



EXPENDITURE												
Power to spend	Budget Heading	Budget Code	Sub-Budget Heading	Approved Budget 2024/2025	Actual Expenditure for 2024/2025	Approved Budget 2025/2026	Actual Expenditure to end of September 2025 (6 months)	Estimated Expenditure 2025/2026	Draft Budget 2026/2027	Draft Budget 2027/2028	Draft Budget 2028/2029	Explanatory notes
	Staff Costs											Where relevant 4% increase is being used
LGA 1972 s112	Staff Costs	1, 3 and 4	Staff costs Inc Er's NI & Er's pension costs - see separate breakdown	£171,744	£167,690	£174,644	£86,525	£173,050	£199,380	£207,355	£215,650	See worksheet
LGA 1972 s112	Staff Costs	1, 3 and 4	Events and Communications Officer						£10,000			
LGA 1972 s112	Central Services/Administration	1, 3 and 4	Allowance for (Locum)/temp staff	£2,500	£0	£5,000	£0	£0	£5,200	£5,408	£5,624	Increase based on staff overtime
	Staff Costs			£174,244	£167,690	£179,644	£86,525	£173,050	£214,580	£212,763	£221,274	
Power to spend	Central Services/Administration	Budget Code/s	Sub-Budget Heading									Explanatory notes
LGA 1972 s112	Central Services/Administration	2	Staff Mileage	£775	£1,095	£950	£477	£954	£1,150	£1,196	£1,244	Based on actual expenditure
LGA 1972 s111	Central Services/Administration	6	Establishment charges (Insurance, stationery, subscriptions, etc.)	£12,720	£7,866	£13,229	£4,329	£8,658	£10,000	£10,400	£10,816	Allow 4% increase based on inflation plus round up.
LGA 1972 s111	Central Services/Administration		Cleaning office						£3,000			



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LGA 1972 s111	Central Services/Administration	7	Equipment Maintenance	£350	£10	£350	£348	£350	£350	£350	£350	Maintain
LGA 1972 s111	Central Services/Administration	55	5 year rented Parish office, Queen Elizabeth Park	£42,438	£32,147	£54,337	£29,309	£58,619	£54,094	£51,514	£0	See worksheet
LGA 1972 s111	Central Services/Administration	61	Cost of hiring meeting rooms (Annual Parish Assembly)	£154	£165	£160	£63	£183	£200	£208	£216	Various events at locations across the Parish
Assess on case by case basis	Central Services/Administration	8	Contingency Fund	£8,000	£6,418	£10,904	£5,160	£10,320	£11,341	£11,794	£12,266	Reduce based on actual expenditure
LGA 1972 s111	Central Services/Administration	9	Training	£2,000	£2,188	£2,080	£2,353	£4,706	£4,000	£4,160	£4,326	Increase new councillors/staff/and legislation
LGA 1972 s111	Central Services/Administration	11	Audit Fees	£1,500	£1,163	£1,560	-£23	£1,250	£1,622	£1,687	£1,755	Allow 4% increase based on inflation plus round up.
LGA 1972 s111	Central Services/Administration	47	IT Budget (replacement computers, screens and printers and software) (Phone, Scribe, Parish Online, Adobe Pro, Office 365 licence fees)	£9,000	£9,786	£9,360	£4,058	£8,116	£9,734	£10,124	£10,529	Allow 4% increase based on inflation plus round up.
LGA 1972 s111	Central Services/Administration	47?	IT Amalgamation and re-vamp of WPC's software and hardware systems						£12,000			To reflect the requirements of Assertion 10 (AGAR) and future hybrid meetings
LGA 1972 ss15(5)	Central Services/Administration	5	Chairman's Allowance	£550	£863	£572	£578	£1,155	£1,000	£1,040	£1,082	Local Government Act 1972, Section 15(5)
The Local Authorities (Members' Allowances) (England) Regulations 2003 s25	Central Services/Administration	110	Councillor's Allowance	£0	£0	£0	£0	£0	£0	£0	£0	For information
LGA 1972 s111	Central Services/Administration	12	Election Costs	£250	£0	£260	£0	£260	£541	£562	£585	Costs may be affected by the LGR
Local Government Rating Act 1997 s31	Central Services/Administration	13	Donation Crimestoppers	£100	£100	£104	£104	£104	£108	£112	£117	Allow 4% increase based on inflation plus round up.
LGA 1972 s142(2a)	Central Services/Administration	13	Donation Citizens Advice Bureau	£175	£175	£182	£182	£182	£189	£197	£205	Allow 4% increase based on inflation plus round up.



