

DRAFT Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 13 January 2026

Present: Cllr J Stobart; Cllr N Brown; Cllr K Elmhirst; Cllr J Gilmore; Cllr M Neale
WCC/WDC Cllr J Matecki
Parish Clerk: J Bendall
Public: None

Public participation
None.

26/01/13/01 Record of members present
Noted.

26/01/13/02 To receive apologies for absence
Apologies were received from Cllr R Pocknell who had a prior commitment. Approved. Apologies were also received from WDC Cllr P Phillips.

26/01/13/03 To receive declarations of interests (existence and nature) on Items on the Agenda
All Councillors declared an interest in Agenda item 26/01/13.1 and 13.2 as residents of the Parish. In addition, Cllr Brown declared an interest in Agenda item 26/01/13.3 as Chair of the Wolverton School Board of Governors.

26/01/13/04 Minutes of the last meeting(s)
The minutes of the Ordinary Meeting held on 9 December 2025 were taken as read, APPROVED and signed by the Chair.

26/01/13/05 Clerk's report
To receive a report from the Clerk detailing:
1. Actions taken following the previous meeting (not covered elsewhere on the agenda)
Following receipt of correspondence from Turley, the company project managing the proposed Hatton New Village development, the Clerk advised that the inaugural Joint Parishes Liaison Group meeting was taking place on 29 January and that Turley had limited the meetings to two representatives per parish. Cllrs Neale and Brown to check availability. The Clerk to forward details of the meeting to both councillors.

ACTION: Clerk

2. Items actioned under the NLPC Scheme of Delegation
None.

3. Any day to day matters that NLPC should be aware of
The Clerk advised that she had completed the workplace pension re-declaration of compliance with the Pensions Regulator.

26/01/13/06 Items to be taken in private session
To determine which items, if any, of the Agenda should be taken with the public excluded.
It was RESOLVED that there are no items to be discussed with the public excluded.

26/01/13/07 Parish Council Action Plan 2025/2026
1. Improve the safety and quality of roads and footpaths;
Nothing to report.
2. Take steps to address climate change / improve the local environment;
Nothing to report.

3. Review and update website;

The Clerk confirmed that she had circulated to all councillors the notes of the recent website meeting. Updates to the website, including transition to the .gov.uk site, are in hand.

ACTION: Cllr Brown / Clerk

4. Ensure heritage infrastructure is maintained and protected.

Cllr Neale advised that he had been in contact with Stonemasons of Worcester, who had inspected both the Queen Victoria and Queen Elizabeth II signposts and quoted for maintenance / cleaning as appropriate. The meeting noted that this inspection had been carried out free of charge. It was noted that Listed Building consent would be required for the Queen Victoria signpost as it is a listed monument, and that the WDC Conservation Team would also need to be consulted. The Clerk to contact the WDC Planning Team to enquire about having a meeting with the Conservation Officer and to ask if the quote from Stonemasons of Worcester meets planning requirements before a formal application is submitted. It was agreed that Cllr Neale is to get another quote, and it was noted that WCC has not yet responded regarding ownership of the Queen Victoria signpost.

ACTION: Cllr Neale / Clerk / WCC

26/01/13/08 To discuss issues within the Parish relating to highways and public areas (eg. the state of the roads, parking, overgrown hedges, footpaths, etc)

1. To receive an update on issues previously reported.

- Blocked drain by Winds View on Church Road:
County Highways are due to carry out a CCTV inspection of the drain on 30 January.

ACTION: Cllr Neale

- Blocked surface drains on the left-hand side of Snitterfield Lane:
The meeting noted that the gully cleaning team that Cllr Matecki has arranged is scheduled to clean the drains in Norton Lindsey towards end of January.

ACTION: Cllr Matecki

- Removal of the dog poo bin by the pedestrian access to the playing field:
Still to be done.

ACTION: Clerk

- Blocked public bridleway W87 from Littleworth to Lower Norton:
Cllr Matecki confirmed that the WDC Legal Team is looking into the matter, and action will be taken. No update.

ACTION: Cllr Matecki

- Slabs retaining the earth bank outside Felsted removed for BT to gain access to an inspection cover in the pavement. County Highways are investigating.

2. To report any new issues to be notified to the relevant authorities.

- The streetlight opposite Church Road is on constantly. The Clerk to report to WDC.

ACTION: Clerk

- Cllr Brown to report to WCC that the grit bin at the end of Canada Lane has been completely emptied following the recent icy weather.

ACTION: Cllr Brown

26/01/13/09 Items for consideration and resolution

1. To consider, and resolve to accept if appropriate, the proposed budget for the financial year 2026/27 (circulated to Councillors prior to the meeting) (*Local Government Finance Act 1992 s.41*).

