



EAST RIDING

OF YORKSHIRE COUNCIL

County Hall Beverley East Riding of Yorkshire HU17 9BA Telephone (01482) 887700

www.eastriding.gov.uk

Julian Neilson Interim Head of Finance

Mrs J Roberts
Clerk to Millington cum Givendale Parish Council
Juniper Cottage
MILLINGTON
East Riding of Yorkshire
YO42 1TX

Your Ref:
Our Ref:
Enquiries to:
E-Mail: angela.coultas@eastriding.gov.uk
Tel. Direct: (01482) 394257
Date: 16 November 2015

Dear Sir/Madam

Parish and Town Council Precepts and the 2016/17 Tax Base

The process leading up to the setting of the council tax for 2016/17 is now underway and arrangements must be made to take account of the precept requirements of town and parish councils.

The provisional 2016/17 tax base for Millington cum Givendale Parish Council is 105.8 Band D equivalent properties. As usual, the precept divided by the tax base determines the amount of council tax attributable to the town/parish council on a Band D bill.

The tax base figures are provisional because they will be recommended for approval at the Cabinet meeting to be held on 8th December. It is possible that the Cabinet could decide to amend discretionary local variations to council tax which would change the tax base. I will write to you again immediately following the Cabinet meeting to confirm the final tax base for 2016/17.

The deadline for each town and parish council to inform East Riding of Yorkshire Council of its 2016/17 precept amount is Friday 22nd January 2016. Therefore, it is important that arrangements are put in place for your council to determine its precept requirement by this date.

Please arrange for the enclosed precept form to be completed and returned promptly after your council has set its precept to:

Mrs Angela Coultas
Financial Planning and Reporting
Room BF54
East Riding of Yorkshire Council
County Hall
Beverley
East Riding of Yorkshire
HU17 0EA
E-mail: angela.coultas@eastriding.gov.uk



We will accept either a signed hard copy of the form via post or a scanned version of the signed form in pdf format via e-mail. If your parish council does not intend to set a precept for 2016/17, please return the signed precept form showing a nil precept so that we can ensure that our records are complete.

Furthermore, please advise Angela Coultas of the date of your council's meeting to set its precept, once this date has been determined.

Setting of the Tax Base

We are considering offering a training session for parish clerks on how the council tax base is set and the relationship between the tax base and the parish / town council's budget. The content will be very similar to the presentations which I have given in previous years to the Society of Local Council Clerks, and so may not be required for clerks who attended those. If there is sufficient interest, this training will take place at County Hall in Beverley during December 2015. To register your interest, please email Angela Coultas on angela.coultas@eastriding.gov.uk.

Council Tax Leaflet

Parish and town councils that set a precept of £140,000 or above are required to publish a council tax leaflet. If this applies to your council, could you please provide the leaflet (as a pdf document) to Angela Coultas by the 29th January 2016. Please note the leaflet will be placed on the East Riding of Yorkshire Council's website and hard copies will not be distributed by the Council.

Should you have any queries on any of the matters contained in this letter, please contact Angela Coultas via e-mail or telephone.

Yours faithfully,

Julian Neilson
Interim Head of Finance

LOCAL PRECEPT DEMAND

LOCAL GOVERNMENT FINANCE ACT 1992

PARISH / TOWN* COUNCIL OF : Millington

TO THE BILLING AUTHORITY FOR THE DISTRICT OF
THE EAST RIDING OF YORKSHIRE COUNCIL

The PARISH/TOWN* COUNCIL MEETING for the above-named parish/town* hereby requires you to pay to the Clerk/Treasurer/Chairman* of the Parish/Town* Council in respect of the financial year ending 31 March 2017 the following amount -

£ (in figures)

In Words _____ only

Signed at a meeting of the Parish/Town * Council Meeting, held on.....

Signed by Name
..... Chairman of the Parish/Town * Council
..... Clerk to the Parish/Town * Council

* Delete as appropriate

Two signatures are required, in the absence of either a clerk or chairman the form must be signed by another member of the Council.

Director of Corporate Resources
For the attention of Mrs Angela Coultas
Financial Planning and Reporting
Room BF54
East Riding of Yorkshire Council
County Hall
BEVERLEY
East Riding of Yorkshire
HU17 9BA