



Minutes of the Meeting of the Parish Council held on Wednesday, 8 January 2025 at Leek Wootton Village Hall

Present: Councillors Coates (Chairman), Eldridge, Elsy, Kingston Morgan, D/Cllrs Payne, Redford, C/Cllr Redford, 1 member of the public [observer] and the Clerk

1.	Apologies for absence Cllr Kirkwood [Approved reason: Holiday]																								
2.	Declarations of Interest Cllr Elsy declared an interest in Item 9.2 Planning W/24/1602 Hill Farm. The PC has already submitted a response.																								
3.	Public Participation None present																								
4.	Minutes																								
4.1.	The minutes of the parish council meeting held on Wednesday, 6 November 2024 were approved and signed.																								
4.2.	Review of actions from previous meeting & matters arising not on this agenda. Action list from previous meeting:																								
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8.5 Community Hub	<ul style="list-style-type: none"> Chair to arrange introductory meeting with Chair of LWSC 	<p>COMPLETE See item 7.5</p>
8.11 Community Maintenance	<ul style="list-style-type: none"> Cllr Kirkwood to ask what the tenant wants to do; cut back or remove altogether Abandoned Caravan: Cllr Coates to investigate/contact Highways signage: Clerk to send info to Cllr Kirkwood to log with WCC Highways Puffin Crossing priorities: Cllr Kingston to send info to Cllr Kirkwood to log with WCC Highways North Woodloes Pavement: Cllr Kirkwood to log with WCC Highways Warwick Road Ivy: Cllr Kirkwood to log with WCC Highways 	<p>COMPLETE</p> <p>COMPLETE Removed</p> <p><i>[Cllr Kingston is researching/monitoring]</i></p> <p>Carry forward Cllr Kirkwood not present</p> <p><i>[Cllr Kirkwood wrote to WCC 14/11/2024]</i></p> <p><i>[Cllr Kirkwood wrote to WCC 12/11/2024]</i></p>
11.1 Financial Report	<ul style="list-style-type: none"> Expenditure of CIL money consultation to be mentioned in the January Link magazine and formal discussion at the APA. Subject to be added to future agenda to put together an ideas list. 	<p>Carry forward <i>[Idea proposed (JKg): Veranda over the paved area outside the Village Hall]</i> Clerk to draft article(s)</p>
12.3 Parish Council Policy	<ul style="list-style-type: none"> Financial Regulations: Finance Committee to discuss – Clerk to print hard copies for Finance Committee (x4) Adoption: Carry forward 	<p>COMPLETE</p> <p>Carry forward</p>
12.4 Training	<ul style="list-style-type: none"> Charity Law Part II: Clerk to express interest to WALC 	<p>COMPLETE</p>
5.	<p>Development at Woodcote (Police HQ)</p> <p>Cllrs Coates, Kirkwood and Morgan attended a joint meeting [29/11/2024] with Mr Elliott, Chief Executive, WDC, and the Police beginning to flesh out ideas for ‘The Lunch’. As things stand the Police plan to let us know their proposals early in the new year. Mr Elliott felt the PC’s application to register the area as a Community Asset as a potential stumbling block and it was agreed by circular email to all Councillors to withdraw the applications at this time.</p> <p>Cllrs Coates, Eldridge & Morgan to meet Police & Crime Commissioner for Warwickshire, Mr Seccombe, and Mr Walmsley, Strategic Estates and Asset Manager, Warwickshire Police on 09/01/2025. Expect them to outline Police plans for ‘The Lunch’ and overview for the estate. Leek Wootton Focus Group to have a similar meeting separately after the Councillors.</p> <p>A brief discussion followed.</p> <p>D/Cllr Payne asked about progress with CALA planning application. Nothing to report and no information about when this will go to WDC Planning Committee.</p>	
6.	<p>Parish Council as Corporate Trustee of Charitable Trust</p>	

All Councillors attended a session with Charity Law expert for advice on Parish Councils acting as Corporate Trustees, to consider becoming the Managing Trustee of Leek Wootton War Memorial Recreation Ground Trustees. Councillors found this helpful to clarify a number of questions.