All Councillors declared an interest as residents of the Parish.

The proposed budget for the forthcoming financial year was discussed, adjusted and APPROVED.

See Appendix 4.

ACTION: Clerk

13 January 2025

2. To consider, and resolve to approve if appropriate, the Precept requirement for the 2026/27 financial year (*Local Government Finance Act 1992 s.41*).

All Councillors declared an interest as residents of the Parish.

Following discussion and consideration of budget requirements for the forthcoming financial year, it was AGREED that the Precept requirement for the year 2026/27 would be set at £11,000 to meet NLPCs financial obligations, a rise of 2.33% on the previous year. The Clerk to submit the Precept request to WDC.

ACTION: Clerk

3. To consider, and resolve to approve if appropriate, the grant applications received for the financial year 2024/25 (*various legislation*).

As Chair of the Wolverton School Board of Governors, Cllr Brown declared an interest. He answered questions about the School appeal, but did not take part in the discussion when the meeting decided if it should make a donation to the School, nor what the amount of the donation should be.

Following discussion and consideration of budget constraints it was AGREED that grants would be awarded as follows:

Application	Brief Description	Sum approved	Legislation
PCC / NL Church Clock	Donation to cover the costs of servicing	£250.00	Parish Councils Act 1957, s.2
PCC / NL Churchyard	Donation towards maintenance costs	£250.00	Local Government Act 1972, s.214(6)
PCC / NL Church Room	Donation towards the cost of solving the damp problem	£300.00	Local Government Act 1972, s.133
NL Public Access Defibrillator	Donation to cover the cost of replacement pads	£50.00	Local Government Act 1972, s.137
Wolverton Primary School / Wolverton School PTA	Donation towards the School's 'sesquicentennial appeal' which will fund refurbishments of the library, kitchen and support/storage area	£3,000.00	Local Government Act 1972, s.137

The meeting noted that the Christmas display expenditure (tree and batteries for lights) would come from the budget for grants made under discretionary powers (Local Government Act 1972, s.144), and that the annual honorarium/donation to costs of £50 for the maintenance of Millennium Green would also come from the budget for grants made under discretionary powers (Open Spaces Act 1906, ss.9-10).

It was AGREED that the Clerk would ask the grant recipients to report back to NLPC on how the funds had been spent.

ACTION: Clerk

4. To consider, and resolve to approve if appropriate, the request from Langley Parish Council for the Clerk to share NLPC's laptop.

It was AGREED that Langley Parish Council could share NLPCs laptop, along with Wolverton Parish Council, while the Clerk works for all three councils and subject to ensuring that all documentation for the three be stored separately to meet GDPR requirements. In addition, when the laptop is due to be upgraded, the cost will be shared between the three parishes if the Clerk still works for all three.

ACTION: Clerk

5. **Due to the limited scrutiny of planning matters at the previous NLPC meeting held on 9 December 2025, Cllrs Neale and Elmhirst propose that NLPC reconsiders the applications for Brantwood (W/25/1514) and the Old Barn (W/25/1649/LB) and, after discussion, vote again as to whether NLPC supports, objects to or is neutral to these applications. To consider and resolve to approve if appropriate.**

Following discussion, NLPC voted 3:2 in favour of reconsidering the two applications. Cllrs Stobart and Brown voted against.

26/01/13/10 Items for information

1. **To note and consider correspondence received and resolve to action if appropriate.** NOTED.
2. **To note any changes to legislation and regulations which relate to parish councils.** NONE.
3. **Other items for information.** NOTED.

(Appendix 1 – circulated)

26/01/13/11 Finance

1. **To note internal audit of accounts.** NOTED. Cllr Elmhirst confirmed that all was in order.
2. **To receive a report detailing account balances.** RECEIVED. The Clerk confirmed the transfer of surplus funds from the Current Account to Reserve Account 1.
3. **To note payments received since last meeting.** NOTED.
4. **To note payments made since last meeting.** NOTED.
5. **To review and approve items of expenditure.** NONE.
6. **To receive, approve and sign bank reconciliations prepared by the RFO.** RECEIVED.

(Appendix 2 – circulated)

26/01/13/12 Planning

To consider planning policies, applications and appeals received, and resolve to submit comments where appropriate (Appendix 3 – circulated)

Noted.

