	44,800	6,000	50,800
R3 Open spaces	10,000	11,000	11,060	12,060	13,060	14,060	0	3,000	17,060	3,000	20,060
R4 Priory account	3,000	1,920	2,220	2,500	2,780	3,060	0	280	3,340	280	3,620
grfR5 Pells lake	11,929	11,929	11,929	11,929	11,929	11,929	0	0	11,929	0	11,929
R6 Pells	68,300	80,000	60,639	70,639	80,639	90,639	0	10,000	100,639	10,000	110,639
R7 Commemorations fund	14,500	17,000	19,500	19,500	13,790	12,005	0	2,000	14,005	2,000	16,005
R8 Environment chancement	11,500	14,000	16,500	19,000	21,000	21,355	0	2,000	23,355	2,000	25,355
R9 Town Clocks	300	600	900	1,200	1,500	1,800	0	300	2,100	300	2,400
R10 Malling Community Centre	16,000	36,000	56,000	71,000	111,000	193,000	0	40,000	233,000	40,000	273,000
grfR11 Castle flighting termination	0	0	5,000	5,000	5,000	5,000	5,000	0	0	0	0
grfR12 Grit bin grants	0	0	2,703	2,703	2,583	2,583	0	0	2,583	0	2,583
R13 Election costs (scheduled)	0	0	3,800	7,600	5,254	9,054	17,000	4,500	-3,446	6,500	3,054
R14 Devolution (tranche 1 prov'n)	0	0	0	30,000	60,000	78,000	0	16,000	94,000	0	94,000
R14A Devolution (tranche 2 prov'n)	0	0	0	0	0	0	0	0	0	50,000	50,000
R15 ICT replacement	12,000	15,000	17,000	2,750	3,500	4,250	0	750	5,000	750	5,750
grfR16 Renewable Energy	0	0	0	0	0	0	0	0	0	10,000	10,000
Projects:											
P1 'Our Pictures' project	0	0	0	0	0	0	0	0	0	9,000	9,000
P2 FoL Plaques	300	600	900	1,200	1,500	1,800	1,800	300	300	300	600
grfP3 Magic Circle	17,000	17,000	17,000	7,000	14,000	21,000	0	7,000	28,000	7,000	35,000
P4 Placeholder for future projects	5,750	0	0	0	0	0	0	0	0	0	0
grfP5 Neighbourhood Plan	0	0	0	0	0	18,891	38,800	20,000	91	5,000	5,091
P6 T/hall access	10,000	20,000	23,000	26,000	26,000	appr'd to R1	0	0	0	0	0
P7 Placeholder for future projects	700	700	0	0	0	0	0	0	0	0	0
P8 Allotments site improvements	20,000	29,000	34,000	0	10,000	appr'd to R1	0	10,000	10,000	0	10,000
grfP9 pedestrian crossings	15,000	30,000	45,000	45,000	27,500	27,500	0	0	27,500	25,000	52,500
P10 Placeholder for future projects	0	0	5,000	5,000	0	0	0	0	0	0	0
TOTAL	237,779	326,019	391,269	429,999	527,175	702,236	247,110	159,130	614,256	277,130	891,386
GENERAL FUND	334,368	392,260	426,883	383,636	377,056	284,320					

LEWES TOWN COUNCIL			Budget Estimates				2016 - 2017		ANALYSIS ALL COST CENTRES				
Column	A	B	C	D	E	F	G	H	I	J	K	L	
			COST CENTRE	10	20	30	40	50	51	60	70/71/72	80	
Line	RESOURCE ACCOUNT		Corporate Admin	Civic Admin	Mayoralty	Town Hall	All Saints	Malling C/Centre	Pells	Open Spaces	Allotments	TOTAL	
1	EXPENDITURE												
2	Staff												
3	7003/5	Salaries & Wages	43,368	44,887	29,363	88,323	69,226	7,334	9,220	30,300	13,183	335,204	
4	7006	National Insurance	3,795	3,482	2,429	6,407	6,617	672	852	2,832	1,218	28,304	
5	7007	Superannuation	8,290	7,605	5,306	13,996	14,453	1,468	1,861	6,186	2,661	61,826	
6	7009	Other staff expenses	3,950	0	0	0	0	0	0	0	0	3,950	
7		Staff Total	59,403	55,974	37,098	108,726	90,296	9,474	11,933	39,318	17,062	429,284	
8	Premises												
9	6100	Repairs & maintenance	600	0	0	12,000	4,000	2,000	3,600	8,500	1,500	32,200	
10	6101	Grounds maintenance	0	0	0	2,500	690	1,000	15,000	51,500	5,000	75,690	
11	6102	Electricity	0	0	0	6,000	2,200	2,500	0	750	0	11,450	
12	6103	Gas	0	0	0	10,300	5,000	2,000	0	0	0	17,300	
13	6104	Water & drainage	0	0	0	1,800	1,200	900	0	0	900	4,800	
14	6105	Alarm systems	0	0	0	4,300	450	0	0	0	0	4,750	
15	6106	Equipment & furniture etc	600	0	0	2,000	9,500	200	0	2,000	0	14,300	
16	6107	Rentals & hire costs	0	0	0	0	0	0	0	0	0	0	
17	6108	NNDR	0	0	0	60,580	3,290	4,480	0	0	0	68,350	
18	6109	Premises insurance	0	0	0	17,550	4,100	1,030	825	1,300	0	24,805	
19		Premises Total	1,200	0	0	117,030	30,430	14,110	19,425	64,050	7,400	253,645	
20	Transport												
21	6200	Transport hire costs	0	0	0	0	0	0	0	0	0	0	
22	6201	Transport running costs	0	0	0	0	0	0	0	0	0	0	
23	6202	Mileage allowances	0	0	0	0	0	0	0	0	0	0	
24		Transport Total	0	0	0	0	0	0	0	0	0	0	
25	Supplies & services												
26	6400	Consumable stores	0	0	0	2,600	1,400	300	0	100	0	4,400	
27	6401	Equipment rental	0	0	0	900	290	0	40	8,000	0	9,230	
28	6402	Regalia	0	1,200	250	0	0	0	0	0	0	1,450	
29	6403	Small plant & tools	0	0	0	1,100	200	50	120	650	300	2,420	
30	6404	Catering	0	10,000	10,500	0	900	0	0	0	180	21,580	
31	6405	Printing	400	300	400	450	700	40	0	0	0	2,290	
32	6406	Stationery	600	500	300	500	1,500	40	50	120	150	3,760	
33	6407	Books & periodicals	100	0	0	0	0	0	0	0	0	100	
34	6408	Postage	400	250	250	500	500	80	70	140	180	2,370	
35	6409	Telephones/ICT	4,000	350	350	1,100	1,200	80	100	300	110	7,590	
36	6410	Office equipment	1,200	90	100	150	100	0	30	90	30	1,790	
37	6411	General office expenses	0	0	0	0	0	0	0	0	0	0	
38	2300	Loan charges	0	0	0	10,056	0	0	0	0	0	10,056	
