



AGENDA FOR THE MEETING OF TOTNES TOWN COUNCIL
MONDAY 30th JANUARY 2017 AT THE GUILDHALL TOTNES

You are hereby SUMMONED to attend the Meeting of the Council, which is to be held in the Guildhall, Totnes on **Monday 30th January 2017 at 7pm** for the purpose of transacting the following business:

No	Subject	Comments
1	To receive apologies.	
2	The Mayor will request confirmation that all Members have made any amendments necessary to their Declaration of Interests, if appropriate.	
3	To approve the 2017/18 budget and agree the precept.	Enclosure
	<i>The Council will be asked to RESOLVE to exclude the press and public "by reason of the confidential nature of the business" to be discussed and in accordance with the Public Bodies (Admission to Meetings) Act 1960.</i>	
4	To agree how to fill the Town Clerk role following the current Clerk's resignation.	
5	To note the date of the next meeting: Monday 6th February 2017 at 7pm	

Catherine Marlton
Deputy Town Clerk

Full Council meeting to set the precept – Monday 30th January 2017 at 7pm

Please see attached the budget spreadsheet showing the current year and proposed budget going forward.

As suggested the forecast has been split into 4 options:

Option 1 – keeping the current Band D rate the same as last year, i.e. no rise in taxes, then you have a precept of £313206 + £24659 Council Tax Grant = £337,865.

Band D = £114.53

Option 2 – increasing the current Band D rate by 5%, making a precept of £328866 + £24659 Council Tax Grant = £353525

Option 3 – increasing the current Band D rate by 10%, making a precept of £344527 + £24659 = £369186

Option 4 – increasing the current Band D rate by 15%, making a precept of £360187 + £24659 = £384846

When reading the attached papers please be aware that over spend figures in the total row will show as red in colour.

						OPTION 1	OPTION 2	OPTION 3	OPTION 4
	Admin	15/16 Actual	Actual Current Year to Date	Current Year	Next Year - larger C/tax base	Next Year - 5% tax increase	Next Year - 10% tax increase	Next Year - 15% tax increase	
Band D property				£114.53	£114.53	£120.26	£125.95	£131.71	
Salaries and Pensions	14618	24323	25092	25976	25976	25976	25976	25976	
Staff Training and Travel	1397	507	1500	1500	1500	1500	1500	1500	
Staff Eye Tests	0	174	200	200	180	180	180	180	
Staff Recruitment	261	604	400	400	500	500	500	500	
Utilities	2333	1535	2575	2575	2750	2750	2750	2750	
Office Supplies	2144	1435	2000	2000	2000	2000	2000	2000	
Photocopier	2076	984	2000	2000	2000	2000	2000	2000	
Insurance	8208	5951	8200	8200	6500	6500	6500	6500	
Office Equipment	3545	437	1000	1000	1200	1200	1200	1200	
Events and Venues Expenditure	6882	603	1000	1000	1500	1500	1500	1500	
Events and Venues Income	-4725	-6	-1000	-1000	0	0	0	0	
SUB TOTAL	36739	36547	42967	44106	44106	44106	44106	44106	
Civic and Democratic									
Salaries and Pensions	69331	54936	82347	85249	85249	85249	85249	85249	
Mayoral Allowance	3191	0	0	0	3250	3250	3250	3250	
Civic Events (expenditure)	4339	3622	6000	6000	3250	3250	3250	3250	
Civic Events (income)	-892	-332	0	0	0	0	0	0	
Civic Regalia	404	399	200	200	400	400	400	400	
Town Sergeant	1160	739	1000	1000	1000	1000	1000	1000	
Councillor Allowable	1690	56	5542	5542	5542	5542	5542	5542	
Councillor Training and Travel	1417	741	2000	2000	2000	2000	2000	2000	
Professional Fees	4079	2918	4200	4200	5400	5400	5400	5400	
Elections	1505	6900	4536	4536	6000	6000	6000	6000	
Subscriptions	1867	1866	1900	1900	1950	1950	1950	1950	
Community Outreach	500	890	2000	2000	6000	6000	6000	6000	
Website and IT	559	961	1000	1000	1000	1000	1000	1000	
SUB TOTAL	89150	73696	110725	121041	121041	121041	121041	121041	