- The meeting noted that prior approval was not required for the application for the erection of a steel
- framed agricultural building at Littleworth Farm.
- NLPC was neutral to the outline planning application for up to 6 dwelling houses on the Poultry Farm site (W/25/1605), subject to safe pedestrian access to the village being integral to the plan and also protection of the existing hedgerow.
- Following reconsideration of the application at Brantwood (W/25/1514), NLPC confirmed that it was neutral, but asked that the following concerns be taken into consideration:
 1. The location plan for the new annexe shows the building set well back from the road to the rear corner of the main building. However Google aerial view shows the existing annex is further forward, to the front corner of the existing building. As such, the larger height building has a more significant effect on the street scene in the Conservation Area.
 2. The ridge height of the replacement building is 900mms (3 feet) higher than the existing building and is more visually intrusive in the Conservation Area.
 3. The north elevation is dominated by large areas of glass which is not in keeping with the existing main house and Conservation Area. To quote from the Historic Significance of the planning application:- "Brantwood was built circa 19th century and is typical of houses built at the time with brick walls relieved by modest windows and pitched tile roofs. The garden annexe originally built as a garage is 20th century with brick facades and tiled roofs." This large glazed elevation is clearly visible from the public footpath which runs behind Brantwood.

4. The existing building was a Playroom on the ground floor and a store area above. The new structure shows a Playroom on the ground floor (with shower and toilet) and an Office above. As such it lends itself to become ancillary residential accommodation or a holiday let. The existing front garage doors are replaced by windows at ground and first floor level and the south elevation, facing the road, has a large dormer window looking out to the road, which is not in keeping with the current street scene in the Conservation Area. It is also not clear from the drawing where the entrance is into the new Annexe.
- Following reconsideration of the application at The Old Barn (W/25/1649/LB), NLPC confirmed that it was neutral, but asked that the Planning and Conservation teams to take into consideration the following concerns:
 1. The Front Elevation drawing shows new shutters in front of a new large, glazed window to the lounge. In practice, these shutters will be permanently open and folded back across the "new timber doors" to facilitate light into the lounge, thus altering the existing frontage of the building.
 2. The existing large barn door, which is to be replaced by new timber doors "as agreed with the Conservation Officer" does not show a pedestrian entrance into the kitchen area, which is shown on the floor plan. It is difficult to see how maintaining the existing front elevation of this Grade II listed building can be retained with the proposed new doors and shutters, while providing light and access to the new kitchen and lounge. Also, there is a new set of high level windows proposed above the existing barn door which changes the existing frontage to the road.
 3. The rear elevation drawing shows a "new glazed door in existing opening", but the existing rear elevation drawing shows only a lintel, with no existing opening.

ACTION: Clerk

26/01/13/13 To receive reports from Warwick District Council and Warwickshire County Council Councillors
Warwick District Council

- Nothing to report.

Warwickshire County Council

- At the December Council meeting, the following motions were approved: School road safety; Tackling child poverty across Warwickshire; Protecting children's access to education by opposing any extension to statutory walking distances; and Walking and cycling infrastructure plan.
- WCC has approved an increase in on-street parking tariffs for several town centres, set to take effect from April 2026. This change affects county-managed kerbside parking bays in Leamington, Warwick, Stratford, and Kenilworth.

26/01/13/14 Parish Report / Items for next meeting

- It was noted that as of January 2026, the UK government has announced that local authorities in England have been given new, improved legal powers to crack down on pavement parking.
- Cllr Brown to write the Parish Report for the February magazine.

ACTION: Cllr Brown

26/01/13/15 Date of Next Meetings

10 February 2026 - Ordinary Meeting
10 March 2026 - Ordinary Meeting

26/01/13/16 Close

The meeting closed at 10.10 pm.

Appendix 1 – Items for Information

1. Correspondence

Date	From	Subject
10.12.25	WALC	Weekly Round Up No 147
10.12.25	Cambridge & Counties Bank	Updated FSCS Information Sheet and Exclusion List
16.12.25	WCC	Join our residents panel
06.01.26	WCC	Temporary closure of C93 Norton Curlieu Lane
07.01.26	WALC	Weekly Round Up No 148
08.01.26	MonsterInsights	Website traffic summary
08.01.26	Cambridge & Counties Bank	The interest rate on your savings account is going down

2. Legislation / Regulations

Date	Details
-	

3. Other items for information

Date	Details
01.12.25	WRCC Announcement: Warwickshire Rural Community Council has ceased trading and closed all services with immediate effect

Appendix 2 – Finance

1. Account Balances:

Account	Statement Date	Balance
NatWest Current Account	28 November 2025	£4,172.59
NatWest Reserve Account 1	28 November 2025	£29,332.57
NatWest Reserve Account 2 *	28 November 2025	£89.40
Cambridge & Counties 95-Day Notice Account *	5 August 2025	£14,299.51
Santander Everyday Saving Account *	2 September 2024	£1.08
TOTAL		£47,895.15

* Depot Fund

NB. The grant of £3,500 to NLCP Ltd has been paid from the current account. It was agreed that funds would only be transferred to the current account from the C&C 95-Day Notice Account to cover this payment if the current account runs low, as the C&C account pays interest.

