

DUNSTABLE TOWN COUNCIL

BUDGET 2016/2017

FEES AND CHARGES 2016/2017



**DUNSTABLE
TOWN COUNCIL**

DUNSTABLE TOWN COUNCIL

BUDGET 2016/17

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DUNSTABLE TOWN COUNCIL			
SUMMARY OF NET EXPENDITURE			
ACTUAL		Budget	Budget
2014/2015		2015/16	2016/17
Finance and Support Services			
256,368	Staff Costs	261,613	265,188
77,285	Central Services	78,950	78,150
45,780	Grove House	27,327	32,723
7,281	Grants	7,500	3,500
95,462	Corporate Management	101,970	100,970
15,282	Democratic Management and Representation	17,750	17,750
98,517	Capital & Projects (inc loan charges)	97,914	183,115
£595,975		£593,024	£681,396
Grounds and Environmental Services			
436,193	Staff Costs	439,809	455,606
-3,236 *	Allotments	1,086	1,126
-83,694 *	Cemetery	-48,308	-52,149
69,625	Recreation Grounds	46,700	34,500
39,626	Town Centre and Gardens	45,000	43,500
28,012 *	Town Ranger Service	33,546	31,901
433 *	Creasey Park Community Football Centre	4,643	6,277
128,096	Capital & Projects	127,499	125,968
£615,055		£649,975	£646,729
Community Services			
193,613	Staff Costs	207,393	210,038
10,296 *	Older People's Support Service	18,036	21,515
4,501 *	Young People's Activities Programme	8,407	8,407
17,109 *	Grove Corner	15,320	25,295
15,885 *	Mayfield Centre	15,961	0
97,408 *	Events Programme	99,833	102,903
23,384	Marketing	26,500	26,500
187,122 *	Priory House	199,518	203,652
27,629	Town Centre Management	28,500	28,500
29,301 *	Dunstables Market	39,379	38,864
24,808 *	Ashton Square Public Conveniences	37,027	38,225
92,887	Capital & Projects	93,264	91,214
£723,943		£789,138	£795,113
	* Includes Direct Staff Costs only		
£1,934,973	Total Net Expenditure	£2,032,137	£2,123,238
5,950	Contribution from Investment Income	£8,000	£6,000
55,606	Contribution to/(from) Reserves		
£1,984,629	Precept	£2,024,137	£2,117,238
£171.78	Council Tax	£171.78	£175.21
11,553	Band D tax base	11,783	12,084

DUNSTABLE TOWN COUNCIL
SUMMARY OF NET EXPENDITURE

Finance and Support Services

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

Actual 2014/15		Budget 2015/16	Budget 2016/17
256,368	Staff Costs	261,613	265,188
77,285	Central Services	78,950	78,150
45,780	Grove House	27,327	32,723
7,281	Grants	7,500	3,500
95,462	Corporate Management	101,970	100,970
15,282	Democratic Management and Representation	17,750	17,750
98,517	Capital & Projects	97,914	183,115
<u>£595,975</u>		<u>£593,024</u>	<u>£681,396</u>

FINANCE AND SUPPORT SERVICES				
STAFF COSTS - 100				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
164,179	4000	Town Clerk & Chief Executive and Head of Service	162,499	164,744
92,189	4001	Finance and Support Services Staff	99,114	100,444
£256,368			£261,613	£265,188
CENTRAL SERVICES - 101				
Expenditure				
12,342	4007	Staff Training	15,000	15,000
2,757	4010	Payroll Services	2,500	3,000
3,785	4021	Telephones/data links	4,050	6,480
4,047	4022	Postage	4,500	4,100
2,794	4023	Stationery	6,500	5,000
3,182	4025	Professional Subscriptions (publications)	3,500	3,500
4,842	4037	Equipment maintenance/Software support	4,200	5,870
12,773	4039	Photocopier Rental	3,200	8,200
4,696	4040	*Furniture & Equipment	8,500	0
27,963	4058	Professional Services	28,000	28,000
79,181			79,950	79,150
Income				
1,896	1099	Misc Recharges (copying, postage)	1,000	1,000
1,896			1,000	1,000
£77,285		Total Net Expenditure	£78,950	£78,150
* adjusted and reallocated to Grove House				