The Council would be the Managing Trustee. A Trust Committee would need to be set up and Terms of Reference drafted, with Trust meetings held separately from Parish Council Meetings. One advantage with the PC being Managing Trustee is that Parish Councils are statutory bodies and cannot cease to exist, there are statutory safeguards in place if necessary. Existing Trustees asked to consider being coopted onto the Parish Council to sit on/head the Trust Committee.

There is no need for a solicitor to be involved. It is for the existing Trustees to draft paperwork resolving to appoint the Parish Council as a Corporate Trustee and then resign. Trustees are currently considering form of documentation for this.

The Clerk confirmed that, following a conversation with its existing insurers, that the Trust would require separate and different insurance to the Parish Council. Its current insurers offer Charity insurance, but does not offer any discounts for existing customers.

ACTION: Chair to approach existing Trustees to call a meeting to complete legal documentation

7. Progress Reports for information

Parish Council 'Working Parties'

7.1. The Playground (Cllr Coates)

Cllr Kingston has identified bolt heads requiring covering. Identified trees are low enough for children to reach from the swings and play bark needs raking.

7.2. Community Speed Watch (Cllr Kingston)

Not permitted to carry out monitoring when it's wet or dark, so recommencing in February.

7.3. LW&GC Environment Group (Cllr Elsy)

Cllr Elsy to organise a meeting with group organiser.

Wild flower appear to be coming through well. Trees are not looking healthy.

ACTION: Cllr Elsy to meet with Environment Group contact

External Bodies

These are community organisations within the parish and that the Parish Council may have representation on. Councillor Representatives are invited to give brief updates or submit a written report for information.

7.4. All Saints' Academy, Leek Wootton & Leek Wootton School Trust (Cllr Morgan)

Community Development: The WI and Church supported the School Christmas Fayre [06/12/2024], which was welcomed by the School. Handbell ringers played at the School Christmas Assembly and Cllr Morgan is now regularly attending Friday Achievement Assemblies and has an invitation to the PTFA AGM.

School Trust: Following discussion with the Church Wardens, the Trust documentation will not be changed (because it specified a Vicar as one of the Trustees). Asked for an extra Trustee from the Church congregation and Kathryn Kingston, who is also on the Leigh Foundation, has agreed to act in an arbitrator role with the two existing Trustees.

7.5. Leek Wootton Community Hub

- Leek Wootton Sports Club
Cllr Coates to meet with Chairman of the Sports Club 10/01/2025.

ACTION: Cllr Coates to attend meeting

- Leek Wootton Village Hall (Cllr Kirkwood)
Nothing to report.
- Leek Wootton War Memorial Recreation Ground (Cllr Coates)

Former Chairman of the Village Hall forwarded a request from Warwickshire Police about using the VH and recreation ground for an hostage/armed response practice over 4 or 5 Thursdays from 16th. They will erect signage, etc. Cllr Coates to meet with Head of Firearms section to discuss requirements. A brief discussion followed.

ACTION: Cllr Coates to meet Head of Firearms. Check whether wider publicity is required (Facebook, WhatsApp or *The Link*)

7.6. Any other organisations - None

7.7. Community Engagement

- 7.7.1. • 26/03/2025: Annual Parish Assembly
Church booked. Clerk to initiate publicity re CIL money, etc.

