

Parish / Town Council

**To: Chief Financial Officer, East Lindsey District Council**

The above Parish / Town Council requires you to levy in respect of the year beginning the 1st day of April  the precept specified below.

The precept to be levied for Parish / Town purposes on the relevant number of chargeable dwellings of the said Parish / Town.

**Amount of Precept Payable**

If the amount of precept is equal to or greater than £140,000 then please also supply a breakdown of make-up of the precept requirement.

For your information, the new year Tax Base for your Parish / Town Council is:

The amount of precept payable (as provided above), divided by your tax base gives you the amount of Council Tax that will be payable in your parish for a Band D dwelling with no exemptions, discounts, reductions or premiums.

You are directed to pay to

Name:

Full address:

**Please confirm your Parish / Town bank details**

Account name:

Sort code:

Account number:

Bank:

Bank address:

The above precept was authorised at a meeting of the Parish / Town Council held on

**Parish / Town representative**

Signed:

Name:

Designation:

Tel:

Email:

Address:

*The Local Government Finance Act of 1992, confers the status of local precepting authority on parish councils and permits them to raise a precept to the billing authority (Council) to finance the functions they perform in their area. Your data above including contact details are collated to assist with this annual process and will be retained in line with the Council's retention policy (7 years from the financial year stated above). The Council has instructed Public Sector Partnership Services Limited (a Local Authority Trading Company owned by South Holland District Council, Boston Borough Council and East Lindsey District Council) as the data processor to deliver this service.*