FINANCE AND SUPPORT SERVICES				
GROVE HOUSE - 102				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
		Expenditure		
8,249	4001	Caretaking	8,220	8,316
18,075	4011	Rates	20,046	20,046
1,597	4012	Water	1,500	1,500
6,689	4014	Electricity	6,500	7,000
4,924	4015	Gas	4,500	5,000
9,114	4016	Cleaning	9,190	10,190
-	4017	Waste disposal	0	750
21,369	4020	Misc Expenses/Sundries	0	0
	4021	Telephones		550
2,497	4036	Building Maintenance Contracts	4,000	1,000
9,753	4038	Repairs and Maintenance	9,500	9,500
0	4040	*Furniture and Equipment	0	5,000
82,267			63,456	68,852
		Income		
745	1001	Lettings/Facility Hire	500	500
14,916	1002	Rents and Rates (Tenants)	15,644	15,644
15,378	1003	Service Charges (Tenants)	19,985	19,985
5,448	1091	Misc Income	0	0
36,487			36,129	36,129
£45,780		Total Net Expenditure	£27,327	£32,723
		*Previously included under Central Services		
		GRANTS - 309		
		Expenditure		
3,781	4302	Grants - Permitted	4,000	0
3,500	4321	Service Level Agreements	3,500	3,500
£7,281		Total Net Expenditure	£7,500	£3,500

FINANCE AND SUPPORT SERVICES				
CORPORATE MANAGEMENT - 106				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
		Expenditure		
7,948	4003	Pension(/HR Related Costs)	8,000	8,000
10,174	4006	Health & Safety	10,000	10,000
358	4019	DBS Checks	795	795
56,743	4026	Insurance	57,500	57,500
6,562	4030	Advertising - Recruitment	3,000	3,000
1,950	4056	Audit Fees - External	4,000	3,000
1,690	4057	Audit Fees - Internal	2,000	2,000
1,817	4061	Annual Report	2,000	2,000
5,239	4062	HR Related Costs - (inc Uniform workwear)	4,675	4,675
0	4599	VAT Unclaimable	10,000	10,000
3,011	4096/998	Bank Charges		
95,492			101,970	100,970
		Income		
30	1099	Misc Recharges	0	0
30			0	0
£95,462		Total Net Expenditure	£101,970	£100,970
DEMOCRATIC MANAGEMENT AND REPRESENTATION - 107				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
		Expenditure		
0	4007	Member Training	1,000	1,000
858	4024	Printing Costs (Civic Events)	1,500	1,500
2,110	4025	Subscriptions	2,750	2,750
2,736	4501	Mayoral Transport	3,500	3,500
2,264	4502	Mayoral Allowance	4,000	4,000
2,477	4503	Civic Hospitality	3,000	3,000
454	4504	Civic Regalia	1,000	1,000
1,930	4515	Remembrance Services	1,000	1,000
3,000	4726	Tfr to Mayoral Reserve	0	0
15,829			17,750	17,750
		Income		
547	1099	Misc Recharges	0	0
547			0	0
£15,282		Total Net Expenditure	£17,750	£17,750

FINANCE AND SUPPORT SERVICES				
CAPITAL AND PROJECTS - 110				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
		* Cont. to Market Town Regeneration Fund	0	86,368
15,000	4721>321	Cont. to Reserves (IT)	15,000	15,000
7,500	4723>323	Cont. to Election Reserve	7,500	8,000
29,000	4724>324	Cont. to Reserve (Building Maint)	29,000	29,000
1,000	4730>330	Cont. to Town Twinning Reserve	500	500
22,450	4051	Loan Interest Payable (Grove House)	22,848	20,681
23,567	4052	Loan Capital Repaid (Grove House)	23,066	23,566
£98,517		Total Net Expenditure	£97,914	£183,115

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

Actual 2014/15		Budget 2015/16	Budget 2016/17
436,193	Staff Costs	439,809	455,606
-3,236	Allotments	1,086	1,126
-83,694	Cemetery	-48,308	-52,149
69,625	Recreation Grounds	46,700	34,500
39,626	Town Centre and Gardens	45,000	43,500
28,012	Town Ranger	33,546	31,901
433	Creasey Park Community Football Centre	4,643	6,277
128,096	Capital & Projects	127,499	125,968
£615,055		£649,975	£646,729

GROUNDS AND ENVIRONMENTAL SERVICES				
<u>STAFF COSTS - 200</u>				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
101,935	4000	Head of Service and Operations Manager	102,051	103,452
329,523	4001	Grounds Staff	337,758	352,154
4,735	4002	Wages	0	0
£436,193			£439,809	£455,606
<u>ALLOTMENTS - 201</u>				
Expenditure				
-	4001	Staff Costs	1,136	1,176
1,467	4038	Repairs and Maintenance	4,000	4,000
1,196	4012	Water Charges	1,200	1,200
150	4017	Waste Disposal/Skips	1,500	1,500
516	4040	Equipment	0	0
3,329			7,836	7,876
Income				
6,013	1002	Fees	6,750	6,750
552	1091	Misc Income	0	0
6,565			6,750	6,750
-£3,236		Total Net Expenditure	£1,086	£1,126
<u>CEMETERY - 202</u>				
Expenditure				
-	4001	Staff Costs	46,351	43,320
7,536	4011	Rates	7,892	7,892
6,451	4012-15	Utilities (water 4012, elec 4014 & gas 4015)	5,000	6,000
1,980	4016	Cleaning	2,500	2,500
6,387	4017	Waste Disposal/Skips	4,750	4,750
1,650	4018	Security	5,000	3,000
2,127	4021	Telephones	2,389	2,389
3,945	4038	Repairs and Maintenance	9,000	8,000
0	4036	Building Maintenance Contracts	0	1,000
7,369	4040	Tools and Equipment	5,000	5,000
8,655	4045	Vehicle Costs	9,500	9,500
0	4049	Memorial Safety	1,500	1,500
454	4201	Book of Remembrance	600	600
46,554			99,482	95,451
Income				
100,134	1021	Fees and Charges	105,000	105,000
1,707	1022	Book of Remembrance	600	600
27,317	1023	Memorials	42,000	42,000
255	1024/91	Misc (war graves 1024, misc 1091)	190	0
835	1099	Misc (inc Insurance claims)	0	0
130,248			147,790	147,600
-£83,694		Total Net Expenditure	-£48,308	-£52,149

