

DUNSTABLE TOWN COUNCIL

BUDGET 2015/2016

FEES AND CHARGES 2015/2016



**DUNSTABLE
TOWN COUNCIL**

**DUNSTABLE TOWN COUNCIL
BUDGET 2015/2016**

Contents

		<u>Page Number</u>
SUMMARY		1
<u>Cost Centre</u>		
<u>Finance and Support Services</u>		
100	Staff Costs	3
101	Central Services	3
102	Grove House	4
103	Central Marketing	4
309	Grants	4
106	Corporate Management	5
107	Democratic Management and Representation	5
110	Capital & Projects	6
<u>Grounds and Environmental Services</u>		
200	Staff Costs	8
201	Allotments	8
202	Cemetery	8
205	Recreation Grounds	9
403	Town Centre and Gardens	10
206	Town Ranger Service	10
111/112	Creasey Park Community Football Centre	11
210	Capital & Projects	12
<u>Community Services</u>		
300	Staff Costs	14
209	Older People's Day Care Service	14
301	Young People's Activities Programme	14
304	Grove Corner	15
305	Mayfield Centre	15
401	Events Programme	16
402	Priory House	17
405	Town Centre (Management)	18
406	Dunstable Market	18
407	Ashton Square Public Conveniences	19
310	Capital & Projects	19
<u>Fees and Charges</u>		
F&SS	Grove House	20
GES	Allotments	20
	Pitch Hire	20
	Croquet Lawn	20
	Cemetery	21-25
	CS	Older People's Day Care Service
CS	Grove Corner/Mayfield Centre	26
	Fireworks	26
	Priory House	26
	Market	27
CPCFC	Pitch Hire	28
	Room Hire	29

DUNSTABLE TOWN COUNCIL			
SUMMARY OF NET EXPENDITURE			
ACTUAL		Budget	Draft
2013/2014		2014/15	Budget 2015/16
	Finance and Support Services		
254,913	Staff Costs	256,475	261,613
79,193	Central Services	78,950	78,950
21,556	Grove House	19,827	27,327
24,800	Marketing	24,000	26,500
6,963	Grants	7,500	7,500
88,837	Corporate Management	102,500	101,970
14,716	Democratic Management and Representation	18,750	17,750
167,875	Capital & Projects (inc loan charges)	98,914	97,914
£658,853		£606,916	£619,524
	Grounds and Environmental Services		
441,644	Staff Costs	467,547	487,296
-3,911	Allotments	450	-50
-82,759	Cemetery	-93,159	-94,659
73,771	Recreation Grounds	59,500	46,700
44,440	Town Centre and Gardens	53,400	45,000
28,434	* Town Ranger Service	34,265	33,546
-10,646	* Creasey Park Community Football Centre	0	4,643
128,912	Capital & Projects	128,499	127,499
£619,885		£650,502	£649,975
	Community Services		
168,349	Staff Costs	201,942	207,393
5,533	* Older People's Support Service	17,681	18,036
5,725	* Young People's Activities Programme	8,407	8,407
17,709	* Grove Corner	12,571	15,320
45,313	* Mayfield Centre	15,885	15,961
92,269	* Events Programme	98,422	99,833
181,827	* Priory House	190,382	199,518
27,536	Town Centre Management	28,500	28,500
44,994	* Dunstable Market	30,913	39,379
26,497	* Ashton Square Public Conveniences	37,242	37,027
93,912	Capital & Projects	93,264	93,264
£709,664		£735,209	£762,638
£1,988,402	Total Net Expenditure	£1,992,627	£2,032,137
£11,610	Contribution from Investment Income	£8,000	£8,000
143,376	Council Tax Support Grant	£0	
133,280	Contribution to/from Reserves		
£1,966,696	Precept	£1,984,627	£2,024,137
£170.38	Council Tax	£171.78	£171.78
11,543	Band D tax base	11,553	11,783
	*Includes Direct Staff Costs only		

DUNSTABLE TOWN COUNCIL
SUMMARY OF NET EXPENDITURE

Finance and Support Services

Budget Manager:
Head of Finance and Support Services
Rosemary O'Sullivan

<u>Actual</u> <u>2013/2014</u>		<u>Budget</u> <u>2014/15</u>	<u>Budget</u> <u>2015/16</u>
254,913	Staff Costs	256,475	261,613
79,193	Central Services	78,950	78,950
21,556	Grove House	19,827	27,327
24,800	Marketing	24,000	26,500
6,963	Grants	7,500	7,500
88,837	Corporate Management	102,500	101,970
14,716	Democratic Management and Representatior	18,750	17,750
167,875	Capital & Projects	98,914	97,914
<u>£658,853</u>		<u>£606,916</u>	<u>£619,524</u>

FINANCE AND SUPPORT SERVICES				
STAFF COSTS - 100				
Actual 2013/14	Nominal Code		Budget 2014/15	Budget 2015/16
162,498	4000	Town Clerk and Chief Executive and Head of Service	159,349	162,499
92,415	4001	Finance and Support Services Staff	97,126	99,114
£254,913			£256,475	£261,613
CENTRAL SERVICES - 101				
Expenditure				
13,438	4007	Staff Training	15,000	15,000
4,064	4010	Payroll Services	3,000	2,500
28,289	4058	Professional Services	28,000	28,000
4,993	4021	Telephones	4,050	4,050
4,641	4023	Stationery	6,500	6,500
3,408	4022	Postage	5,000	4,500
967	*4037	Franking Machine Maintenance/Recycling	1,200	1,200
3,129	*4037	IT Support Contracts	3,000	3,000
6,744	4039	Photocopier Rental	3,200	3,200
3,682	*4040	Office Furniture and Equipment	5,000	5,000
3,840	*4040	Computers/IT	3,500	3,500
3,740	4025	Professional Subscriptions (publications)	2,500	3,500
	4013	Grove House (Internal Rent)	-	-
80,935			79,950	79,950
Income				
1,742	1099	Misc Income	1,000	1,000
79,193		Total Net Expenditure	78,950	78,950

