

## **HARDWICK PARISH COUNCIL**

**I hereby give notice that as previously arranged, the Meeting of the Parish Council will be held on  
Tuesday 19 January 2021  
at 7.00 pm**

To join the Zoom Meeting <https://zoom.us/j/91566225065>

**Meeting ID: 915 6622 5065**

Or dial (charges apply)

[0330 088 5830](tel:03300885830) or [0131 460 1196](tel:01314601196)

*The Public and Press are cordially invited to be present. The order of business may be varied.*

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below.



Mrs Gail Stoehr, Clerk

13/01/2021

### **AGENDA**

#### **Open Public Session**

- 1. To approve apologies for absence and declarations of interest**
  - 1.1 To receive declarations of interests from councillors on items on the agenda
  - 1.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)
  - 1.3 To grant any requests for dispensation as appropriate
- 2. To review the budget for financial year ending 31 March 2020 against receipts and payments and to consider any outstanding projects or spending and to make arrangements for these and to consider and earmark any reserves**
- 3. To consider a draft budget based on historic costs and existing contracts for FY2022 and proposals by Councillors including:**
  - 3.1 Cllr Joslin proposal for a barrier at Millers Way (attached)
  - 3.2 Highways and Road Safety Working Group proposals (attached)
  - 3.3 Cllr Joolia proposals (attached)
- 4. To approve the budget for financial year ending 31 March 2022**
- 5. To set and demand the precept required for the Parish Council to balance its budget**
- 6. Closure of meeting**

Hardwick Parish Council

	Approved Budget 2021	Amount to Date DEC 2020	Percentage of Budget Spent	Amount Remaining	DRAFT Budget 2022	Notes
Payments						
						FY21 Webdesign budget agreed of £400 Oct 2020 o/s webhosting (approx £90) o/s SEE RESERVES. Hardwick Happenings grant £1000. Hardwick Happenings £2,000 agreed October 2020 to be paid FY22, website hosting £90 approx
Advertising	0	1,000.00		-1,000.00	2090	LTA to October 2023. 21/22 £2230 based on current policy
Insurance	2000	2,169.68	108%	-169.68	2230	
Salaries, pension & PAYE	8000	5,944.56	74%	2,055.44	8000	Based on anticipated NALC Pay scales. assuming existing hours and no overtime.
Admin support	12025	8,106.64	67%	3,918.36		Contract ends at end March 2021. The Council needs to complete.
Ground maintenance, grasscutting & trees	5000	3,977.19	80%	1,022.81		Contract awarded to RH Landscapes (year 2 of 3) contract = £6225 pa. See reserve heading. Tree survey in 2020, nest due in 2023. All tree works from report completed in 2020. Rec Maintenance FY22 £1350 (M Pooley).
Admin (Affiliation fees, Gen. supplies)	3000	1,597.30	53%	1,402.70	3000	Estimated based on workload. PC to consider affiliations (CAPALC, Community Assoc. ICO, Parish Online) Includes training & room hire/zoom
Repairs & Assets maintenance	8000	3,798.81	47%	4,201.19		inc HSSC Defibrillator consumables. Repairs of all PC assets incl benches, fences, noticeboards and emptying costs of bins etc
Street lights	941	£765.43	81%	175.57	904	Energy costs - Opus contract Dec 2020 to 2021 (1 year)
Audit & acct	1000	1,140.00	114%	-140.00	1140	External audit fee £200k-£300k = £600 If no S106 income received in year fees will be lower
S137	2000	500.00	25%	1,500.00		Max = 2067x£8.32 in FY21.and this will be increased for 2021/22 by the percentage increase in the retail price index between September 2019 and September 2020, in accordance with Schedule 12B to the 1972 Act.
Special Projects	9374					
Special projects - Community Centre Operating & Fit out Costs	15000			15,000.00	15000	
Unallocated/Contingency				0.00		Incl % unless decision to use general reserves
Total payments	£66,340	£28,999.61	44%	37,340.39	£32,364	
Receipts						
Precept	60366	60,366.00	100%	0.00		Baseline budget at 13/1/20=£26390
Income pitches	250	£0.00	0%	250.00	250	Cricket Club have indicated they wont be playing for the foreseeable future. Football Club?
Bank Interest	1700	1,268.92	75%	431.08	1700	
Assets maintenance - Wayleave	24	£23.68	99%	0.32	24	UKPN under the recreation ground
Pavilion rent	4000		0%	4,000.00	4000	£4kpa from September 2018. PC Agreed rent relief due to COVID lockdown
Misc				0.00		
Release from Reserves						
Total receipts	£66,340	£61,658.60	92.94%	£4,681.40	£5,974.00	
Reserves	B/F	Receipts	Payments	C/F		
S106 Lark Rise Community space contribution (received 28/01/14)	520.13			520.13		
S106 Land adj 3 Lark Rise Community Space contribution(2/2016)	817.56			817.56		
S106 Land Adj 311 St Neots Road POS contribution (received 12/04/16)	1815.33			1815.33		
S106 Land Adj 311 St Neots Road community space contribution (received 12/04/16)	815.75			815.75		
S106 Grace Crescent - Community Facilities (24/9/19)	154729.44		4720.00	150009.44		Architect. Agreed August 2020 any reasonable out of pocket expenses from the Working Group will be reimbursed.
S106 Grace Crescent - Community Bus (24/9/19)	26388.89			26388.89		
P3 Scheme (Parish Paths Partnership)	769.02			769.02		
Special Projects (FY18)	5000.00			5000.00		
Special Projects - Community Hall Operating Costs	29922.26			29922.26		
Transport consultant (S136 & S222)	240.22			240.22		Commitment to Bourn PC in FY15, Is this still required?
Advertising - Village Plan (FY19)	923.70			923.70		
Speedwatch and CCC survey/LHI	2524.00		1,671.12	852.88		
HH Advertising Received in Error	0.00	£150.00	150.00	0.00		
Advertising (FY20)	420.00			420.00		
Ground maintenance (FY20)	10140.00		10,140.00	0.00		
Play Park Phase 3	-47750.61	£47,329.18		-421.43		
Resident - Tree Replanting	0.00	£831.00		831.00		
General Fund	123331.77			150404.60		
Total	£310,607.46	£48,310.18	£16,681.12	£369,309.35		
Receipts		£109,968.78				
Payments			£45,680.73			