ACTION: Clerk to draft article for *The Link*

- 7.7.2. • 08/05/2025: VE Day 80
Nothing to report

7.8. Community Maintenance:

- WCC Highways (Cllr Kirkwood)
 - Cllr Elsy presented a simple survey of residents about traffic calming through the Hill Wootton and presented results (See Appendix 1 of 2024 11 (NOV) Minutes). A discussion followed about traffic calming options. C/Cllr Redford clarified that any requests for traffic calming would require a survey of the whole parish.
ACTION: Cllr Elsy to research how Barford has had a 20mph zone approved
 - Warwick Road (between Old School and Rockside): Cutting back still required on ivy.
ACTION: Cllr Kirkwood to follow up
 - Cllr Morgan thanked C/Cllr Redford for getting leaves cleared from the cycle lane south of Leek Wootton.
 - Clerk has received email from residents of Woodloes Lane requesting a grit bin. PC happy to purchase, but WCC Highways Locality Officer has made the PC aware that it would not fulfil the criteria to be added to the gritting schedule. Clerk has also been made aware that the grit bin in Croft Road has not been filled and, again, will not fulfil the criteria. Clerk has sent copy of email where previous Locality Officer agreed to fill the new bin. *[UPDATE 10/01/2025: Locality Officer has agreed to arrange to have the Croft Road grit bin filled and "will check what the policy is regarding these types of bins and cannot commit to refilling it in the future".]*
ACTION: Clerk to forward details to C/Cllr Redford
- Unadopted/Abandoned Land Policy ('Orphaned' Plots) – nothing to report
- Grounds Maintenance Contract – nothing to report. First year of 2-year contract
- Other (Clerk)

8. **County and District Councillors' reports**

8.1. Warwickshire County Council

Devolution

C/Cllr Redford gave a brief report on devolution. The present Government is taking devolution forward and has sent out a ministerial requirement asking a number of Councils whether they wish to put their name forward officially for becoming a unitary authority. The leader of WCC has done so. If Warwickshire is chosen as a preferred option to go ahead, County Council elections in May would have to be cancelled while the councils are reorganised. As County Council elections are a statutory requirement,

cancellation would have to be ratified by Parliament, and they would have to be notified no later than 10 February.

It is up to the Government whether or not they select Warwickshire and a decision should be announced by the end of the month.

If devolution were to go ahead, Unitary Authority elections could be held in May 2026, but there is a lot of work required before that point. Devolution is NOT universally accepted within the county. Only one District Council in Warwickshire has declared support.

A discussion followed about practicalities and how Parish Councils may be affected by any changes. Unitary Authorities that have already been established have retained Parish Councils. If they are retained it is possible that some functions of the higher councils could be devolved down to parish level, but there is no information on what these functions may be.

Anchor Junction

C/Cllr Redford has taken this matter up with the new Director of County Highways, who has investigated the matter himself. The County Council and District Council agree that the problems in this location are a Police matter.

A discussion followed about lack of enforcement of weight restrictions, etc.

Flooding

Road flooding has been serious, but fortunately no homes have been flooded within the Cubbington & Leek Wootton Division.

8.2. Warwick District Council

Unitary Authorities

D/Cllr Payne understands the Parishes are likely to get more responsibilities. Chair expressed concern about getting people to stand as Councillors, as they are volunteers.

9. **Planning**

9.1. To note planning decisions made:

- **WITHDRAWN** - W/24/1107 - Warwickshire Police Headquarters, Woodcote Lane, Leek Wootton, Warwick, CV35 7QB - Proposed installation of a Groundtrax CellPave AP 'no-dig' anchored ground reinforcement paving tile to create a carparking area for 74 carparking spaces on a portion of the existing sports field for a temporary period of 18 months until 14th February 2026. – **No objection with condition that the 18-month period is observed (sent: 16/09/2024)**
- **GRANTED** - W/24/1256 - Warwickshire Police Headquarters, Woodcote Lane, Leek Wootton, Warwick, CV35 7QB - Description: Replacement of existing roof with a new insulated multi-ply membrane flat roof and associated new 1.2m high louvered screen. New roof plant and photovoltaic panels, replacement of existing windows and doors, along with the installation of a new door to the south elevation and new canopy to the entrance on the north elevation – **No objection (sent: 12/11/2024)**
- **GRANTED** - W/24/1455 - Northwood, 20 Hill Wootton Road, Leek Wootton, Warwick, CV35 7QL - Erection of oak framed open sided canopy extension to rear – **No objection (sent: 12/11/2024)**