GROUNDS AND ENVIRONMENTAL SERVICES				
RECREATION GROUNDS - 205				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
		Expenditure		
942	4011	Store Rates	1,000	1,000
5,101	4012-15	Utilities (water 4012, elec 4014 & gas 4015)	5,500	5,500
10,000	4013	Westbury Depot Rent cont to CPCFC	10,000	10,000
8,886	4017	Waste Disposal/Skips	6,500	6,500
4,267	4018	Security/Locking/Patrols	4,000	4,000
1,092	4021	Telephones/data links	1,000	1,000
2,450	4036	Standing Maintenance Contracts including Sub Contractor costs ATP All Saints	4,250	4,250
12,584	4038	Repairs and Maintenance (Grounds & Buildings)	12,000	12,000
7,562	4040	Tools and Equipment	5,000	5,000
379	4042	Grass Cutting Equipment	600	600
340	4044	Bowling Green Irrigation	1,000	1,000
23,714	4045	Vehicle Costs	10,500	10,500
13,043	4046	Play Areas and Equipment	12,500	12,500
410	4996	Contribution to Downside Com Centre	1,000	0
90,770			74,850	73,850
		Income		
4,800	1001	Income from Downside Community Centre	4,800	11,000
8,221	1009	Football Pitches	7,500	7,500
0	1024	Income from External Maintenance Contracts	7,850	12,850
8,124	1099	Misc Recharges (inc Insurance Claims)	0	0
0	4834	Contribution from commuted sums	8,000	8,000
21,145			28,150	39,350
£69,625		Total Net Expenditure	£46,700	£34,500

GROUNDS AND ENVIRONMENTAL SERVICES				
<u>TOWN CENTRE AND GARDENS - 403</u>				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
		Expenditure		
2,871	4012-15	Depot Utilities (water 4012, elec 4014 & gas 4015)	1,200	1,200
8,915	4017	Waste Disposal/Skips	5,500	5,500
696	4021	Telephones	1,000	1,000
1,137	4036	Maint Contracts - CCTV (Priory Gardens)	1,200	1,200
4,119	4040	Tools and Equipment	2,000	2,000
20,877	4043	Bedding Plants and Baskets	22,500	22,500
8,205	4045	Vehicle Fuel and Maintenance	12,000	12,000
7,135	4050	Repairs and Maintenance	8,000	8,000
225	4075	Skateboard Park	5,000	5,000
900	4120	Bus Shelters Maintenance	3,000	1,500
55,080			61,400	59,900
		Income		
1,572	1009	Croquet Lawn Hire	1,500	1,500
10,000	1051	Town Centre Agency with CBC	10,000	10,000
3,530	1091	Income from external maintenance contracts	4,900	4,900
352	1099	Misc income (cont & recharges)		
15,454			16,400	16,400
£39,626		Total Net Expenditure	£45,000	£43,500
		<u>TOWN RANGER SERVICE - 206</u>		
		Expenditure		
24,067	4001	Staff Costs	25,546	25,901
274	4021	Telephones	500	500
1,214	4038	Repairs and Maintenance	6,000	4,000
2,032	4040	Tools and Equipment	1,500	1,500
3,414	4045	Vehicle Fuel and Maintenance	3,000	3,000
31,001			36,546	34,901
		Income		
2,989	1024	Service charges	3,000	3,000
2,989			3,000	3,000
£28,012		Total Net Expenditure	£33,546	£31,901

