

Minutes of the Meeting of Poringland Parish Council
Wednesday 21st September 2016 7pm Poringland Community Centre

Present: Tim Boucher (Vice Chairman in the Chair)
David Gooderham
John Henson
David Hewer
James Landshoft
Lisa Neal
John Overton
Chris Walker
Catherine Moore (Parish Clerk)

Also present: Debbie Lorimer and Paul Chapman, South Norfolk Council; and 3 members of the public.

1. Vice Chairman's Announcement

Tim Boucher announced the sad passing of Chairman John Ellis on 11th September 2016 after a short illness, noting that he would be greatly missed by the Council and the community. Those present stood for a few moments of silence in memory of John. Tim announced the funeral arrangements, and read a message from Jenny Kereama-Ellis thanking everyone for their kindness during what had been a very difficult time.

2. Apologies

Apologies for absence were received and accepted from Jenny Kereama-Ellis, proposed by John Henson, seconded by David Hewer, all in favour.

3. Minutes of the meeting held on 24th August 2016

The minutes of the meeting held on 24th August 2016 were **agreed**, proposed by John Henson, seconded by David Hewer, all in favour.

4. Declarations of Interest and Applications for Dispensation

Lisa Neal declared an interest in item 6a(i) as she lived opposite the fence included within the application.

5. Discussion with Debbie Lorimer regarding Tax Base in Poringland

Debbie Lorimer and Paul Chapman gave a presentation outlining the process used to determine the tax base figures for each parish (attached at Appendix 1). David Gooderham briefly noted the Council's concerns and the questions that remained outstanding.

During the discussion the following key points were noted:

- Although there may be a gross increase of 75 houses in the year, adjustments would be made for council tax support, single households etc, together with the fractional calculations for Bands A-C and E-H. It was noted that those properties would be added in the mid-year and so would not be accurately accounted for until the next November, when the actual number of properties was calculated.

- The calculation for the following year's tax base was made on 30th

November each year. A number of adjustments and estimates were then made.

- The figures were audited on a rolling basis, working with amongst other things the Valuation Office, the planning department, developers and electoral services. Officers actively viewed developments and looked for annexes and other taxable changes. The figures were externally audited. It was the responsibility of the Council to ensure that new properties were being added to the council tax system.
- It was confirmed that any surplus or deficit was distributed annually.
- The estimates accounted for historical data around support and discounts, together with the information gathered from developers and the planning process. It was **agreed** that Poringland could have early sight of the calculation for the 2017/18 tax base figures to see how this had been calculated.
- It was confirmed that there was a delay of around a month before council tax could be charged, as the Valuation Office needed to assess the property. The tax collected went into the Collection Fund.

David Gooderham and Chris Walker were thanked for preparing the questions ahead of the meeting.

6. **Public Participation**

Standing orders were suspended to allow members of the public to speak, proposed by John Henson, seconded by Chris Walker, all in favour.

A member of the public noted that he had been questioning the tax base for around 7 years, and that he had offered to submit his queries directly but had instead taken up the Clerk's offer to submit the request under Freedom of Information. He noted that the public perception was that the precept had remained steady but that there had been a big increase in house building. He asked whether the proportion of the Collection Fund relating to Poringland could be supplied? It was confirmed that this information was not available at a parish level.

A member of the public asked what happened to the money from the houses that came into council tax in the mid-year. It was confirmed that they were partially accounted for within the estimates, but that not every single estimate was audited. Officers did follow best practice, and it was in the benefit of all councils to have as accurate a figure for the tax base as possible. It was confirmed that all adjustments and estimations were made on a parish-specific basis.

A member of the public asked whether the Council could consider deploying the SAM2 machine to Norwich Road on the northbound carriageway, and to opposite Carr Lane on the southbound side. It was **agreed** that permission would be sought for these locations.

Clerk

Standing orders were reinstated.

7. Planning

a) Applications Received

i) 2016/1918 2 Critoph Close: Retrospective application for fencing.

Tim Boucher had viewed the plans and visited the site. It was felt that the fence was an improvement on the unruly hedge that had previously occupied the site, but that the application should not set a precedent for future fences higher than 1.8M.

It was **agreed** to comment only as above, proposed by Lisa Neal, seconded by Chris Walker, 7 in favour and 1 against (John Henson).

Clerk


8. Date of next meetings: Wednesday 28th September 2016, 7pm, Poringland Community Centre.

The meeting closed at 8.25pm.

CHAIRMAN

Tax base – Poringland Parish Council

Debbie Lorimer & Paul Chapman




Working with you, working for you

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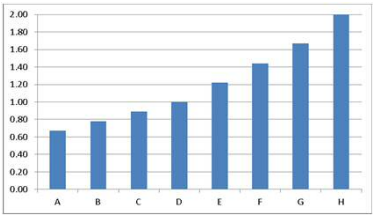
The tax base

- ▀ Not a count of properties it is a means of expressing £'s in tax can raise from those properties across the year?
- ▀ It builds up from the figures for all the parishes to a total tax base – used by County, Police & SNC
- ▀ South Norfolk unusual – 119 parishes
- ▀ Position calculated at 30 November each year
- ▀ Estimated figure – true figure changes constantly




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Council Tax bands




Band	Value (approx.)
A	0.70
B	0.80
C	0.90
D	1.00
E	1.20
F	1.40
G	1.60
H	1.90




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What affects the tax base figure for a parish?




- No of properties
- Bandings
- Discounts/exemptions
- Council Tax Support
- Growth
- Collection rate



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How does tax base affect Parish Councils?

- ▀ Parishes get £ precept they ask for
- ▀ Determines £ charged per band D property by SNC to fund parish precept
- ▀ No risk for parishes – all risk shared by SNC, County & Police – non collection, increased CTS demand etc
- ▀ Gain from policy decisions and work from SNC to increase tax base generally – discount reviews etc
- ▀ Not exposed to cost of band reductions – back to 1993!



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Tax base for Poringland

- Each year includes cumulative growth to date in dwellings, changes to discounts and exemptions plus estimate of future growth
- 2016/17 tax base for Poringland 1,483
- Tax base for 2017/18 out mid-December 2016



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Surplus/deficit

- What happens if SNC under or over estimates taxbase across district? (not calculated at parish level)
- Poringland Parish Council still gets exactly the same amount it has asked for in precept
- Surplus shared between County, Police and SNC to reinvest in public services. SNC share < 9%
- 3 out of last 5 years deficit. Total net deficit over last 5 years £384k



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Any questions?



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