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LGA 1972 s142	Central Services/Administration	14	Parish Newsletter Printing and delivery	£4,500	£3,142	£4,680	£2,084	£4,169	£4,867	£5,062	£5,264	Increase by 4%
LGA 1972 s111	Central Services/Administration	42	Professional Advice	£5,000	£4,128	£5,200	£1,380	£2,760	£5,408	£5,624	£5,849	Increase by 4%
LGA 1972 s111	Central Services/Administration	7	Replacement Badge of Office						£3,000			Minute number 561-2018 refers
LGA 1972 s111	Central Services/Administration	115	Accrual for Future State Occasions / Funerals	£400	£0	£416	£0	£416	£433	£450	£468	Accruals to avoid peaks in future budgets
	Central Services/Administration Total			£87,912	£69,245	£104,344	£50,402	£102,201	£123,037	£104,481	£55,072	
Power to Spend	Parks and Open Spaces	Budget Code/s	Sub-heading Parks and Open Spaces									Explanatory notes
LGA 1972 s111	Parks and Open Spaces	62	Accrual towards replacement works van	£2,500	£0	£3,500	£0	£3,500	£4,500	£4,500	£4,500	See separate worksheet
LGA 1972 s111	Parks and Open Spaces	59	Works van - operating costs (use general reserves for 2019/2020)	£3,158	£2,481	£2,800	£568	£1,135	£2,965	£3,084	£3,207	See separate worksheet
Highways Act 1980 s96	Parks and Open Spaces	16	Grass cutting	£14,371	£13,040	£14,946	£9,856	£17,228	£19,855	£20,053	£20,254	2024/25 is year 3 of a 3 year contract. New tender required summer 2024 - number of cuts to be discussed at this stage
Open Spaces Act (OSA) 1906 s10 Highways Act 1890 s 96)	Parks and Open Spaces	18	Tree Surgery/replacement planting	£10,000	£8,860	£10,300	£1,450	£10,300	£10,712	£11,033	£11,364	Maintain (negligible buffer for storm events)
Local Government (LG) (Miscellaneous Provisions) Act 1976 s19)	Parks and Open Spaces	19	Playground Repairs	£9,000	£4,890	£10,500	£3,169	£6,338	£10,920	£11,357	£11,811	Increase - repairs exceeding budget
LG (Miscs Prov) Act 1976 s19	Parks and Open Spaces	104	Accrual for new play ground equipment	£3,000	£0	£5,000	£0	£5,000	£5,200	£5,408	£5,624	Cost of equipment increasing annually



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Open Spaces Act (OSA) 1906	Parks and Open Spaces	17	Tree Inspections	£1,908	£1,800	£1,872	£1,500	£1,500	£1,800	£1,872	£1,947	Allow 4% increase based on inflation plus round up.
LGA 1972 111	Parks and Open Spaces	105	Accrual for new noticeboards (7)	£350	£1,280	£1,000	£0	£1,000	£500	£520	£541	Accrual for future replacement (6 of 7 replaced, no future grants available from GBC. Accrue for final replacement)
LG (Misc Prov) Act 1953 s4	Parks and Open Spaces	23	Repairs to noticeboards/bus shelters/seats etc.	£2,500	£2,765	£2,600	£598	£1,197	£2,704	£2,812	£2,925	From 2025/26 - allow 4% increase based on inflation plus round up.
LG (Miscs Prov) Act 1976 s19	Parks and Open Spaces	116	Future Projects (to be decided year on year)	£5,000	£0	£5,000	£0	£5,000	£5,000	£5,000	£5,000	To give sufficient flexibility to assist the community as and when required
Public Health Act 1936 s260	Parks and Open Spaces	24	General pond maintenance	£5,000	£0	£7,500	£0	£7,500	£9,000	£9,360	£9,734	From 2025/26 - allow 4% increase based on inflation plus round up.
LGA 1972, s144	Parks and Open Spaces	48	Christmas Decorations • Lighting in horse chestnut trees, Perry Hill Green • Illuminated Christmas tree outside St Mary's Church, Perry Hill (installation and removal) • Illuminated Christmas tree on WS Village Green (installation and removal)	£8,200	£8,235	£20,500	£11	£20,500	£20,500	£20,500	£20,500	New Tender due Summer 2025- increased costs assumed to include Fairlands and Jacobs Well
Open Spaces Act (OSA) 1906 s10, Highways Act 1890 s96	Parks and Open Spaces	49	Land Management	£7,000	£6,822	£7,280	£5,343	£10,686	£10,000	£10,400	£10,816	Additional land management
Environment Act 2021	Parks and Open Spaces	122	Environmental Assessment - Ecological Report x7	£0	£0	£3,000	£0	£3,000	£0	£0	£0	One Off Project
Litter Act 1983, ss5 and 6	Parks and Open Spaces	64	Accrual replacement litter bins	£0	£0	£0	£0	£0	£1,000	£0	£0	Additional bins requested by residents