2. Payments Received Since Last Meeting:

Date	From / Details	Amount
-		

3. Payments Made Since Last Meeting:

Date	To / Details	Amount
12 December 2025	Information Commissioner's Office / annual fee	£47.00
22 December 2025	Clerk / Expenses July – December 2025	£35.85
22 December 2025	SLCC / Clerk's membership renewal	£150.00
22 December 2025	NL Church Room / hire July – December 2025	£40.00
22 December 2025	Cloud Next / domain name renewal	£60.00
29 December 2025	Clerk / Salary	£355.94

4. Items of Expenditure to be reviewed and approved:

Date	To / Details	Amount
-		

NORTON LINDSEY PARISH COUNCIL

Accounts Year To Date as at 13 January 2025

Reconciled to NatWest Current Account statement dated 30 December 2025, NatWest Reserve Account 1 statement dated 30 December 2025 and Reserve Account 2 statement dated 28 November 2025, C&C 95 Day Notice Account statement dated 5 August 2025 and Santander Business Everyday Saver Account dated 2 September 2024

2024/2025 Actual Year End	Item	2025/2026 Budget	2025/2026 Actual YTD	2025/2026 Likely out-turn
BROUGHT FORWARD: BALANCE OF ACCOUNTS				
£ 8,019.50	Current A/C	£ 13,306.03	£ 14,446.37	
£ 12,760.83	General Reserves, Asset Fund, Electoral Expenses (Reserve A/C 1)	£ 13,912.69	£ 12,940.40	
£ 3,500.00	General Reserves (Cambridge & Counties 95 Day Notice A/C)	£ 3,500.00	£ 3,500.00	
£ 87.54	Depot Fund (Reserve A/C 2)	£ 88.39	£ 88.77	
£ 1.08	Depot Fund (Santander A/C)	£ 1.08	£ 1.08	
£ 9,618.92	Depot Fund (Cambridge & Counties 95 Day Notice Account)	£ 10,206.14	£ 10,206.14	
£ 33,987.87	TOTAL BROUGHT FORWARD	£ 41,014.33	£ 41,182.76	
RECEIPTS				
£ 10,750.00	Precept	£ 10,750.00	£ 10,750.00	£ 10,750.00 A
£ -	VAT Refund	£ 632.08	£ -	£ - A
£ 179.57	Bank Interest: Reserve A/C 1	£ 150.00	£ 92.17	£ 150.00 E
£ 1.23	Bank Interest: Reserve A/C 2	£ 1.20	£ 0.63	£ 1.20 E
£ -	Bank Interest: Santander	£ -	£ -	£ - A
£ 587.22	Bank Interest: Cambridge & Counties	£ 400.00	£ 593.37	£ 593.37 A
£ 2,500.00	Other	£ -	£ 16.00	£ 16.00 E
£ 14,018.02	TOTAL RECEIPTS	£ 11,933.28	£ 11,452.17	£ 11,510.57 E
GENERAL EXPENDITURE				
£ 151.00	WALC Subscription	£ 154.00	£ 157.00	£ 157.00 A
£ 300.00	Insurance	£ 400.00	£ 300.00	£ 300.00 A
£ 70.00	Seminars for Councillors	£ 150.00	£ -	£ 150.00 E
£ -	Audit	£ -	£ -	£ - A
£ 4,137.12	Staff costs (includes payments to HMRC)	£ 4,344.47	£ 3,203.46	£ 4,344.47 E
£ 20.25	Clerk's travel expenses	£ 50.00	£ 15.30	£ 50.00 E
£ 52.50	Home working allowance	£ 42.00	£ 31.50	£ 42.00 E
£ -	Admin Expenses: Stationery/Printing/Postage/etc	£ 125.00	£ 6.30	£ 125.00 E
£ -	Miscellaneous / Contingencies Fund	£ 500.00	£ -	£ 500.00 E
£ 264.50	Hire of Rooms	£ 120.00	£ 85.00	£ 120.00 E
£ 112.00	Society of Local Council Clerks Membership	£ 120.00	£ 150.00	£ 150.00 A
