

WHITEHAVEN TOWN COUNCIL

Clerk to the Council:

Marlene Jewell

Telephone: 01946 67366

Chairman:

Councillor Brian O’Kane

To: Members of the Whitehaven Town Council

You are duly **SUMMONED** to attend an **EXTRAORDINARY** meeting of the **WHITEHAVEN TOWN COUNCIL** which will be held at

Venue: THE WHITEHAVEN CIVIC HALL

Date: Thursday 18th January 2018

Time: 6.00pm

Signed.....*Marlene Jewell*.....Dated *11th January 2018*
Marlene Jewell, Clerk

AGENDA

1. Apologies for Absence

To receive apologies for absence

2. Declarations of Interest

To receive declarations of interests by elected members in respect of Agenda items

If a Member requires any advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote he/she is advised to contact the Clerk at least 24 hours in advance of the meeting.

3 Public Participation

4. Council Budget and Precept for 2018/2019 – to consider and approve the budget and precept for 2018/2019

5. Employment Tribunal – Chairman to give an update

2018/19 WHITEHAVEN TOWN COUNCIL REVENUE BUDGET AND PRECEPT

PURPOSE AND RECOMMENDATION OF THE REPORT

This report is presented to the Town Council to consider and approve the 2018/19 Whitehaven Town Council's Revenue Budget and Precept.

RECOMMENDATIONS:

The Town Council is recommended to:

- a) Consider the proposed 2018/19 Revenue Budget and Precept;
- b) Make any proposed amendments;
- c) Subsequent to a) and b) above, approve the 2018/19 Revenue Budget and Precept; and
- d) Agree that the Chairman and Clerk sign the Precept 2018/19 Form received from Copeland Borough Council to advise Copeland Borough Council of the approved Whitehaven Town Council Precept for 2018/19 to inform the setting of the overall Council Tax Requirement for 2018/19.

1. INTRODUCTION

- 1.1 A Policy and Resources and Finance Committee was set up for 28th November 2017 to discuss budget proposals for 2018/2019 and make recommendations to full Council but there was an issue about the Terms of Reference so it was decided that the meeting should proceed as a Councillor Group meeting to make recommendations. As a result of that meeting a further Councillor Group meeting for all Councillors was arranged for 4th December 2017 and the recommendations made by the Councillor Group were discussed at the Council meeting on 7th December 2017 where it was decided that the budget and the setting of the precept be further discussed at an Extraordinary meeting of the Council on 14th December 2017.

The 2018/19 Revenue Budget has been compiled based on the Councillor Group meetings of Councillors and an Extraordinary Council meeting on 14th December 2017. The precept could not be determined on 14th December 2017 because Copeland Borough Council had not received the parish tax bases from the County Council and therefore the calculation could not be carried out.

- 1.2 The Parish Council Tax bases have now been received and the precept has been calculated as shown at Appendix C
- 1.2 It is necessary for the Town Council to consider a budget plan which then determines the precept for the following year. This report aims to set down proposals for that budget for consideration by this Council.

2. 2018/19 REVENUE BUDGET PROPOSALS

- 2.1 **Appendix A** sets down the proposed budgets by objective heading in accordance with the appropriate accounting codes of practice and as agreed by Councillors in previous meetings.
- 2.2 It is important that the Council gives due consideration to each aspect of the proposed 2018/19 Revenue Budget and considers carefully the level and purpose of any reserves – be that contributions to reserves or use of reserves. The Council agreed on 14th December 2017 to set aside £250,000.00 from reserves for the provision of new office accommodation

3. 2018/19 COUNCIL TAX BASE

- 3.1 **Appendix B** illustrates the calculated Council Tax Base for the Whitehaven Town Council area for 2018/19. This assumes a 98% collection rate in line with Copeland Borough Council and includes a slight increase in the Band D equivalent from 6,503,83 to 6,665.16.

4. 2018/19 PRECEPT

- 4.1 Based on the proposals outlined in Appendix A and the 2018/19 Council Tax Base set out in Appendix B, this would equate to an 18.84% increase in the Town Council Precept for 2018/19. The Precept would be £61.06 per Band D equivalent property for 2018/19 (for 2017/2018 it was £51.38). This is calculated as 6,665.16 Band D equivalents multiplied by £61.06 equals £406,474.67. Copeland Borough Council have informed us that the tax is actually £61.059910 but this is rounded up to £61.06. The Council will be paid £406,974.07 because when Copeland Borough Council sets the Council Tax it will be based on $£406,974.07 / 6,665.16 = £61.06$. (see Appendix C).