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Local Government (LG) (Miscellaneous Provisions) Act 1976 s19	Parks and Open Spaces	65	Replacement goal posts, Jacobs Well Recreation Ground	£0	£0	£0	£0	£0	£0	£0	£0	Goal posts need to be replaced 2030.
LGA 1972 s111	Parks and Open Spaces	109	Emptying of litter bins - recharge by Guildford Borough Council	£3,000	£3,070	£3,120	£0	£3,070	£3,245	£3,375	£3,510	Emptying costs provided by GBC October 2023 - Charging to commence April 2024
OSA 1906, ss 9 and 10	Parks and Open Spaces	83	Path to watercourse - Harry's Meadow (Derek's Bench)	£250	£580	£250	£0	£0	£400	£400	£400	Ongoing Maintenance costs
LGA 1972, s144	Tourism	79	Heritage Trail - boards/leaflets/app	£2,500	£0	£0	£0	£0	£0	£0	£0	Project could be undertaken by parish councillors - hence costs removed
LG (Misc Prov) Act 1953 s4	Parks and Open Spaces	74	Accrual towards bus shelters/seats/benches etc.	£1,000	£990	£1,000	£0	£1,000	£1,000	£1,000	£1,000	Costs need to be set aside for future eventualities
LG (Misc Prov) Act 1953 s6	Parks and Open Spaces	117	Perry Hill Environmental Improvements	£0	£6,902	£0	£0	£0	£0	£0	£0	N/A
LG (Misc Prov) Act 1953 s7	Parks and Open Spaces	120	Harry's Meadow Biodiversity Improvements	£0	£1,969	£0	£0	£0	£0	£0	£0	One-off grant
LG (Misc Prov) Act 1953 s4	Parks and Open Spaces	74?	Local Government Review derived assets/services - TBD						£20,000			Figure to enable legal costs to be met
	Parks and Open Spaces Total			£78,737	£63,684	£100,168	£22,495	£97,954	£129,301	£110,674	£113,133	