GROUNDS AND ENVIRONMENTAL SERVICES				
CREASEY PARK COMMUNITY FOOTBALL CENTRE - 111/112				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
		Expenditure		
74,324	4001	Staff costs	93,999	95,208
13,988	4001	Grounds staff costs	17,000	17,170
46,170	4002	Staff costs (bar & catering)	37,896	40,521
16,026	4011	Rates	17,000	17,000
31,440	4012-15	Utilities (water 4012, elec 4014 & gas 4015)	22,000	30,500
15,980	4016	Cleaning	14,000	16,000
3,744	4017	Waste disposal	3,000	4,000
1,483	4020	Sundries and office supplies	1,600	1,600
3,999	4021	Telephones/data links	4,000	4,000
3,822	4026	Insurance (contents)	4,000	1,250
	4027	Licences		750
1,576	4032	Marketing	1,250	1,250
4,416	4036	Building & Eqpmnt Maintenance Contracts	5,000	5,000
9,263	4038	Repairs and Maintenance	4,000	4,000
5,001	4040	Equipment	2,000	2,000
28,493	4071	Bar Stock	45,000	29,500
31,451	4072	Catering/Vending	27,500	27,000
	4073	Catering/Vending Expenses		2,000
9,890	4536	Grounds Maintenance (grass pitches & ATP)	11,500	11,500
301,066			310,745	310,249
342		Unclaimable VAT	4,898	5,478
301,408			315,643	315,727
		Income		
13,335	1001	Facility Hire/Functions	15,000	22,000
75,222	1008	ATP Hire	78,000	90,500
18,567	1009	Grass Pitch Hire	17,000	25,000
76,314	1041	Bar Takings	95,000	79,593
66,436	1042	Catering/Vending	65,000	67,357
16,000	1043	Football Foundation Revenue Funding	16,000	0
10,000	1044	Contribution from Recreation Grounds Depot C	10,000	10,000
15,000	1090	Cont from Brewers Hill Middle School	15,000	15,000
10,101	1099	Misc - inc cont from CBC/Recharges	0	0
300,975			311,000	309,450
£433		Total Net Expenditure	£4,643	£6,277

GROUNDS AND ENVIRONMENTAL SERVICES				
CAPITAL AND PROJECTS - 210				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
20,000	4721	Cont to Vehicles Reserve	20,000	20,000
10,000	4724	Fencing Renewal (5 year programme)	10,000	10,000
15,000	4724	Contribution to Reserve (Pavilions)	15,000	15,000
5,000	4724	Contributon to Reserve (Cemetery Bldgs)	5,000	5,000
5,000	4734	Contribution to Priory Churchyard & Gate	5,000	5,000
1,000	4724	Contribution to Reserve (Performance area)	0	0
10,000	4731	* Contribution to Tree Reserve	17,000	10,000
15,000	4732	Cont. to Open Spaces Improvement Plan	15,000	15,000
5,000	4738	Cont. to Allotment Reserve	5,000	5,000
		<u>Loan Charges:</u>		
2,353	4051/52	Luton Road Pavilion	2,353	2,257
2,700	4051/52	Cemetery extension (April 2000)	2,700	2,700
32,343	4051/52	Cemetery extension (Dec 2008))	32,746	31,311
4,700	4051/52	Performance Area	4,700	4,700
128,096			134,499	125,968
		* Contribution from General Reserve	7,000	0
£128,096		Total Net Expenditure	£127,499	£125,968

DUNSTABLE TOWN COUNCIL
SUMMARY OF NET EXPENDITURE

Community Services

Budget Manager:
Head of Community Services
Becky Wisbey

Actual 2014/15		Budget 2015/16	Budget 2016/17
193,613	Staff Costs	207,393	210,038
10,296	Older People's Day Care Service	18,036	21,515
4,501	Young People's Activities Programme	8,407	8,407
17,109	Grove Corner	15,320	25,295
15,885	Mayfield Centre	15,961	0
97,408	Events Programme	99,833	102,903
23,384	Marketing	26,500	26,500
187,122	Priory House	199,518	203,652
27,629	Town Centre Management	28,500	28,500
29,301	Dunstable Market	39,379	38,864
24,808	Ashton Square Public Conveniences	37,027	38,225
92,887	Capital & Projects	93,264	91,214
<u>£723,943</u>		<u>£789,138</u>	<u>£795,113</u>

COMMUNITY SERVICES				
STAFF COSTS - 300				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
145,194	4000	Head of Service and 2 Managers	149,374	151,433
32,881	4001	Youth & Community Services Staff	35,097	34,496
15,538	4002	Community Assistant	22,922	24,109
£193,613			£207,393	£210,038
OLDER PEOPLE'S DAY CARE SERVICE - 209				
Expenditure				
14,880	4001	Staff Costs	17,454	17,611
212	4021	Telephone	275	275
325	4032	Publicity/Marketing	0	0
2,615	4063	Contingency for future transport costs	2,862	0
3,420	4064	Hall Hire	4,560	5,000
8,133	4065	Food	8,662	8,962
3,182	4066	Entertainment	3,000	3,000
1,783	4313	Transport	1,536	8,085
34,550			38,349	42,933
Income				
7,918	1006	Central Bedfordshire Council (Contract)	7,918	7,918
15,556	1007	Fees	12,395	13,500
780	1091	Misc	0	0
24,254			20,313	21,418
£10,296		Total Net Expenditure	£18,036	£21,515
YOUNG PEOPLE'S ACTIVITIES PROGRAMME - 303				
317	4002	Activities wages	1,000	1,000
783	4032	Marketing	600	600
388	4040	Equipment (for activities)	1,000	1,000
4,617	4066	Activities Programme	7,007	7,007
6,105			9,607	9,607
Income				
1,604	1004	Fees	1,200	1,200
1,604			1,200	1,200
£4,501		Total Net Expenditure	£8,407	£8,407

