

**MINUTES OF THE ORDINARY MEETING OF
STAVELEY TOWN COUNCIL**

Held on Tuesday 12th February 2013
Commencing at 6.00 p.m.
In the Stables, Staveley Hall

Present: -

Councillor Dyke (Chair)

Councillor S. Bagshaw	Councillor A. Hill
Councillor J. Barnett	Councillor P. Hill
Councillor O. Cauldwell	Councillor C. Ludlow
Councillor D. Collins	Councillor J. McManus
Councillor L. Collins	Councillor E. Tidd
Councillor H. Elliott	Councillor J. Webley

In attendance: Graeme Challands – Town Clerk and Financial Officer
 Ian Haddock – Assistant Financial Officer
 4 Members of the Public
 1 Member of the Press

		ACTION
	The Chair welcomed everyone to the meeting and reminded them it was being recorded.	
540/12	<p><u>PART I – NON CONFIDENTIAL INFORMATION</u></p> <p>APOLOGIES FOR ABSENCE Councillor Bacon - illness Councillor Lang – work commitments Councillor Parsons – Mayoral duties Councillor Williams – recovering from an operation</p>	
541/12	<p>COUNCILLORS NOT PRESENT There were no Councillors not present.</p>	
542/12	<p>CHAIR’S ANNOUNCEMENTS The Chair spoke to the letter distributed prior to the meeting from Brandon Lewis MP DCLG.</p> <p>This clarified that Councillors could speak and vote on the Budget without declaring a Pecuniary Interest.</p>	

<p>543/12</p>	<p>Section 106 of the Local Government Finance Act 1992 remained in force and this prohibits Councillors who are in Council Tax arrears (by two or more months) from voting on Budgets.</p> <p>There was no legal issue regarding Councillors receipt of Benefits voting on the Budget.</p> <p>Councillor Elliott expressed the view that the issue of Councillors in receipt of Benefits should not have been brought up.</p> <p>VARIATION OF ORDER OF BUSINESS</p> <p>With the agreement of Members present the Chair brought forward Item 8(b) and invited Sgt. McNulty to address the meeting.</p> <p>Sgt. McNulty reported the good news that PCSO Sue Cooke was back at work.</p> <p>The crime figures for Staveley in January were 2 violent offences, no sex offences, 1 domestic burglary, 2 non domestic burglaries and 2 thefts.</p> <p>These figures were down on the January 2012 crime figures.</p> <p>Councillors then asked a series of questions.</p> <ul style="list-style-type: none"> • Is one violent crime an incident at the rear of Harleys Potentially • Has there been any Anti Social Behaviour in Duckmanton <p>Sgt. McNulty pointed out he did not have a computer with him and if Councillors wanted answers at the meeting they should forward the questions to him before the meeting and he would gladly give answers. There had been an increase in Anti Social Behaviour everywhere over the last two months, mainly due to snowballing. In Duckmanton there had been problems at the new McDonalds.</p> <p>Councillor A. Hill said Councillors were urging the public to report Anti Social Behaviour to the Police not just Councillors.</p> <p>Sgt. McNulty encouraged people not just to report Anti Social Behaviour but they also needed to assist the Police – there was no point the Police walking up to Duckmanton and the residents not saying anything.</p> <p>Councillor Elliott asked her figures to ascertain crime trends in her area of Duckmanton, Inkersall and Hollingwood.</p> <p>On her way to the meeting she had seen a quad bike in Inkersall with no lights and a number of people on it.</p> <p>Sgt. McNulty responded that he had not had a report apart from in Ringwood Park. He was not aware of any motorbike problem in general.</p>	
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	<p>He asked Councillor Elliott if she had got the registration number.</p> <p>Unfortunately she had not been able to in the dark.</p> <p>Sgt. McNulty was then asked about an arson attack in Pools Brook Country Park. He responded that there was no information on the incident as there was no CCTV and no eyewitnesses. The Birds Nest had been set fire to and had been melted. As there were no witnesses and no evidence he felt the Police could not do any more.</p> <p>Councillor A. Hill felt CCTV should be extended to Pools Brook Country Park. Sgt. McNulty felt the quality may not be good enough given low light levels.</p> <p>Councillor McManus emphasised the need for the public to help the Police. Councillor Ludlow said Chesterfield Borough Council had done a Press Release on the incident.</p> <p>Mention was then made of other possible incidents.</p> <p>The Chair thanked the Sergeant.</p>	
544/12	<p>TO DETERMINE WHICH ITEMS, IF ANY FROM PART ONE OF THE AGENDA SHOULD BE TAKEN WITH THE PUBLIC EXCLUDED</p> <p>No items were so determined.</p>	
545/12	<p>DECLARATION OF MEMBERS' INTERESTS</p> <p>a) There were no declarations by Members.</p> <p>b) In the light of the advice from DCLG the Resolution was not proposed.</p>	
546/12	<p>PRESENTATIONS</p> <p>There were no presentations.</p>	
547/12	<p>PUBLIC SPEAKING</p> <p>a) John Morehen asked if there was to be a Staveley Town Council Coach Trip this year – in his opinion it was a bad thing to cancel it last year.</p> <p>Councillor A. Hill responded that there was not: extra funding had been put into family oriented events like the Feast and Summer Activities. That benefitted more children than the Coach Trip.</p> <p>John Morehen replied that he did not agree but if that's what the Council had decided.</p> <p>The Chair closed the Public Speaking Session.</p>	

