

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

CLERK'S BRIEFING NOTES

PARISH COUNCIL MEETING ON 2 November 2023

<i>Page</i>	<i>Contents</i>
2	Correspondence (Agenda Item 9)
3-5	(Agenda Item 14b)
6	Account Balances – for information (Agenda Item 15a)
7	Review of the year to date for 23-24 (Agenda Item 15b)
8	Bank Reconciliation – 30 Sept 2023 (Agenda Item 15c)
9-15	Draft Budget 2023-24 (Agenda Item 15d)
16-18	Confidential Item – Clerk's Pay (Agenda Item 18)

Aston, Cote, Shifford and Chimney Parish Council

Agenda Item 9

Correspondence

All correspondence by email

Aston, Cote, Shifford and Chimney Parish Council**Agenda Item 14b – Asset Check****ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL****REVIEW OF EXISTENCE AND CONDITION OF PARISH ASSETS – Exterior Assets**

Asset	Location	Existence confirmed Y/N	Identification of urgent maintenance where there is potential harm to public *	Identification of non-urgent routine maintenance required
War Memorial, posts & chains	Aston village square			
Bus Shelters				
1	High Street, Aston			
2	Near Cote crossroads, Cote			
3	End of Saxel Close, Cote Road, Aston			
Notice Boards				
General	Corner of Southlands			
Parish Council	Cote Road, corner with Bull Street			
Parish Council	By the allotments in Cote			
Benches & Seats				
Cote				

* Please record the nature of the risk and the potential harm

Completed by: _____ Date: _____

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL**REVIEW OF EXISTENCE AND CONDITION OF PARISH ASSETS – Exterior Assets**

Aston, Cote, Shifford and Chimney Parish Council

Asset	Location	Existence confirmed Y/N	Identification of urgent maintenance where there is potential harm to public *	Identification of non-urgent routine maintenance required
Benches & Seats				
War Memorial Green Aston				
VE/VJ Day seat	Playing field, corner next to Cote Road			
Golden Jubilee Bench QE II	Corner of Southlands/Bull Street			
Silver Jubilee Bench GV	Corner of lane running from Bull Street towards Chimney			
Litter & Dog Bins (funded by Parish Council)				
Litter Bin	Cote Allotments			
Litter bin	Bridge on Great Brook Road leading to Ham Lane			
Litter bin	Ham Lane, Aston			
Telephone kiosk				
Red phone box	Cote			
Defibrillators (funded by the Parish Council)				
91001 DefibSafe 2 External Cabinet, Locked, Standard	Village Hall Recreation Ground, Aston			
cPAD Zoll AED 3 Semi Auto Defib+ Defibsafe 2 Stainless Steel Thermal Bag Unheated	Telephone Box, Cote			

Aston, Cote, Shifford and Chimney Parish Council

Cabinet Box				
cPAD Zoll AED 3 Semi Auto Defib+ Stainless Steel Cabinet No Power c/w Thermal Bag	Chimney - By entrance to BBOWT			
?	Aston Depot, Aston			

* Please record the nature of the risk and the potential harm

Completed by: _____ Date: _____
 _____ **ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL**

REVIEW OF EXISTENCE AND CONDITION OF PARISH ASSETS – Office Equipment

Asset	Location	Existence confirmed Y/N	Identification of urgent maintenance where there is potential harm to public *	Identification of non-urgent routine maintenance required
Filing cabinet – 4 drawer	Meeting room cupboard, Village Hall			
Two door metal cabinet	Meeting room cupboard, Village Hall			
HP Laptop with Norton Anti Virus and Microsoft 365 and Windows 10	Stored by Clerk at private address			Warranty expires – Oct 23

Completed by: _____ Date: _____

Aston, Cote, Shifford and Chimney Parish Council**Agenda Item 15a*****Financial Matters*****Cash Balances**

£

UNITY TRUST CURRENT ACCOUNT

Balance at 30 September 2023	45,506.48
Payments October	(2,136.31)
Receipts October	1,051.57
Balance at 31 October 2023	<u>£44,421.74</u>

CCLA INVESTMENT ACCOUNT

Balance at 31 August 2023	50,565.66
Transactions in month of September	219.07
Balance at 30 September 2023	<u>50,784.73</u>