COMMUNITY SERVICES				
GROVE CORNER - 304 (and outreach work)				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
		Expenditure		
3,717	4001	Staff Costs	4,861 *	9,856
1,400	4002	Sessional staffing	4,673	5,653
2,025	4011	Rates	2,100	2,100
4,748	4012-15	Utilities (water 4012, elec 4014 & gas 4015)	4,500	6,000
758	4021	Telephones/data links	1,000	1,000
0	4026	Insurance	500	500
310	4032	Marketing	300	300
1,367	4036	Standing Maintenance Contracts	1,700	1,700
4,033	4038	Repairs and Maintenance	1,986	1,986
6,795	4040	Equipment	1,700 *	3,200
2,984	4066	Entertainment/Activities/Outreach	0 *	1,000
28,137			23,320	33,295
		Income		
3,494	1001	Room Hire	1,200	1,200
6800	1002	Rent (SORTED)	6,800	6,800
734	1091	Misc	0	0
11,028			8,000	8,000
£17,109		Total Net Expenditure	£15,320	£25,295
		*transferred from Mayfield Centre		
		MAYFIELD CENTRE - 305		
		Expenditure		
5,220	4001	Staff costs	4,861 *	
2,543	4011	Rates	2,500	
2,776	4012-15	Utilities (water 4012, elec 4014 & gas 4015)	2,300	
2,358	4021	Telephones/data links	2,800	
928	4036	Standing Maintenance Contracts	900	
1,080	4038	Repairs and Maintenance	600	
1,386	4040	Equipment	1,500 *	
14	4066	Activities Programme & Marketing	1,000 *	
16,305			16,461	0
		Income		
420	1001	Room Hire	500	
420			500	0
£15,885		Total Net Expenditure	£15,961	£0
		* transferred to Grove Corner		

COMMUNITY SERVICES				
EVENTS PROGRAMME - 401				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
		Expenditure		
34,612	4001	Staff Costs	44,133	44,203
3,495	4002	Events staffing	3,100	3,100
521	4014	Electricity (Performance Area)	300	300
0	4017	Events infrastructure (waste management, etc)	0	5,000
315	4021	Telephone	300	300
875	4025	Subscriptions/Publications	0	0
7,577	4032	Marketing	6,000	6,000
9,695	4035	History Event	8,000	8,000
11,325	4040	Equipment	1,000	1,000
4,364	4055	Events Contract	0	0
4,041	4511	National Celebrations (inc St George's Day)	4,000	4,000
11,297	4512	Party in the Park	12,000	12,000
12,323	4513	Fireworks	13,000	13,000
2,048	4514	Torchlight Carols Service	3,000	3,000
2,837	4516	Quadrant Entertainment	0	0
2,448	4518	Band Concerts	3,000	3,000
12,585	4521	Dunstable Rocks	14,000	14,000
9,600	4522	Dunstable Live	9,000	9,000
4,416	4525	Beer Festival	4,500	4,500
134,374			125,333	130,403
		Income		
4,609	1025	Beer Festival	4,500	4,500
16,195	1083	Fireworks	13,000	13,000
3,000	1085	Quadrant Entertainment	0	0
10,577	1092	Concessions	8,000	10,000
2,585	1093	Advertising/Sponsorship	0	0
36,966			25,500	27,500
£97,408		Total Net Expenditure	£99,833	£102,903
		CENTRAL MARKETING - 103		
		Expenditure		
1,630	4032	General	5,000	5,000
19,724	4033	Talk of the Town	19,500	19,500
2,030	4034	Website	2,000	2,000
£23,384		Total Net Expenditure	£26,500	£26,500