Notes to draft budget meeting

1. The Council is asked to review its budget to date.

What o/s expenditure and projects can be tabled for agenda/progressing at next meeting with an aim to complete by 31st March.  
How will the following be funded: Solar lighting/scrub clearance (Millers Way), 2x S106 variation fees (approx £4000).

2. Reserves review

The PC to agree the level of reserves it wishes to hold.  
S106 money for Lark Rise can only be spent on outdoor play facilities. The indoor facilities section of the fund has already been allocated to the Community Room

3. Draft Budget FY2022

The Council is asked to review all cells and complete any blanks  
The Council should review all member/working group proposals as detailed on the agenda.

4. Precept required

The amount required to balance the budget - payments - receipts = the precept

To work out the amount a band D house pays the Precept should be divided by 980.6 (the advised collation rate). In the current FY2020 the number of Band D properties was 945.1 = £63.82





# Highways and Road Safety Working Group - 11<sup>th</sup> Jan 2021

## Costs for 2021/2 Budget

	2021/22 spend Ex VAT	
LHI 20/21 – Give way features	£2,000	Await final plan from Highways likely invoice in 21/22
Maintenance of new Street Lights	Need a price from?	
Main Street (probably only )+1 light Condition 30 @?		Previously confirmed by HPC minutes below
St Neots Road +8 lights Condition 28 @?		To be confirmed by HPC
ROW posts and Markers		Was a 2021 expense - Pauline has costs
Additional Solar lights – Main Street, St Neots Road, Estate?	£15,000	Depends on lighting review with Helen Taylor – use S106 Meridian Fields? Clerk email below
PFHI for new Village Gates	£5000	Await final plan – using S106 Meridian Fields
Bus Shelter lights	£4,500	Proposal awaits decision next HPC meeting could be a 2020/21 invoice
Keep left island by 279 St Neots Road	£7,500	Follows Hills Condition 28 work likely invoice in 2021/2 using S106 Meridian Fields
Keep left islands by Bus Shelters	£40, 000	Likely spend as PFHI - using S106 Meridian Fields – could be spread into 2022/23 if necessary?