TOTAL CASH HOLDING AT 31 October 2023	<u>£95,206.47</u>
--	--------------------------

Aston, Cote, Shifford and Chimney Parish Council

2023-24		AS AT		
BUDGET	EXPENDITURE	31/10/2023	Performance Against Budget	%
£	Staff Costs			
£ 4,872.86	Clerk's Salary - includes potential 3% payrise if PC resolves to follow the NALC/JPAG guidance.	£ 2,735.42	£ 2,137.44	56%
£ 1,218.27	HMRC	£ 683.60	£ 534.67	56%
£ 312.00	Working from home allowance. Currently being £18 per month = £216. Maximum that can be claimed is £312. For discussion and resolution if PC wish to update.	£ 126.00	£ 186.00	40%
£ 500.00	Clerk sickness/Overtime contingency	£ -	£ 500.00	0%
£ 742.87	Travel and Training (Review for Clerk and Councillor training - industry standard 2.5% budget (£742.87))	£ 30.00	£ 712.87	4%
	Office and General Expenses			
£ 100.00	APM and meeting Hall Hire	£ 14.32	£ 85.68	14%
£ 190.00	Website Costs including domain registration and renewal	£ 30.93	£ 159.07	16%
£ 200.00	External Audit	£ 210.00	-£ 10.00	105%
£ 369.00	Insurance	£ 434.66	-£ 65.66	118%
£ 72.00	Bank Charges	£ 36.00	£ 36.00	50%
£ 650.00	Office running costs	£ 816.83	-£ 166.83	126%
£ 150.00	Office Equipment (transfer to reserve if unspent at year end	£ -	£ 150.00	0%
£ 1,000.00	Professional Fees	£ -	£ 1,000.00	0%
£ 35.00	ICO Fee (DD)	£ -	£ 35.00	0%
£ 515.00	Subscriptions (CPRE, CFO, SLCC, OALC)	£ 469.77	£ 45.23	91%
£ 80.00	Election Expenses (estimated until WODC issue tax base)	£ -	£ 80.00	0%
	General and Ground Maintenance			
£ 5,000.00	Grass Cutting - verges & weed killing	£ 2,635.05	£ 2,364.95	53%
£ 1,500.00	Grass Cutting - playing field and WM	£ 1,721.45	-£ 221.45	115%
£ 2,171.00	Dog & Litter Bin Emptying	£ 760.52	£ 1,410.48	35%
£ 229.00	Clock Maintenance	£ 150.00	£ 79.00	66%
£ 600.00	Bus Shelter Cleaning	£ 210.00	£ 390.00	35%
£ 200.00	Defibrillator pads/batteries	£ 165.00	£ 35.00	83%
£ 1,500.00	Village maintenance	£ 55.00	£ 1,445.00	4%
	GRANTS			
£ 1,115.00	Small Grants	£ 500.00	£ 615.00	45%
£ 5,435.00	General Grants	£ 1,670.00	£ 3,765.00	31%
£ 2,551.00	VAT Paid	£ 4,762.34	-£ 2,211.34	187%
£ 31,308.00	TOTAL	£18,216.89	£ 13,091.11	58%
	INCOME			
£ 30,166.00	Precept	£30,166.00	£ -	100%
£ 1,049.00	OCC Grass cutting Grant	£ 2,100.17	-£ 1,051.17	200%
£ 350.00	Interest on CCLA Investment account	£ 1,140.64	-£ 790.64	326%
£ 2,551.00	VAT reclaimed	£ 4,286.21	-£ 1,735.21	168%
£ -	TERRA Planning Appeal	£12,379.00	-£ 12,379.00	
£ 34,116.00	TOTAL	£50,072.02	-£ 15,956.02	147%
	RESERVED FUNDS			
£ 5,000.00	General Contingency fund (For example: 3 months running costs/insurance excess)	£ -	£ 5,000.00	0%
£ 1,122.54	Working Day to Day Balance	£ -	£ 1,122.54	0%
£ 9,679.00	Traffic Calming	£ -	£ 9,679.00	0%
£ -	Cote Noticeboard	£ -	£ -	
£ 5,000.00	TERRA Planning Appeal	£19,114.20	-£ 14,114.20	382%
£ 3,500.00	Aston History Boards (£1,000 per board)	£ -	£ 3,500.00	0%
£ 3,800.00	North Farm	£ -	£ 3,800.00	0%
£ 1,000.00	Office Equipment (Colour Printer/Laptop replacement 2024)	£ -	£ 1,000.00	0%
£ 3,145.00	Defibrillator Maintenance	£ -	£ 3,145.00	0%
£ 33,476.00	Recreation Reserve	£ -	£ 33,476.00	0%
£ 2,000.00	War Memorial	£ -	£ 2,000.00	0%
£ 10,000.00	Community Trust (50% match funding pot)	£ -	£ 10,000.00	0%
£ 5,000.00	Coronation (St James Church Tower Gate/Celebrations/Footpath)	£ -	£ 5,000.00	0%
£ 82,722.54	TOTAL	£19,114.20	£ 63,608.34	23%