COMMUNITY SERVICES				
PRIORY HOUSE - 402				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
		Expenditure		
107,298	4001	Staff Costs	114,180	113,652
88,390	4002	Staff Costs (tea rooms)	85,290	97,452
19,694	4011	Rates	20,000	20,500
21,988	4012-15	Utilities (water 4012, elec 4014 & gas 4015)	21,000	21,000
5,948	4016	Cleaning	8,500	8,500
-	4017	Waste Disposal	-	1,350
1,702	4020	Sundries and Office Costs	2,000	2,000
3,247	4021	Telephones	4,000	4,000
1,080	4027	Licences	1,200	1,200
9,731	4032	Marketing	8,000	8,000
10,966	4036	Standing Maintenance Contracts	13,000	11,150
10,495	4038	Repairs and Maintenance	7,500	7,500
10,668	4040	Equipment	2,500	2,500
4,491	4059	Tea Rooms Sundries	3,000	5,000
34,117	4060	Tea Rooms	35,000	38,000
5,069	4601	Shop Retail Stock	6,000	6,000
4,724	4611	Education/Events	6,000	6,000
339,608			337,170	353,804
		Income		
3,588	1001	Room Hire (inc. Functions, Talks & Events)	4,000	1,500
4,681	1002	Office Rents	4,681	4,681
1,843	1003	Service Charges	1,471	1,471
12,531	1030	Shop Sales	12,000	12,000
121,899	1032	Tea Rooms Sales	110,000	125,000
2,440	1091	Misc	0	0
1,500	1095	First Capital (Commission on sales)	500	500
4,004	1097	Commission on Third Party Sales	5,000	5,000
152,486			137,652	150,152
£187,122		Total Net Expenditure	£199,518	£203,652

COMMUNITY SERVICES				
TOWN CENTRE MANAGEMENT - 405				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
		Expenditure		
6,500	4032	Town Centre Marketing & Initiatives	6,500	6,500
16,129	4520	Christmas Lights and Decorations	22,000	22,000
5,000	4714	Tfr to Christmas Lights Reserve	0	0
£27,629		Total Net Expenditure	£28,500	£28,500
DUNSTABLE MARKET - 406				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
		Expenditure		
34,000	4001	Staff costs Market Officer	35,097	35,585
26,398	4002	Staff costs Portering	30,920	32,007
8,243	4011	Rates	8,090	8,500
0	4012-15	Utilities (Electricity & Phone)	1,500	1,500
5,725	4017	Waste disposal	6,700	6,700
580	4021	Telephone	0	0
497	4026	Insurance	0	0
2,497	4032	Marketing	2,500	2,500
6,372	4040	Equipment and materials	6,572	6,572
84,312			91,379	93,364
		Income		
47,755	1011	Hire of stalls and pitches	46,000	47,500
5,906	1012	Car boot pitches	5,000	6,000
1,350	1091	Market licence fees	1,000	1,000
55,011			52,000	54,500
£29,301		Total Net Expenditure	£39,379	£38,864

COMMUNITY SERVICES				
ASHTON SQUARE PUBLIC CONVENIENCE - 407				
Actual 2014/15	Nominal Code		Budget 2015/16	Budget 2016/17
		Expenditure		
24,889	4002	Staff costs - Janitors	33,278	35,109
0	4002	Staff cover 7.5%	2,266	2,633
1,812	4020	Consumables	3,000	2,000
72	4021	Telephone	0	0
1,035	4038	Repairs and Maintenance	1,483	1,483
£27,808			£40,027	£41,225
		Income		
3,000	1024	Income from external maintenance contracts	3,000	3,000
3,000			3,000	3,000
£24,808		Total Net Expenditure	£37,027	£38,225
		CAPITAL AND PROJECTS - 310		
46,373	4724	Contribution to Reserve (PH Building)	46,373	46,373
4,000	4724	Contribution to Reserve (Grove Corner)	4,000	4,000
1,500	4714	Contribution to Reserve (Christmas Lights)	1,500	1,500
41,014	4051/52	Loan Charges (Priory House)	41,391	39,341
£92,887		Total Net Expenditure	£93,264	£91,214

DUNSTABLE TOWN COUNCIL
PROPOSED FEES & CHARGES 2016/17

(with effect from 1st April 2016 or the start of the winter playing season)

FINANCE AND SUPPORT SERVICES

GROVE HOUSE - MEETING ROOM HIRE

	2015/16 £	Amount of Increase £	2016/17 £
	<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 01.01.2016 £	Amount of Increase £	Proposed - from 01.01.2017 £
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

	2015/16 £	Amount of Increase £	Proposed 2016/17 £
Senior			
With changing accommodation	44.00	0.00	44.00
Without changing	27.50	0.00	27.50
Junior			
Monday to Sunday			
With changing accommodation	20.00	0.00	20.00
Without changing	16.00	0.00	16.00
Mini League and 9 v 9	16.00	0.00	16.00

CROQUET LAWN

	2015/16 £	Amount of Increase £	Proposed 2016/17 £
Hourly hire charge	4.40	0.10	4.50

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)