£ 35.00	Information Commissioners Office (data protection)	£ 40.00	£ 47.00	£ 47.00 A
£ -	Clerk's Training	£ 100.00	£ -	£ 100.00 E
£ 16.10	Website	£ 215.88	£ 306.00	£ 306.00 E
£ -	Election Costs Fund annual increase	£ 100.00	£ 100.00	£ 100.00 A
£ -	Assets Fund annual increase	£ 1,200.00	£ 1,200.00	£ 1,200.00 A
£ -	Section 137 Grants	£ 1,000.00	£ -	£ 1,000.00 E
£ 1,011.10	Grants under Discretionary Powers	£ 1,500.00	£ 400.00	£ 1,500.00 E
£ 299.00	Biennial Parish Council Report	£ -	£ -	£ - E
£ -	Parish Plan	£ 500.00	£ -	£ - E
£ -	Transfer to General Reserves	£ -	£ 15,000.00	£ 15,000.00 A
£ -	Transfer to Assets Fund (eg. VAT refund on asset purchases, etc)	£ 390.29	£ -	£ - A
£ 41.42	VAT paid out on general expenditure (to be reclaimed)	£ 100.00	£ 38.22	£ 100.00 E
£ 6,509.99	TOTAL GENERAL EXPENDITURE	£ 11,151.64	£ 21,039.78	£ 25,291.47 E
EXPENDITURE FROM RESERVES				
£ -	Depot Fund ***	£ -	£ -	£ - E
£ -	Election Costs	£ -	£ -	£ - A
£ 260.95	Assets Fund (purchase, repair, renewal, inspection)	£ -	£ -	£ - E
£ 52.19	VAT paid out on Assets Fund expenditure (to be reclaimed)	£ -	£ -	£ - E
£ 313.14	TOTAL EXPENDITURE FROM RESERVES	£ -	£ -	£ - E
BALANCE OF ACCOUNTS CARRIED FORWARD				
Actual YTD 2024/2025		Budgeted Year End Out-Turn 31.03.26	Actual YTD 2025/2026	Likely Year End Out-Turn 31.03.26
Current Account				
£ 14,446.37	Current A/C	£ 13,536.47	£ 4,172.59	£ 2,148.00 E
£ 14,446.37		£ 13,536.47	£ 4,172.59	£ 2,148.00 E
General Reserves				
£ 12,940.40	Reserve Account 1	£ 15,752.98	£ 29,332.57	£ 29,332.57 E
£ 3,500.00	Cambridge & Counties 95 Day Notice Account	£ 3,750.00	£ 3,500.00	£ 3,500.00 A
£ 16,440.40		£ 19,502.98	£ 32,832.57	£ 32,832.57 E
Depot Fund				
£ 88.77	Reserve Account 2	£ 89.59	£ 89.40	£ 90.81 E
£ 1.08	Santander Account	£ 1.08	£ 1.08	£ - A
£ 10,206.14	Cambridge & Counties 95 Day Notice Account ***	£ 10,606.14	£ 10,799.51	£ 10,799.51 A
£ 10,295.99		£ 10,696.81	£ 10,889.99	£ 10,890.32 E
£ 41,182.76	TOTAL CARRIED FORWARD	£ 43,736.26	£ 47,895.15	£ 42,370.89 E
DISPOSABLE FUNDS AT YEAR END				
Actual YTD 2024/2025		Budgeted Year End Out-Turn at 31.03.26	Actual YTD 2025/2026	Likely Year End Out-Turn 31.03.26
£ 41,182.76	Total balance of accounts	£ 43,736.26	£ 47,895.15	£ 42,370.89 E
£ 3,200.00	Less Sum retained for Electoral Expenses	£ 3,500.00	£ 3,500.00	£ 3,500.00 A
£ 8,449.53	Less Sum retained for Asset Purchase, Renewal and Inspection	£ 10,886.65	£ 10,849.53	£ 10,849.53 E
£ 10,295.99	Less Depot Fund	£ 10,696.81	£ 10,889.99	£ 10,890.56 E
£ -	Less Sum retained to cover one year's expenses (in case future Precept not paid)	£ 11,200.00	£ 11,200.00	£ 11,200.00 A
£ 19,237.24	DISPOSABLE FUNDS	£ 7,452.80	£ 11,455.63	£ 5,930.80 E