9.2. A report on the progress of current planning applications:

- W/22/0465 – Land at Warwickshire Police Headquarters, Woodcote Lane, Leek Wootton, Warwick, CV35 7QA - Erection of 83 dwellings (including affordable housing), access, internal roads and footpaths, car parking, public open space, landscaping, drainage and other associated works and infrastructure – **OBJECTION on the grounds of car parking and landscaping (Sent: 30/05/2022)**

- W/24/1006 - Land at Warwickshire Police Headquarters, Woodcote Lane, Leek Wootton, Warwick, CV35 7QB - Application for approval of reserved matters (appearance, landscaping, layout and scale) in pursuance of outline planning permission W/22/1877 for residential development of 70 dwellings including internal access roads and footpaths, drainage works and landscaping. – **OBJECTION on the technical grounds of parking spaces and landscaping (sent: 18 & 19/08/2024)**
- W/24/1236 - 23 Hill Wootton Road, Leek Wootton, Warwick, CV35 7QL - Erection of two storey side and rear extensions to form a joint application between number 23 and 25 Hill Wootton Road (Comment due: 22/10/2024) – **OBJECTION on the grounds that the PC was unable to make a decision due to confusing application and lack of response from the Planning Officer to questions raised (sent: 24/10/2024)**
- W/24/1602 - Hill Farm, Hill Wootton Road, Hill Wootton, Warwick, CV35 7PP - Erection of ground based photovoltaic array to rear garden – **No objection (sent: 02/01/2025)**

9.3. To consider new planning applications:

None

9.4. Any other planning related issues.

- Appeal reference number: APP/T3725/C/18/3212295 - Meadow Cottage, Hill Wootton Road, Hill Wootton, Warwick, CV32 6QN – Notice received that, *“The appeal is to be the subject of a Public Inquiry which will be held at Warwickshire Park Hotel, Meer End Road, Honiley, Kenilworth CV8 1NP on 14 January, 2025 and will start at 10:00am. The Public Inquiry will last for 3 day(s).”* – **[UPDATE 13/01/2025: “Please be advised that the Inquiry due to be held 14-16 January 2025 has been postponed. We will let you know when an alternative date is arranged.”]**

10. **Finance**

10.1. 2025/26 Budget

The Financial Committee met on 28/11/2024 and prepared the DRAFT Budget 2025/26, which was circulated to all Councillors in advance of the meeting, with a cover note explaining some of the reasons for cost decisions (see Appendix A).

The budget and precept of £45,000 was unanimously approved. The Council Tax Band D equivalent is £84.44.

ACTION: Clerk to advise WDC Finance of the precept request

10.2. The Financial Report for month to 8 January 2025 was noted and approved.

10.3. The following payments were approved:

Refund (PE): Stationery	Vch 117	£78.49
Clerk's expenses (NOV-DEC)(less £0.40 overpaid)	Vch 119	£23.60

11. **Parish Council Administration**

11.1. Recruitment

The Chair has received an expression of interest from a resident who is looking for a committee role and will attend the March meeting to observe.

11.2. Communications

Cllr Morgan asked how we circulate information to the community, e.g. an article on ‘Act on Energy’ initiative in Warwickshire. Clerk forwards some items to *The Link* and can be circulated via the WhatsApp Community Information group for circulation to street groups and/or Facebook ‘Locals’ group. Parish Council website does not have a News section, but provides links to District and County Council sites.

