



Emailed 28.1.16

Cedar Drive Thrapston Northamptonshire NN14 4LZ
Telephone 01832 742000
Email: finance@east-northamptonshire.gov.uk
www.east-northamptonshire.gov.uk

IMPORTANT: Please return form by **22 January 2016**. Non return within the deadline will mean precept set by District Council.

OUNDL E ~~Parish~~/Town Council

Year ending 31 March 2017

The above named ~~Parish~~/Town Council hereby precepts for the sum of £ 387,885 in respect of the above mentioned year.

Authorised at a Meeting of the Parish/Town Council held on 27.1.2016
(Please include, with this form, a copy of the minutes of this meeting if the precept has a value of more than zero).

Signed:
Designation: FINANCE OFFICER
(The officer appointed for this purpose).

Name and address of officer signing the Precept:

<u>PAUL SMITH</u>
<u>1 BLACK HORSE COURT</u>
<u>OUNDL E</u>
<u>NORTHANTS</u>
<u>PE 8 4DL</u>

Fax Number/Email Address: (To which remittance advice is to be sent)

<u>PAUL @ OUNDLE . GOV . UK .</u>

To be completed by all Parish and Town Councils

Name and address of Parish/Town Council's Bank:

<u>NAT WEST BANK PLC</u>
<u>9 MARKET PLACE</u>
<u>OUNDL E</u>
<u>NORTHANTS</u>
<u>PE 8 4BB</u>

Title of Account:	<u>OUNDL E TOWN COUNCIL</u>
Sort Code:	<u>54 - 21 - 22</u>
Account Number:	<u>066 222 16</u>

Payment Information

Payment of precepts will be made in equal instalments on 30 April and 30 September unless the precept is 5% or greater than the District Council's budget requirement in which case the following payment schedule will apply;

25% of the total precept on 30 April and 30 June followed by 12.5% on 30 September, 31 October, 30 November and 31 December.

For information it is estimated that the above payment schedule will apply to precepts of £500,000 or greater. This though is subject to change depending on the Council's actual budget requirement.

For District Council's use:

Date of receipt of Precept:

Entered on Payments Register:

Oundle Town Council
Precept - 2016/17 Budget

	2015/16 Budget	2015/16 Probable	2016/17 Proposed Budget
Operating Income	£933,866	£312,112	£701,750
OTC Operating Expenditure	£1,226,346	£1,217,685	£701,626
Total - Transfer to Reserves	£0	£0	£345,000
QVH Grant	£15,970	£9,199	£20,216
QVH loan repayment	£22,793.00	£22,793.00	£22,793.00
	£1,265,109	£1,249,676	£1,089,635
Net Expenditure	£331,243	£937,565	£387,885
Amount to be precepted			£387,885

**Oundle Town Council
Income Summary - 2016/17 Budget**

Income Summary	2015/16 Actual 6 Months	2015/16 Budget	2015/16 Probable	2016/17 Proposed Budget
Operational				
Total - Joan Strong Centre	£1,386.58	£2,773.16	£2,773.16	£2,950.63
Total - Courthouse	£13,965.67	£29,175.83	£22,843.96	£22,398.60
Total - Occupation Road Clubs	£130.25	£1,902.25	£1,902.25	£1,902.25
Total - Cemetery	£3,944.00	£8,000.00	£7,888.00	£8,000.00
Total - Recreation Ground/OSM Hire	£228.33	£540.00	£498.33	£540.00
Total - Markets	£15,490.68	£25,100.00	£27,900.00	£25,110.00
Total - Car Parks & Wayleaves	£7.48	£140.00	£140.00	£140.00
Total - Photo copying	£10.08	£130.00	£10.08	£0.00
Total - Grants/Sponsorship/106/Loans	£133,188.33	£5,000.00	£135,030.33	£3,042.00
Total - Tourism/Rock Road/Grants/N.P.	£6,270.53	£0.00	£11,808.53	£0.00
Total - Community Safety - CCTV	£2,500.00	£2,500.00	£2,500.00	£2,500.00
Total - Bank Interest	£1,147.05	£1,200.00	£1,397.05	£1,200.00
Total - Transfer From Reserves				£20,073.00
Total - Fletton House	£7,066.33	£10,500.00	£26,292.00	£43,043.60
Total - The Hub	£1,680.36	£11,264.67	£25,314.00	£150,000.00
Total - One Off Receipts	£25,199.07	£815,340.00	£25,199.07	£400,000.00
Total - QVH Management Recharge	£7,500.00	£15,000.00	£15,000.00	£15,000.00
Confirmation	£219,714.74	£928,565.91	£306,496.76	£695,900.08
Total Operating Income	£220,029.69	£933,865.91	£312,111.71	£701,750.08