FINANCE AND SUPPORT SERVICES				
GROVE HOUSE - 102				
Actual 2013/14	Nominal Code		Budget 2014/15	Budget 2015/16
		Expenditure		
8,230	4001	Caretaking	8,220	8,220
9,190	4016	Cleaning	9,190	9,190
9,770	4038	Repairs and Maintenance	9,500	9,500
2,904	4036	Maintenance Contracts	5,000	4,000
19,547	4011	Rates	19,546	20,046
12,662	4012-15	Utilities (water 4012, elec 4014 & gas 4015)	9,000	12,500
62,303			60,456	63,456
		Income		
55		Misc	-	-
29	1001	Room Hire	500	500
17,695	1002	Rents and Rates (Tenants)	15,644	15,644
22,968	1003	Service Charges (Tenants)	24,485	19,985
		Internal Rent (to Central Services)		
40,747			40,629	36,129
£21,556		Total Net Expenditure	£19,827	£27,327
		CENTRAL MARKETING - 103		
17,628	4033	Talk of the Town	17,000	19,500
2,240	4034	Website	2,000	2,000
4,932	4032	General	5,000	5,000
£24,800		Total Net Expenditure	£24,000	£26,500
		GRANTS - 309		
		Expenditure		
3,463	4302	Grant Applications	4,000	4,000
3,500	4321	Service Level Agreements	3,500	3,500
£6,963		Total Net Expenditure	£7,500	£7,500

FINANCE AND SUPPORT SERVICES				
CORPORATE MANAGEMENT - 106				
Actual 2013/14	Nominal Code		Budget 2014/15	Budget 2015/16
		Expenditure		
7,798	4003	Pension(/HR Related Costs)	8,000	8,000
53,775	4026	Insurance	56,000	57,500
11,328	4006	Health & Safety	10,000	10,000
3,430	Int-4057 Ext-4056	Audit Fees	7,000	6,000
1,809	4061	Annual Report	2,500	2,000
4,143	4062	HR Related Costs - (inc Uniform workwear)	5,000	4,675
3,027	4030	" Recruitment	3,000	3,000
734	4019	" DBS	1,000	795
2,464		Bank Charges		
£88,837		Total Net Expenditure	£102,500	£101,970
DEMOCRATIC MANAGEMENT AND REPRESENTATION - 107				
Actual 2013/14	Nominal Code		Budget 2014/15	Budget 2015/16
		Expenditure		
1,114	4007	Member Training	1,000	1,000
1,020	4024	Printing Costs (Civic Events)	2,000	1,500
2,321	4501	Mayoral Transport	4,000	3,500
3,668	4502	Mayoral Expenses	4,000	4,000
2,275	4503	Civic Hospitality	3,000	3,000
1,058	4504	Civic Regalia	1,000	1,000
1,258	4515	Remembrance Services	1,000	1,000
2,002	4025	Subscriptions	2,750	2,750
£14,716		Total Net Expenditure	£18,750	£17,750

		<u>FINANCE AND SUPPORT SERVICES</u>		
		<u>CAPITAL AND PROJECTS - 110</u>		
Actual	Nominal		Budget	Budget
2013/14	Code		2014/15	2015/16
67,275		Cont to Corporate Plan Reserve	0	0
15,000	4721>321	Cont. to Reserves (IT)	15,000	15,000
29,000	4724>324	Cont. to Reserve (Building Maint)	29,000	29,000
7,500	4723>323	Cont. to Election Reserve	7,500	7,500
2,000		Cont. to Town Twinning Reserve	1,000	500
47,100	4051/2	Loan Charges (Grove House)	46,414	45,914
£167,875		Total Net Expenditure	£98,914	£97,914

DUNSTABLE TOWN COUNCIL
SUMMARY OF NET EXPENDITURE

Grounds and Environmental Services

Budget Manager:
Head of Grounds and Environmental Services
John Crawley
Town Clerk and Chief Executive (CPCFC)
David Ashlee

<u>Actual</u> <u>2013/2014</u>		<u>Budget</u> <u>2014/15</u>	<u>Budget</u> <u>2015/16</u>
441,644	Staff Costs	467,547	487,296
-3,911	Allotments	450	-50
-82,759	Cemetery	-93,159	-94,659
73,771	Recreation Grounds	59,500	46,700
44,440	Town Centre and Gardens	53,400	45,000
28,434	Town Ranger	34,265	33,546
-10,646	Creasey Park Community Football Centre	0	4,643
128,912	Capital & Projects	128,499	127,499
<u>£619,885</u>		<u>£650,502</u>	<u>£649,975</u>

GROUNDS AND ENVIRONMENTAL SERVICES				
STAFF COSTS - 200				
Actual	Nominal		Budget	Budget
2013/14	Code		2014/15	2015/16
100,679	4000	Head of Service and Operations Manager	100,482	102,051
340,965	4001	Grounds Staff	367,065	385,245
£441,644			£467,547	£487,296
ALLOTMENTS - 201				
Expenditure				
1,268	4038	Repairs and Maintenance	4,000	4,000
325	4017	Waste Disposal/Skips	1,500	1,500
1,068	4012	Water Charges	1,200	1,200
2,661			6,700	6,700
Income				
6,572	1002	Fees	6,250	6,750
-£3,911		Total Net Expenditure	£450	-£50
CEMETERY - 202				
Expenditure				
7,389	4011	Rates	7,392	7,892
4,732	4012-15	Utilities (water 4012, elec 4014 & gas 4015)	5,000	5,000
2,055	4016	Cleaning	2,500	2,500
4,826	4017	Waste Disposal/Skips	4,750	4,750
4,707	4018	Security	6,500	5,000
2,229	4021	Telephones	2,389	2,389
6,408	4038	Repairs and Maintenance	9,000	9,000
8,838	4040	Tools and Equipment	5,000	5,000
5,336	4045	Vehicle Costs	9,500	9,500
1,200	4049	Memorial Safety	2,000	1,500
29	4201	Book of Remembrance	600	600
47,749			54,631	53,131
Income				
84,403	1021	Fees and Charges	105,000	105,000
42,081	1023	Memorials	42,000	42,000
1,137	1022	Book of Remembrance	600	600
190	1024/91	Misc (war graves 1024, misc 1091)	190	190
2,697	1099	Misc (inc Insurance claims)		
130,508			147,790	147,790
-£82,759		Total Net Expenditure	-£93,159	-£94,659