Assumes Millers Way costs are in 2020/21 FY

The LHI 2021/2 (“by a group of residents”) will not be decided until March/April 2021 and on track record of the other LHIs we won, will not be designed and implemented if at all until 2022.

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**Sent:** 24 January 2018 11:04

**To:** Quigley Paul <[Paul.quigley@scambs.gov.uk](mailto:Paul.quigley@scambs.gov.uk)>

**Cc:** Taylor Helen <[Helen.Taylor@scambs.gov.uk](mailto:Helen.Taylor@scambs.gov.uk)>; [Cllr Chamberlain \[redacted\]](#)

**Subject:** RE: Street lights in Hardwick

Good morning Paul

Thank you for your email which was considered when the Parish Council met last night along with recent correspondence between Helen Taylor, Cllr Steve Rose and Cllr Chamberlain regarding street lighting in Hardwick.

At its meeting last night the Parish Council decided that it wishes to keep the £15000 for extra lighting along Main Street from Cahills Corner to the new development and especially from the Blue Lion to Cahills Corner, but would warmly welcome the District Council upgrading the rest of the lighting without using the S106 money.

4.12 (Feb meeting) WSP street lighting and path widening Main Street – to confirm if the street lighting design is acceptable and that the Parish Council will take on long term maintenance of the lights so that CCC may sign the S278 agreement. Consideration to be given to any correspondence from residents on this matter RESOLVED, having noted the comments of residents, to respond that the street lighting design is acceptable to the Parish Council, but the Council asks that consideration be given to minor changes to the placement of the lamp posts requested by the local residents, and also to take into account the local residents' views about the final markings for the pavements. RESOLVED to confirm that the Parish Council agrees to take on the long term maintenance of the lights. (Prop SR, 2nd DW, unanimous) Cllr Ashton left the meeting briefly at 8.34 pm and returned at 8.36 pm.

## **Lighting in Bus Shelters**

Proposal for next HPC Meeting. We propose that HPC have lighting installed in the St Neots Road Bus Shelters. The cost for all four shelters including installation and 5 years warranty is £4664.00 ex VAT using a solar solution from Zeta. Maybe the Clerk will want to get 3 quotes. Zeta supply to Garrick Outdoor, one of the suppliers for the existing shelters on St Neots Road. Details attached.

The Zeta product provides a solar solution with the solar array on the roof of the shelter with a light within. The company I selected offers an installation service and a 5 year warranty. Like the solution proposed for Millers Way, there is no maintenance. Lead time is 4 weeks from order.

I have spoken with Dominic Hale at Polectric, the company we seem to be using at Millers Way. They offer an external post mounted solution, same as proposed for Millers Way, but I think the bespoke bus shelter unit providing light within the shelter will be better.

The quotation shows unit pricing for 4 x units. Maybe sensible to try 1 first and give it a try out before ordering the other 3? Just a thought. Zeta say they do not have a reference example in Cambridge.

