

1.12.15 Minute 15.12.384 - Appendix 3

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

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- 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
EXPENSES - CLERK - to cover mileage, providing an office at home, electricity etc. GENERAL ADMIN to include stationary, postage stamps etc.
- 3
- 4 ADVERTISING - none
- 5 ELECTION EXPENSES - £1200 held in ear-marked reserves
- 6 HALL HIRE - NVCA fee will be £35 per meeting. 15 mtgs = £525
- 7 INSURANCE - An allowance for additional premium plus admin fee for street lighting
- 8 BANK CHARGES - Unity Trust Bank may charge £5 per month INTEREST - RECEIVED from monies held on deposit at HSBC
- 9 NCALC - Annual membership fee as advised by email Nov 2015
NEWSLETTER - Four editions per annum at £70 per edition. Postage & stationary to 30 outlying residents £16.20 per edition =
- 10 £344.80
- 11 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
- 12 TRAINING - Provision for Clerk and Councillors to attend courses
- 13 VAT - Refund of VAT on all payments with a valid VAT receipt
- 14 WEBSITE - The annual cost of website - domain name etc. £150 shared with village organisations = £75
- 15 * MISCELLANEOUS - no amount
- GREENS AND VERGES**
- 16 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.
- 17
- 18 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**
- 19 THE POUND - rental income from the lease of 27 Daventry Road. New lease yet to be signed
- 20 Reimburse insurance - 2015/16 premium £27.86
- STREET LIGHTING**
- 21 The supply of electricity from Eon.
- 22 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**
- 23 GRANT RECEIPT - an amount awarded to NPC by NCC toward the cost of the mowing of the grass verges within the parish.
- 24 GRANT PAYMENT - £1000 held in ear-marked reserves. No amount included in this years precept
- REPAIRS**
- 25 COUNCIL OWNED PROPERTY - The Pound is offered on a full repairing lease. £500 held in ear-marked reserves. Smaller village assets repaired October 2015
- 26 ROAD SIDE SEATS - Cleaning, varnish and or repair
- NEIGHBOURHOOD PLAN**
- 27 HALL HIRE for consultation periods. Regular meetings may be held away from village hall
- 28 PRINTING - Costs for printing consultation papers
- 29 POSTAGE - Postage to 30 outlying residents
- 30 TRAINING - Provision for 4 SG Members to attend a course
- 31 CONSULTANCY FEES - First stage payments on NP
- 32 GRANT FUNDING - Possible funding received over a 12 month period (a maximum of £8K available toward plan)
- RESERVES**
- 33 **Jacks Patch**
Maintenance & Safety Inspection - Historically include £500 pa in precept toward running play area
- 34 **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.
- 35 **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.
- 36 **Neighbourhood Plan**
£410 held in reserve from 2015-16. See 27-32 for additional notes
- 37 **Request precept for 2016/17 - £11,000**
- 38 **Shortfall of £2607 to be financed from reserves**