	<p>A discussion followed.</p> <p>D/Cllr Payne mentioned investment secured extra funding into Citizen's Advice Warwickshire and there are two new posts being created and they should be doing outreach work in the parishes, but parishes have to ask.</p>
11.3.	<p>Community Resilience</p> <p>Cllr Morgan prepared a paper (circulated to all Councillors) and presented a brief report to accompany this document.</p> <p>Starting point – setting up a community volunteer group to identify issues.</p> <p>Local Scouts are taking up the Duke of Cornwall's Award, which is about getting young people involved in Community Resilience. Can start with Beavers at 5 and parents can be involved with preparing grab-bags, etc.</p> <p>Spoken to Head at the school to also consider.</p> <p>Communications will need to be considered. Chair asked Cllr Morgan to speak at the Annual Parish Assembly, or ask a professional to come along.</p> <p>A discussion followed.</p>
11.4.	<p>Parish Council Policy</p> <p>Financial Regulations (according to the new NALC Model) – decision deferred from 05/06/2024 – Carried forward to next meeting</p>
11.5.	<p>Training</p> <p>Cllr Morgan requested:</p> <ul style="list-style-type: none"> • <i>Engage, Lead and Resolve</i> in April • <i>The Art of Communication</i> in November
12.	<p>Correspondence for information</p>
12.1.	<p>Nothing of note</p>
13.	<p>Councillors' Reports and items for future agenda</p> <ul style="list-style-type: none"> • Cllr Morgan asked whether there is a local youth forum. There is a Warwickshire Youth Council. Cllr Morgan took '<i>Empowering the Young Councillors of Tomorrow</i>' training and was interested to know what is available.
14.	<p>Date of next meeting</p> <p>To confirm the date of the next meeting which is scheduled for 7:30pm on Wednesday, 5 February 2025 at Leek Wootton Village Hall.</p>
15.	<p>To consider the exclusion of the public and press in the public interest for consideration of the following items:</p>
15.1.	<p>Personnel issues – None</p>
15.2.	<p>Legal issues – None</p>

Signed: _____

Date: _____

Appendix A

COVER NOTE

DRAFT Budget 2025/26

For consideration at PC meeting on 08/01/2024

The following notes refer to the DRAFT Budget 2025/26, to be presented to the Parish Council on Wednesday, 8 January 2025

Income: Donation (2024/25)

- i. Please note 'Income: Donation' shows as -£20 because £390 was received as a contribution towards grounds maintenance, but £410 was reimbursed on stakeholder contributions towards the car park lighting received in 2023/24.

Legal Services / Professional Fees

- i. This cost heading was created for 2024/25 with £6,000 allocated. This was used for legal advice in the Parish Council's Rule 6 Party representation at the Planning Inquiry for the development at Woodcote (Warwickshire Police HQ).
- ii. The Parish Council is investigating the possibility of becoming the Managing Trustee of Leek Wootton War Memorial Recreation Ground, which will incur a number of potential costs. This cost heading has therefore been allocated £10,000.

General Reserves

- i. During the 2023/24 External Audit, the Auditors raised a question/commented on the low level of general reserves, *"we note that the reserves held by the Council are low. Please could you provide us with an explanation for this."*
- ii. The Responsible Financial Officer gave a satisfactory response [see Appendix to Budget 2025/26 Cover Note]
- iii. The Responsible Financial Officer and Finance Committee have considered this in setting the DRAFT Budget, allocating £5,000 to 'General Reserves' with the intention to increase the general reserve to 6 or, ideally 12-months running costs.

General Maintenance / Playground Maintenance

- i. The Grounds Maintenance contract was re-awarded in April 2024, following the withdrawal of the previous contractor after only 1 year of their 2-year contract, which had been budgeted for.
- ii. The new contract is at a considerably higher cost than the previous one and the DRAFT Budget 'Maintenance: General' cost heading reflects the current contract.
- iii. The Finance Committee has instructed the Responsible Financial Officer to investigate playground maintenance contractors, therefore 'Maintenance: Playground' has been allocated a small budget.

