**REPORT TO NARBERTH TOWN COUNCIL**

5th JANUARY 2016

#### PREAMBLE

# The attached precept calculation (Schedule 1) shows a recommended precept requirement for the forthcoming year at £46,000.

***Income:***

Bank Interest

Due to the low level of interest rates, the anticipated income from bank interest is expected to remain insignificant.

Town Hall

The guaranteed annual income for the year will be based on the top two floors at £5,492.13. Continued efforts will be made to get the repairs done to the building in the hope that the basement will once again bring in income. Money is required to be set aside for this repair work to stop the water ingress.

Other Contributions

A contribution to the insurance premium for the Town Hall is made as part of the tenancy agreements between Jelly Egg, Pembrokeshire County Council and the Town Council. As such, it is prudent to include a budgeted income of £467 for the year.

***Expenditure***

# Narberth Castle

It is proposed that the ‘castle maintenance’ budget be maintained at £1,750 to cater for grass cutting, water supply and other maintenance that will be needed to keep Narberth Castle in good order. This is based on the historical spend over the last five years and a predicted increase in contractor rates.

# Burial Ground

This budget line has been increased to include the maintenance of the grassed bank leading down to the Church Wall on Castle Hill, maintenance of the Headstones as required under health and safety and the cutting down of broken branches due to wind damage.

# Clerk’s Salary

The proposed budget line has been slightly increased to reflect the new pay scales for 2014-2016 as implemented by the National Joint Council for Local Government Services.

# Clerk’s Expenses

The expenses budget has been kept at the same rate as last year at £850.

# Mayor’s Expenses

The Mayor’s expenses budget is to remain at £2,000.

# Civic Functions

The expenses budget remains the same as the last few years at £1,760.

# Christmas Lights

It is proposed that the budget for the erection, dismantling and maintenance of the Christmas Lights, along with the energy costs be kept at the same rate as last year.

Training

Based on historical spend it is recommended that the budget be set at £200.

Audit Fee

The audit budget line has been slightly increased by £50 to allow for the possible changes in Audit Fees due to the Government changing the Council’s Auditors from 2016.

Insurance

The insurance budget line has been set to remain at £2,100.

Sundries

This has been set to remain at £750.

Advertising

This has been slightly increased by £50 as Council Elections will be held next year and it is possible that co-option advertisements will need to be addressed.

Members Allowance

Based on the historical spend, it is recommended that the budget line be maintained at £100.

Environment Improvements

The budget is to be increased by £450 as the Town Council now have to pay for all the floral displays in the town.

Miscellaneous Donations

The Miscellaneous donations to be set at £350.

Specific Donations

The specific donations have been increased by £5,600 in the hope of the Council taking over the running costs of Narberth Library.

Contingency fund

The Contingency fund has been slightly increased by £200 to cover any unexpected shortfall in Contractors tenders for this year, costs in relation to the Town Council taking over the floral displays and unforeseen costs in relation to the Library.

## SCHEDULE 1

## PRECEPT CALCULATION

Current Year £

Projected Income .. .. .. .. 50,344.14

# Less Projected Expenditure .. .. .. 56,740.24

 Projected Income over Expenditure (6,396.10)

Add Balance b/fwd from 2014/2015 44,018.67

 Projected Balance c/fwd to 2016/2017 .. 37,622.57

### BUDGET REQUIREMENT – 2016/2017

Anticipated Expenditure .. .. .. .. 56,960.00

Less Anticipated Income .. .. .. .. 11,005.16

 Balance .. .. .. .. 45,954.84

**MINIMUM PRECEPT REQUIREMENT (rounded up) £46,000.00**

##### RECOMMENDATION

That the Precept be set at

**£46,000.00**