39	6412	Consultants	5,000	0	0	1,000	3,500	500	750	0	0	10,750	
40	6413	Legal expenses	0	2,000	0	2,200	700	500	90	500	0	5,990	
41	6414	Hospitality	0	0	1,000	0	0	0	0	0	0	1,000	
42	6415	Members allowances	0	5,000	700	0	0	0	0	0	0	5,700	
43	6416	Miscellaneous expenses	5,000	10,500	1,000	0	8,000	0	0	7,000	0	31,500	
44	6417	Grants & subscriptions etc	3,800	47,500	100	0	0	6,400	10,000	15,930	70	83,800	
45	6418	Advertising & promotions	1,000	3,000	0	900	2,200	0	0	500	500	8,100	
46	6419	Traveling & subsistence	120	600	To be updat	0	0	0	0	50	100	870	
47		Supplies & services Total	21,620	81,290	14,950	21,456	21,190	7,990	11,250	33,380	1,620	214,746	
48	Miscellaneous												
49	8100	A/cs written off	0	0	0	0	0	0	0	0	0	0	
50	6500	Miscellaneous insurances	4,030	1,860	0	0	0	0	0	900	0	6,790	
51	n/a	Service contributions to reserves	750	27,500	0	100,000	6,000	40,000	10,000	80,880	0	265,130	
52	6700	Other miscellaneous expenditure	800	0	0	0	0	0	0	0	0	800	
53		Miscellaneous Total	5,580	29,360	0	100,000	6,000	40,000	10,000	81,780	0	272,720	
54	EXPENDITURE TOTAL												
55			87,803	166,624	52,048	347,212	147,916	71,574	52,608	218,528	26,082	1,170,395	
56		<i>Expenditure excluding contributions to reserves</i>	<i>87,053</i>	<i>139,124</i>	<i>52,048</i>	<i>247,212</i>	<i>141,916</i>	<i>31,574</i>	<i>42,608</i>	<i>137,648</i>	<i>26,082</i>	<i>905,265</i>	
57	INCOME												
58	4000	Fees & charges 0.96%	50	0	0	94,000	46,000	14,000	240	0	0	154,290	
59	4001	Rentals	0	0	0	7,800	0	0	0	0	4,630	12,430	
60	4002	Other miscellaneous income	12,000	150	500	0	18,000	0	0	1,000	0	31,650	
61		INCOME TOTAL	12,050	150	500	101,800	64,000	14,000	240	1,000	4,630	198,370	
62	NETT OPERATING TOTAL												
63			75,753	166,474	51,548	245,412	83,916	57,574	52,368	217,528	21,452	972,025	
64										BUDGET REQUIREMENT		973,000	
65		<i>Nett operating total excluding contributions to reserves</i>	<i>75,003</i>	<i>138,974</i>	<i>51,548</i>	<i>145,412</i>	<i>77,916</i>	<i>17,574</i>	<i>42,368</i>	<i>136,648</i>	<i>21,452</i>	<i>706,895</i>	
66		apportioned adjustment grant from LDC	4,140	9,099	2,817	13,413	4,587	3,147	2,862	11,889	1,173	53,128	
67		<i>Nett operating total less adjustment grant</i>	<i>71,613</i>	<i>157,375</i>	<i>48,731</i>	<i>231,999</i>	<i>79,329</i>	<i>54,427</i>	<i>49,506</i>	<i>205,639</i>	<i>20,279</i>	<i>918,897</i>	
68												PRECEPT	919,872
69		<i>Nett per head of population (2011 census)</i>	<i>17,297</i>	<i>£4.38</i>	<i>£9.62</i>	<i>£2.98</i>	<i>£14.19</i>	<i>£4.85</i>	<i>£3.33</i>	<i>£3.03</i>	<i>£12.58</i>	<i>£1.24</i>	<i>£53.18</i>
70		<i>Nett operating total per Band D equiv't at</i>	<i>6,069.20</i>	<i>£12.48</i>	<i>£27.43</i>	<i>£8.49</i>	<i>£40.44</i>	<i>£13.83</i>	<i>£9.49</i>	<i>£8.63</i>	<i>£35.84</i>	<i>£3.53</i>	<i>£160.16</i>
71		ADJUSTED total per Band D equiv't at	6,069.20	£11.80	£25.93	£8.03	£38.23	£13.07	£8.97	£8.16	£33.88	£3.34	£151.56

LEWES TOWN COUNCIL

Budget Estimates		2016 - 2017		
AGGREGATE - ALL COST CENTRES				
Line	Account	2015/16 EST	< > diff	2016/17 EST
1	EXPENDITURE			
2	Staff			
3	7003/5 Salaries & Wages	329,277	5,927	335,204
4	7006 National Insurance	31,578	-3,274	28,304
5	7007 Superannuation	53,662	8,164	61,826
6	7009 Other staff expenses	3,950	0	3,950
7	Staff Total	418,467	10,817	429,284
8	Premises			
9	6100 Repairs & maintenance	32,200	0	32,200
10	6101 Grounds maintenance	75,570	120	75,690
11	6102 Electricity	11,450	0	11,450
12	6103 Gas	17,300	0	17,300
13	6104 Water & drainage	4,800	0	4,800
14	6105 Alarm systems	4,750	0	4,750
15	6106 Equipment & furniture etc	14,300	0	14,300
16	6107 Rentals & hire costs	0	0	0
17	6108 NNDR	67,005	1,345	68,350
18	6109 Premises insurance	24,030	775	24,805
19	Premises Total	251,405	2,240	253,645
20	Transport			
21	6200 Transport hire costs	0	0	0
22	6201 Transport running costs	0	0	0
23	6202 Mileage allowances	0	0	0
24	Transport Total	0	0	0
25	Supplies & Services			
26	6400 Consumable stores	4,400	0	4,400
27	6401 Equipment rental	9,230	0	9,230
28	6402 Regalia	1,450	0	1,450
29	6403 Small plant & tools	2,420	0	2,420
30	6404 Catering	20,680	900	21,580
31	6405 Printing	2,290	0	2,290
32	6406 Stationery	4,060	-300	3,760
33	6407 Books & periodicals	100	0	100
34	6408 Postage	2,700	-330	2,370
35	6409 Telephones/ICT	7,590	0	7,590
36	6410 Office equipment	1,900	-110	1,790
37	6411 General office expenses	0	0	0
38	2300 Loan charges	10,056	0	10,056
39	6412 Consultants	11,050	-300	10,750
40	6413 Legal expenses	5,990	0	5,990
41	6414 Hospitality	1,000	0	1,000
42	6415 Members allowances	5,700	0	5,700
43	6416 Miscellaneous expenses	30,500	1,000	31,500
44	6417 Grants & subscriptions etc	87,120	-3,320	83,800
45	6418 Advertising & promotions	8,100	0	8,100