New & Discontinued Cost Headings

- i. In 2024/25 two new contractual arrangements were entered into that were not budgeted for, these being the Grounds Maintenance contract (see item above) and the new IT contract to secure a .gov.uk domain (as recommended by central Government and WALC)
- ii. As a result of the contractual changes with IT, the website, etc., the cost headings 'Office: Communications' and 'Communications: Website' will be discontinued, to be split/replaced with 'Communications: IT (Email & Website)' and 'Communications: Telephone'.

Appendix to Budget 2025/26 Cover Note
Response to External Auditor re 2023/24 Audit

Following a further review, we note that the reserves held by the Council are low. Please could you provide us with an explanation for this.

HISTORY

Historically, this Parish Council has not had major expenditures, with its biggest budget items being the Clerk's Salary and Grounds Maintenance for the playground and recreation ground. It does not own revenue generating assets, e.g. Village Hall, allotments or a cemetery, and no CIL or similar income.

The Parish Council's General Reserves Policy (**Doc x**), requires an unallocated reserve of 3-month's running costs, i.e. 3/12 of the Precept.

In 2022/23 this figure would have been **£5,034**. However, on 31/03/2023 the unallocated reserve was low, at **£3,088**, following Councillors approving non-budgeted expenditure of £2,780 in 2022/23 on 2x Consultants' Reports, as referred to at item a.i. of my previous email. Without this expenditure the closing reserve at 31/03/2023 would have been in compliance with the General Reserves Policy at **£5,868**.

2023/24 ACTIVITY

In 2023/24 the unallocated reserve figure would have been **£5,250**, but began at the reduced £3,088 (as above).

When the 2023/24 Budget was set in Dec 2023/Jan 2024 the Finance Committee was aware of the low reserves and resolved to keep un-budgeted expenditure to a minimum, which it did and, despite the high National Salary Award that was higher than the budgeted 3% increase (£401 overspend), as well as a number of other items being more expensive due to the high inflation rate, and a single un-budgeted item of £460, on 31/03/2024 the unallocated reserves were increased to **£4,952**. Again, had the £460 not been spent the reserves would have complied with policy at £5,412. (**see Budget Comparison, Doc xi**)

2024/25 BUDGET

The 2024/25 budget includes a new line item, 'Legal Services/Professional Fees', with a budget of £6,500. This is intended to prevent the potential un-budgeted expenditure on items like Consultation Reports.

Also, in that budget the 'inflation rate' on budgeted items was increased to 6%, to cope with higher costs.

FUTURE PLANNING

The Parish Council's responsibilities are likely to increase over the next 5 years. The Clerk has been advised by the County Association that the unallocated budget should increase to 6-month's running costs, if not more, and the General Reserves Policy is to be reviewed accordingly.



Leek Wootton Guy's Cliffe Parish Council

Budget 2025/26

Adopted: 08/01/2025

	Ref	2023/24	2024/25				2025/26 Budget Proposal	
		Actual	Budget	Actual (A)	Projected (B)	Total (A+B)		Under / Over Spend
INCOME								
Precept	In/Pr	£ 21,000	£31,000	£ 31,000	£ -	£ 31,000	£ -	£ 45,000
Community Infrastructure Levy	In/CIL	£ -	£ -	£ 6,891	£ -	£ 6,891	£ 6,891	
Donation	In/D	£ 19,354	£ -	£ -20	£ 750	£ 730	£ 730	
Grant	In/G	£ 20,000	£ -	£ -	£ -	£ -	£ -	
Interest	In/Int	£ -	£ -	£ 8	£ 4	£ 12	£ 12	
Loan Drawdown	In/L	£ 22,861	£ -	£ -	£ -	£ -	£ -	
VAT Reimbursement	In/V	£ 13,726	£ -	£ 3,447	£ -	£ 3,447	£ 3,447	
Other	In/X	£ 15	£ -	£ 6,000	£ -	£ 6,000	£ 6,000	
		£ 75,956	£31,000			£ 48,080		£ 45,000