*** The grant of £3,500 to NLCP Ltd for the community garden has been paid from the current account. It was agreed that funds would only be transferred to the current account from the C&C 95-Day Notice Account to cover this payment if the current account runs low, due to the C&C account paying interest. Therefore, £3,500 in the C&C belongs to general reserves, NOT the depot fund.

A = actual
E = estimate

Appendix 3 – Planning

1. Planning Applications: to consider, and resolve to submit comments where appropriate:

Reference	Address	Description	Deadline
W/25/1605	Land at Ward Hill, Warwick Road, Norton Lindsey, Warwick, CV35 8JD	Outline planning application (with all matters reserved apart from access) for erection of up to 6no. dwellinghouses and associated works.	Extended to 14.01.26
W/25/1737 AG	Littleworth Farm, Warwick Road, Littleworth, Norton Lindsey, Warwick, CV35 8HD	Prior approval notification under Schedule 2, Part 6, Class A for agricultural development consisting of the erection of a steel framed agricultural building.	For information only

The following applications may be reconsidered if NLPC votes in favour of doing so. See agenda item 26/01/13/09.5.

W/25/1514	Brantwood, Main Street, Norton Lindsey, Warwick, CV35 8JA	Take down existing garden annexe, new replacement garden annexe	N/A
W/25/1649/LB	The Old Barn Cottage, Main Street, Norton Lindsey, Warwick, CV35 8JA	Alterations to existing ancillary accommodation in existing barn to be used solely as ancillary accommodation to the existing house	N/A

2. To note planning applications received and considered under delegated powers:

Reference	Address	Description	NLPC Comments
-			

3. To note planning application decisions:

Reference	Address	Description	Decision
-			

4. To receive updates to planning applications and to consider, and resolve to submit additional comments where appropriate:

Reference	Address	Description / Update
-		

5. Planning Appeals: to consider, and resolve to submit comments where appropriate:

Reference	Address	Description	Deadline
-			

6. To note Planning Appeal Decisions received:

Reference	Address	Description	Decision
APP/T3725/W/25/3367812 W/24/0560	Lower Norton Farm, 20 Henley Road, Lower Norton, North Lindsey, Warwickshire CV35 8RB	Alterations and relocation of stables, retention of machinery - dry store and manege	Dismissed

7. To consider planning policies where appropriate

8. To discuss matters of concern regarding building works within Norton Lindsey (parish or village)

Appendix 4 – Budget for 2026/2027 financial year

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**NORTON LINDSEY PARISH COUNCIL
APPROVED BUDGET / PRECEPT CALCULATION
2026 - 2027**

2025/2026 Budget	2025/2026 Actual	Item	2026/2027 Budget	Notes (see below)
BROUGHT FORWARD: BALANCE OF ACCOUNTS				
£ 13,306.03	£ 14,446.37	A Current A/C	£ 24.09	
£ 13,912.69	£ 12,940.40	A General Reserves, Asset Fund, Electoral Expenses (Reserve A/C 1)	£ 29,390.40	
£ 3,500.00	£ 3,500.00	A General Reserves (Cambridge & Counties 95 Day Notice A/C)	£ 3,500.00	1
£ 88.39	£ 88.77	A Depot Fund (Reserve A/C 2)	£ 90.81	
£ 1.08	£ 1.08	A Depot Fund (Santander A/C)	£ -	
£ 10,206.14	£ 10,206.14	A Depot Fund (Cambridge & Counties 95 Day Notice A/C)	£ 10,799.51	1
£ 41,014.33	£ 41,182.76	TOTAL BROUGHT FORWARD	£ 43,804.81	

2025/2026 Budget	2025/2026 Likely out-turn	Item	2026/2027 Budget	
RECEIPTS				
£ 10,750.00	£ 10,750.00	A Precept	£ 11,000.00	2
£ 632.08		A VAT Refund	£ 715.22	3
£ 150.00	£ 150.00	E Bank Interest: Reserve A/C 1	£ 110.00	4
£ 1.20	£ 1.20	E Bank Interest: Reserve A/C 2	£ 0.75	4
£ -	£ -	A Bank Interest: Santander (ACCOUNT CLOSED)	£ -	
£ 400.00	£ 593.37	E Bank Interest: Cambridge & Counties	£ 575.00	4
£ -	£ 16.00	E Other	£ -	5
£ 11,933.28	£ 11,510.57	TOTAL RECEIPTS	£ 12,400.97	
GENERAL EXPENDITURE				
£ 154.00	£ 157.00	A WALC Subscription	£ 175.00	6
£ 400.00	£ 300.00	A Insurance	£ 400.00	7
£ 150.00	£ 150.00	E Seminars for Councillors	£ 150.00	8
£ -	£ -	A Audit	£ -	9
£ 4,344.47	£ 4,271.28	E Staff costs	£ 4,484.85	10
£ 50.00	£ 50.00	E Clerk's travel expenses	£ 50.00	11
£ 42.00	£ 42.00	E Home working allowance	£ 42.00	12
£ 125.00	£ 125.00	E Admin Expenses: Stationery/Printing/Postage/etc	£ 125.00	13
£ 500.00	£ 500.00	E Miscellaneous / Contingencies Fund	£ -	14
£ 120.00	£ 120.00	E Hire of Rooms	£ 200.00	15
£ 120.00	£ 120.00	E Society of Local Council Clerks Membership	£ 158.00	16
£ 40.00	£ 47.00	A Information Commissioners Office (data protection)	£ 47.00	17
£ 100.00	£ 100.00	E Clerk's Training	£ 100.00	18
£ 215.88	£ 306.00	E Website	£ 350.00	19
£ 100.00	£ 100.00	A Election Costs Fund annual increase	£ 500.00	20
£ 1,200.00	£ 1,200.00	A Assets Fund annual increase	£ 1,200.00	21
£ 1,000.00	£ 1,000.00	E Section 137 Grants	£ 1,000.00	22
£ 1,500.00	£ 1,500.00	E Grants under Discretionary Powers	£ 1,500.00	23
£ -	£ -	E Biennial Parish Council Report	£ 150.00	24
£ 500.00	£ -	E Parish/Neighbourhood Plan	£ 500.00	25
£ -	£ 15,000.00	A Transfer to General Reserves	£ -	
£ 390.29	£ -	E Transfer to Assets Fund (eg. VAT refund on asset purchases, etc)	£ 390.29	26
£ 100.00	£ 100.00	E VAT paid out on general expenditure (to be reclaimed)	£ 100.00	27
£ 11,151.64	£ 25,188.28	TOTAL GENERAL EXPENDITURE	£ 11,622.14	
EXPENDITURE FROM RESERVES				
£ -	£ -	E Depot Fund	£ -	28
£ -	£ -	E Election Costs	£ -	29
£ -	£ -	E Assets Fund (purchase, repair, renewal, inspection)	£ -	30
£ -	£ -	E VAT paid out on Assets Fund expenditure (to be reclaimed)	£ -	31
£ -	£ -	TOTAL EXPENDITURE FROM RESERVES	£ -	