Aston, Cote, Shifford and Chimney Parish Council

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL				
BANK RECONCILIATIONS AT		30 September 2023		
	£	£	£	
	Receipts	Payments		
<u>Unity Trust Current Account</u>				
<i>Balance per Cash Book:</i>				
Balance b/f at 1/4/23			<u>32,821.45</u>	
Total receipts in year	47879.81			
Total expenditure in year		35,194.78		
	47,879.81	35,194.78	12,685.03	
<i>Closing balance per Cash Book</i>			<u>45,506.48</u>	
RECONCILIATION				
Balance per Bank Statement			45506.48	
<i>Reconciling Items</i>				
NONE	0.00	0.00		
	0.00	0.00	0.00	
Balance per Cash Book			<u>45,506.48</u>	
<u>CCLA</u>				
Balance per Bank Statement			<u>50,784.73</u>	
Less: uncleared transactions				
NONE			0.00	
Balance per Cash Book			<u>50,784.73</u>	
TOTAL CASH BALANCES			<u>96,291.21</u>	
Prepared by:	E Anstee		Date:	24.1.23
Reviewed by:			Date:	

Aston, Cote, Shifford and Chimney Parish Council

Agenda Item 15c -Draft Budget 2024-25

ASTON, COTE, SHIFFORD AND CHIMNEY PARISH COUNCIL

DRAFT BUDGET 2024-25 – VERSION 1

1.0 Overview

1.1 A first draft of the budget for 2023/24 is below. The precept for the year needs to be agreed at the January meeting at the latest as it must be submitted to the District Council shortly thereafter.

1.2 The District Council has not yet provided information on the council tax base for 2024/25. The council tax base (the number of households across which the precept is split) was 606.48 in 2023/24. For this version of the budget, it has been assumed that these figures will be unchanged in 2023/24.

1.3 The first draft budget shows expenditure of £32,756. The total expenditure is reduced to a net of £29,904 when the non-precept income budgeted is offset against it (the grass cutting grant from Oxfordshire County Council and interest on the deposit accounts).

1.4 Built into the precept requirement is a revised general contingency sum of £7630 to cover 3 months running costs, insurance excess and unexpected expenditure. A working day-to-day balance of cash funds required to carry forward at the end of the year of £4250. Holding a reserve of £10,000 has previously been agreed to be sufficient to give the council financial security, given its limited assets and unavoidable commitments.

1.5 In 2015/16 the Parish Council resolved to increase the precept by an additional £6,850 for three years to build up a recreation reserve of £32,000.00. 2017/18 was the last year of that increase. At, 31 March 2018, this reserve totalled £34,476 (having been inflated by the transfer of an excess day-to-day surplus from a previous year). This has been reduced to £33,476 in 20/21 as the Community Trust has started work on the MUGA and requested assurance of this funding.

1.6 In September 2017 the Parish Council carried out a public consultation on whether the precept should be returned to the level prior to the increase referred to in 1.4 above, or whether the precept should be maintained at the higher level, with the surpluses generated to be spent on identified projects in the parish.

1.7 The “traditional” precept (the precept for tax setting purposes) in 2023/24 was £30,166.

2.0 Reserves

2.1 The forecast out-turn for 2023/24 is a deficit of £1,366.63. This is a forecast if expenditure occurs as budgeted but the track record in previous years is that there will be an underspend.