	Ref	2023/24	2024/25				2025/26 Budget Proposal	
			Budget	Actual (A)	Projected (B)	Total (A+B)		Under / Over Spend
EXPENDITURE								
Salary Expenses								
Clerk & RFO	S/C	£ 9,379	£10,127	£ 8,092	£ 1,619	£ 9,711	£ 416	£ 10,489
Payroll Admin	S/PA	£ 120	£ 120	£ -	£ -	£ 120	£ -	£ 120
Pension Contribution	S/Pn	£ -	£ 1,215	£ -	£ -	£ -	£ 1,215	£ 2,098
Tax (inc NI Contributions)	S/Tx	£ 147	£ -	£ 135	£ 10	£ 145	£ -145	£ 150
Office Expenses								
Audit	O/Au	£ 24	£ 345	£ 333	£ -	£ 333	£ 12	£ 364
Communications (to be moved to CIL & C/T in 2025/26)	O/C	£ 930	£ 992	£ 599	£ 237	£ 836	£ 127	
Chairman's Allowance	O/Ch	£ -	£ 100	£ -	£ -	£ -	£ 100	£ 100
Finance	O/F	£ 24	£ 24	£ 18	£ 10	£ 28	£ -4	£ 75
Venue Hire	O/H	£ 150	£ 183	£ 150	£ -	£ 150	£ 33	£ 159
Insurance	O/I	£ 747	£ 822	£ 848	£ -	£ 848	£ -26	£ 1,000
Legal Services/Professional Fees	O/L	£ -	£ 6,500	£ 5,000	£ -	£ 5,000	£ 1,500	£ 10,000
Subs	O/Sb	£ 471	£ 558	£ 489	£ 36	£ 525	£ 33	£ 655
Training	O/Tr	£ -	£ 150	£ 315	£ -	£ 315	£ -165	£ 150
Expenses	O/X	£ 694	£ 600	£ 273	£ -	£ 273	£ 327	£ 600
Formal Expenses								
Clerk's Expenses	Ex/C	£ 144	£ 144	£ 96	£ 48	£ 144	£ -	£ 144
Mileage	Ex/MI	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Communications Expenses								
IT (Email & Website)	C/IT	£ -	£ -	£ -	£ -	£ -	£ -	£ 2,000
Publications	C/Pb	£ 149	£ 300	£ 118	£ -	£ 118	£ 182	£ 300
Telephone	C/T	£ -	£ -	£ -	£ -	£ -	£ -	£ 500
Website (to be moved to CIL in 2025/26)	C/W	£ 291	£ 425	£ 1,807	£ 301	£ 1,908	£ -1,483	
Community Engagement Expenses								
Event	CE/E	£ 445	£ 700	£ 214	£ -	£ 214	£ 486	£ 750
Grant	CE/G	£ 590	£ 1,500	£ 997	£ 503	£ 1,500	£ -	£ 1,500
Groups								
Community Speed Watch	G/CSW	£ -	£ 200	£ -	£ -	£ -	£ -	£ 200
Environment	G/Env	£ 22	£ 300	£ 17	£ -	£ 17	£ 283	£ 300
Maintenance Expenses								
General Maintenance	M/Gen	£ 2,449	£ 1,750	£ 3,981	£ -	£ 3,981	£ -2,231	£ 4,000
Playground Maintenance	M/Pg	£ -	£ -	£ -	£ -	£ -	£ -	£ 500
Expenditure on Assets								
Bus Shelters	A/BS	£ 141	£ -	£ -	£ -	£ -	£ -	
Defibrillator	A/D	£ -	£ 180	£ 85	£ -	£ 85	£ 95	
Litter Bins	A/LB	£ -	£ -	£ -	£ -	£ -	£ -	
Notice Boards	A/NB	£ -	£ -	£ -	£ -	£ -	£ -	£ 150
Office Equipment	A/O	£ -	£ -	£ -	£ -	£ -	£ -	
Playground (Capital Expenditure)	A/Pg	£ -	£ 200	£ 131	£ -	£ 131	£ 69	£ 200
Playground (Safety)	A/PgS	£ 115	£ 96	£ 102	£ -	£ 102	£ -6	£ 108
Radar Device	A/R	£ 230	£ -	£ -	£ -	£ -	£ -	
Other	A/X	£ 276	£ -	£ -	£ -	£ -	£ -	