548/12	<p>MINUTES OF THE ORDINARY MEETING OF STAVELEY TOWN COUNCIL HELD ON TUESDAY 8th JANUARY 2013</p> <p>It was RESOLVED that the Minutes of the Ordinary Meeting of Staveley Town Council held on Tuesday 8th January be approved as a true record.</p>	
549/12	<p>MATTERS ARISING FROM THE MINUTES OF THE ORDINARY MEETING OF STAVELEY TOWN COUNCIL HELD ON TUESDAY 8th JANUARY 2013</p> <p>438/12 Ward Reports a)</p> <p>Councillor A. Hill reported the litter problem had been cleared up later that day.</p>	
550/12	<p>TO CONSIDER THE RESOLUTIONS OF THE PLANNING AND ENVIRONMENTAL COMMITTEE OF STAVELEY TOWN COUNCIL HELD ON MONDAY 30th JANUARY 2013</p> <p>The Minutes of the Planning and Environmental Committee held on Monday 30th January 2013 were not yet available.</p>	
551/12	<p>TO CONSIDER RECOMMENDATIONS OF THE LEISURE AND COMMUNITY COMMITTEE OF STAVELEY TOWN COUNCIL HELD ON WEDNESDAY 16th JANUARY 2013</p> <p>It was RESOLVED that these be approved.</p> <p>Councillor D. Collins said Councillor A. Hill had been present not Councillor P. Hill.</p> <p>Councillor Tidd pointed out the WWI Commemoration Working Party had not been discussed at the Meeting.</p> <p>The Town Clerk informed the meeting that progress had been made on the Markham Pit Disasters proposals: a donation from Poolsbrook Welfare of £25 had been offered.</p> <p>Councillor A. Hill stated he wanted a simple plaque with no dates and no names.</p>	
552/12	<p>TO CONSIDER RECOMMENDATIONS OF THE POLICY, FINANCE AND PUBLICITY COMMITTEE OF STAVELEY TOWN COUNCIL HELD ON WEDNESDAY 16th JANUARY 2013</p> <p>It was RESOLVED that these be approved.</p>	
553/12	<p>TOWN CLERK'S REPORT INCLUDING JOINT PROJECTS</p> <p>The Town Clerk had issued a written Report prior to the meeting.</p> <p>My activities this month have been slightly affected by the weather. In</p>	

January, we had the Leisure and Community Committee and the Policy, Finance and Publicity Committee.

On the 21st I met with the person operating Treasure Trails in Derbyshire who has gone away to think about a Treasure Trail in Staveley town centre based around Staveley Hall but in addition one based around Pools Brook Country Park.

On the 22nd I met with a contractor regarding the offer of the Modular Buildings at Netherthorpe School. With Alan Mansell we paid a site visit. A number of the buildings on offer were in the view of the expert in too poor a condition to be moved. This left one large building that was fit to be moved. However as there were no other buildings to offer the contractor as a quid pro quo, the cost of moving the building was in the order of £7,000. It was agreed at a later meeting with a number of Councillors that this was too expensive to use the buildings at Middlecroft Allotment Site, there would be a further cost for moving the buildings, expense on a base and other improvement costs. It was felt it would be more worthwhile to provide a new green building as previously outlined.