GROUNDS AND ENVIRONMENTAL SERVICES				
RECREATION GROUNDS - 205				
Actual 2013/14	Nominal Code		Budget 2014/15	Budget 2015/16
-	4038	Repairs and Maintenance (Grounds)	6,000	6,000
13,910		Repairs and Maintenance (Buildings)	6,000	6,000
4,418	4036	Standing Maintenance Contracts	2,400	2,000
-		Sub Contractor costs ATP All Saints	0	2,250
4,176	4018	Security/Locking/Patrols	4,000	4,000
12,996	4046	Play Areas and Equipment	12,500	12,500
12,012	4045	Vehicle Costs	10,500	10,500
11,224	4017	Waste Disposal/Skips	6,500	6,500
4,790	4012-15	Utilities (water 4012, elec 4014 & gas 4015)	6,500	5,500
1,291	4021	Telephones/data links	1,000	1,000
5,596	4040	Tools and Equipment	5,000	5,000
927	4011	Store Rates	2,000	1,000
10,000	4013	Westbury Depot Rent cont to CPCFC	10,000	10,000
9,058	4042	Grass Cutting Equipment	600	600
1,109	4044	Bowling Green Irrigation	1,000	1,000
948	4996	Contribution to Downside Com Centre	1,000	1,000
92,455			75,000	74,850
		Income		
7,216	1009	Football Pitches	7,500	7,500
	1024	Income from external maintenance contracts	0	7,850
	1001	Income from Downside Community Centre	0	4,800
6,000	1099	Misc (inc Insurance Claims)	0	0
0	4834	Contribution from commuted sums	8,000	8,000
18,684			15,500	28,150
£73,771		Total Net Expenditure	£59,500	£46,700

GROUND AND ENVIRONMENTAL SERVICES				
TOWN CENTRE AND GARDENS - 403				
Actual 2013/14	Nominal Code		Budget 2014/15	Budget 2015/16
Expenditure				
7,758	4050	Repairs and Maintenance	8,000	8,000
3,125	4040	Tools and Equipment	2,000	2,000
5,584	4047	Depot Facilities	1,200	1,200
836	4021	Telephones	1,000	1,000
6,613	4045	Vehicle Fuel and Maintenance	12,000	12,000
22,219	4043	Bedding Plants and Baskets	22,500	22,500
0	4120	Bus Shelters Maintenance	4,000	3,000
11,222	4017	Waste Disposal/Skips	5,500	5,500
1,109	4036	CCTV (Priory Gardens)	1,200	1,200
-	4075	Skateboard Park	5,000	5,000
58,466			62,400	61,400
Income				
8,000	1051	Town Centre Agency with CBC	8,000	10,000
1,564	1009	Croquet Lawn Hire	1,000	1,500
0	1091	Income from external maintenance contracts	0	4,900
4,462	1099	Misc income (cont & rechges)		
14,026			9,000	16,400
£44,440		Total Net Expenditure	£53,400	£45,000
TOWN RANGER SERVICE - 206				
Expenditure				
23,197	4001	Staff Costs	24,265	25,546
4,710	4038	Repairs and Maintenance	6,000	6,000
1,417	4040	Tools and Equipment	2,000	1,500
529	4021	Telephones	500	500
1,101	4045	Vehicle Fuel and Maintenance	3,000	3,000
30,954			35,765	36,546
Income				
2,520	1024	Service charges	1,500	3,000
£28,434		Total Net Expenditure	£34,265	£33,546

GROUNDS AND ENVIRONMENTAL SERVICES				
CREASEY PARK COMMUNITY FOOTBALL CENTRE - 111/112				
Actual 2013/14	Nominal Code		Budget 2014/15	Budget 2015/16
		Expenditure		
77,374	4001	Staff costs (inc funded post)	83,265	93,999
3,300	4001	Grounds staff costs	16,041	17,000
31,919	4002	Staff costs (bar & catering)	44,855	33,253
-	4002	Additional cost of Living Wage payments	0	4,643
15,661	4011	Rates	11,745	17,000
21,363	4012-15	Utilities (water 4012, elec 4014 & gas 4015)	20,000	22,000
13,386	4016	Cleaning	11,460	14,000
1,157	4020	Sundries and office supplies	1,600	1,600
3,752	4021	Telephones/data links	4,083	4,000
3,664	4026	Insurance (contents)/Legal costs	4,000	4,000
1,310	4032	Marketing	1,250	1,250
9,668	4038	Repairs and Maintenance	4,000	4,000
4,225	4036	Building & Eqpmnt Maintenance Contracts	6,000	5,000
10,043	4536	Grounds Maintenance (grass pitches & ATP)	10,500	11,500
3,144	4017	Waste disposal	3,000	3,000
10,864	4040	Equipment	2,000	2,000
33,014	4071	Bar Stock	46,465	45,000
30,691	4072	Catering/Vending	26,318	27,500
274,535			296,582	310,745
21,952		Unclaimable VAT	0	4,898
296,487				315,643
		Income		
17,074	1009	Grass Pitch Hire	15,000	17,000
70,049	1008	ATP Hire	75,582	78,000
15,000	1090	Cont from Brewers Hill Middle School	15,000	15,000
17,080	1001	Facility Hire/Functions	10,000	15,000
77,563	1041	Bar Takings	95,000	95,000
66,477	1042	Catering/Vending	60,000	65,000
16,000	1043	Football Foundation Revenue Funding	16,000	16,000
10,000	1044	Contribution from Reception Grounds Depot	10,000	10,000
17,890	1099	Misc - inc cont from CB		
307,133			296,582	311,000
-£10,646		Total Net Expenditure	£0	£4,643