The cost would be this FY if budget available or 2021/2 from Meridian Fields S106 re-assignment but would be good to get them installed in darker evenings and mornings

Highways and Road Safety Working Group

11<sup>th</sup> January 2021

**Address**

Hardwick Parish Council  
UNITED KINGDOM

Att: Alan Everitt

Quotation No : 5568  
Customer No. : CUS1756  
Document Date : 04/01/2021  
  
Valid Until : 04/02/2021  
Customer Ref. : Solar lighting in bus shelter  
Contact : Alan Everitt  
Zeta Contact : Adrian Dennis  
Page : 1 of 1

Item Code	Customer No	Item Description	Cust Order No	Del No	Qty	Unit Price	Total GBP
008840		Solar Shelter Kit 1 x ELP, PS800, PIR & ENCLOSURE			4	916.00	3,664.00
002811		Installation			4	250.00	1,000.00

<b>Delivery Address</b>	<b>Net Total</b>	4,664.00
	<b>VAT</b>	932.80
	<b>Doc Total GBP</b>	<b>5,596.80</b>

Zeta Specialist Lighting, Telford Road, Bicester, OX26 4LB, GB Tel: +44 (01869) 322 500 Fax: +44 (01869) 326 614 Email: info@thetetagroup.com Web: http://www.zetaled.co.uk	<b>Bank Account:</b>	20872261	<b>Company Reg. No:</b>	2112527
	<b>Sort Code:</b>	206518	<b>VAT Reg. No:</b>	GB434584832
	<b>IBAN:</b>	GB59BARC20651820872261	<b>Payment Terms:</b>	<b>50% Upfront 50% Upon Completion</b>
	<b>SWIFTBIC:</b>	BARCGB22		



# Zeta Solar Shelter Lighting Kit

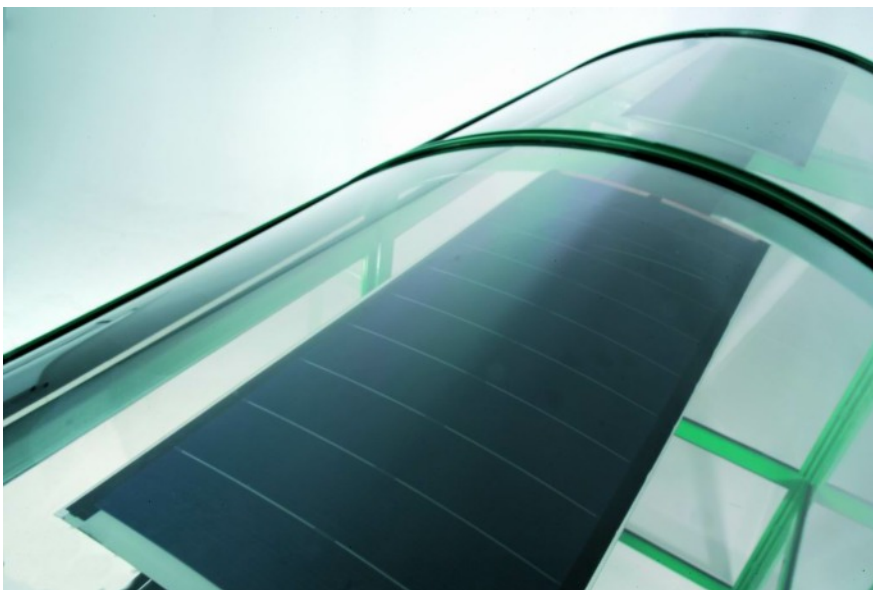


Zeta Specialist Lighting is the UK market leader in solar powered LED shelter lighting with over 4,000 installations nationwide.

Zeta's Solar Shelter Lighting Kit gives local authorities and councils the ability to install illuminated shelters wherever they are needed, including remote areas where mains electricity is not an option.

Specially manufactured vandal resistant solar PV panel is attached to the roof of the shelter. The energy is stored by the AGM batteries - which are known for their long life. At dusk, the innovative Energy Management System (EMS) releases the stored energy and uses it to power high intensity LEDs.

The system maintains a constant low level of illumination until a passenger enters the shelter and activates the built in PIR detector. The light levels then gently increase and remain fully activated until the passenger has vacated the immediate area.