46	6419 Travelling & subsistence	2,270	-400	1,870
47	Supplies & services Total	218,606	-2,860	215,746
48				
49	Miscellaneous			
50	8100 A/cs written off	0	0	0
51	6500 Miscellaneous insurances	6,600	190	6,790
52	n/a Recharges to services	132,130	133,000	265,130
53	6700 Other miscellaneous expenditure	800	0	800
54	Miscellaneous Total	139,530	133,190	272,720
55				
56	EXPENDITURE Total	1,028,008	143,387	1,171,395
57				
58	INCOME			
59	4000 Fees & charges income	150,290	4,000	154,290
60	4001 Rental income	12,300	130	12,430
61	4002 Other miscellaneous income	22,650	9,000	31,650
62	INCOME Total	185,240	13,130	198,370
63				
64	NETT OPERATING TOTAL	842,768	130,257	973,025
65				
66	Nett per head of population (2011 census)	17,297	£48.72	£56.25
67	Cost per Band D equiv't property 2015/16	5,861.10	£143.79	
68	Band D equiv't cost 2013 on	5,875.40	£165.61	£165.61
69	ADJUSTED Band D equiv't 2016/17	6,069.20		£151.56
70	BUDGET REQUIREMENT (rounded)	824,000	149,000	973,000

Line	Account	2015/16 EST	< > diff	2016/17 EST	NOTES
1	EXPENDITURE				
2	Staff				
3	7003/5 Salaries & Wages	42,579	789	43,368	
4	7006 National Insurance	4,235	-440	3,795	
5	7007 Superannuation	8,092	198	8,290	
6	7009 Other staff expenses	3,950	0	3,950	incl. welfare; subst; training
7	Staff Total	58,856	547	59,403	
8	Premises				
9	6100 Repairs & maintenance	600	0	600	
10	6101 Grounds maintenance		0		
11	6102 Electricity		0		
12	6103 Gas		0		
13	6104 Water & drainage		0		
14	6105 Alarm systems		0		
15	6106 Equipment & furniture etc	600	0	600	
16	6107 Rentals & hire costs		0		
17	6108 NNDR		0		
18	6109 Premises insurance		0		
19	Premises Total	1,200	0	1,200	
20	Transport				
21	6200 Transport hire costs		0		
22	6201 Transport running costs		0		
23	6202 Mileage allowances		0		
24	Transport Total	0	0	0	
25	Supplies & Services				
26	6400 Consumable stores		0		
27	6401 Equipment rental		0		
28	6402 Regalia		0		
29	6403 Small plant & tools		0		
30	6404 Catering		0		
31	6405 Printing	400	0	400	
32	6406 Stationery	800	-200	600	part rechargeable to services on analysis
33	6407 Books & periodicals	100	0	100	Incl. royalty payments iro resaleable stock
34	6408 Postage	500	-100	400	part rechargeable to services on analysis
35	6409 Telephones/ICT	4,000	0	4,000	part rechargeable to services on analysis
36	6410 Office equipment	1,200	0	1,200	part rechargeable to services on analysis
37	6411 General office expenses		0		
38	2300 Loan charges		0		
39	6412 Consultants	5,000	0	5,000	Audit/Sage/support
40	6413 Legal expenses		0		
41	6414 Hospitality		0		
42	6415 Members allowances		0		
43	6416 Miscellaneous expenses	5,000	0	5,000	Member training budget
44	6417 Grants & subscriptions etc	3,800	0	3,800	NALC/SEEmp/SALC/SLCC
45	6418 Advertising & promotions	1,000	0	1,000	Stat Ads £500 : base£500
46	6419 Travelling & subsistence	120	0	120	
47	Supplies & services Total	21,920	-300	21,620	
48					
49	Miscellaneous				
50	8100 A/cs written off		0		
51	6500 Miscellaneous insurances	3,900	130	4,030	per u/writer apportionment of premium
52	n/a Recharges to services	750	0	750	ICT reserve
53	6700 Other miscellaneous expenditure	800	0	800	bank charges & contingency
54	Miscellaneous Total	5,450	130	5,580	
55					
56	EXPENDITURE Total	87,426	377	87,803	
57		0			
58	INCOME				
59	4000 Fees & charges income	50	0	50	sale of publications
60	4001 Rental income		0		
61	4002 Other miscellaneous income	5,000	7,000	12,000	Interest
62	INCOME Total	5,050	7,000	12,050	
63					
64	NETT TOTAL	82,376	-6,623	75,753	
65					
66	Nett per head of population (2011 census)	17297	£4.76	-0.38	£4.38
67	Cost per Band D equiv't property 2015/16	5,861.10	£14.05		
68	Band D equiv't cost 2013 on	5,875.40		£12.89	
69	ADJUSTED Band D equiv't 2016/17	6,069.20		£11.80	

Line	Account	2015/16 EST	< > diff	2016/17 EST	NOTES
1	EXPENDITURE				
2	Staff				
3	7003/5 Salaries & Wages	44,166	721	44,887	
4	7006 National Insurance	3,885	-403	3,482	
5	7007 Superannuation	7,421	184	7,605	
6	7009 Other staff expenses		0		
7	Staff Total	55,472	502	55,974	
8	Premises				
9	6100 Repairs & maintenance		0		
10	6101 Grounds maintenance		0		
11	6102 Electricity		0		
12	6103 Gas		0		
13	6104 Water & drainage		0		
14	6105 Alarm systems		0		
15	6106 Equipment & furniture etc		0		
16	6107 Rentals & hire costs		0		
17	6108 NNDR		0		
18	6109 Premises insurance	0	0	0	
19	Premises Total	0	0	0	
20	Transport				
21	6200 Transport hire costs		0		
22	6201 Transport running costs		0		
23	6202 Mileage allowances		0		
24	Transport Total	0	0	0	
25	Supplies & Services				
26	6400 Consumable stores		0		
27	6401 Equipment rental		0		
28	6402 Regalia	1,200	0	1,200	cleaning/refurbishment; PM badges etc.