GROUNDS AND ENVIRONMENTAL SERVICES				
CAPITAL AND PROJECTS - 210				
Actual 2013/14	Nominal Code		Budget 2014/15	Budget 2015/16
20,000		Cont to Vehicles Reserve	20,000	20,000
10,000		Fencing Renewal (5 year programme)	10,000	10,000
15,000		Contribution to Reserve (Pavilions)	15,000	15,000
5,000		Contributon to Reserve (Cemetery Bldgs)	5,000	5,000
5,000		Contribution to Priory Churchyard & Gate	5,000	5,000
1,000		Contribution to Reserve (Performance area)	1,000	0
10,000		* Contribution to Tree Reserve	10,000	17,000
15,000		Cont. to Open Spaces Improvement Plan	15,000	15,000
5,000		Cont. to Allotment Reserve	5,000	5,000
		<u>Loan Charges:</u>		
		Luton Road Pavilion	2,353	2,353
		Cemetery extension (April 2000)	2,700	2,700
		Cemetery extension (Dec 2008))	32,746	32,746
42,912		Performance Area	4,700	4,700
			128,499	134,499
		* Contribution from General Reserve	0	7,000
£128,912		Total Net Expenditure	£128,499	£127,499

**DUNSTABLE TOWN COUNCIL
SUMMARY OF NET EXPENDITURE**

Community Services

**Budget Manager:
Head of Community Services
Becky Wisbey**

Actual 2013/2014		Budget 2014/15	Budget 2015/16
168,349	Staff Costs	201,942	207,393
5,533	Older People's Day Care Service	17,681	18,036
5,725	Young People's Activities Programme	8,407	8,407
17,709	Grove Corner	12,571	15,320
45,313	Mayfield Centre	15,885	15,961
92,269	Events Programme	98,422	99,833
181,827	Priory House	190,382	199,518
27,536	Town Centre Management	28,500	28,500
44,994	Dunstable Market	30,913	39,379
26,497	Ashton Square Public Conveniences	37,242	37,027
93,912	Capital & Projects	93,264	93,264
£709,664		£735,209	£762,638

COMMUNITY SERVICES				
STAFF COSTS - 300				
Actual 2013/14	Nominal Code		Budget 2014/15	Budget 2015/16
142,022	4000	Head of Service and 2 Managers	145,882	149,374
0	4002	Community Assistant	22,566	22,922
26,327	4001	Youth & Community Services Staff	33,494	35,097
£168,349			£201,942	£207,393
OLDER PEOPLE'S DAY CARE SERVICE - 209				
Expenditure				
13,452	4001	Staff Costs	17,099	17,454
1,478	4313	Transport	1,536	1,536
		Contingency for future transport costs	2,862	2,862
3,285	4064	Hall Hire	4,560	4,560
7,254	4065	Food	8,037	8,662
2,205	4066	Entertainment	3,000	3,000
244	4021	Telephone	275	275
27,918			37,369	38,349
Income				
7,918	1006	Central Bedfordshire Council (Contract)	7,918	7,918
14,467	1007	Fees	11,770	12,395
	1091	Misc		
22,385			19,688	20,313
£5,533		Total Net Expenditure	£17,681	£18,036
YOUNG PEOPLE'S ACTIVITIES PROGRAMME - 303				
6,571	4066	Activities Programme	7,007	7,007
245	4002	Activities wages	1,000	1,000
454	4032	Marketing	600	600
-	4040	Equipment (for activities)	1,000	1,000
7,270			9,607	9,607
Income				
1,545	1004	Fees	1,200	1,200
£5,725		Total Net Expenditure	£8,407	£8,407

COMMUNITY SERVICES				
GROVE CORNER - 304				
Actual 2013/14	Nominal Code		Budget 2014/15	Budget 2015/16
		Expenditure		
3,625	4001	Staff Costs	4,785	4,861
4,402	4002	Staff cover	1,500	4,673
6,444	4038	Repairs and Maintenance	1,986	1,986
1,273	4036	Standing Maintenance Contracts	1,700	1,700
2,831	4040	Equipment	1,700	1,700
160	4032	Marketing	300	300
1,987	4011	Rates	2,100	2,100
0	4026	Insurance	500	500
4,060	4012-15	Utilities (water 4012, elec 4014 & gas 4015)	4,500	4,500
836	4021	Telephones/data links	1,500	1,000
25,618			20,571	23,320
		Income		
7,170	1001	Room Hire	500	1,200
-	1002	Rent (SORTED)	7,500	6,800
739	1091	Misc	-	
7,909			8,000	8,000
£17,709		Total Net Expenditure	£12,571	£15,320
		MAYFIELD CENTRE - 305		
		Expenditure		
34,484	4001	Staff costs	22,970	4,861
2,495	4011	Rates	2,500	2,500
		Rent	0	0
2,129	4012-15	Utilities (water 4012, elec 4014 & gas 4015)	2,300	2,300
2,424	4021	Telephones/data links	2,800	2,800
1,156	4038	Repairs and Maintenance	600	600
898	4036	Standing Maintenance Contracts	900	900
1,293	4040	Equipment	1,500	1,500
479	4066	Activities Programme & Marketing	1,000	1,000
45,358			34,570	16,461
		Income		
45	1001	Room Hire	500	500
-		Contribution from General Reserve	18,185	0
			18,685	500
£45,313		Total Net Expenditure	£15,885	£15,961

COMMUNITY SERVICES				
EVENTS PROGRAMME - 401				
Actual 2013/14	Nominal Code		Budget 2014/15	Budget 2015/16
		Expenditure		
41,066	4001	Staff Costs	42,822	44,133
1,734	4002	Events staffing	3,000	3,100
10,437	4512	Party in the Park	12,000	12,000
10,246	4513	Fireworks	13,000	13,000
2,016	4514	Torchlight Carols Service	3,000	3,000
3,862	4516	Quadrant Entertainment	0	0
2,906	4518	Band Concerts	3,000	3,000
14,106	4521	Dunstable Rocks	14,000	14,000
8,387	4522	Dunstable Live	9,000	9,000
6,988	4035	History Event	8,000	8,000
7,164	4032	Marketing	6,000	6,000
6,858	4040	Equipment	1,000	1,000
657	4014/21	Elec/Tel	600	600
6,265	4511	National Celebrations (inc St George's Day)	4,000	4,000
6,567	4525	Beer Festival	6,500	4,500
129,259			125,922	125,333
		Income		
13,198	1083	Fireworks	13,000	13,000
6,554	1025	Beer Festival	6,500	4,500
4,000	1085	Quadrant Entertainment	0	0
10,238	1092	Concessions	8,000	8,000
3,000	1093	Advertising/Sponsorship	0	0
36,990			27,500	25,500
£92,269		Total Net Expenditure	£98,422	£99,833