I was visited by the Chesterfield Borough Council Tree Officer regarding the trees that have been felled over the past few years and their replacement. We had hoped that the Heart of Staveley Project would have assumed responsibility for this but as the future of the Project has still not been determined, the trees have to be replaced legally this season. I am obtaining quotes but current prices indicate each tree will cost between £200-£300 plus planting costs. They are required to be a decent height so cheap whips are not an option.

On the 25th Staveley Shopwatch was launched. It is the brainchild of PCSO Sue Cooke who deserves full credit for her dogged pursuit of funding and agreement from partners to bring them to fruition. It should help in the fight against shoplifting etc. in our town centre.

The agenda items on the Planning and Environmental Committee were almost all affected by the news that the HS2 line was coming through Staveley and an IMD was proposed.

The current proposals present a number of potential problems for our communities but by working with partners I would hope we can turn these into opportunities. There will be a great deal of work to do over the coming months and years to influence the project.

I attended the Chesterfield Champions Breakfast on the 31st.

On the morning of February 1st I attended an event regarding the managed motorway proposals for the M1 from J28 – J31. This will begin later this year and will undoubtedly affect Staveley. Again I will be working with Members to ensure that any problems are reduced and possibly that we can benefit from the proposals.

In the afternoon I met with Councillors regarding the future of the Speedwell Rooms.

As I write this I have not received the Chesterfield Borough Council Report on Heart of Staveley Project. In the meantime as a result of the structural survey we have had to carry out work.

- To the gas pipes and central heating
- To the wiring in the Hall (the electric heating in the Chamber was condemned)
- To the fire safety in the Hall

I am continuing to chase the Affordable Eco Homes Project.

Due to changes in the circumstances of the purchasers of Mastin Moor Community Centre this may be fully completed earlier than originally anticipated.

The operation of the Market has been affected by the problems with our Garden Tractor. It was taken to a firm in New Whittington who advised it needs a new engine. I am considering the options.

We have had more salt delivered for our grit bins. Not surprisingly it would appear some grit has been taken that is not being used as intended.

We are investigating water usage at the Market.

I am investigating with Chesterfield Borough Council the costs of replacing our van with a leased vehicle. I am investigating the costs of banking of our alarms and trying to ascertain the costs of Learning Matters.

In the future I am meeting with Anthony Radford from Chesterfield Borough Council regarding the Speedwell Rooms and with the Staveley Hall Bowling Club.

The only additional information was that he had been invited to a Police Meeting in Chesterfield to discuss Remembrance Day Parades in 2013. Councillor L. Collins asked for information to be sent to her and Councillor Bacon.

GC

554/12

ACCOUNTS

a) The schedule of accounts paid since the last meeting

The Schedule of accounts paid by the Town Clerk and Financial Officer was submitted, each account having been signed by two members of the Council so authorised.

b) Statement of Income and Expenditure

Following the adoption of the revised Standing Orders under Standing Order 19(b) the statements of Income and Expenditure are to be provided on a quarterly basis only.

c) Section 137 Appeals for Financial Assistance

No applications had been received.

d) **Budget and Precept**

A report by the Town Clerk including Briefing Notes was considered

Agenda No. 15(d)



BUDGET AND PRECEPT 2013/2014: CONSIDERATIONS

There are an unusual number of variable factors for Members to consider this year when deciding on the Budget and Precept for 2013-2014.

Firstly though we need to report on 2012-2013. There are still two months left of the financial year left.

However we predict that:

Our income will be above the Estimates
Our expenditure will be below the Estimates
Accordingly we expect to end the year with a positive increase in our balances of approximately £25,000.

We need to set the Budget for 2013-2014, before moving on to the Precept.

In setting the Budget we examine all our areas of expenditure and of income for the past year and predict what will happen in 2013-2014.

Unknown factors include inflation – and that will vary as we can expect higher inflation in such areas as utilities, in particular, energy costs.

Other unknown variable factors this year include:

- A potential pay offer to staff – the best guess is 1% [Wages have been frozen for three years]
- Job Evaluation – our manual staff are paid substantially less than their Chesterfield Borough Council equivalents.
- Living Wage – this is currently £7.45 per hour. It is Labour Party policy to introduce this. If introduced it would cost just under £12,000 per annum.
- Staff Review
- Heart of Staveley - will The Stables Close, saving us expenditure
 - will Staveley Hall close, saving us expenditure
 - if so the impact on the Speedwell rooms with increased usage
 - if not the cost of repairs
- Allotment Costs – the requirement to carry out improvements
- Possible move to Learning Matters

Myself and Ian Haddock have gone through this year's figures as predicted with Councillors D. Collins, A. Hill and Ludlow.