29	6403 Small plant & tools		0		
30	6404 Catering	10,000	0	10,000	Civic events
31	6405 Printing	300	0	300	
32	6406 Stationery	500	0	500	
33	6407 Books & periodicals		0		
34	6408 Postage	280	-30	250	
35	6409 Telephones/ICT	350	0	350	
36	6410 Office equipment	100	-10	90	
37	6411 General office expenses		0		
38	2300 Loan charges		0		
39	6412 Consultants		0		
40	6413 Legal expenses	2,000	0	2,000	Base £2K
41	6414 Hospitality		0		
42	6415 Members allowances	5,000	0	5,000	Scheme agreed @ £331 per Cllr
43	6416 Miscellaneous expenses	10,500	0	10,500	Twin'g £5K Tour'm £4K; Civic Awd £1500
44	6417 Grants & subscriptions etc	51,000	-3,500	47,500	Misc Grants £35K; CAB £5K; LTP £3.5k; YouthBank £4k
45	6418 Advertising & promotions	3,000	0	3,000	
46	6419 Travelling & subsistence	1,000	-400	600	
47	Supplies & services Total	85,230	-3,940	81,290	
48					
49	Miscellaneous				
50	8100 A/cs written off		0		
51	6500 Miscellaneous insurances	1,800	60	1,860	per u/writer apportionment of premium
52	n/a Recharges to services	22,500	5,000	27,500	£2K Commems; Elections £6500; Picures £9k; Energy £10k
53	6700 Other miscellaneous expenditure	0	0	0	Contingency
54	Miscellaneous Total	24,300	5,060	29,360	
55					
56	EXPENDITURE Total	165,002	1,622	166,624	
57		0			
58	INCOME				
59	4000 Fees & charges income		0		
60	4001 Rental income	0	0	0	
61	4002 Other miscellaneous income	150	0	150	
62	INCOME Total	150	0	150	
63					
64	NETT TOTAL	164,852	1,622	166,474	
65					
66	Nett per head of population (2011 census)	17297	£9.53	0.09	£9.62
67	Cost per Band D equiv't property 2015/16	5,861.10	£28.13		
68	Band D equiv't cost 2013 on	5,875.40		£28.33	
69	ADJUSTED Band D equiv't 2016/17	6,069.20		£25.93	
70					

Line	Account	2015/16 EST	< > diff	2016/17 EST	NOTES
1	EXPENDITURE				
2	Staff				
3	7003/5 Salaries & Wages	29,252	111	29,363	
4	7006 National Insurance	2,754	-325	2,429	
5	7007 Superannuation	5,251	55	5,306	
6	7009 Other staff expenses		0		
7	Staff Total	37,257	-159	37,098	
8	Premises				
9	6100 Repairs & maintenance		0		
10	6101 Grounds maintenance		0		
11	6102 Electricity		0		
12	6103 Gas		0		
13	6104 Water & drainage		0		
14	6105 Alarm systems		0		
15	6106 Equipment & furniture etc		0		
16	6107 Rentals & hire costs		0		
17	6108 NNDR		0		
18	6109 Premises insurance		0		
19	Premises Total	0	0	0	
20	Transport				
21	6200 Transport hire costs		0		
22	6201 Transport running costs		0		
23	6202 Mileage allowances		0		
24	Transport Total	0	0	0	
25	Supplies & Services				
26	6400 Consumable stores		0		
27	6401 Equipment rental		0		
28	6402 Regalia	250	0	250	
29	6403 Small plant & tools		0		
30	6404 Catering	10,500	0	10,500	Mayoral events (major)
31	6405 Printing	400	0	400	
32	6406 Stationery	400	-100	300	
33	6407 Books & periodicals		0		
34	6408 Postage	350	-100	250	
35	6409 Telephones/ICT	350	0	350	
36	6410 Office equipment	200	-100	100	
37	6411 General office expenses		0		
38	2300 Loan charges		0		
39	6412 Consultants		0		
40	6413 Legal expenses		0		
41	6414 Hospitality	1,000	0	1,000	Mayoral events (minor)
42	6415 Members allowances	700	0	700	personal expenses allowance
43	6416 Miscellaneous expenses	1,000	0	1,000	tickets/tributes/donations/gifts etc.
44	6417 Grants & subscriptions etc	100	0	100	Sx Mayors Assoc/Civic Officers Assoc.