2.2 The forecast reserves at 31 March 2024 are £69,480.50. A presumption has been made that the Community Trust and Church gate will have been spent by then.

Aston, Cote, Shifford and Chimney Parish Council

RESERVED FUNDS	
General Contingency fund (For example: 3 months running costs/insurance excess)	£ 7,630.00
Working Day to Day Balance	£ 4,250.50
Traffic Calming	£ 9,679.00
Aston History Boards (£1,500 per board)	£ 3,500.00
North Farm	£ 3,800.00
Office Equipment (Colour Printer/Laptop replacement 2024)	£ 1,000.00
Defibrillator Maintenance	£ 3,145.00
Recreation Reserve	£ 33,476.00
War Memorial	£ 3,000.00
<i>Community Trust (50% match funding pot)</i>	
<i>Coronation (St James Church Tower Gate/Celebrations/Footpath)</i>	
TOTAL	£ 69,480.50

2.3 Parish Councils are not permitted to hold reserves above planned basic levels unless they are for a designated purpose. The Parish Council therefore decided in 2018/19 budget cycle to ring-fence for another purpose –to set aside funding for traffic calming to match the funds expected from the housing development(s) so that an effective measure can be installed. In 21/22 revised budget new reserves were established for Office Equipment, North Farm and War Memorial. With the new budget format project spend has been moved under reserves.

3.0 Detail

3.1 Where expenditure is expected to be subject to an inflationary rise this has been allowed for at between 2% and 4% depending on the nature of the expenditure/supplier.

3.2 Explanations for many of the changes made to the budget when compared to the expected out-turn and budget for 2024/25 are provided on the below spreadsheet.

3.3 The areas where greater clarity for the rationale behind the budget is required, or where further decisions by the Parish Council are required are covered below:

3.4 Clerk's Salary

Included at the existing level plus 3% pay award still under negotiation by JPAG and NALC.

3.5 General Grass Cutting

The contract was renewed with WODC in 2023 for another 3 years to November 2026. The contract covers 14 + 2 extra cuts, if requested, per year.

3.6 Playing Field Grass Cutting

The contract with Des Johnston was renewed in 2023 for another 3 years. The contract covers a maximum number of cuts of 18 (base of 15 + 3 extra if required). It also includes the War Memorial planting and maintenance of the garden area.

3.7 Grants/Small Grant Pot and Subscriptions

Aston, Cote, Shifford and Chimney Parish Council

The main grant budget was reviewed in detail and updated for 2020/21. Since then, the Aston Minibus has ceased. The proposed budget of £5,435 has been included at the same level as for 2022/23 and covers the following maximum grants:

	Actual 2023/24 as at 31 Oct 2023	2024/25 Budget
	Actual	Budget
Grants		
CAB	£ 500.00	£ 500.00
Voices		£1,450.00
Community Trust - playground maintenance		£ 750.00
Aston Community Shop	£ -	
Aston Fete (Insurance/Toilets)	£ -	
British Legion	£ 150.00	£ 150.00
Volunteer Link-up	£ -	£ 135.00
Cleanslate	£ 100.00	£ 100.00
MyVision Oxfordshire	£ -	£ 100.00
<u>Churchyard Maintenance</u>		
Cote Chapel		£ 600.00
St Mary's, Shifford		£ 200.00
St James', Aston	£ 570.00	£ 700.00
TOTAL BUDGETED GRANTS	£2,070.00	£5,435.00
Small Grants	£ 615.00	£1,115.00
SUBSCRIPTIONS		
CPRE	£ 38.00	£ 38.00
CFO		£ 73.00
OALC		£ 275.00
Community First Oxford	£ 70.00	£ 70.00
Other - SLCC - Clerk Membership	£ 112.00	£ 224.00
ICO	£ 35.00	£ 35.00
TOTAL SUBS	£ 255.00	£ 715.00
Total Small Grants and Subs	£ 755.00	£1,830.00
TOTAL GRANT BUDGET	£2,825.00	£7,265.00

The Section 137(4)(a) LGA 1972 for local councils in England for 2023/24 was £9.93 per elector. The parish has an electoral base of 1134 as of May 2023 and this would give a S137 amount of £11,260.62.