Misc Expenditure	23	571	0	0	0	0	0	0	0	0
Equipment Maintenance	1372	5229	1000	1000	1000	1000	1000	1000	1000	1000
Hire Charges	-23	-685	0	0	0	0	0	0	0	0
Feed in tariff income	-5691	-4751	-6000	-5800	-5800	-5800	-5800	-5800	-5800	-5800
SUB TOTAL	77693	27170	47861	47726	47726	47726	47726	47726	47726	47726
Property Maintenance										
Guildhall Cottage	290	1194	10000	6000	6000	6000	6000	6000	6000	6000
Eastgate Clock Rent	1200	600	850	850	850	850	850	850	850	850
Eastgate Clock Utilities	167	141	361	180	180	180	180	180	180	180
Eastgate Clock Alarm	324	225	500	500	500	500	500	500	500	500
Eastgate Clock Maintenance	355	130	5000	100	100	100	100	100	100	100
St Johns Clock Maintenance	0	0	200	100	100	100	100	100	100	100
St Marys Clock Maintenance	165	165	300	200	200	200	200	200	200	200
Flat 5a Loan repay	9148	4574	9148	9148	9148	9148	9148	9148	9148	9148
Flat 5a Maintenance	3726	559	1000	1000	1000	1000	1000	1000	1000	1000
Guildhall Office Maintenance	8800	0	1000	500	500	500	500	500	500	500
Museum Maintenance	13239	6144	4000	12000	12000	12000	12000	12000	12000	12000
Museum Rent income	-1	0	-1	-1	-1	-1	-1	-1	-1	-1
Guildhall Cottage Income	-9545	-8250	-9540	-9350	-9350	-9350	-9350	-9350	-9350	-9350
Garage Rental Income	-234	0	-468	0	0	0	0	0	0	0
Eastgate Clock Rental Income	-1	0	-1	-1	-1	-1	-1	-1	-1	-1
Flat 5a Rental Income	-6685	-6713	-8200	-8200	-8200	-8200	-8200	-8200	-8200	-8200
SUB TOTAL	20948	-1231	14149	13026	13026	13026	13026	13026	13026	13026
Cemetery										
Salaries and Pensions	6062	0	9248	9574	9574	9574	9574	9574	9574	9574
Business Rates	1534	1192	1128	1500	1500	1500	1500	1500	1500	1500
Water	134	38	90	90	90	90	90	90	90	90
Grounds Maintenance	5661	4535	7220	10000	10000	10000	10000	10000	10000	10000
Works and Maintenance	174	718	1000	10000	10000	10000	10000	10000	10000	10000
Chapel	95	16	0	5000	5000	5000	5000	5000	5000	5000
Misc Expenditure	100	0	0	0	0	0	0	0	0	0

Interment Income	-4637	-3115	-3000	-3000	-3000	-3000	-3000	-3000	-3000
Memorials	-2895	-1644	-2500	-2500	-2500	-2500	-2500	-2500	-2500
Grant of rights	-2868	-2699	-2000	-2000	-2000	-2000	-2000	-2000	-2000
War Bonds	-47	0	0	0	0	0	0	0	0
SUB TOTAL	3313	-959	11186	28664	28664	28664	28664	28664	28664
Open Spaces									
Ramparts Walk	517	29	1500	1500	1500	1500	1500	1500	1500
St Marys Churchyard	977	1397	3000	3000	3000	3000	3000	3000	3000
Castle Meadow Maintenance and Water	948	660	1000	1000	1000	1000	1000	1000	1000
Castle Meadow Rent income	-220	-10	-210	-210	-210	-210	-210	-210	-210
SUB TOTAL	2222	2076	5290	6290	6290	6290	6290	6290	6290
Precept and Income									
Bank Charges	142	113	150	150	150	150	150	150	150
Precept and Income	-230088	-328306	-300953	-313206	-328866	-344527	-360187	-360187	-360187
Council Tax Grant	-30359	0	-27353	-24659	-24659	-24659	-24659	-24659	-24659
Charity of Paige Adams	-31814	-2783	0	0	0	0	0	0	0
SUB TOTAL	-292119	-330976	-328156	-337715	-353375	-369036	-384696	-384696	-384696
Community Development									
Local Info & Support Service	0	0	0	20235	20235	20235	20235	20235	20235
Community Projects Income/Expenditure	1046	35544	6650	0	0	0	0	0	0
SUB TOTAL				-15877	-31537	-47198	-62858	-62858	-62858
Museum Grant Request				11300	11300	11300	11300	11300	11300
Arts Funding and Plan Request		2410		13000	13000	13000	13000	13000	13000
Visitor Information Officer Request				30000	30000	30000	30000	30000	30000
Neighbourhood Plan Income/Expenditure	670	6861	20000	15000	15000	15000	15000	15000	15000
TOTAL	-292	-85014	0	53423	37763	22102	6442	6442	6442
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