45	6418 Advertising & promotions		0		
46	6419 Travelling & subsistence	1,000	0	1,000	
47	Supplies & services Total	16,250	-300	15,950	
48					
49	Miscellaneous				
50	8100 A/cs written off		0		
51	6500 Miscellaneous insurances		0		
52	n/a Recharges to services		0		
53	6700 Other miscellaneous expenditure	0	0	0	
54	Miscellaneous Total	0	0	0	
55					
56	EXPENDITURE Total	53,507	-459	53,048	
57		0			
58	INCOME				
59	4000 Fees & charges income		0		
60	4001 Rental income		0		
61	4002 Other miscellaneous income	500	0	500	Mayor's fund
62	INCOME Total	500	0	500	
63					
64	NETT TOTAL	53,007	-459	52,548	
65					
66	Nett per head of population (2011 census)	17297	£3.06	-0.03	£3.04
67	Cost per Band D equiv't property 2015/16	5,861.10	£9.04		
68	Band D equiv't cost 2013 on	5,875.40			£8.94
69	ADJUSTED Band D equiv't 2016/17	6,069.20			£8.03
70					

Line	Account	2015/16 EST	< > diff	2016/17 EST	NOTES
1	EXPENDITURE				
2	Staff				
3	7003/5 Salaries & Wages	86,468	1,855	88,323	
4	7006 National Insurance	7,092	-685	6,407	
5	7007 Superannuation	10,701	3,295	13,996	
6	7009 Other staff expenses		0		
7	Staff Total	104,261	4,465	108,726	
8	Premises				
9	6100 Repairs & maintenance	12,000	0	12,000	Routine & Responsive repairs
10	6101 Grounds maintenance	2,500	0	2,500	Refuse £1500: window cleaning £320: base £680
11	6102 Electricity	6,000	0	6,000	
12	6103 Gas	10,300	0	10,300	
13	6104 Water & drainage	1,800	0	1,800	
14	6105 Alarm systems	4,300	0	4,300	SECOM and ADT systems
15	6106 Equipment & furniture etc	2,000	0	2,000	Fire equipment & misc plant
16	6107 Rentals & hire costs		0		
17	6108 NNDR	59,390	1,190	60,580	
18	6109 Premises insurance	17,000	550	17,550	per u/writer allocation of premium
19	Premises Total	115,290	1,740	117,030	
20	Transport				
21	6200 Transport hire costs		0		
22	6201 Transport running costs		0		
23	6202 Mileage allowances		0		
24	Transport Total	0	0	0	
25	Supplies & Services				
26	6400 Consumable stores	2,600	0	2,600	
27	6401 Equipment rental	900	0	900	incl. sanitary service
28	6402 Regalia		0		
29	6403 Small plant & tools	1,100	0	1,100	incl. kitchen equip't service
30	6404 Catering		0		
31	6405 Printing	450	0	450	
32	6406 Stationery	500	0	500	
33	6407 Books & periodicals		0		
34	6408 Postage	600	-100	500	
35	6409 Telephones/ICT	1,100	0	1,100	
36	6410 Office equipment	150	0	150	
37	6411 General office expenses		0		
38	2300 Loan charges	10,056	0	10,056	PWLB loan 1998-2023
39	6412 Consultants	1,000	0	1,000	
40	6413 Legal expenses	2,200	0	2,200	licences & PRS royalties
41	6414 Hospitality		0		
42	6415 Members allowances		0		
43	6416 Miscellaneous expenses	0	0	0	
44	6417 Grants & subscriptions etc		0		
45	6418 Advertising & promotions	900	0	900	
46	6419 Travelling & subsistence		0		
47	Supplies & services Total	21,556	-100	21,456	
48					
49	Miscellaneous				
50	8100 A/cs written off		0		
51	6500 Miscellaneous insurances		0		
52	n/a Recharges to other a/c's	37,000	63,000	100,000	Maintenance reserve £100K
53	6700 Other miscellaneous expenditure	0	0	0	contingency
54	Miscellaneous Total	37,000	63,000	100,000	
55					
56	EXPENDITURE Total	278,107	69,105	347,212	
57		0			
58	INCOME				
59	4000 Fees & charges income	91,000	3,000	94,000	
60	4001 Rental income	7,800	0	7,800	LDC strongroom rental + res flat
61	4002 Other miscellaneous income		0		
62	INCOME Total	98,800	3,000	101,800	
63					
64	NETT TOTAL	179,307	66,105	245,412	
65					
66	Nett per head of population (2011 census)	17297	£10.37	3.82	£14.19
67	Cost per Band D equiv't property 2015/16	5,861.10	£30.59		
68	Band D equiv't cost 2013 on	5,875.40			£41.77
69	ADJUSTED Band D equiv't 2016/17	6,069.20			£38.23
70					

Line	Account	2015/16 EST	< > diff	2016/17 EST	NOTES
1	EXPENDITURE				
2	Staff				
3	7003/5 Salaries & Wages	67,546	1,680	69,226	
4	7006 National Insurance	7,350	-733	6,617	
5	7007 Superannuation	10,402	4,051	14,453	
6	7009 Other staff expenses		0		
7	Staff Total	85,298	4,998	90,296	
8	Premises				
9	6100 Repairs & maintenance	4,000	0	4,000	Routine & Responsive repairs
10	6101 Grounds maintenance	670	20	690	incl. refuse collection etc.
11	6102 Electricity	2,200	0	2,200	
12	6103 Gas	5,000	0	5,000	
13	6104 Water & drainage	1,200	0	1,200	
14	6105 Alarm systems	450	0	450	
15	6106 Equipment & furniture etc	9,500	0	9,500	eqpt. & lighting etc.
16	6107 Rentals & hire costs		0		
17	6108 NNDR	3,221	69	3,290	
18	6109 Premises insurance	3,970	130	4,100	underwriter apportionment of premium
19	Premises Total	30,211	219	30,430	
20	Transport				
21	6200 Transport hire costs		0		
22	6201 Transport running costs		0		
23	6202 Mileage allowances		0		
24	Transport Total	0	0	0	
25	Supplies & Services				
26	6400 Consumable stores	1,400	0	1,400	
27	6401 Equipment rental	290	0	290	
28	6402 Regalia		0		
29	6403 Small plant & tools	200	0	200	
30	6404 Catering		900	900	kiosk stock
31	6405 Printing	700	0	700	
32	6406 Stationery	1,500	0	1,500	
33	6407 Books & periodicals		0		
34	6408 Postage	500	0	500	
35	6409 Telephones/ICT	1,200	0	1,200	
36	6410 Office equipment	100	0	100	
37	6411 General office expenses		0		
38	2300 Loan charges		0		
39	6412 Consultants	3,800	-300	3,500	LFC fees
40	6413 Legal expenses	700	0	700	Licences