## Features:

- Long life AGM batteries
- Innovative EMS
- Vandal resistant solar panels
- High intensity LEDs
- Eliminates light pollution
- High reliability
- Enhanced public safety
- Energy and cost saving
- Carbon saving



## Applications:

- Exterior
- Remote areas
- Rural areas
- Urban areas

Specifications	
Warranty	3 Years*
IP Rating	IP67
Beam Angle	120°
Average Rated Life (Luminaire)	100,000 hrs
Average Rated Battery Life	7 years
Ambient Temperature Range (°C)	-20 to +50°C
Input Voltage (V)	AGM Batteries
Driver	PS800

\*Standard warranty period is 3 years, once registered the warranty increases by a further 2 years.

*Zeta offers a bespoke service that ensures reliable year-round operation for the specific project area*

## System Components

Solar systems depend on intensity of light, not necessarily direct sunlight. Zeta has designed their own unique Energy Management System (EMS) to optimise the energy collection from the solar panels and to manage the power in the batteries.

The Energy Management System regulates the amount of power consumed by the LED's at night and maximises the power going into the batteries by day. This optimisation of charge ensures reliable, year-round performance.

Maintenance free Zeta AGM Batteries are stored within the shelter and are easily accessible should they require replacement. These batteries are ideal for solar applications and work perfectly in conjunction with the Zeta PS800 Controller, Zeta's intelligent Energy Management System.

Our AGM battery storage systems give reliable operation throughout the year and the ability to operate during typical winter months for over 30 days with no solar gain.

The kit incorporates vandal resistant Flexible PV Panels mounted on top of the shelter, creating an innovative solution for maximum solar capture and enhanced durability.

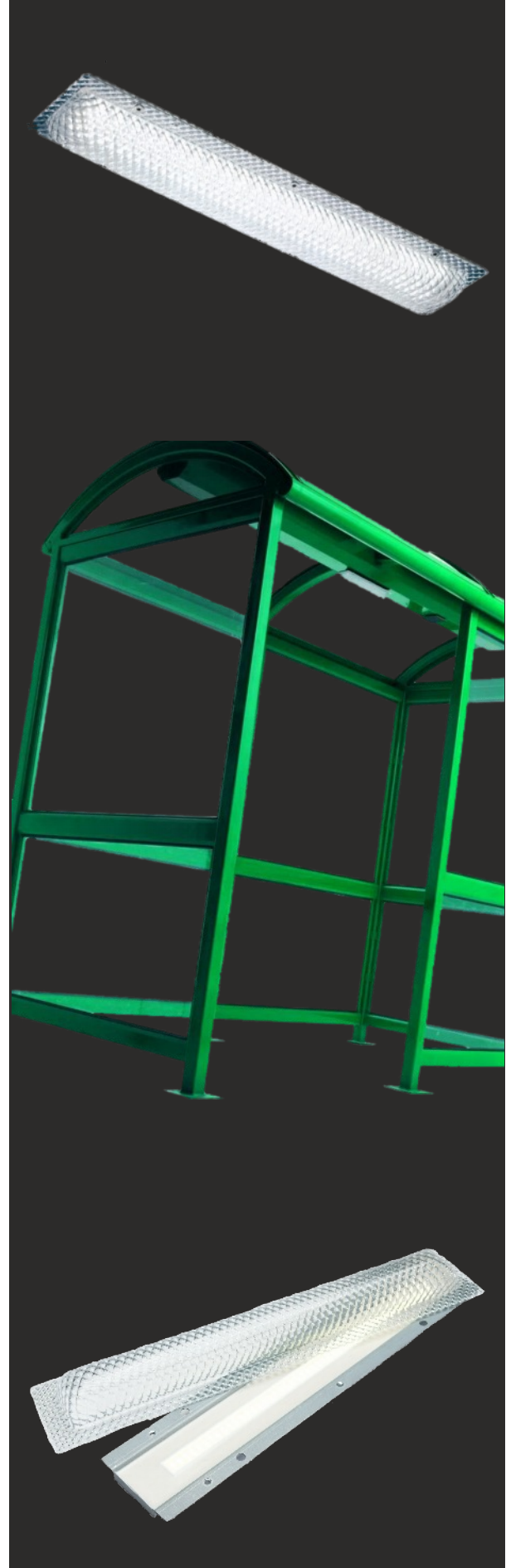


For more information visit: [www.zetaled.co.uk](http://www.zetaled.co.uk)