A Budget was selected that allowed for a modest growth in our activities to ensure that the residents of Staveley continue to benefit from an improving Town Council.

Even though the services will improve the net increase in the Budget was only 2% [inflation being around 3.5%].

A key negative aspect of our finances for a number of years has been our Reserves.

This issue should be addressed in part by Capital Receipts from the sale of part of Staveley Town Allotments and of Mastin Moor Community Centre.

The capital receipts will in part be used for capital works on Middlecroft Allotments and allotment provision in general (a legal requirement) and to establish a fund for community projects at Mastin Moor.

The rest will stay as Reserves, as recommended by the Auditor. It is not advisable to spend Reserves on current revenue activities.

Having established an acceptable Budget it resulted in the need to raise £338,216 from our Precept.

This is where a problem arose. The Government has made big changes to Council Tax Benefit. It is highly complex but has affected our Council Tax base – it has reduced it substantially. The Council Tax base was 5041.06 [Band D equivalent]. It has been reduced to 3889.06

This change by the Government has affected all large Parish/Town Councils in England badly. The advice of the Society of Local Council Clerks is to put the Government's changes to one side when setting a Budget: they advise Councils set the Budget they need for their communities.

In our case if Members agreed on the Budget proposed (an increase of 2%) which suits Staveley, then the next step would be to tell Chesterfield Borough Council how much we require them to collect as our Precept.

Because of the Government Changes to financing and the Council Tax base our Budget increase of 2% results in a Council Tax increase of 8.6%. The 6.6% extra is due to the Government's changes.

I appreciate the headline percentage looks high.

When we examine it in actual money it would mean Band A Council Tax Payers in Staveley who currently pay £43.85 would have to pay from 2013 £47.60 per year.

This equates to £0.91p per week per household – an increase of £0.07p per week.

To put it in perspective, the price of an ordinary cup of coffee at Morrisons is £1.05 so a precept of £0.91p per week is less than a cup of coffee per week, between the whole of the household.

Eric Pickles, Minister of Local Government is urging Councils to set a zero increase. He is also threatening to "cap" the Precept raising powers of Parish and Town Councils in the future.

This presents a danger to Staveley Town Council. If Staveley Town Council follows the instructions of Eric Pickles and reduces the rise to 2% or less then that may well give rise to problems in future years if a cap is then introduced as our Precept will be that much lower as a starting point.

The staff have to remain politically neutral and so we cannot contribute to a debate on how any rise may be interpreted by any other political party. Currently we are not aware of which, if any, political parties are active in the Staveley Town Council area.

It should be borne in mind that of the rise proposed only 2% is a result of the Town Council – all the remainder is due to the actions of this Government.

As well as the proposed Budget I also attach

1. SLCC Advice Note
2. Chesterfield Borough Council note from Barry Dawson

ADVICE NOTE: Localising Council Tax Support

- The grant being paid by the billing authority is voluntary. The first thing to establish therefore, is how permanent it is going to be, both in terms of its existence and its amount. The government is including its grant in the share of business rates that principal councils are retaining from next year and so it will increase by inflation each year. The base, however, will be fixed so it will not, at least for a few years, reflect any changes in the amount of reductions actually awarded to eligible taxpayers. Each billing authority will make their own decisions, but it is likely that many will follow this principal when cascading the grant down to parishes. As the tax base will vary according to what happens to individual household in their area, local councils could now face greater volatility in their budget setting from now on.
- The voluntary nature of the arrangements cannot be emphasised enough. There will now be a risk, each year, that the grant may not be paid, or may be reduced. Clearly assurances should be sought, and the stronger the commitment that can be extracted, the better. Most principal councils will, probably, continue to accept their moral obligation, but, when it clashes with political expediency, there could be difficult situations in the future.
- A further area of uncertainty relates to the referendum regime. Again, local councils are not included next year. So, if there is a large increase in a council's tax levy for 2013/14, say because the billing authority did not pay any grant over to its parishes, then, apart from having to explain the increase, there would be no other consequences. Also, having set a new base line, future increases would be largely under the council's control. There is an element of risk that some local councils may be brought within the "excessive increase" criteria in the future. If this were to happen in a year when the billing authority decided to reduce or remove the grant, then there would clearly be significant issues.
- Circumstances will differ for each authority and individual clerks and councils will need to make their own judgements on how to plan their finances in this new, less certain, climate. For what it is worth, I would concentrate on managing the budget requirement, which is the only area that the local council has any control over. If movements in this figure can be justified then changes in tax levels as a result of decisions made by the billing authority or changes in the tax base, can be explained as being due to circumstances that the council has no influence over. Good luck!