41	6414 Hospitality		0		
42	6415 Members allowances		0		
43	6416 Miscellaneous expenses	7,000	1,000	8,000	Film hire
44	6417 Grants & subscriptions etc		0		
45	6418 Advertising & promotions	2,200	0	2,200	Inc Film ads
46	6419 Travelling & subsistence		0		
47	Supplies & services Total	19,590	1,600	21,190	
48					
49	Miscellaneous				
50	8100 A/cs written off		0		
51	6500 Miscellaneous insurances		0		
52	n/a Recharges to services	6,000	0	6,000	Reps&rens reserve
53	6700 Other miscellaneous expenditure		0		
54	Miscellaneous Total	6,000	0	6,000	
55					
56	EXPENDITURE Total	141,099	6,817	147,916	
57		0			
58	INCOME				
59	4000 Fees & charges income	45,000	1,000	46,000	
60	4001 Rental income		0		
61	4002 Other miscellaneous income	16,000	2,000	18,000	
62	INCOME Total	61,000	3,000	64,000	
63					
64	NETT TOTAL	80,099	3,817	83,916	
65					
66	Nett per head of population (2011 census)	17297	£4.63	0.22	£4.85
67	Cost per Band D equiv't property 2015/16	5,861.10	£13.67		
68	Band D equiv't cost 2013 on	5,875.40			£14.28
69	ADJUSTED Band D equiv't 2016/17	6,069.20			£13.07
70					

Line	Account	2015/16 EST	< > diff	2016/17 EST	
1	EXPENDITURE				
2	Staff				
3	7003/5 Salaries & Wages	7,436	-102	7,334	
4	7006 National Insurance	776	-104	672	
5	7007 Superannuation	1,458	10	1,468	
6	7009 Other staff expenses	0	0	0	
7	Staff Total	9,670	-196	9,474	
8	Premises				
9	6100 Repairs & maintenance	2,000	0	2,000	
10	6101 Grounds maintenance	1,000	0	1,000	
11	6102 Electricity	2,500	0	2,500	
12	6103 Gas	2,000	0	2,000	
13	6104 Water & drainage	900	0	900	
14	6105 Alarm systems	0	0	0	
15	6106 Equipment & furniture etc	200	0	200	
16	6107 Rentals & hire costs	0	0	0	
17	6108 NNDR	4,394	86	4,480	
18	6109 Premises insurance	1,000	30	1,030	
19	Premises Total	13,994	116	14,110	
20	Transport				
21	6200 Transport hire costs	0	0	0	
22	6201 Transport running costs	0	0	0	
23	6202 Mileage allowances	0	0	0	
24	Transport Total	0	0	0	
25	Supplies & Services				
26	6400 Consumable stores	300	0	300	
27	6401 Equipment rental	0	0	0	
28	6402 Regalia	0	0	0	
29	6403 Small plant & tools	50	0	50	
30	6404 Catering	0	0	0	
31	6405 Printing	40	0	40	
32	6406 Stationery	40	0	40	
33	6407 Books & periodicals	0	0	0	
34	6408 Postage	80	0	80	
35	6409 Telephones/ICT	80	0	80	
36	6410 Office equipment	0	0	0	
37	6411 General office expenses	0	0	0	
38	2300 Loan charges	0	0	0	
39	6412 Consultants	500	0	500 energy/fire certificates	
40	6413 Legal expenses	500	0	500	
41	6414 Hospitality	0	0	0	
42	6415 Members allowances	0	0	0	
43	6416 Miscellaneous expenses	0	0	0	
44	6417 Grants & subscriptions etc	6,400	0	6,400 Ag'y Payments to MCA	
45	6418 Advertising & promotions	0	0	0	
46	6419 Travelling & subsistence	0	0	0	
47	Supplies & services Total	7,990	0	7,990	
48					
49	Miscellaneous				
50	8100 A/cs written off	0	0	0	
51	6500 Miscellaneous insurances	0	0	0	
52	n/a Recharges to services	40,000	0	40,000 Refurb Res've £40k	
53	6700 Other miscellaneous expenditure	0	0	0	
54	Miscellaneous Total	40,000	0	40,000	
55					
56	EXPENDITURE Total	71,654	-80	71,574	
57		0			
58	INCOME				
59	4000 Fees & charges income	14,000	0	14,000	
60	4001 Rental income	0	0	0	
61	4002 Other miscellaneous income	0	0	0	
62	INCOME Total	14,000	0	14,000	
63					
64	NETT TOTAL	57,654	-80	57,574	
65					
66	Nett per head of population (2011 census)	17297	£3.33	0.00	£3.33
67	Cost per Band D equiv't property 2015/16	5,861.10	£9.84		
68	Band D equiv't cost 2013 on	5,875.40			£9.80
69	ADJUSTED Band D equiv't 2016/17	6,069.20			£8.97
70					

Line	Account	2015/16 EST	< > diff	2016/17 EST	NOTES
1	EXPENDITURE				
2	Staff				
3	7003/5 Salaries & Wages	10,841	-1,621	9,220	
4	7006 National Insurance	1,139	-287	852	
5	7007 Superannuation	2,154	-293	1,861	
6	7009 Other staff expenses		0		
7	Staff Total	14,134	-2,201	11,933	
8	Premises				
9	6100 Repairs & maintenance	3,600	0	3,600	
10	6101 Grounds maintenance	15,000	0	15,000	
11	6102 Electricity		0		
12	6103 Gas		0		
13	6104 Water & drainage		0		
14	6105 Alarm systems		0		
15	6106 Equipment & furniture etc		0		
16	6107 Rentals & hire costs		0		
17	6108 NNDR		0		
18	6109 Premises insurance	800	25	825	
19	Premises Total	19,400	25	19,425	
20	Transport				
21	6200 Transport hire costs		0		
22	6201 Transport running costs		0		
23	6202 Mileage allowances		0		
24	Transport Total	0	0	0	
25	Supplies & Services				
26	6400 Consumable stores		0		
27	6401 Equipment rental	40	0	40	
28	6402 Regalia		0		
29	6403 Small plant & tools	120	0	120	
30	6404 Catering		0		
31	6405 Printing		0		
32	6406 Stationery	50	0	50	
33	6407 Books & periodicals		0		
34	6408 Postage	70	0	70	
35	6409 Telephones/ICT	100	0	100	
36	6410 Office equipment	30	0	30	
37	6411 General office expenses		0		
38	2300 Loan charges		0		
39	6412 Consultants	750	0	750	Town Brook Trust audit fee
40	6413 Legal expenses	90	0	90	Water abstraction licence
41	6414 Hospitality		0		
42	6415 Members allowances		0		
43	6416 Miscellaneous expenses		0		
44	6417 Grants & subscriptions etc	10,000	0	10,000	PPCA £10,000 grant
45	6418 Advertising & promotions		0		
46	6419 Travelling & subsistence		0		
47	Supplies & services Total	11,250	0	11,250	
48					