	Ref	2023/24	2024/25				2025/26 Budget Proposal	
			Budget	Actual (A)	Projected (B)	Total (A+B)		Under / Over Spend
EXPENDITURE INTO RESERVED FUNDS								
Contingencies								
Biodiversity Fund	Cn/Bio	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Car Park Maintenance Fund	Cn/CPM	£ 250	£ 250	£ 250	£ -	£ 250	£ -	£ 250
Car Park Refurbishment Loan Fund	Cn/CPL	£ 1,900	£ 2,500	£ 2,500	£ -	£ 2,500	£ -	£ 2,500
Election Reserve	Cn/ER	£ 125	£ 125	£ 125	£ -	£ 125	£ -	£ 125
Equipment Reserve	Cn/EqR	£ 333	£ 333	£ 333	£ -	£ 333	£ -	£ 333
General Reserve	Cn/Gen	£ -	£ -	£ -	£ -	£ -	£ -	£ 5,000
Maintenance Reserve	Cn/MR	£ 333	£ 333	£ 333	£ -	£ 333	£ -	£ 500

Total Expenditure	£ 20,478	£31,042	Anticipated Total Expenditure	£ 30,024	£ 45,319
Income over Expenditure	£ 56,478			£ 18,066	

	Ref	2023/24	2024/25		2025/26 Budget Proposal
			Budget	Actual (A)	
PAYMENTS OUT OF FUNDS					
Biodiversity	FBio	£ 170	£ 263	£ -	£ 263
Car Park Maintenance Fund	F/CPM	£ -	£ 192	£ -	£ 192
Car Park Refurbishment Fund (complete > CPL)	F/CPR	£ 79,066	£ 410	£ -	£ 410
Car Park Refurbishment Loan Repayment Fund	F/CPL	£ 1,174	£ 2,309	£ -	£ 2,309
Election Reserve	F/ER	£ 300	£ -	£ -	£ -
Equipment Reserve	F/EqR	£ -	£ -	£ -	£ -
General Reserve	F/Gen	£ -	£ -	£ -	£ -
Maintenance Reserve	F/MR	£ -	£ 1,199	£ -	£ 1,199

Notes:

Car Park Refurbishment Loan is for a 20 year term at 5.290% annual interest

VAT is excluded on all figures and no VAT reclaim is included

The Clerk's hours (55/mon) includes time contributed to community via The Link magazine @ 60 hrs/yr (being half the approx. 12 hrs/issue 10 issues/yr)

CAR PARK REFURBISHMENT FUND now PWLB REPAYMENT FUND	
Car Park fund (No 2 A/C) @ 01/04/2024	£ 592
PLUS: Budgeted payment into reserves	£ 2,500
LESS: Repayment PAID as per PWLB Schedule	£ -2,309
ESS: CPR Phase II (Lampposts refund of overspend)	£ -410
LESS: Repayment DUE as per PWLB Schedule	£ -
	<u>£ 373</u>

Fund Balances at 28/11/2024		
Biodiversity Fund	£ 533	(not precept funded)
Car Park Maintenance Reserve	£ 1,142	(is precept funded)
PWLB Repayment Fund (see line items below)	£ 1,520	(partially precept funded)
Election Reserve	£ 125	
Equipment Reserve	£ 999	
Maintenance Reserve	£ -	
	<u>£ 4,319</u>	

CIL Fund £ 6,890.66 received in 2024 - no esp.