	2015/16	Amount of Increase	Proposed 2016/17
	£	£	£
ERoB for a period of 75 years - in an earthen grave (Adult plot)	323.00	17.00	340.00
ERoB for a period of 75 years - in an earthen grave (Child's plot)	149.00	7.00	156.00
For the right to construct, and for the ERoB for a period of 75 years in a walled grave or vault	622.00	31.00	653.00
Cremated remains - ERoB for a period of 75 years - in an earthen grave 1½. ft x 1½. ft	106.00	5.00	111.00

Part 2 INTERMENT	2015/16	Amount of Increase	Proposed 2016/17
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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	140.00	7.00	147.00
(iii) Interment Fee - if age upon death exceeds 100 years	78.00	4.00	82.00
(iv) Interment Fee - otherwise than above:			
Single depth grave	226.00	11.00	237.00
Double depth grave	337.00	17.00	354.00
Treble depth grave	409.00	21.00	430.00
For any interment in a walled grave or vault - above fees PLUS	181.00	9.00	190.00
For Interment in a Heritage Grave - above fees PLUS	780.00	40.00	820.00
CREMATED REMAINS			
Interment Fee in Garden of Remembrance (Maximum treble plot)	64.00	3.00	67.00
Double plot in Garden of Remembrance	64.00	3.00	67.00
Treble plot in Garden of Remembrance	64.00	3.00	67.00
Charge for second of two cremated remains or full body interment in the same gravespace on the same day.	55.00	3.00	58.00
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	99.00	5.00	104.00
Cemetery staff acting as bearers	27.00 per staff member	1.00	28.00 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")	113.00	6.00	119.00
Vase/Flat Tablet (not exceeding 10" x 10")	34.00	2.00	36.00

Part 3 MEMORIALS (Cont/d)	2015/16	Amount of Increase	Proposed 2016/17
Children's Section			
Headstone or kerb set (not exceeding 18" in height and occupying a space not exceeding 48" x 24")	84.00	4.00	88.00
Remainder of Cemetery			
Small Memorial (not exceeding 18" in height and occupying a space not exceeding 18" x 18")	113.00	6.00	119.00
Memorial (not exceeding 30" in height and occupying a space not exceeding 30" x 12")	181.00	9.00	190.00
Memorial (not exceeding 36" in height and occupying a space not exceeding 30" x 12")	239.00	12.00	251.00
Kerbing (including memorial not exceeding 36" in height)	350.00	17.00	367.00
Any memorial EXCEEDING 36" in height to a MAXIMUM height of 6' 6"	647.00	32.00	679.00
To add kerbing or walkaround to existing memorial	113.00	6.00	119.00
To remove and replace cremation memorial to allow interment	66.00	3.00	69.00
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	31.00	1.00	32.00
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Non-residents fee on all the above Cemetery fees x 4.5

Part 4 EXISTING MAINTENANCE AGREEMENTS			
Full Maintenance - per annum	84.00	4.00	88.00
Full Maintenance - per annum - with planting	135.00	7.00	142.00

Part 5	2015/16	Amount of Increase	Proposed 2016/17
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)	2015/16	Amount of Increase	Proposed 2016/17
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

	2015/16 £	Amount of Increase £	Proposed 2016/17 £	
	Full Rate		Discounted Resident Rate	Full Rate
ASHES SANCTUMS				
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)	2015/16 £	Amount of Increase £	Proposed 2016/17 £	
			Discounted Resident Rate	Full Rate
ABOVE AND BELOW GROUND CHAMBERS	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>2015/2016</u> £	<u>Amount of Increase</u> £	<u>Proposed 2016/2017</u> £
Good Companions Club	7.50	1.00	8.50
Creasey Park Community Centre Lunch Club	5.50	1.00	6.50

GROVE CORNER ROOM HIRE

	<u>2015/2016</u> £ per hour	<u>Amount of Increase</u> £	<u>Proposed 2016/17</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>2015/2016</u> £	<u>Amount of Increase</u> £	<u>Proposed 2016/2017</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>2015/2016</u> £ per hour	<u>Amount of Increase</u> £	<u>Proposed 2016/17</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
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(Fees and charges shown for Priory House INCLUSIVE of VAT)

DUNSTABLE TOWN COUNCIL
Proposed Market fees 2016/17

Casual Trader

	April to December			January to March		
	Wed/Sat 2016	Fri 2016	2015/16	Wed/Sat 2017	Fri 2017	Previous 2015/16
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 2016	Fri 2016	2015/16*	Wed/Sat 2017	Fri 2017	Previous 2015/16*
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 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

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

Proposed 2016/17	Pitch
Prices:	
2 parking bays	£9
3 parking bays	£13
4 parking bays	£17

* agreed rates for 2015/16, but were not applied.