49	Miscellaneous				
50	8100 A/cs written off		0		
51	6500 Miscellaneous insurances		0		
52	n/a Recharges to services	10,000	0	10,000	Development reserve £10k
53	6700 Other miscellaneous expenditure		0		
54	Miscellaneous Total	10,000	0	10,000	
55					
56	EXPENDITURE Total	54,784	-2,176	52,608	
57		0			
58	INCOME				
59	4000 Fees & charges income	240	0	240	Fishing permits
60	4001 Rental income		0		
61	4002 Other miscellaneous income		0		
62	INCOME Total	240	0	240	
63					
64	NETT TOTAL	54,544	-2,176	52,368	
65					
66	Nett per head of population (2011 census)	17297	£3.15	-0.13	£3.03
67	Cost per Band D equiv't property 2015/16	5,861.10	£9.31		
68	Band D equiv't cost 2013 on	5,875.40			£8.91
69	ADJUSTED Band D equiv't 2016/17	6,069.20			£8.16
70					

Line	Account	2015/16 EST	< > diff	2016/17 EST	NOTES
1	EXPENDITURE				
2	Staff				
3	7003/5 Salaries & Wages	14,975	1,829	16,804	
4	7006 National Insurance	1,597	-26	1,571	
5	7007 Superannuation	3,001	430	3,431	
6	7009 Other staff expenses		0		
7	Staff Total	19,573	2,233	21,806	
8	Premises				
9	6100 Repairs & maintenance	2,000	0	2,000	
10	6101 Grounds maintenance	48,000	0	48,000	Landport Bottom £6000; base £2000, Malling Rec £40,000
11	6102 Electricity		0		
12	6103 Gas		0		
13	6104 Water & drainage		0		
14	6105 Alarm systems		0		
15	6106 Equipment & furniture etc		0		
16	6107 Rentals & hire costs		0		
17	6108 NNDR		0		
18	6109 Premises insurance		0		
19	Premises Total	50,000	0	50,000	
20	Transport				
21	6200 Transport hire costs		0		
22	6201 Transport running costs		0		
23	6202 Mileage allowances		0		
24	Transport Total	0	0	0	
25	Supplies & Services				
26	6400 Consumable stores		0		
27	6401 Equipment rental	8,000	0	8,000	CCTV running costs
28	6402 Regalia		0		
29	6403 Small plant & tools	350	0	350	
30	6404 Catering		0		
31	6405 Printing		0		
32	6406 Stationery	80	0	80	
33	6407 Books & periodicals		0		
34	6408 Postage	90	0	90	
35	6409 Telephones/ICT	220	0	220	
36	6410 Office equipment	50	0	50	
37	6411 General office expenses		0		
38	2300 Loan charges		0		
39	6412 Consultants		0		
40	6413 Legal expenses	500	0	500	
41	6414 Hospitality		0		
42	6415 Members allowances		0		
43	6416 Miscellaneous expenses	7,000	0	7,000	Xmas trees £2400; base £1100; Bonfire Stewards £3.5k
44	6417 Grants & subscriptions etc	3,000	0	3,000	CoC Xmas lights £1500; base 1500
45	6418 Advertising & promotions	500	0	500	
46	6419 Travelling & subsistence	50	0	50	
47	Supplies & services Total	19,840	0	19,840	
48					
49	Miscellaneous				
50	8100 A/cs written off		0		
51	6500 Miscellaneous insurances	500	0	500	
52	n/a Recharges to services	5,000	50,000	55,000	Cont'n to res've £3K; £2K enh't fund; Devol'n £50k
53	6700 Other miscellaneous expenditure		0		
54	Miscellaneous Total	5,500	50,000	55,500	
55					
56	EXPENDITURE Total	94,913	52,233	147,146	
57		0			
58	INCOME				
59	4000 Fees & charges income		0		
60	4001 Rental income		0		
61	4002 Other miscellaneous income	1,000	0	1,000	Grant iro Landport Bottom HLS
62	INCOME Total	1,000	0	1,000	
63					
64	NETT TOTAL	93,913	52,233	146,146	
65					
66	Nett per head of population (2011 census)	17297	£5.43	3.02	£8.45
67	Cost per Band D equiv't property 2015/16	5,861.10	£16.02		
68	Band D equiv't cost 2013 on	5,875.40	£0.00		£24.87
69	ADJUSTED Band D equiv't 2016/17	6,069.20			£18.97
70					

Line	Account	2015/16 EST	< > diff	2016/17 EST	NOTES
1	EXPENDITURE				
2	Staff				
3	7003/5 Salaries & Wages	2,890	-2	2,888	
4	7006 National Insurance	304	-37	267	
5	7007 Superannuation	553	31	584	
6	7009 Other staff expenses		0		
7	Staff Total	3,747	-8	3,739	
8	Premises				
9	6100 Repairs & maintenance	0	0	0	
10	6101 Grounds maintenance	0	0	0	
11	6102 Electricity		0		
12	6103 Gas		0		
13	6104 Water & drainage	0	0	0	
14	6105 Alarm systems		0		
15	6106 Equipment & furniture etc		0		
16	6107 Rentals & hire costs		0		
17	6108 NNDR		0		
18	6109 Premises insurance	280	10	290	
19	Premises Total	280	10	290	
20	Transport				
21	6200 Transport hire costs		0		
22	6201 Transport running costs		0		
23	6202 Mileage allowances		0		
24	Transport Total	0	0	0	
25	Supplies & Services				
26	6400 Consumable stores		0		
27	6401 Equipment rental		0		
28	6402 Regalia		0		
29	6403 Small plant & tools	0	0	0	
30	6404 Catering		0		
31	6405 Printing		0		
32	6406 Stationery	0	0	0	
33	6407 Books & periodicals		0		
34	6408 Postage	0	0	0	
35	6409 Telephones/ICT	0	0	0	
36	6410 Office equipment	0	0	0	
37	6411 General office expenses		0		
38	2300 Loan charges		0		
39	6412 Consultants		0		
40	6413 Legal expenses		0		
41	6414 Hospitality		0		
42	6415 Members allowances		0		
43	6416 Miscellaneous expenses		0		
44	6417 Grants & subscriptions etc	11,750	180	11,930	contracted pay't LPTrust
45	6418 Advertising & promotions		0		
46	6419 Travelling & subsistence		0		
47	Supplies & services Total	11,750	180	11,930	
48					
49	Miscellaneous				
50	8100 A/cs written off		0		
51	6500 Miscellaneous insurances	0	0	0	
52	n/a Recharges to services	280	0	280	Contrib'n to Reserve
53	6700 Other miscellaneous expenditure		0		
54	Miscellaneous Total	280	0	280	
55					
56	EXPENDITURE Total	16,057	182	16,239	
57		0			
58	INCOME				
59	4000 Fees & charges income		0		