		COMMUNITY SERVICES		
		PRIORY HOUSE - 402		
Actual	Nominal		Budget	Budget
2013/14	Code		2014/15	2015/16
		Expenditure		
106,650	4001	Staff Costs	112,402	114,180
82,738	4002	Staff Costs (tea rooms)	75,932	80,192
	4002	Additional cost of Living Wage payments	0	5,098
17,427	4011	Rates	17,500	20,000
12,178	4012-15	Utilities (water 4012, elec 4014 & gas 4015)	13,000	21,000
7,282	4016	Cleaning	8,500	8,500
2,692	4020	Sundries and Office Costs	2,000	2,000
2,777	4021	Telephones	4,500	4,000
1,234	4027	Licences	1,200	1,200
9,757	4032	Marketing	8,000	8,000
10,892	4036	Standing Maintenance Contracts	13,000	13,000
6,279	4040	Equipment	2,500	2,500
12,944	4038	Repairs and Maintenance	7,500	7,500
35,547	4060	Tea Rooms	30,000	35,000
0	4059	Tea Rooms Sundries	3,000	3,000
4,748	4601	Shop Retail Stock	5,000	6,000
4,171	4611	Education/Events	6,000	6,000
249		Misc		
317,565			310,034	337,170
		Income		
4,060	1001	Room Hire (inc. Functions, Talks & Events)	1,500	4,000
3,511	1002	Office Rents	4,681	4,681
1,668	1003	Service Charges	1,471	1,471
12,260	1030	Shop Sales	8,000	12,000
109,129	1032	Tea Rooms Sales	100,000	110,000
3,945	1097	Commission on Third Party Sales	3,000	5,000
363	1095	First Capital (Commission on sales)	1,000	500
802	1091	Misc	-	-
135,738			119,652	137,652
£181,827		Total Net Expenditure	£190,382	£199,518

		COMMUNITY SERVICES		
		TOWN CENTRE MANAGEMENT - 405		
Actual	Nominal		Budget	Budget
2013/14	Code		2014/15	2015/16
		Expenditure		
22,000	4520	Christmas Lights and Decorations	22,000	22,000
5,536	4032	Town Centre Marketing & Initiatives	6,500	6,500
£27,536		Total Net Expenditure	£28,500	£28,500
		DUNSTABLE MARKET - 406		
Actual	Nominal		Budget	Budget
2013/14	Code		2014/15	2015/16
		Expenditure		
32,410	4001	Staff costs Market Officer	34,551	35,097
21,297	4002	Staff costs Portering	25,000	30,920
941	4012-15	Utilities (Electricity & Phone)	1,500	1,500
4,407	4017	Waste disposal	4,700	6,700
3,477	4040	Equipment and materials	6,572	6,572
2,460	4026	Insurance		
455	4032	Marketing	2,500	2,500
8,085	4011	Rates	8,090	8,090
15,000	4013	*Payment to CBC	15,000	0
88,532			97,913	91,379
		Income		
44,656	1011	Hire of stalls and pitches	46,000	46,000
4,466	1012	Car boot pitches	5,000	5,000
1,974	1091	Market licence fees	1,000	1,000
-		*Contribution from General Reserve	15,000	0
-7,558		VAT	-	-
43,538			67,000	52,000
£44,994		Total Net Expenditure	£30,913	£39,379

		COMMUNITY SERVICES		
		ASHTON SQUARE PUBLIC CONVENIENCE - 407		
Actual	Nominal		Budget	Budget
2013/14	Code		2014/15	2015/16
		Expenditure		
23,787	4002	Staff costs - Janitors	27,963	30,219
	4002	Additional cost of Living Wage payments	0	3,059
0	4002	Staff cover 7.5%	2,796	2,266
2,713	4020	Consumables	4,500	3,000
655	4038	Repairs and Maintenance	1,983	1,483
£27,164			£37,242	£40,027
		Income		
667	1024	Income from external maintenance contracts	0	3,000
£26,497		Total Net Expenditure	£37,242	£37,027
		CAPITAL AND PROJECTS - 310		
46,373		Contribution to Reserve (PH Building)	46,373	46,373
4,000		Contribution to Reserve (Grove Corner & Mayfield)	4,000	4,000
1,500		Contribution to Reserve (Christmas Lights)	1,500	1,500
42,039		Loan Charges (Priory House)	41,391	41,391
£93,912			£93,264	£93,264

**DUNSTABLE TOWN COUNCIL
PROPOSED FEES & CHARGES 2015/16**

(with effect from 1st April 2015 or the start of the winter playing season)

FINANCE AND SUPPORT SERVICES

GROVE HOUSE - MEETING ROOM HIRE

	2014/15 £	Amount of Increase £	2014/15 £
	<u>per hour</u>		<u>per hour</u>
Marriage Room/Council Chamber			
Dunstable Voluntary Organisations	11.50	0.00	11.50
Organisations outside Parish of Dunstable	23.00	0.00	23.00
Weekend Hirings double fee			

GROUNDS AND ENVIRONMENTAL SERVICES

ALLOTMENTS

	from 01.01.2015 £	Amount of Increase £	Proposed - from 01.01.2016 £
Large Plot (10 poles)	48.00	0.00	48.00
Small Plot (5 poles)	24.00	0.00	24.00
Mini Plot	14.00	0.00	14.00
Rotavating	30.00	0.00	30.00
Strimming overgrown plot	12.00	0.00	12.00

NB: From 1st January 2016 all concessions will be withdrawn. Plots let to non-residents from 1st January 2015 will be charged at twice the rate.