ADVICE NOTE: Localising Council Tax Support

Impact on Budgets for 2013/14 and Future Years

- By now, all clerks and RFO's will be aware that this year's budget process is different from previous ones. This is because of the introduction of the new "Localising Council Tax Support" scheme. The scheme and its impact on local councils has been discussed and explained in previous briefing notes, but it isn't simple, so a plain man's take on it follows, which may be useful for reporting to Members and the like.
- Under current arrangements help with paying council tax is provided by central government. It sets the rules and conditions for how much benefit is awarded, and to whom, and it provides the funding. Eligible taxpayers therefore get help from the government to pay their council tax. The new scheme is fundamentally different. Local billing authorities will now determine local schemes (albeit within parameters set by HMG) and they will now reduce the amount that eligible persons have to pay. Crucially this reduces the amount that the authority bills the taxpayer and, consequently, reduces the tax base. Because people who qualify for a reduction in their liability receive smaller bills, the amount that the billing authority can collect for any given level of council tax will be less. In accounting terms, under the present scheme, benefit is treated as a credit that helps people to pay the full amount of the council tax, whereas under the new system, the debit, itself, is reduced.
- The government is continuing to accept that the cost of supporting people with their council tax is a national responsibility, and so it is providing a grant to principal councils and other major precepting bodies to compensate them for the reduction in the tax base. This is at a rate of 90% of current scheme costs. No such grant is, however, being paid to local councils. Instead their share is, effectively, being included in the grant paid to the billing authority. This means that, other things being equal, the tax levy associated with any given level of local precept will rise significantly next year. Earlier attempts to avoid this unintended consequence of the new scheme by means of statute have not proved to be practical and so the government has made it clear that billing authorities should, as a moral obligation, pass on to local councils their fair share of the government grant.
- Around now billing authorities are discussing with, or notifying, their parishes how much grant they will be giving them and how much their tax bases are being reduced. In determining their precepts, councils will now need to deduct the amount of any such grant from their budget requirement to arrive at a new precept figure. They then need to assess what level of tax that amount would require using the new, reduced, tax base. This is likely to be higher, to a greater or lesser degree, than it would have been, depending upon the amount of grant passed on by the billing authority. Councils will then have to decide whether or not they wish to revisit their budget figures to bring the levy down.
- It is this decision that councils need to think carefully about. Good financial management generally requires organisations to plan ahead for a number of years. In many instances this conflicts with political practice, which is to work on relatively short timescales, so councils can, at best, usually look two or three years ahead. This year, in particular, all local councils should try and look ahead as far as they reasonably can.

PARISH (including Town Councils) PRECEPT AND LOCALISATION OF COUNCIL TAX BENEFIT

In previous years Parish Council's have requested a set amount as their precept for the coming financial year. The Borough Council has then calculated the level of Council Tax that is necessary in order to raise that sum of money.

The position for next year (2013/14) has, however, been complicated by the Government introducing reforms to the Council Tax Benefit system. The national benefit scheme is being replaced by 'local support' schemes which are to be determined by individual Billing Authorities. At the same time the Government is reducing the funding it makes available towards the support schemes by 10 per cent. Pensioners will be protected which means that any reduction in support given will affect only those of working age. The new support will be treated as a 'discount' and therefore reduce the tax base. As we allow over £9m in council tax benefit this will reduce the tax base significantly, resulting in an equivalent reduction in the amount of council tax being raised through the precepting process. The loss of income will be partially compensated for by Government Grant which will be paid direct to the precept authorities (County, Fire, Police and Districts). The Borough Council's grant will include an element attributable to the Parishes and the Council is being recommended to distribute this to the Parish Councils concerned.

As part of the consultation process the Government did float the idea of protecting Parish Councils from the changes by allowing them to levy their precept on an unadjusted Tax Base i.e. as calculated on the previous basis. Unfortunately, the outcome of the consultation process was that the Government decided that the Parish Councils should fall within the category of those authorities affected by adjustments in the Council Tax Base.