### Zeta Specialist Lighting

Telford Road, Bicester  
Oxfordshire OX26 4LB

Tel +44(0)1869 322500  
Email [info@thezetagroup.com](mailto:info@thezetagroup.com)



**zeta**  
Specialist Lighting

# zeta

## Specialist Lighting

### Department of Infrastructure, Isle of Man

**15 bus stops along the main service route from Douglas to Ramsey have been fitted with Zeta Specialist Lighting's Solar Shelter Lighting Kit. The rollout is part of a three-year plan that will see a total of 50 bus stops across the island benefiting from solar-powered illumination, an initiative designed to enhance passenger comfort and safety.**

#### The Challenge



With a low population density and few built-up areas, the Isle of Man has very low levels of light pollution. This island is a centre for star gazing and has the largest concentration of Dark Skies sites in the British Isles. Some areas don't have street lighting and in many locations where bus stops are sited, there is no mains connection, all of which pointed to a non-light polluting solar-powered system as the best solution.

The Department of Infrastructure's public transport division was looking for a solution to provide illumination to enhance passenger comfort and safety, and as bus stops across the island are response stops, they also wanted to minimise the risk that bus drivers would miss waiting passengers in an unlit shelter during the hours of darkness.

Phase one was for 15 bus stops along the main service route from Douglas to Ramsey, phase two will see the rollout along the high commuter Douglas to Castletown route, and the final phase will see shelters from Peel to Ramsey, being fitted with Zeta's solar solution.

#### The Solution

Zeta's Solar Shelter Lighting Kits had been fitted on shelters in the bus station in Douglas two years previously and had proven to be an effective, maintenance free solution, which made the decision to utilise the same system across the island an easy one.

This bespoke solar-powered lighting solution for bus shelters features specially manufactured, vandal resistant, solar panels which are attached to the roof of the shelter to harness the sun's energy throughout the day.





# zeta

## Specialist Lighting

The solar energy charges the in-built long-life maintenance free batteries and powers the high luminance Zeta LEDs to illuminate the shelter from dusk till dawn. To ensure reliable, year-round performance, Zeta's innovative and unique Energy Management System (EMS) optimises the energy collection; maximising power to the batteries during the day, and regulating the amount of power consumed by the LEDs at night.



The 15 shelters have been programmed to turn on/off according to operational timings, however for the next phases, the Solar Shelter Lighting Kits will include Passive Infra-Red technology (PIR) sensors. The shelters will maintain a constant low level of illumination until a passenger enters and activates the sensor, the light levels will gently increase and remain fully activated until the passenger leaves the immediate area.

### Key Benefits



This cost-effective and ultra-reliable solar-powered system was quick and easy to install, providing the ability to illuminate shelters in largely remote areas where mains electricity was not available and where laying cabling was cost and time prohibitive.

Creating a safer environment was a high priority, passenger safety and comfort has been enhanced now the shelters are illuminated, and disabled access improved as kerbs etc. are visible at night. In addition, drivers can clearly identify which stops have waiting passengers, removing the risk of driving by without picking them up.

Other benefits include the fact that ongoing running costs are zero, the solution is maintenance free and there are no additional energy bills to pay. Plus, the overall environmental impact of a solar-powered system is much lower than one which utilises electricity.

*"We are delighted with Zeta's easy to install, maintenance free solution. We are working closely with the island's parish councils getting them involved in initiatives to safely illuminate their areas and look forward to the wider roll out of this solar-powered system across the island."*

**Ian Bates, Head of Operations, Public Transport Division,  
Department of Infrastructure, Isle of Man**

### Solution

- Zeta Solar Shelter Lighting Kits

- **Village fete**

There is an idea in the village to do a fete post-Covid to bring the village together, celebrate and have fun after all the difficult months that have affected most of us. There are eager groups/residents who have expressed interest in making this happen. So in addition to being part of the process, if it can take place in 2021, it might be a good idea to allocate some budget to such a fete. Such an event might cost around £3,500 or less.