FOOTBALL PITCH HIRE

	2014/15 £	Amount of Increase £	Proposed 2015/16 £
Senior			
With changing accommodation	40.00	4.00	44.00
Without changing	25.00	2.50	27.50
Junior			
Monday to Sunday			
With changing accommodation	18.00	2.00	20.00
Without changing	15.00	1.00	16.00
Mini League and 9 v 9	15.00	1.00	16.00

CROQUET LAWN

	2014/15 £	Amount of Increase £	Proposed 2015/16 £
Hourly hire charge	4.00	0.40	4.40

GROUND AND ENVIRONMENTAL SERVICES

CEMETERY

The fees and charges in parts **1, 2 and 3** are those payable by or in respect of persons who are inhabitants of Dunstable (which for this purpose comprises the Dunstable Central, Chiltern, Icknield, Manshead, Northfields and Watling Wards of Central Bedfordshire) at the relevant date, which in the case of an interment is the date of death and in any other case is the date on which the appropriate application is received.

In the case of a person who is not an inhabitant of Dunstable and the Exclusive Right of Burial has not already been granted at the fee applicable to an inhabitant, the fees or charges in the below table will be 4½ times those for inhabitants.

The current inhabitant's fee will be applied in respect of non-inhabitant children's grave spaces (age not exceeding 12 years).

A person is deemed to be an inhabitant if at the relevant date:

- a) his ordinary place of residence was within Dunstable **OR**
- b) he died while resident in a hospital, nursing home, old people's home or institution of any kind and his last place of residence had been within Dunstable **OR**
- c) he had moved away from Dunstable within the preceding twelve months, having been a resident throughout the previous five years

**Shown below are the proposed charges for inhabitants of Dunstable.
The actual prices for all parts (unless otherwise stated) are 4.5 times those shown
and such charges will be applied to non-inhabitants**

Part 1 EXCLUSIVE RIGHTS OF BURIAL

(all ERoB fees include the Deed of Grant and all the expenses thereof)

	Resident 2014/15	Amount of Increase	Proposed 2015/16
	£	£	£
ERoB for a period of 75 years - in an earthen grave (Adult plot)	308.00	15.00	323.00
ERoB for a period of 75 years - in an earthen grave (Child's plot)	142.00	7.00	149.00
For the right to construct, and for the ERoB for a period of 75 years in a walled grave or vault	593.00	29.00	622.00
Cremated remains - ERoB for a period of 75 years - in an earthen grave 1½. ft x 1½. ft	101.00	5.00	106.00

Part 2 INTERMENT	Resident 2014/15	Amount of Increase	Proposed 2015/16
-------------------------	-----------------------------	-------------------------------	-----------------------------

For the interment in an earthen grave where the EROB has been granted

(i) Interment Fee - of the body of a still-born child, or a child whose age at the time of death did not exceed 12 years	no charge	0.00	no charge
(ii) Interment Fee - of the body of a person whose age at the time of death exceeded 12 years but did not exceed 16 years	134.00	6.00	140.00
(iii) Interment Fee - if age upon death exceeds 100 years	74.00	4.00	78.00
(iv) Interment Fee - otherwise than above:			
Single depth grave	215.00	11.00	226.00
Double depth grave	321.00	16.00	337.00
Treble depth grave	390.00	19.00	409.00
For any interment in a walled grave or vault - above fees PLUS	173.00	8.00	181.00
For Interment in a Heritage Grave - above fees PLUS	750.00	30.00	780.00

CREMATED REMAINS

Interment Fee in Garden of Remembrance (Maximum treble plot)	61.00	3.00	64.00
Double plot in Garden of Remembrance	61.00	3.00	64.00
Treble plot in Garden of Remembrance	61.00	3.00	64.00
Charge for second of two cremated remains or full body interment in the same gravespace on the same day.	52.00	3.00	55.00

NB: No charge levied for interment of cremated remains of a child whose age at the time of death did not exceed 12 years

Use of Chapel	94.00	5.00	99.00
Cemetery staff acting as bearers	26.00 per staff member	1.00	27.00 per staff member

Interments after 3.30 pm Monday to Friday plus 25%
Interments on Saturday plus 50%

Part 3 MEMORIALS

(For the right to place and maintain for a period not exceeding 75 years on a grave in respect of which the EROB has been granted)

Garden of Remembrance			
Headstone (not exceeding 18" in height and occupying a space not exceeding 18" x 18")	108.00	5.00	113.00
Vase/Flat Tablet (not exceeding 10" x 10")	33.00	1.00	34.00

Part 3 MEMORIALS (Cont/d)	Resident 2014/15	Amount of Increase	Proposed 2015/16
Children's Section			
Headstone or kerb set (not exceeding 18" in height and occupying a space not exceeding 48" x 24")	80.00	4.00	84.00
Remainder of Cemetery			
Small Memorial (not exceeding 18" in height and occupying a space not exceeding 18" x 18")	108.00	5.00	113.00
Memorial (not exceeding 30" in height and occupying a space not exceeding 30" x 12")	173.00	8.00	181.00
Memorial (not exceeding 36" in height and occupying a space not exceeding 30" x 12")	228.00	11.00	239.00
Kerbing (including memorial not exceeding 36" in height)	333.00	17.00	350.00
Any memorial EXCEEDING 36" in height to a MAXIMUM height of 6' 6"	617.00	30.00	647.00
To add kerbing or walkaround to existing memorial	108.00	5.00	113.00
To remove and replace cremation memorial to allow interment	63.00	3.00	66.00
Sizes to include all foundations, vases, statuary, kerbing, lanterns and surrounds			

The fees indicated for the various items of Part 3 include the first inscription

For each inscription thereafter	30.00	1.00	31.00
---------------------------------	-------	------	-------

Non-residents fee on all the above Cemetery fees x 4.5

Part 4 EXISTING MAINTENANCE AGREEMENTS			
Full Maintenance - per annum	80.00	4.00	84.00
Full Maintenance - per annum - with planting	129.00	6.00	135.00

Part 5	2014/15	Amount of Increase	Proposed 2015/16
BOOK OF REMEMBRANCE	£	£	£
2 Line Entry	54.00	0.00	54.00
5 Line Entry	118.00	0.00	118.00
Floral emblem, badge, etc (with 5 line entry only)	164.00	0.00	164.00
REPLICA MEMORIAL CARD		0.00	
2 Line Entry	44.00	0.00	44.00
5 Line Entry	84.00	0.00	84.00
Floral emblem, badge, etc (with 5 line entry only)	123.00	0.00	123.00