Though the Parish Council has the General Power of Competence and therefore does not use the S137 power for grants the amount given under this calculation is a good benchmark for grants and donations.

Aston, Cote, Shifford and Chimney Parish Council

3.8 Village Maintenance

The budget includes a round sum allowance of £1,500, for specific individual contracts for pieces of work (such as weed spraying). In 2023-24 this was used for the Jubilee trees and Christmas Tree and crocuses.

3.9 Village Hall

The budget does not include any funds to be spent on work at the village hall (beyond the routine playground maintenance grant and the cutting of the playing field). There are some significant projects, solar panels and guttering to name two, that are being put together. In 2023-24 a reserve of £10,000 was put in for spending in year. Does the council want to put an amount set aside to support the Community Trust with matched funding for any grant applications?

3.11 One-off Projects – Was changed to Reserved funds in 2023-24

This is good practice in financial management for the Parish Council to identify and set aside budgets for one-off projects during the budget setting process. Councillors are therefore asked to consider potential projects for 2024-25 before the budget is finalised.

4 Precept

4.1 The net expenditure in the budget as presented is £30,166. This would equate to £49.74 per Band D household (using the 2023-24 council tax base). This keeps the precept at the same level as 2024-25.

4.2 As noted in 2.4 above, Parish Councils are not permitted to hold excess reserves for unplanned purposes.

5 Recommendations

5.1 That the Parish Council considers the draft budget as presented and resolves on its adoption.

5.2 Specific areas for discussion

- Grants, Small Grants and Subscriptions
- Review of specific reserves, with agreed total target reserve(s) and expected timescale for the expenditure.
- Considers a strategy for the next 3 years for frame-working the reserves.

5.3 That the Parish Council discusses the provisional level of the precept for 2024-25.

5.6 That the Parish Council resolves to consider a second draft of the budget at the December meeting once the council tax base is confirmed by WODC, delaying a final resolution on the precept for 2024-25 until that meeting at the earliest.

Prepared by: Elaine Anstee, 28 October 2023

Aston, Cote, Shifford and Chimney Parish Council

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL			
FINANCIAL YEAR 2024/25			
Draft Budget Nov 2023			
ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL			
Budget 2024-25			
2023-24		2024-25	
Forecast Spend		Draft Budget	
EXPENDITURE			
Staff Costs			
£ 4,872.80	Clerk's Salary - includes potential 3% payrise if PC resolves to follow the NALC/JPAG guidance.	£ 2,147.51	Reduced by RFO salary
£ -	RFO Salary	£ 1,867.68	
£ 312.00	Working from home allowance. Currently being £18 per month = £216. Maximum that can be claimed is £312. For discussion and resolution if PC wish to update.	£ 624.00	Allowance for both Clerk and RFO at £26 per month
£ 1,218.27	HMRC	£ 1,377.33	Presume RFO will pay
£ -	Staff sickness/Overtime contingency	£ 500.00	
£ 742.87	Travel and Training (Review for Clerk/RFO and Councillor training - industry standard 2.5% budget (£742.87))	£ 1,500.00	Include extra fro RFO Cilca and ILCA
Office and General Expenses			
£ -	APM and meeting Hall Hire	£ 430.00	£7.50 per hour for Ordish Room and £16.00 per hour
£ 100.00	Website Costs including domain registration and renewal	£ 250.00	
£ 210.00	External Audit	£ 210.00	
£ 434.66	Insurance	£ 456.39	
£ 72.00	Bank Charges	£ 72.00	
£ 950.00	Office running costs	£ 1,101.60	£10.90 - Microsoft 365 Business Standard *2 and Bbasic * 7 @ £5/extra
£ 1,000.00	Office Equipment (transfer to reserve if unspent at year end)	£ 150.00	
£ -	Professional Fees	£ 1,000.00	
£ 35.00	ICO Fee (DD)	£ 35.00	
£ 515.00	Subscriptions (CPRE, CFO, SLCC, OALC)	£ 515.00	
£ -	Election Expenses (estimated until WODC issue tax base.	£ 80.00	
General and Ground Maintenance			
£ 3,004.06	Grass Cutting - verges & weed killing	£ 6,000.00	£1k per month for 6 months
£ 2,166.45	Grass Cutting - playing field and WM	£ 2,500.00	£2.5k to allow for extra cuts
£ 2,171.00	Dog & Litter Bin Emptying	£ 2,189.26	£8.37 per week for 5 bins
£ 300.00	Clock Maintenance	£ 600.00	allow for upto 4 visits per year at £150
£ 600.00	Bus Shelter Cleaning	£ 600.00	
£ -	Defibrillator pads/batteries	£ 500.00	
£ 500.00	Village maintenance	£ 1,500.00	Includes Christmas Tree
GRANTS			
£ 1,115.00	Small Grants	£ 1,115.00	
£ 5,435.00	General Grants	£ 5,435.00	
£ 19,114.20	TERRA Planning Appeal		
£ 4,762.34	VAT Paid	£ -	
£ 49,630.65	TOTAL	£ 32,755.77	