The full Council is due to meet on the 9th January to approve the local support scheme to apply from April 2013. The report to the Council will put forward a number of options for making up the shortfall, caused by the Government grant reduction, with increased income from other sources, including:

- Accepting the Government's Transition Grant.
- Requiring all working age claimants to pay 8.5% of their council tax liability.
- Increasing the support 'taper' i.e. the rate at which support is withdrawn as income increases to 25%.
- Removing the Second Adult Rebate.
- Limiting the Class C empty property 100% discount to period of up to three months (previously six months).
- Removing the current 10% discount for Second Homes.
- Introducing a 50% premium on properties that have been empty for more than two years.

The report to the Council will also include a recommendation to transfer the element of Primary and Transition grants attributable to the local precepting authorities to them. Therefore, whilst your tax base will decrease as a result of the 'support discounts' it should increase due to the proposed changes to second and empty homes, plus you will receive a share the Government grants. Your precept on the Collection Fund will, therefore, be for a reduced amount, i.e. less the attributable grant shares, but will be divided by a lower tax base figure to arrive at the Band D council tax level. If you continued to levy the same precept, the lower tax base, would mean that the tax rate would increase. As part of the Local Government Finance Settlement the Secretary of State announced that:

"He does not propose to determine council tax referendum principles for local precepting authorities for 2013/14. However, he intends to revisit this issue in respect of 2014/15, having considered the extent to which local precepting authorities exercised restraint in relation to council tax in 2013/14."

The proposed changes described above are designed to limit the financial impact on all precepting authorities, including local precepting authorities.

The Borough Council will be setting its final tax base on the 16th January after which we will write to you setting out the level of Government grant that will be allocated to your parish, together with the revised tax base for your area. You might, therefore, wish to defer setting your precept until this information is available. You must then notify the Borough Council of your precept for 2013/14 before 15th February. You will then receive the payment of the precept and government grants in line with the normal timescales.

I have attached a copy of some guidance which has been provided by the Department for Communities and Local Government much of which concerns Parish Council's.

I trust this sets out the position to your satisfaction. I appreciate that this is a complex issue and if you wish to discuss its contents please do not hesitate to contact me.

Barry Dawson
Head of Finance
28th December 2012

Department of Communities and Local Government Information Note.

Council tax reductions schemes – Certainty of Funding for Parish and Town Councils

Q: As a parish when will I know the impact of council tax reductions schemes on my tax base?

There has been no change in the prescribed period for a billing authority to notify precepting authorities of the council tax base. Billing authorities should notify precepting authorities of the council tax base between 1 December and 31 January.

Q: Will parish and town councils be subject to referendum principles?

The Secretary of State intends to announce his proposals for excessiveness principles alongside the provisional local government finance settlement, likely to be mid December.

Q: When will the final authority allocations for the funding for council tax support, including the funding attributable to the parish share of council tax bill, be available?

We propose to announce the final authority allocations for the funding for council tax support, including the funding attributable to the cumulative parish share of the council tax bill, alongside the provisional local government finance settlement, likely to be mid December.

This amount is based on local precepting authority shares of the billing authority area Band D council tax bill and should only be seen as an indicative figure that acts as a starting point for discussions with billing authorities.

Precisely how much funding should be passed down will depend on a number of factors, including the design of the scheme and the number of claimants in the local precepting authority area, both of which could change from year to year.

The total amount of funding allocated to local authorities is 90% of forecast subsidised council tax benefit expenditure for 2013-14. Depending on the local scheme adopted the funding may not completely offset the reduction in the council tax base.

Q: How should funding be passed down to parish and town councils – should this be part of the precept?

In allocating the local precepting authority funding to billing authorities it is Government's clear expectation that billing authorities will work with parish and town councils to pass down funding so that their precepts can be reduced

reflecting, to a greater or lesser extent depending on local factors, reductions in their council tax base.

It is up to parish / town councils and billing authorities to consider and agree the most appropriate mechanism for providing the funding.

The intention of the funding being provided to all authorities is that it is income that reduces their council tax requirement, which will offset to some degree, depending on the local scheme adopted, the application of discounts that reduces the council tax base.

This is shown in Fig 5.1 of Chapter 5 of the Government response to the consultation on localising council tax support. This is available at: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/15326/Annex_A_Council_tax_base_consultation_response_-_07_Novt_-_v3_4_.pdf

Where the cost of a local scheme adopted is within the funding made available the reduction in the tax base does not result in upward pressure on the band D bill.