Part 5 (Cont/d)	2014/2015	Amount of Increase	Proposed 2015/16
REPLICA MINIATURE MEMORIAL BOOKLET			
2 Line Entry	74.00	0.00	74.00
5 Line Entry	123.00	0.00	123.00
Floral emblem, badge, etc (with 5 line entry only)	185.00	0.00	185.00

Part 6 CEMETERY EXTENSION

LAWN SECTION

Charges are as per Parts 1, 2 and 3 above

	2014/15	Amount of Increase	Proposed 2015/16	
	£	£	£	
ASHES SANCTUMS	Full Rate		Discounted Resident Rate	Full Rate
For the right to lease a sanctum for a period of 25 years (including first interment and the engraving of a plaque not exceeding 80 characters)	1,250.00	0.00	1,000.00	1,250.00
For the right to lease a sanctum for a period of 35 years (including first interment and the engraving of a plaque not exceeding 80 characters)	1,500.00	0.00	1,250.00	1,500.00
For the second interment of ashes in the above sanctum	110.00	0.00	55.00	110.00
Additional charge per character over and above the 80 characters included in the lease cost	3.00	0.00	2.00	3.00
Additional charge for motifs and designs	From £80	0.00	From £50	From £80
Additional charge for plaque incorporating a photo	From £120	0.00	From £70	From £120
MEMORIAL KERB BLOCKS			Discounted Resident Rate	Full Rate
For the right to place a plaque / lease a space on a memorial kerb block for a period of 25 years (including the engraving of a plaque not exceeding 50 characters)	500.00	0.00	400.00	500.00
For the right to place a plaque / lease a space on a memorial kerb block for a period of 35 years (including the engraving of a plaque not exceeding 50 characters)	600.00	0.00	500.00	600.00
Additional charge per character over and above the 50 characters included in the above cost	3.00	0.00	2.00	3.00
Additional charge for motifs and designs	From £80	0.00	From £50	From £80
Additional charge for plaque incorporating a photo	From £120	0.00	From £70	From £120
Scattering of ashes in memorail bed/ garden area	90.00	0.00	45.00	90.00

Part 6 CEMETERY EXTENSION (Cont/d)	2014/15	Amount of Increase	Proposed 2015/16	
	£		£	£
ABOVE AND BELOW GROUND CHAMBERS	Full Rate		Discounted Resident Rate	Full Rate
Exclusive Right of Burial for a period of 75 years in a pre-cast pre installed chamber	1800.00	0.00	400.00	1800.00
For the interment of all persons in chambers:				
Inter in single chamber	2500.00	0.00	2000.00	2500.00
First inter in double chamber	3500.00	0.00	3000.00	3500.00
Second inter in double chamber	750.00	0.00	500.00	750.00

(All fees and charges shown exclusive of VAT)

COMMUNITY SERVICES

OLDER PEOPLE'S DAY CARE SERVICE

	<u>2014/2015</u> £	<u>Amount of Increase</u> £	<u>Proposed 2015/2016</u> £
Good Companions Club	7.00	0.50	7.50
Creasey Park Community Centre Lunch Club	5.50	0.00	5.50

GROVE CORNER & MAYFIELD CENTRE ROOM HIRE

	<u>2014/2015</u> £ per hour	<u>Amount of Increase</u> £	<u>Proposed 2015/16</u> £ per hour
Monday to Friday Commercial Bookings	15.00	0.00	15.00
Monday to Friday Bookings for local Community Groups	7.50	0.00	7.50
Weekend hirings double fee			

FIREWORKS

	<u>2014/2015</u> £	<u>Amount of Increase</u> £	<u>Proposed 2015/2016</u> £
Adult admission	4.00	0.00	4.00
Child admission (over 5 years)	2.00	0.00	2.00
Family ticket 2 adults/2 children	10.00	0.00	10.00

(All above fees and charges shown exclusive of VAT)

PRIORY HOUSE

(figures shown inclusive of VAT)

	<u>2014/2015</u> £ per hour	<u>Amount of Increase</u> £	<u>Proposed 2015/16</u> £ per hour
Meeting Room - Commercial (2 hours minimum)	max 25.00	0.00	max 25.00
Groups/Organisations "	max 12.5	0	max 12.50
Evening Hirings (double fee)			
Hire of Undercroft and Tea Room	max 20.00		max 20.00
Hire of Undercroft, Tea Room and Exhibition Area	max 35.00	0.00	max 35.00

For placing a marquee on the top lawn	max 150.00	0	Flat Rate max 150.00
---------------------------------------	------------	---	--------------------------------

(Fees and charges shown for Priory House INCLUSIVE of VAT)

DUNSTABLE TOWN COUNCIL
Proposed Market fees 2015/16

Casual Trader

	April to December			January to March		
	Wed/Sat 2015	Fri 2015	2014/15	Wed/Sat 2016	Fri 2016	2014/15
Single (10ft x 9ft)	£28	£24	Fri - £24 Wed/Sat - £28	£22	£20	Fri - £20 Wed/Sat - £22
Double (20ft x 9ft)	£44	£40	Fri - £40 Wed/Sat - £44	£38	£36	Fri - £36 Wed/Sat - £38
Triple (30ft x 9ft)	£56	£52	Fri - £52 Wed/Sat - £56	£50	£48	Fri - £48 Wed/Sat - £50

Permanent/ Regular Trader

	April - December			January - March		
	Wed/Sat 2015	Fri 2015	2014/15	Wed/Sat 2016	Fri 2016	2014/15
Standard single 3M x 3M or (10ft x 9ft)	£24	£22	Fri - £22 Wed/Sat - £24	£20	£18	Fri - £18 Wed/Sat - £20
Standard double 6M x 3M or (20ft x 9ft)	£40	£38	Fri - £38 Wed/Sat - £40	£36	£34	Fri - £34 Wed/Sat - £36
Standard triple 9m x 3m or (30ft x 9ft)	£52	£50	Fri - £50 Wed/Sat - £52	£48	£45	Fri - £45 Wed/Sat - £48
Standard quad – linear or double length 12m x 3m/6m x 6m or (30ft x 9 ft/ 20ft x 20ft)	£64	£62	Fri - £62 Wed/Sat - £64	£60	£58	Fri - £58 Wed/Sat - £60
Standard quin	£82	£80	Fri - £80 Wed/Sat - £82	£78	£76	Fri - £76 Wed/Sat - £78