If the PC doesn't already contribute to such event, I would propose to allocate some budget to it.

- **Notice boards**

The notice boards have come up in the past, and it doesn't seem that these have been catered for properly, and all need quite a bit of TLC. The main PC notice board near the shop is looking old and rusty, and one can barely see through the glazing. It seems there are 4 other village notice boards.

All the notice boards through the village could do with a proper sprucing up, properly labelled, or even replaced if needed.

After a review of websites selling noticeboards, prices tend to range between £1,200 to £2,000 for a solid man-made timber noticeboard, which require little maintenance.

If the PC wants to improve communication, then it should also make it clear where the information is, and allow residents to see it.

Budget: £2,000 - 3,000 for replacing the current old looking notice boards; spruce up the ones around the village; look for a tradesman to do it.

- **Village maps**

The village maps all seem outdated now, and could do with replacing soon to better reflect what the village actually is. It seems that even a good chunk of St Neot's Road is not present, and the new developments too.

There seems to be a site called <https://www.parish-online.co.uk/> which can provide such maps, although it wasn't possible to get some pricing information, as one needed to subscribe. Maybe other Councillors can provide a rough idea of costs to replace the current maps.

- **Christmas tree**

Plan for a big Christmas tree for 2021, which would make a good attraction in the village during the end of the year, on the rec?

Budget: £500 - but maybe other Councillors have a better idea

- **Flower planters**

We could do with a project to further beautify the village, and have nice flower planters as a start, at different places in the village. We could maybe ask businesses/families if they want to sponsor these planters. Or also get the allotment group involved to look after them?

Some nice planters seem to be around £150 for a planter (size > 60cm<sup>2</sup>)

Budget: £150 per planter, plus maybe £20 for soil etc?

So for 10 planters = £(150 x 10) + (20 x 10)

- **Support to the Hardwick network re: Covid Support**

The Hardwick network group has been quite involved helping the village with regards to Covid. It might be a good idea to allocate some money in the budget already to allocate to the group for 2021, and make sure that there is support for those needing them in the village for Covid.

Budget: £500

## APPENDIX B

### COUNCIL TAX BASE – 2021.22

Estimated number of band D equivalent properties  
(after 0.6% allowance for losses on collection)

Great Abington	439.1	Horningsea	164.9
Little Abington	262.3	Horseheath	210.7
Abington Pigotts	76.1	Ickleton	343.8
Arrington	174.8	Impington	1,542.8
Babraham	167.3	Kingston	126.9
Balsham	751.0	Knapwell	45.9
Bar Hill	1,446.8	Landbeach	390.0
Barrington	481.8	Linton	1,731.0
Bartlow	55.2	Litlington	351.2
Barton	393.2	Lolworth	74.4
Bassingbourn	1,228.4	Longstanton including Northstowe**	2,027.1
Bourn	431.2	Longstowe	91.7
Boxworth	103.6	Madingley	110.6
Caldecote	790.2	Melbourn	2,007.1
Cambourne	3,878.9	Meldreth	783.2
Carlton	99.5	Milton	1,761.5
Castle Camps	272.4	Guilden Morden	437.2
Caxton	245.3	Steeple Morden	521.8
Childerley	12.5	Newton	184.9
Chishill	334	Oakington/Westwick	593.8
Comberton	924.8	Orchard Park	829.6
Conington	62.7	Orwell	524.7
Coton	375.3	Over	1,123.5
Cottenham	2,434.0	Pampisford	158.4
Croxton	72.7	Papworth Everard	1,347.9
Croydon	102.9	Papworth St Agnes	32.5
Dry Drayton	307.6	Rampton	199.8
Duxford	774.6	Sawston	2,536.3
Elsworth	305.8	Great Shelford	2,011.2
Eltisley	187.2	Little Shelford	381.9
Great Eversden	117.5	Shepreth	348.5
Little Eversden	260	Shingay-cum-Wendy	53.8
Fen Ditton	369.9	Shudy Camps	147.4
Fen Drayton	373.1	Stapleford	930.5
Fowlmere	573.3	Stow-cum-Quy	213.1
Foxton	556.9	Swavesey	1,030.8
Fulbourn	1,934.5	Tadlow	82.2
Gamlingay	1,492.5	Teversham	1,035.4
Girton	1,887.2	Thriplow	498.2
Little Gransden	141.9	Toft	328.5
Grantchester	254.2	South Trimpington	353.4
Graveley	94.3	Waterbeach	2,001.1
Hardwick	995.9	Weston Colville	202.3
Harlton	149.4	West Wickham	193.8
Harston	828.8	West Wratting	238.7
Haslingfield	708.0	Whaddon	212.8
Hatley	93.3	Whittlesford	817.4
Hauxton	590.5	Great Wilbraham	292.5
Heydon	123.6	Little Wilbraham	191.2
Hildersham	104.4	Willingham**	1,593.3
Hinxton	162.5	Wimpole	137.8
Histon	1,801.9	DISTRICT TOTAL	<u>64,353.8</u>

