

17.11.15 Minute 15.11.370 - Appendix 2

Notes to Precept for Norton Parish Council - Financial Year 2016-17**ADMINISTRATION**

- 1 CLERKS SALARY - 8 hours per week=416 hrs pa @ £12 = £4992
 2 No liability for PAYE. Auto-enrolment Staging date 1 May 2017
 3 EXPENSES - CLERK - to cover mileage, providing an office at home, electricity etc. GENERAL ADMIN to include stationary,
 4 postage stamps etc.
 5 ADVERTISING - none
 6 ELECTION EXPENSES - £1200 held in ear-marked reserves
 7 HALL HIRE - NVCA fee will be £35 per meeting. 15 mtgs = £525
 8 INSURANCE - An allowance for additional premium plus admin fee for street lighting
 9 BANK CHARGES - Unity Trust Bank may charge £5 per month INTEREST - RECEIVED from monies held on deposit at HSBC
 10 NCALC - Annual membership fee as advised by email Nov 2015
 11 NEWSLETTER - Four editions per annum at £70 per edition. Postage & stationary to 30 outlying residents £16.20 per edition =
 £344.80
 PROFESSIONAL FEES - Internal auditor appointed by NCALC and External Auditor (BDO) - £400, Planning Consultant £1000 to
 cover advice

- SECTION 137 - British Legion wreath for Remembrance Sunday plus the purchase of wooden crosses with poppy for each of the
 remembered on the war memorial. £20 + £1.50 x 17. Allowance of up to £120 for inscribing war memorial re William Bullock
 TRAINING - Provision for Clerk and Councillors to attend courses
 VAT - Refund of VAT on all payments with a valid VAT receipt
 WEBSITE - The annual cost of website - domain name etc. £150 shared with village organisations = £75

* MISCELLANEOUS - no amount

GREENS AND VERGES

- MAINTENANCE - of troughs at all village entrances. Plants for spring and summer and additional compost topup - £100. Labour
 £300
 MOWING - undertaken by Stephen Hartwell who has maintained the contract price for 10 cuts per annum for 4 consecutive
 years. Figure includes an allowance for 2 additional cuts. TREE PRUNING - Minor works might be required depending upon
 weather conditions. £2200.
 SALT BIN TOPUP - the supply of grit salt from NCC. 10 x 25kg bags at £4 per bag plus sand to mix with salt.

THE POUND

- THE POUND - rental income from the lease of 27 Daventry Road. New lease yet to be signed
 Reimburse insurance - 2015/16 premium £27.86

STREET LIGHTING

- The supply of electricity from Eon.
 Maintenance and repair to street lighting by Eon

JACKS PATCH

- MAINTENANCE - Please see note 33
 SAFETY INSPECTION - the annual inspection cost as required by RoSPA - Please see note 33

GRANTS

- GRANT RECEIPT - an amount awarded to NPC by NCC toward the cost of the mowing of the grass verges within the parish.
 GRANT PAYMENT - £1000 held in ear-marked reserves. No amount included in this years precept

REPAIRS

- COUNCIL OWNED PROPERTY - The Pound is offered on a full repairing lease. £500 held in ear-marked reserves. Smaller village
 assets repaired October 2015
 ROAD SIDE SEATS - Cleaning, varnish and or repair

NEIGHBOURHOOD PLANNING

- HALL HIRE for consultation periods. Regular meetings may be held away from village hall
 PRINTING - Costs for printing consultation papers
 POSTAGE - Postage to 30 outlying residents
 TRAINING - Provision for 4 SG Members to attend a course
 CONSULTANCY FEES - First stage payments on NP

- GRANT FUNDING - Possible funding received over a 12 month period (a maximum of £8K available toward plan)

RESERVES**Jacks Patch**

Maintenance & Safety Inspection - Historically include £500 pa in precept toward running play area

Village Hall

£1000 held in reserve toward the cost of a possible survey. It was considered prudent to not add to this due to the
 uncertainty regarding the lease.

Street Lighting

£1000 held in reserve toward ongoing upgrade of street lighting. This will be spent by end of 2015-16. £1000 included in
 precept for ongoing upgrade in 2016-17.

Neighbourhood Plan

£410 held in reserve from 2015-16. See 27-32 for additional notes

Request precept for 2016/17 - £11,000**Shortfall of £167 to be financed from reserves**