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Power to Spend	Bus Shelters	Budget Code	Sub-heading Bus shelters									Explanatory notes
(Misc Provisions) Act 1953	Bus shelters	27	Provision of new bus shelters	£5,000	£0	£5,000	£0	£5,000	£5,000	£0	£0	Maintain
	Bus Shelters Total			£5,000	£0	£5,000	£0	£5,000	£5,000	£0	£0	
Power to Spend	S137 Payments	Budget Code	Sub-heading S137 Payments									Explanatory notes
LGA 1972 s137 (3) Power to donate to UK charities	S137 Payments	29	Kent, Surrey & Sussex Air Ambulance	£300	£300	£312	£312	£312	£324	£337	£351	Plus 4% from 2025/26
LGA 1972 s137 (3) Power to donate to UK charities	S137 Payments	72	Towards charitable donations in year	£1,000	£650	£1,040	£0	£1,040	£1,082	£1,125	£1,170	Plus 4% from 2025/26
LGA 1972 s137 (3) Power to donate to UK charities	S137 Payments	51	Safe Drive Stay Alive Road Safety Campaign	£583	£583	£606	£0	£0	£0	£0	£0	Plus 4% from 2024/25
	S137 Payments Total			£1,883	£1,533	£1,958	£312	£1,352	£1,406	£1,462	£1,521	
Power to Spend	Capital Expenditure											Explanatory notes
Case by case basis	Capital Expenditure	30	Equipment	£0	£0	£0	£0	£0	£0	£0	£0	No planned capital projects.
	Capital Expenditure Total			£0	£0	£0	£0	£0	£0	£0	£0	
Power to Spend	Ward Improvements											Explanatory notes
Open Spaces Act (OSA) 1906 s 10 LG (Misc Prov) Act 1976 s19	Ward Improvements	34	Ward improvements	£2,500	£0	£2,500	£1,193	£2,386	£2,500	£2,500	£2,500	Maintain
See individual grants	Ward Improvements	41	PC Grant Aid to Wards - as per applications	£7,000	£2,100	£3,000	£2,500	£3,000	£3,000	£3,120	£3,245	Maintain
Road Traffic Regulation Act 1984 s57, s63	Ward Improvements	35	Community Car Park - Wood Street Village Rates	£1,100	£1,010	£1,100	£606	£1,213	£1,400	£1,200	£1,200	Maintain until 2026/27 (assumed rate review)
Road Traffic Regulation Act 1984 s57, s63	Ward Improvements	66	Maintenance of Community Car Park	£3,000	£231	£4,500	£0	£4,500	£4,680	£4,867	£5,062	Cost of Materials has risen significantly
HA 1980, s274A	Ward Improvements	45	Traffic calming - SDR/VAS (Servicing/repairs)	£200	£0	£200	£265	£265	£50	£200	£200	Decrease based on actual expenditure
	Ward Improvements Total			£13,800	£3,342	£11,300	£4,564	£11,364	£11,630	£11,887	£12,207	
Power to Spend	Bank charges	Budget Code	Sub-Headings Bank charges									Explanatory notes



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LGA 1972 s111	Bank charges	40	Bank Charges	£72	£77	£72	£30	£84	£100	£100	£100	Estimated
	Bank charges Total			£72	£77	£72	£30	£84	£100	£100	£100	
Power to Spend	General Power of Competence	Budget Code	Sub-Headings General Power of Competence									Explanatory notes
	General Power of Competence	121	General Power of Competence	£0	£100	£0	£0	£0	£0			Maintain
	General Power of Competence Total			£0	£100	£0	£0	£0	£0			
Power to Spend	General Reserves	Budget Code	Sub-Headings General Reserves									Explanatory notes
N/A	General Reserves	N/A	General reserves	-£10,000	£0	-£6,013	£0	-£6,013	£0	£0	£0	Internal auditor has warned general reserves are low
	General Reserves Total			-£10,000	£0	-£6,013	£0	-£6,013	£0	£0	£0	
Power to Spend	Earmarked Reserves	Budget Code	Sub-headings Earmarked Reserves									Explanatory notes
Open Spaces Act (OSA) 1906 s 10 LG (Misc Prov) Act 1976 s19	Earmarked Reserves	98	Ward improvements - Earmarked Reserves	£0	£0	£0	£98	£98	£0	£0	£0	No further monies required
Road Traffic Regulation Act 1984 s57, s63	Earmarked Reserves	92	Accrual Maintenance of Community Car Park - Earmarked Reserves	£0	£0	£0	£0	£0	£0	£0	£0	No further monies required
HA 1980, s274A	Earmarked Reserves	96	CSW - Replacement kit - Earmarked Reserves	£0	£0	£0	£0	£0	£0	£0	£0	No further monies required
PCA 1957, s1	Earmarked Reserves	84	URC bench - Perry Hill Green - Earmarked Reserves	£0	£0	£0	£0	£0	£0	£0	£0	Project complete
OSA 1906, ss 9 and 10	Earmarked Reserves	87	Accrual towards tree succession planting - Earmarked Reserves	£0	£0	£0	£0	£0	£0	£0	£0	Project to be carried out late 2023
Road Traffic Regulation Act 1984, s.57(1)(b)	Earmarked Reserves	89	Provision of new parking spaces JW	£0	£23,481	£0	£0	£0	£0			Project completed