\*\* Pending outcome of Community Governance Review and formation of Northstowe Town Council

**CALCULATION OF COUNCIL TAX BASE**

1. All dwellings in the Parish are assessed by the Valuation Office, part of Revenue and Customs, and placed in the following bands:

<u>Valuation Band</u>		<u>Range of Values</u> <u>(at 1991 prices)</u>
A	up to	£40,000
B		£40,001 - £ 52,000
C		£52,001 - £ 68,000
D		£68,001 - £ 88,000
E		£88,001 - £120,000
F		£120,001 - £160,000
G		£160,001 - £320,000
H	more than	£320,000

2. The number of dwellings in each band is then adjusted to take account of:
  - a) reductions in the number of dwellings
    - exempt dwellings
    - diplomats' dwellings (if any)
    - demolitions
  - b) additions to the number of dwelling
    - Ministry of Defence properties (if any)
    - Dwellings awaiting banding
    - New dwellings to be completed and occupied before the end of the next financial year
  - c) Adjustments
    - reductions in banding for disabled persons
    - 25% discount for single adults for Council Tax purposes
3. The adjusted number of dwellings in each band is then expressed as a single figure known as "band D equivalents" by multiplying by the relevant fraction:



<u>Valuation Band</u>	<u>Relevant Fraction</u>
A-	5/9
A	6/9
B	7/9
C	8/9
D	9/9
E	11/9
F	13/9
G	15/9
H	18/9

4. The District Council prudently estimates an allowance for losses on collection which is 0.6% for the next financial year. This percentage reduction is applied to the number of band D equivalents in the previous paragraph to arrive at the tax base for tax setting purposes.
5. The Parish precept divided by the tax base will give the Council Tax to cover Parish Council expenditure for a band D property occupied by two or more adults. The Council Tax for dwellings in other bands is calculated by multiplying by the relevant fractions in paragraph 3.
6. A similar calculation, using the same tax base, is also required for the District council, the County Council and the Police and Fire Authorities. Council Tax setting by the District involves the aggregation of all five calculations to arrive at the total Council Tax bill levied to meet the net expenditure of the Parish, District, County, Fire and Police.
7. The actual Council Tax payable will be reduced if discounts (paragraph 2c) and/or council tax benefits for persons on low incomes apply.
8. An illustration of the tax base calculation is shown below:

<b>Hardwick Parish Council</b>	<b>2021/22 Band D Equivalents</b>
Number of Properties as at 21.09.2020	1057
<b>Actual Tax Base on 21.09.2020</b>	<b>1000.0</b>
Expected New Properties Chargeable for whole year	22.6
Expected New Properties Chargeable for part of the year	20.7
Less Discount under LCTS	-41.4
Less Provision for uncollectable (0.6%)	-6.0
<b>Tax Base for the Year</b>	<b>995.9</b>