In the case of parish / town councils, the Government cannot pay the funding directly.

To replicate that impact for a parish / town council the expectation is that where there are recipients of local council tax support within the parish / town council, the billing authority should pass down funding. That funding should also reduce the council tax requirement of the parish / town council and in turn reduce the level of the precept required.

This can therefore reduce the increase in the parish element of the band D bill that may otherwise occur as a result of a lower tax base, where there are recipients of local council tax support within the parish / town council.

Q: When should:

- **A billing authority provide information over the level of funding that will be provided?**
- **A parish / town council issue its precept?**

There has not been a change in the timetable for setting budgets as a result of localising council tax support. Furthermore no timetable has been set for the billing authority to provide information to the parish / town council over the level of funding that will be provided.

Parish / town councils and billing authorities should work together so that all tiers of local government can make the appropriate budgetary decisions in a timely way within the existing council tax setting timetable.

Living Wage Estimates		
Based on 2011/12 outturn estimates		
All permanent staff not including SAS staff currently on SCP 8		
Additional cost per annum		
£	9,250.00	Basic
£	1,193.00	Emps superann
£	875.00	Emps NI
I would add a 5% contingency giving		
£	9,712.50	Basic
£	1,252.65	Emps superann
£	918.75	Emps NI
£	11,883.90	Total

Councillor A. Hill proposed an increase in the Precept of 2%.

RESOLVED – That the Precept of Staveley Town Council be increased by 2% for the financial year 2013/2014.

e) Other financial Matters

There were no other financial matters.

<p>555/12</p>	<p>WARD REPORTS</p> <p>a) Councillor Elliott reported that the potholes at the Inkersall Shops had been filled by Derbyshire County Council.</p> <p>Councillor Barnett thanked Councillor Elliott for all her hard work over that issue.</p> <p>Councillor Bagshaw reported that she had phoned Derbyshire County Council about potholes in Poolsbrook and had reported them to Andrea Bond (Derbyshire County Council representative) at the Staveley Community Forum and they had been repaired the following day.</p> <p>Councillor L. Collins commented that she was pleased to see the improvements to roads and in particular pavements in the Hollingwood area.</p> <p>b) Generally No reports.</p>	
<p>556/12</p>	<p>ALLOTMENTS</p> <p>Nothing to report. Councillor A. Hill asked if the Town Clerk had made arrangements for himself and Councillor D. Collins to meet with Allotment Societies. The Town Clerk reported he was in the process of doing so.</p>	<p>GC</p>
<p>557/12</p>	<p>ITEMS FOR ACTION</p> <p>a) RESOLVED – That Staveley Town Council send a message of support to SELRAP (Skipton-East Lancashire Rail Action Partnership).</p> <p>b) HS2 RESOLVED – That Staveley Town Council support public meetings being held by our 3 local Members of Parliament on the HS2 proposals.</p> <p>Councillor Elliott asked if there was a map of the proposals. The Town Clerk reported that there was a display at Staveley Hall to help the public. However, he pointed out that there were potential inaccuracies and maps needed to be read alongside the written reports on HS2 which Staveley Town Council had available.</p>	<p>GC</p> <p>GC</p>
<p>558/12</p>	<p>SEALING OF DOCUMENTS</p> <p>RESOLVED – That the Common Seal of the Council be affixed to any documents or agreements necessary to carry into effect any resolution or decisions passed by or confirmed at this meeting.</p> <p>PART II CONFIDENTIAL ITEMS</p>	

<p>559/12</p>	<p>PUBLIC BODIES (ADMISSION TO MEETINGS ACT), 1960</p> <p>RESOLVED – That in view of the fact that publicity would be prejudicial to the public interest by reason of the confidential nature of the following matters, the public and representatives of the press be excluded from this meeting during the discussion thereof.</p>	
<p>560/12</p>	<p>ESTABLISHMENT</p> <p>Ian Haddock as the UNISON Steward at Staveley Town Council informed Members that of the 10 staff employed by Staveley Town Council 7 were on the old Manual Grade 6.</p> <p>He requested that Staveley Town Council follow Labour Party policy in introducing the Living Wage for April 2013.</p> <p>A formal request would be made to the Policy Finance and Publicity Committee.</p> <p>A discussion took place.</p>	<p>ICH</p>