DUNSTABLE TOWN COUNCIL
PROPOSED FEES & CHARGES 2016/17

Creasey Park Community Football Centre

PITCH HIRE

(all prices are shown EXCLUSIVE of VAT)

					2016/17 SEPT - APR	2017 MAY - AUG	2015/16 SEPT - APR
Surface	Rate	Youth / Adult	Area	Time	Price	Price	Price
ATP	Standard Rate	Adult	Full Pitch	Hour	£ 80.40	£ 80.40	£ 78.50
ATP	Standard Rate	Adult	Full Pitch	Match	£ 92.85	£ 92.85	£ 91.00
ATP	Standard Rate	Adult	Third	Hour	£ 32.15	£ 32.15	£ 31.50
ATP	Standard Rate	Youth	Full Pitch	Hour	£ 72.75	£ 72.75	£ 71.00
ATP	Standard Rate	Youth	Full Pitch	Match	£ 85.65	£ 82.65	£ 81.00
ATP	Standard Rate	Youth	Third	Hour	£ 29.10	£ 29.10	£ 28.50
ATP	Community Rate	Adult	Full Pitch	Hour	£ 72.75	£ 72.75	£ 71.00
ATP	Community Rate	Adult	Full Pitch	Match	£ 86.70	£ 86.70	£ 85.00
ATP	Community Rate	Adult	Third	Hour	£ 29.10	£ 29.10	£ 28.50
ATP	Community Rate	Youth	Full Pitch	Hour	£ 65.00	£ 65.00	£ 63.00
ATP	Community Rate	Youth	Full Pitch	Match	£ 74.50	£ 74.50	£ 73.00
ATP	Community Rate	Youth	Third	Hour	£ 26.00	£ 26.00	£ 25.50
ATP	Key Partner Rate	Adult	Full Pitch	Hour	£ 67.75	£ 67.75	£ 62.00
ATP	Key Partner Rate	Adult	Full Pitch	Match	£ 74.90	£ 74.90	£ 72.00
ATP	Key Partner Rate	Adult	Third	Hour	£ 27.10	£ 27.10	£ 25.00
ATP	Key Partner Rate	Youth	Full Pitch	Hour	£ 60.00	£ 60.00	£ 56.00
ATP	Key Partner Rate	Youth	Full Pitch	Match	£ 67.60	£ 67.60	£ 65.00
ATP	Key Partner Rate	Youth	Third	Hour	£ 24.00	£ 24.00	£ 22.50
ATP	Commercial	Adult	Third	Hour	£ 37.75	£ 37.75	£ 35.00
					2016/17 SEPT - APR	2017 MAY - AUG	2015/16 SEPT - APR
Surface	Rate		Area	Time	Price	Price	Price
GRASS	Standard Rate		Adult Pitch	Match	£ 50.00	£ 50.00	£ 49.00
GRASS	Standard Rate		Youth Pitch	Match	£ 25.50	£ 25.50	£ 25.00
GRASS	Standard Rate		Mini	Match	£ 25.50	£ 25.50	£ 25.00
GRASS	Community Rate		Adult Pitch	Match	£ 45.50	£ 45.50	£ 44.50
GRASS	Community Rate		Youth Pitch	Match	£ 22.95	£ 22.95	£ 22.50
GRASS	Community Rate		Mini	Match	£ 22.95	£ 22.95	£ 22.50
GRASS	Key Partner Rate		Adult Pitch	Match	£ 42.50	£ 40.30	£ 39.50
GRASS	Key Partner Rate		Youth Pitch	Match	£ 21.50	£ 21.50	£ 20.00
GRASS	Key Partner Rate		Mini	Match	£ 21.50	£ 21.50	£ 20.00
Pre Season Training			Adult	Hour	£ 13.50	£ 13.50	£ 13.00
Pre Season Training			Youth	Hour	£ 11.50	£ 11.50	£ 11.00
Main Pitch	Standard		Main	Match	£ 175.50	£ 175.50	£ 172.00
Main Pitch	KP pre season		Main	Match	£ 85.00	£ 85.00	£ 81.00
Main Pitch	KP 2015/16 season		Main	Match	£ 90.00	£ 90.00	£ 86.00

DUNSTABLE TOWN COUNCIL
PROPOSED FEES & CHARGES 2016/17

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	Community (-10%)	Previous 2015/16
Whole Function Area	Hourly	Weekend	£ 35.70	£ 32.10	£ 35.00
	Hourly	Mid Week	£ 24.00	£ 21.60	£ 23.50
	Evening	Weekend	£ 200.00	£ 200.00	£ 200.00
Community Space	Hourly	Weekend	£ 24.00	£ 21.60	£ 23.50
	Hourly	Mid Week	£ 18.40	£ 16.60	£ 18.00
Board Room & Bar Suite	Hourly	Weekend	£ 24.00	£ 21.60	£ 23.50
	Hourly	Mid Week	£ 18.40	£ 16.60	£ 18.00
Board Room or Bar Suite	Hourly	Weekend	£ 18.40	£ 16.60	£ 18.00
	Hourly	Mid Week	£ 12.25	£ 11.00	£ 12.00