60	4001 Rental income		0		
61	4002 Other miscellaneous income		0		
62	INCOME Total	0	0	0	
63					
64	NETT TOTAL	16,057	182	16,239	
65					
66	Nett per head of population (2011 census)	17297	£0.93	0.01	£0.94
67	Cost per Band D equiv't property 2015/16	5,861.10	£2.74		
68	Band D equiv't cost 2013 on	5,875.40			£2.76
69	ADJUSTED Band D equiv't 2016/17	6,069.20			£5.76
70					

Line	Account	2015/16 EST	< > diff	2016/17 EST	NOTES
1	EXPENDITURE				
2	Staff				
3	7003/5 Salaries & Wages	10,272	336	10,608	
4	7006 National Insurance	1,095	-101	994	
5	7007 Superannuation	2,069	102	2,171	
6	7009 Other staff expenses		0	0	
7	Staff Total	13,436	337	13,773	
8	Premises				
9	6100 Repairs & maintenance	6,500	0	6,500	Furn £3K, Clocks £500; base £3k
10	6101 Grounds maintenance	3,400	100	3,500	town hanging baskets
11	6102 Electricity	750	0	750	
12	6103 Gas		0		
13	6104 Water & drainage		0		
14	6105 Alarm systems		0		
15	6106 Equipment & furniture etc	2,000	0	2,000	
16	6107 Rentals & hire costs		0		
17	6108 NNDR		0		
18	6109 Premises insurance	980	30	1,010	
19	Premises Total	13,630	130	13,760	
20	Transport				
21	6200 Transport hire costs		0		
22	6201 Transport running costs		0		
23	6202 Mileage allowances		0		
24	Transport Total	0	0	0	
25	Supplies & Services				
26	6400 Consumable stores	100	0	100	
27	6401 Equipment rental		0		
28	6402 Regalia		0		
29	6403 Small plant & tools	300	0	300	
30	6404 Catering		0		
31	6405 Printing		0		
32	6406 Stationery	40	0	40	
33	6407 Books & periodicals		0		
34	6408 Postage	50	0	50	
35	6409 Telephones/ICT	80	0	80	
36	6410 Office equipment	40	0	40	
37	6411 General office expenses		0		
38	2300 Loan charges		0		
39	6412 Consultants		0		
40	6413 Legal expenses		0		
41	6414 Hospitality		0		
42	6415 Members allowances		0		
43	6416 Miscellaneous expenses		0		
44	6417 Grants & subscriptions etc	1,000	0	1,000	W/Mem Trust; Hist Towns Forum etc
45	6418 Advertising & promotions		0		
46	6419 Travelling & subsistence		0		
47	Supplies & services Total	1,610	0	1,610	
48					
49	Miscellaneous				
50	8100 A/cs written off		0		
51	6500 Miscellaneous insurances	400	0	400	
52	n/a Recharges to services	600	25,000	25,600	Plaques £300; clocks £300; ped'n x-ing £25k
53	6700 Other miscellaneous expenditure	0	0	0	
54	Miscellaneous Total	1,000	25,000	26,000	
55					
56	EXPENDITURE Total	29,676	25,467	55,143	
57		0			
58	INCOME				
59	4000 Fees & charges income		0		
60	4001 Rental income		0		
61	4002 Other miscellaneous income		0		
62	INCOME Total	0	0	0	
63					
64	NETT TOTAL	29,676	25,467	55,143	
65					
66	Nett per head of population (2011 census)	17297	£1.72	1.47	£3.19
67	Cost per Band D equiv't property 2015/16	5,861.10	£5.06		
68	Band D equiv't cost 2013 on	5,875.40			£9.39
69	ADJUSTED Band D equiv't 2016/17	6,069.20			£9.15
70					

Line	Account	2015/16 EST	< > diff	2016/17 EST	NOTES
1	EXPENDITURE				
2	Staff				
3	7003/5 Salaries & Wages	12,852	331	13,183	
4	7006 National Insurance	1,351	-133	1,218	
5	7007 Superannuation	2,560	101	2,661	
6	7009 Other staff expenses		0		
7	Staff Total	16,763	299	17,062	
8	Premises				
9	6100 Repairs & maintenance	1,500	0	1,500	
10	6101 Grounds maintenance	5,000	0	5,000	
11	6102 Electricity		0		
12	6103 Gas		0		
13	6104 Water & drainage	900	0	900	
14	6105 Alarm systems		0		
15	6106 Equipment & furniture etc		0		
16	6107 Rentals & hire costs		0		
17	6108 NNDR		0		
18	6109 Premises insurance		0		
19	Premises Total	7,400	0	7,400	
20	Transport				
21	6200 Transport hire costs		0		
22	6201 Transport running costs		0		
23	6202 Mileage allowances		0		
24	Transport Total	0	0	0	
25	Supplies & Services				
26	6400 Consumable stores		0		
27	6401 Equipment rental		0		
28	6402 Regalia		0		
29	6403 Small plant & tools	300	0	300	
30	6404 Catering	180	0	180	Allotment show
31	6405 Printing		0		
32	6406 Stationery	150	0	150	
33	6407 Books & periodicals		0		
34	6408 Postage	180	0	180	
35	6409 Telephones/ICT	110	0	110	
36	6410 Office equipment	30	0	30	
37	6411 General office expenses		0		
38	2300 Loan charges		0		
39	6412 Consultants		0		
40	6413 Legal expenses		0		
41	6414 Hospitality		0		
42	6415 Members allowances		0		
43	6416 Miscellaneous expenses		0		
44	6417 Grants & subscriptions etc	70	0	70	NAALG m'ship
45	6418 Advertising & promotions	500	0	500	base £150; A show prizes £350
46	6419 Travelling & subsistence	100	0	100	
47	Supplies & services Total	1,620	0	1,620	
48					
49	Miscellaneous				
50	8100 A/cs written off		0		
51	6500 Miscellaneous insurances		0		
52	n/a Recharges to services	10,000	-10,000		0 contr'b'n to Improvements Reserve
53	6700 Other miscellaneous expenditure		0		
54	Miscellaneous Total	10,000	-10,000	0	
55					
56	EXPENDITURE Total	35,783	-9,701	26,082	
57		0			
58	INCOME				
59	4000 Fees & charges income		0		
60	4001 Rental income	4,500	130	4,630	
61	4002 Other miscellaneous income		0		
62	INCOME Total	4,500	130	4,630	
63					
64	NETT TOTAL	31,283	-9,831	21,452	
65					
66	Nett per head of population (2011 census)	17297	£1.81	-0.57	£1.24
67	Cost per Band D equiv't property 2015/16	5,861.10	£5.34		
68	Band D equiv't cost 2013 on	5,875.40			£3.65
69	ADJUSTED Band D equiv't 2016/17	6,069.20			£3.34
70					