Oundle Town Council
Expenditure Summary - 2016/17 Budget

Expenditure Summary	2015/16 Actual 6 Months	2015/16 Budget	2015/16 Probable	2016/17 Proposed Budget
Total - Staffing Costs	£98,294.65	£213,201.74	£228,970.32	£336,883.03
Total - Administration Costs	£29,460.80	£47,730.00	£48,890.15	£44,781.00
Total - Miscellaneous	£1,657.78	£5,700.86	£3,773.90	£3,449.84
Total - Elections	£0.00	£5,500.00	£500.00	£500.00
Total - Drill Hall	£0.00	£0.00	£0.00	£0.00
Total - Cemetery	£347.60	£6,793.94	£6,903.60	£3,401.50
Total - Joan Strong Centre	£42.41	£500.00	£42.41	£500.00
Total - Churchyard	£0.00	£500.00	£500.00	£3,000.00
Total - Recreation Ground	£3,171.69	£3,629.54	£5,171.69	£4,250.00
Total - Occupation Road Clubs	£334.00	£500.00	£334.00	£500.00
Total - Market/Farmers Market	£1,829.08	£4,028.00	£3,288.16	£2,870.00
Total - Car Parks	£4,678.68	£12,222.67	£8,113.36	£10,756.00
Total - SO Public Conveniences	£5,602.98	£11,402.00	£9,949.96	£11,730.00
Total - Environmental	£260.00	£12,141.00	£8,560.00	£9,598.00
Total - Maintenance	£1,282.20	£19,161.00	£16,225.40	£15,500.00
Total - Eastwood Road Unit	£4,777.10	£10,997.67	£10,940.42	£11,131.96
Total - Courthouse	£20,325.35	£51,024.00	£58,032.79	£88,017.40
Total - Fletton House	£614,677.36	£747,113.29	£736,358.42	£56,990.00
Total - The Hub	£4,071.47	£1,000.00	£18,675.14	£45,063.92
Total - Tourism	£1,361.56	£22,400.00	£20,900.00	£23,627.00
Total - Grants/S137 Expenditure	£7,100.00	£12,500.00	£12,500.00	£16,000.00
Total - Communications & Liaison	£9,093.00	£24,800.00	£12,606.00	£8,076.00
Total - Neighbourhood Plan	£5,370.95	£10,000.00	£5,370.95	£5,000.00
Total - Women's Tour	£1,077.99	£3,500.00	£1,077.99	£0.00
Total - Operating Expenditure	£814,816.65	£1,226,345.71	£1,217,684.66	£701,625.65
Total - Transfer to Reserves		£0.00	£0.00	£345,000.00
Total - QVH Loan	£10,301.13	£22,793.00	£22,793.00	£22,793.00
Balancing grant to QVH	£0.00	£15,970.20	£9,198.70	£20,216.43
Total QVH	£10,301.13	£38,763.20	£31,991.70	£43,009.43
Total Expenditure	£825,117.78	£1,265,108.91	£1,249,676.36	£744,635.08



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Please ask for Linda Jones	Direct Dial 01832 742025	Our Ref. 2016/17	Your Ref: Precept	Date: 10 November 2015
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Dear Sir/Madam

**Parish/Town Council Precept 2016/17
Town & Parish Councils**

I write to ask you to provide me with details of your precept for the next financial year i.e. 2016/17. I enclose, for your attention, a precept form for you to complete.

In order that the Policy & Resources Committee, at its meeting on 15 February 2016, can consider and recommend to the Council the budget for next year please can I have your completed precept form by Friday **22 January 2016**. To comply with our Auditors recommendations please include a copy of the minutes of the meeting when the precept was set. ***Please round your precept to the nearest whole £.***

If you are unable to return the form before this date please contact Linda Jones on the above number with an estimated figure; even if this is just to confirm it is zero. I would remind you that the regulations allow me to anticipate a precept if no reply is received by the due date.

Your precept payment will be made in two equal instalments on the 30 April and 30 September. If your precept exceeds 5% of our budget requirement, it will be paid in accordance with the schedule on the precept form. For 2015/16 it is estimated that this will apply to precepts of around £500,000 or more. I will notify you separately if the variation is significant.

In the event of payment dates falling on either a weekend or bank holiday the payment will be made on the nearest preceding working day.

The Council will be considering its Tax Base for 2015/16 on 25 January 2016 and the minutes of this meeting will be published on our web site. If you have any questions about your tax base please contact Lucy Hogston, Interim Revenues Manager, email lhogston@east-northamptonshire.gov.uk or call 01832 742194.

If your precept is greater than £100,000 there is a statutory requirement to provide details of how this money will be spent to your taxpayers. As in previous years I am more than happy for this information to be included with the information we have to provide. We are now allowed to publish this information on our website. If you would like to include your information on our website, please provide a summary analysis of your budget with your

precept form. My finance team are happy to advise you on the format of this information and will of course ensure you are happy with the final presentation.

Should you have any questions please contact Linda Jones.

Yours faithfully

A handwritten signature in black ink, appearing to read 'G Hammons', with a long horizontal flourish extending to the right.

Glenn Hammons
Chief Finance Officer and Section 151 Officer