5. CONCLUSION/RECOMMENDATIONS

5.1 Copeland Borough Council must set its Net Budget Requirement and Council Tax Requirement by the end of February 2018 and therefore they require our precept figures by the end of January 2018 to give them time to do all the tables for the overall Council Tax Report. This report of Whitehaven Town Council forms part of the process to ensure that legal requirement is met. If Copeland Borough Council have not received a precept from the Town Council before they do their calculations and set the Council Tax they can effectively set the precept for us which cannot be more than the highest precept set in the previous 3 years. It is recommended that the Council:-

- a) Considers the proposed 2018/19 Revenue Budget and Precept;**
- b) Makes any proposed amendments;**
- c) Subsequent to a) and b) above, approves the 2018/19 Revenue Budget and Precept; and**
- d) Agrees that the Chairman and Clerk sign the Precept 2018/19 Form received from Copeland Borough Council to advise Copeland Borough Council of the approved Whitehaven Town Council Precept for 2018/19 to inform the setting of the overall Council Tax Requirement for 2018/19.**

Appendices:

Appendix A: 2018/19 Revenue Budget Proposals

Appendix B: 2018/19 Council Tax Base

Appendix C: Precept calculation

BUDGET PROPOSALS 2018-19		
	EXPENDITURE (Net of VAT)	2018-19 Budget
	CORE ACTIVITIES	
Employees & Allowances	Salaries	83830.00
	Mayor's Allowance	3063.00
	Staff Development & Training	3000.00
	Member Development & Training	3000.00
Premises	Office Rent	1500.00
	Energy Charges	800.00
	Insurance to Copeland Borough Council	115.00
	Cleaning to Rosehill Youth Theatre	1500.00
	Service Charge to Copeland Borough Council	810.00
	Refuse Collection	65.00
	Meeting Room Hire	2000.00
	Storage Facilities	6000.00
Supplies & Services	Telephone & Broadband (BT)	1000.00
	IT (Westcom)	1000.00
	Website maintenance (Cumbria Media)	1500.00
	Samsung Telephone Finance	1488.00
	Samsung Telephone Maintenance	242.00
	Zurich Insurance	2466.07
	Photocopier/Printing	1000.00
	Stationery	500.00
	Subs - CALC	1500.00
	Subs - Other	2000.00
	Miscellaneous	3000.00
3rd Party	Internal Auditor	1000.00
	External Auditor	1500.00
	Allotments	15000.00
	Elections	5000.00
	SUB TOTAL	143879.07
	OPTIONAL ACTIVITIES - to be decided	
	PREPARATION OF COMMUNITY PLAN	8000.00
	Public Realm Contribution	1,000
3rd Party	Ward Grants	22000.00
	Community Grants	15000.00
	Grounds Maintenance (grass cuttings)	12500.00
	Christmas Lights infrastructure	24000.00
	Christmas Lights	24000.00
	Christmas Festivities	5000.00
	Markets (50% cost of)	15625.00
	Markets - Salary Market Officer 2.5 days	6170.00
	Other Environmental Improvements	15000.00
	Bus Shelters, Bins and Seats	40000.00
	Ranger (Lengthsman Scheme)	26800.00
Events	Civic Hospitality	5000.00
	Whitehaven in Boom	18000.00

	Events	25000.00
	TOTAL EXPENDITURE	406974.07

	INCOME	2018-19 Budget
	Precept Precept Grant Allotments Bank Interest	3,000 100.00
	Total Income	3,100
	<i>Net Surplus for re-investment</i>	- 403,874

COUNCIL RESERVES ESTIMATED

Reserve	Estimate at 1/4/
General reserve	301,502.00
Total reserves	61,502.00

Please complete cells shaded

PARISH PRECEPT AND COUNCIL TAX 2018-19

1 Click Whitehaven

2 Click Precept Cash Amount
 Precept Band D Amount

ENTER CASH AMOUNT £ 406,974.07

Taxbase 2018-19	Taxbase 2017-18	Taxbase Change
£ 6,665.16	£ 6,503.83	£ 2.48%

Band D Amount 2018-19	Band D Amount 2017-18	Band D Amount Change
£ 61.06	£ 51.38	£ 9.68 18.84%

Cash Precept 2018-19	Cash Precept 2017-18	Cash Precept Change
£ 406,974.07	£ 334,166.78	£ 72,807.29 21.79%

Council Tax by Band		Band A *	Band B	Band C	Band D	Band E	Band F	Band G	Band H
2018-19	£	33.92	40.71	54.28	61.06	74.63	88.20	101.77	122.12
2017-18	£	28.54	34.25	45.67	51.38	62.80	74.22	85.63	102.76
Change	£	5.38	6.45	8.60	9.68	11.83	13.98	16.13	19.36
Change	%	18.84%	18.84%	18.84%	18.84%	18.84%	18.84%	18.84%	18.84%

* Disabled

Certificate	
Amount Required	£
Cash Amount	406,974.07
Band D Amount	61.06
Clerk / Chairperson	
Email	
Telephone number	
Date	