Car Boot

2014/15	Pitch	
Prices:		
2 parking bays	£9	
3 parking bays	£13	
4 parking bays	£17	

Proposed 2015/16	Pitch	
Prices:		
2 parking bays	£9	
3 parking bays	£13	
4 parking bays	£17	

DUNSTABLE TOWN COUNCIL
PROPOSED FEES & CHARGES 2015/16

Creasey Park Community Football Centre

PITCH HIRE

(all prices are shown EXCLUSIVE of VAT)

Surface	Rate	Youth / Adult	Area	Time	2015/16	2016	Previous
					SEPT - APR	MAY - AUG	2014/15
					Price	Price	Price
ATP	Standard Rate	Adult	Full Pitch	Hour	£ 78.50	£ 78.50	£ 77.50
ATP	Standard Rate	Adult	Full Pitch	Match	£ 91.00	£ 91.00	£ 90.00
ATP	Standard Rate	Adult	Third	Hour	£ 31.50	£ 31.50	£ 31.00
ATP	Standard Rate	Youth	Full Pitch	Hour	£ 71.00	£ 71.00	£ 63.00
ATP	Standard Rate	Youth	Full Pitch	Match	£ 81.00	£ 81.00	£ 80.00
ATP	Standard Rate	Youth	Third	Hour	£ 28.50	£ 28.50	£ 28.00
ATP	Community Rate	Adult	Full Pitch	Hour	£ 71.00	£ 71.00	£ 70.00
ATP	Community Rate	Adult	Full Pitch	Match	£ 85.00	£ 85.00	£ 80.00
ATP	Community Rate	Adult	Third	Hour	£ 28.50	£ 28.50	£ 28.00
ATP	Community Rate	Youth	Full Pitch	Hour	£ 63.00	£ 63.00	£ 56.00
ATP	Community Rate	Youth	Full Pitch	Match	£ 73.00	£ 73.00	£ 72.00
ATP	Community Rate	Youth	Third	Hour	£ 25.50	£ 25.50	£ 25.00
ATP	Key Partner Rate	Adult	Full Pitch	Hour	£ 62.00	£ 62.00	£ 61.25
ATP	Key Partner Rate	Adult	Full Pitch	Match	£ 72.00	£ 72.00	£ 71.00
ATP	Key Partner Rate	Adult	Third	Hour	£ 25.00	£ 25.00	£ 24.50
ATP	Key Partner Rate	Youth	Full Pitch	Hour	£ 56.00	£ 56.00	£ 50.00
ATP	Key Partner Rate	Youth	Full Pitch	Match	£ 65.00	£ 65.00	£ 64.00
ATP	Key Partner Rate	Youth	Third	Hour	£ 22.50	£ 22.50	£ 22.25
ATP	Commercial	Adult	Third	Hour	£ 35.00	£ 35.00	£ 34.50
ATP	Commercial	Adult	Full Pitch	Hour	£ 105.00	£ 105.00	£ 103.50

Surface	Rate		Area	Time	2015/16	2016	Previous
					SEPT - APR	MAY - AUG	2014/15
					Price	Price	Price
GRASS	Standard Rate		Adult Pitch	Match	£ 49.00	£ 49.00	£ 48.50
GRASS	Standard Rate		Youth Pitch	Match	£ 25.00	£ 25.00	£ 24.50
GRASS	Standard Rate		Mini	Match	£ 25.00	£ 25.00	£ 24.50
GRASS	Community Rate		Adult Pitch	Match	£ 44.50	£ 44.50	£ 44.00
GRASS	Community Rate		Youth Pitch	Match	£ 22.50	£ 22.50	£ 22.00
GRASS	Community Rate		Mini	Match	£ 22.50	£ 22.50	£ 22.00
GRASS	Key Partner Rate		Adult Pitch	Match	£ 39.50	£ 39.00	£ 39.00
GRASS	Key Partner Rate		Youth Pitch	Match	£ 20.00	£ 19.50	£ 19.50
GRASS	Key Partner Rate		Mini	Match	£ 20.00	£ 19.50	£ 19.50
Pre Season Training			Adult	Hour	£ 13.00	£ 12.50	£ 12.50
Pre Season Training			Youth	Hour	£ 11.00	£ 10.50	£ 10.50
Main Pitch	Standard		Main	Match	£ 172.00	£ 165.00	£ 165.00
Main Pitch	KP pre season		Main	Match	£ 81.00	£ 81.00	£ 80.00
Main Pitch	KP 2015/16 season		Main	Match	£ 86.00	£ 86.00	£ 85.00

**DUNSTABLE TOWN COUNCIL
PROPOSED FEES & CHARGES 2015/16**

**Creasey Park Community Football Centre
ROOM HIRE**

all prices are shown INCLUSIVE of VAT

all prices are shown at maximum to allow for discretion on occasion

Room	Time	Weekend/ Mid Week	Standard	Communitiy (-10%)	Key Partner (+ 20%)	Previous 2014/15
Whole Function Area	Hourly	Weekend	£ 35.00	£ 31.50	£ 28.00	£ 34.50
Whole Function Area	Hourly	Mid Week	£ 23.50	£ 21.15	£ 18.80	£ 23.00
Whole Function Area	Evening	Weekend	£ 200.00	£ 200.00	£ 200.00	£ 200.00
Community Space	Hourly	Weekend	£ 23.50	£ 21.15	£ 18.80	£ 23.00
Community Space	Hourly	Mid Week	£ 18.00	£ 16.20	£ 14.40	£ 17.50
Board Room & Bar Suite	Hourly	Weekend	£ 23.50	£ 21.15	£ 18.80	£ 23.00
Board Room & Bar Suite	Hourly	Mid Week	£ 18.00	£ 16.20	£ 14.40	£ 17.50
Board Room or Bar Suite	Hourly	Weekend	£ 18.00	£ 16.20	£ 14.40	£ 17.50
Board Room or Bar Suite	Hourly	Mid Week	£ 12.00	£ 10.80	£ 9.60	£ 11.50