Budgeted Year End Out-Turn at 31.03.26	Likely Year End Out-Turn at 31.03.26	BALANCE OF ACCOUNTS CARRIED FORWARD	Budgeted Year End Out- Turn 31.03.27
Current Account			
£ 13,536.47	£ 24.09	E Current A/C	£ 117.17
£ 13,536.47	£ 24.09		£ 117.17
General Reserves			
£ 15,752.98	£ 29,390.40	E Reserve Account 1	£ 31,590.69
£ 3,750.00	£ 3,500.00	A Cambridge & Counties 95 Day Notice Account	£ 3,750.00
£ 19,502.98	£ 32,890.40		£ 35,340.69
Depot Fund			
£ 89.59	£ 90.81	E Reserve Account 2	£ 91.56
£ 1.08	£ -	A Santander Account	£ -
£ 10,606.14	£ 10,799.51	A Cambridge & Counties 95 Day Notice Account	£ 11,374.51
£ 10,696.81	£ 10,890.32		£ 11,466.07
£ 43,736.26	£ 43,804.81	TOTAL CARRIED FORWARD	£ 46,923.93

Appendix 4 – Budget for 2026/2027 financial year

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Budgeted Year End Out-Turn at 31.03.26	Likely Year End Out-Turn at 31.03.26	FORECAST DISPOSABLE FUNDS AT YEAR END		Budgeted Year End Out- Turn at 31.03.27
£ 43,736.26	£ 43,804.81	E	Total balance of accounts	£ 46,923.93
£ 3,500.00	£ 3,500.00	A	Less Sum retained for Election Costs	£ 4,000.00
£ 10,886.55	£ 10,849.53	E	Less Sum retained for Asset Fund (purchase, repair, renewal and inspection)	£ 12,049.53
£ 10,696.81	£ 10,890.32	E	Less Depot Fund	£ 11,466.07
£ 11,200.00	£ 11,200.00	A	Less Sum retained to cover one year's expenses (in case future Precept not paid)	£ 11,000.00
£ 18,652.90	£ 7,364.96		DISPOSABLE FUNDS	£ 8,408.33

E = Estimate A = Actual

NOTES:

- 1 In 2023, the grant of £3,500 to NLCP Ltd for the community garden was paid from the current account. It was agreed that funds would only be transferred to the current account from the C&C 95-Day Notice Account (where the depot money is invested) to cover this payment if the current account runs low, due to the C&C account paying interest. Therefore, £3,500 in the C&C belongs to general reserves, NOT the depot fund.
- 2 It is suggested that the Precept be increased to £11,500. This is sufficient (along with bank interest) to cover running costs and to maintain funds to cover specific reserves and a year's expenses in the event of WDC being unable to pay the Precept in the future (as recommended by WALC).
- 3 Estimated VAT to be reclaimed in April 2026.
- 4 Anticipated interest based on 2025/2026 interest payments
- 5 No additional payments expected this year.
- 6 WALC have not issued the annual subscription fees for 2026/27. This budgeted sum allows for an increase on last year's fees.
- 7 £400 budgeted to allow for annual increase.
- 8 Allowance for training for councillors.
- 9 We will be able to certify as exempt this year as turnover for 2025/26 will be less than £25,000; therefore there will be no audit fee.
- 10 The Clerk/RFO is contracted to work 26 hours per month on Local Government Services SCP pay scale 7 which for 2025/26 is set at £13.69 per hour. The budget for 2026/27 allows for a 5% increase.
- 11 Allowance for Clerk's travel expenses using the recommended HMRC rate of 45p per mile, as per Clerk's Written Statement of Employment Particulars (Contract)
- 12 Agreed monthly allowance of £3.50 towards cost of electricity, telephone, broadband, etc, as per the Clerk's Written Statement of Employment Particulars (Contract)
- 13 Allowance for administration costs (stationery, postage, printer ink, etc)
- 14 A contingency fund for miscellaneous expenditure not covered elsewhere.
- 15 Norton Lindsey Church Room hire will be increased to £6 per hour from January 2026, and the hourly hire charges will be rounded up to the nearest half hour. This budget allows for 12 meetings per year (avg. 2.5 hours x £6 per hour), plus a little extra in case there are additional meetings.
- 16 NLPC pays for the Clerk's membership of SLCC. Recent salary increases have meant that the Clerk's salary for 2 parish councils is now in the next banding, hence the increase in the 2025/26 financial year. The budgeted figure is the actual subscription for this banding for 2026/27 (3 parish councils).
- 17 In 2025/26 financial year, the cost of the Information Commissioners Office fee has increased to £52 (a 30% increase), reduced to £47 as we pay by direct debit. The budgeted sum allows for another increase.
- 18 Allowance for training/webinars/etc.
- 19 Allowance for website hosting Guru Hosting (£17.99+VAT per month), and .gov.uk domain name fee (c. £100+VAT for 2 years). Note, the original domain name - nortonlindseypc.org - fee (currently payable to Ionos Ltd) will also need to be renewed for a couple of years to redirect traffic to the new site (c. £17.00+VAT per year). Budget allows for potential increase in costs.
- 20 The election cost reserve is now back up to £3,500. However, the proposed local government changes will affect the elections scheduled for 2027 which may have an impact on NLPC. It is suggested that the reserves be increased to cover additional costs if NLPC decide to go ahead with the election in 2027. NB. WDC has advised that the cost of an uncontested election per parish/parish ward would be £500, and the cost for a contested elections in a parish/parish ward would be approximately £10,000-£15,000 depending on size.

Appendix 4 – Budget for 2026/2027 financial year

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- 21 Previously agreed annual increase to Assets Fund to repair, replace, purchase and inspect the NLPC assets.
- 22 The NLPC budget is set at £1,000. The LGA 1972 Section 137 expenditure limit for 2026/27 has not yet been set by the Government, but the allowance for 2025/26 financial year is £11.10 per elector x 326 electors = £3,618.60. This is the maximum parish councils are allowed to spend on grants which cannot be made under Discretionary Powers, and includes the grant for defibrillator maintenance, etc.
- 23 This fund includes allowances for the honorarium for the maintenance of Millennium Green (Public Health Act 1875, S.164 - England, Open Spaces Act 1906 s.10), a donation for the maintenance of the Play Area (Local Government (Miscellaneous Provisions) Act 1976, s.19), maintenance of the Church Clock (Parish Councils Act 1957, s.2), a donation to the Church Room (Local Government Act 1972, S.133) and Churchyard maintenance (Local Government Act 1972, s.214(6)) plus extra for ad hoc requests we may receive where we have Discretionary Powers to provide funding.
- 24 The biennial Parish Council report is due to be issued in 2026. In 2024, it cost £104.00 to print. This budgeted amount allows for an increase in printing costs.
- 25 Allowance for a new Parish Plan.
- 26 A VAT reclaim is due to be made in April 2026. The VAT previously paid on expenditure from the Assets Fund (which will be included in the reclaim) will be transferred to the Assets Fund in 2026/27 financial year.
- 27 Estimated amount of VAT that will be paid during 2026/27 and which will be claimed back in 2030.
- 28 There is no anticipated expenditure from the Depot Fund.
- 29 The next election is due to take place in 2027 so there will be no expenditure in 2026/27 financial year.
- 30 There is no anticipated expenditure from the Assets Fund.
- 31 There is no anticipated expenditure from the Assets Fund, therefore no VAT to be reclaimed at a later date.

Tax Base Schedule:

For financial year 2026/27		Band A (6/9)	Band B (7/9)	Band C (8/9)	Band D (9/9)	Band E (11/9)	Band F (13/9)	Band G (15/9)	Band H (18/9)
Precept	£11,000.00	£31.11	£36.29	£41.48	£46.66	£57.03	£67.40	£77.77	£93.33
Council tax base figure	£235.73								

For financial year 2025/26		Band A (6/9)	Band B (7/9)	Band C (8/9)	Band D (9/9)	Band E (11/9)	Band F (13/9)	Band G (15/9)	Band H (18/9)
Precept	£10,750.00	£31.68	£36.96	£42.23	£47.51	£58.07	£68.63	£79.19	£95.03
Council tax base figure	£226.25								