Aston, Cote, Shifford and Chimney Parish Council

	INCOME		
£ 30,166.00	Precept	£ -	
£ 2,100.17	OCC Grass cutting Grant	£ 1,052.17	
£ 2,140.64	Interest on CCLA Investment account	£ 1,800.00	£150 per month
£ 4,286.61	VAT reclaimed	£ -	
£ 12,379.00	TERRA Planning Appeal	£ -	
£ 51,072.42	TOTAL	£ 2,852.17	
	RESERVED FUNDS		
£ 5,000.00	General Contingency fund (For example: 3 months running costs/insurance excess)	£ 7,630.00	F
£ 4,498.91	Working Day to Day Balance	£ 4,250.50	G
£ 9,679.00	Traffic Calming	£ 9,679.00	
£ 3,500.00	Aston History Boards (£1,500 per board)	£ 3,500.00	
£ 3,800.00	North Farm	£ 3,800.00	
£ 1,000.00	Office Equipment (Colour Printer/Laptop replacement 2024)	£ 1,000.00	
£ 3,145.00	Defibrillator Maintenance	£ 3,145.00	
£ 33,476.00	Recreation Reserve	£ 33,476.00	
£ 2,000.00	War Memorial	£ 3,000.00	
£ 10,000.00	<i>Community Trust (50% match funding pot)</i>		
£ 5,000.00	<i>Coronation (St James Church Tower Gate/Celebrations/Footpath)</i>		
£ 81,098.91	TOTAL	£ 69,480.50	I
	Forecast Current Account Balance as at 31 March	£ 29,454.82	
	Forecast CCLA Investment account balance as at 31 March	£ 51,644.09	
	Forecast Total in bank accounts at year end 31 March	£ 81,098.91	H
	Forecast Total left after Reserves are taken into account	£ 11,618.41	
	Total expected income (not Precept)	£ 2,852.17	
	Total left including expected income	£ 14,470.58	
	Total in proposed budget	£ 32,755.77	
	Total Precept needed	£ 30,165.69	

Aston, Cote, Shifford and Chimney Parish Council

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL
FINANCIAL YEAR 2024/25
Draft Budget Nov 2023
CALCULATION OF PRECEPT REQUIREMENT

	Ref	Calculation	
Recurrent Expenditure	A	A	32,756
Special Projects	B	B	<u>0</u>
TOTAL EXPENDITURE	C	A + B	32,756
Other Income	D		<u>2,852</u>
NET EXPENDITURE	E	C-D	29,904
Contingency Sum	F		7,630
Working Day to Day Balance	G		4,251
Less: Expected balance at 1 April 2023	H		(81,099)
Add back: All reserves at 1/4/2024	I		69,481
Add: Precept increase for traffic calming reserve			<u>0</u>
INCOME REQUIRED	K	E+F+G+H+I+J	<u>30,166</u>
2022/23 COUNCIL TAX GRANT	L		
2022/23 PRECEPT	M	K-L	<u>30,166</u>
2022/23 TOTAL TRADITIONAL PRECEPT	N	L+M	<u>30,166</u>
Council Tax Base (2023 base)	O		606.48
Precept per Band D property	P	M/O	£49.74
2022/23 Precept per Band D Property	Q		£49.74
Increase in Precept £ per annum	R	P-Q	£0.00
Increase in Precept £ per month	S	R/12	£0.00
Increase in Precept £ per week	T	R/52	£0.00
Increase in Precept %	U	R/Q	0.0%