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Litter Act 1983, ss5 and 6	Earmarked Reserves	90	Accrual for litter bins				£1,196	£1,196	£0			More bins being requested by residents
LGA 1972 s111	Earmarked Reserves	93	Accrual election costs	£0	£0	£0	£0	£0	£0	£0	£0	
LG (Misc Prov) Act 1953 s4	Earmarked Reserves	95	Accrual for bus shelters/seats/benches - Earmarked Reserves	£0	£0	£0	£0	£0	£0	£0	£0	No further monies required
Highways Act 1980 s96	Earmarked Reserves	99	Grass cutting				£2,430	£2,430	£0			No further monies required to be earmarked
LGA 1972 s137 (3) Power to donate to UK charities	Earmarked Reserves	100	Grants twds Charitable Purposes				£500	£500	£0			No further monies required to be earmarked
OSA 1906, ss 9 and 10	Earmarked Reserves	102	Replacement dipping platform and swim, Wood Street Village pond - Earmarked Reserves	£0	£0	£0	£0	£0	£0	£0	£0	One-off project.
LGA 1972 s111	Earmarked Reserves	106	Parish Office - Unit 2, Saxton - Section 106 monies (Montague Place)	£0	£10,000	£0	£0	£0	£0	£0	£0	Section 106 monies utilised in 2024/25. No further income available
LGA 1972 s111	Earmarked Reserves	107	Sinking Fund - Unit 2, Saxton				£3,362	£3,362	£0			One-off lighting in first floor office
PCA 1957, s1	Earmarked Reserves	112	John Gunner's Bench	£0	£0	£0	£0	£0	£0	£0	£0	One-off project
LGA 1972, s144	Earmarked Reserves	118	ER Christmas Illuminations	£0	£6,875	£0	£3,275	£4,092	£0			Monies spent at Pitch Place Green
	Earmarked Reserves Total			£0	£40,356	£0	£10,862	£11,679	£0	£0	£0	



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	Expenditure Grand Total			£351,648	£346,028	£396,473	£175,190	£396,671	£485,054	£441,368	£403,306	
INCOME												
Power to Receive	Budget Heading	Budget Code	Sub-Budget Heading	Approved Budget 2024/2025	Actual Income for 2024/2025	Approved Budget 2025/2026	Actual Income to end of September 2025 (6 months)	Estimated Income 2025/2026	Draft Budget 2026/2027	Draft Budget 2027/2028	Draft Budget 2028/2029	Explanatory notes
	Bank Interest											
LGA 1972 s111	Bank Interest	40	Bank Interest	-£2,000	-£7,121	-£4,500	-£4,210	-£6,244	-£4,000	-£4,000	-£4,000	Interest rates have risen
	Bank Interest Total			-£2,000	-£7,121	-£4,500	-£4,210	-£6,244	-£4,000	-£4,000	-£4,000	
	Central Services/Administration											
LGA 1972 s111	Central Services/Administration	6	Establishment charges (Insurance, stationery, subscriptions, phone, etc.)	-£10	-£316	£0	£0	£0	£0	£0	£0	No monies anticipated
Assess on case by case basis	Central Services/Administration	8	Contingency Fund	£0	-£323	£0	£0	£0	£0	£0	£0	No monies anticipated
LGA 1972 s111	Central Services/Administration	9	Training	£0	£0	£0	£0	£0	£0	£0	£0	No monies anticipated
LGA 1972 s111	Central Services/Administration	42	Professional Advice	£0	£0	£0	£0	£0	£0	£0	£0	No monies anticipated
LGA 1972 s111	Central Services/Administration	47	IT budget	£0	-£65	£0	£0	£0	£0	£0	£0	No monies anticipated
LGA 1972 s111	Central Services/Administration	55	Parish Office	£0	£0	£0	£0	£0	£0	£0	£0	No monies anticipated



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LGA 1972 s111	Central Services/Administration	61	Cost of Hiring Meeting Rooms	£0	-£60	-£120	£0	£0	£0	£0	£0	No monies anticipated
LGA 1972 s111	Central Services/Administration		Replacement Badge of Office - Gift from existing Chairman						-£3,000			Offer of donation from current Chairman
	Central Services/Administration Total			-£10	-£764	-£120	£0	£0	-£3,000	£0	£0	
	Local Council Tax Support Scheme Grant											
N/A	Local Council Tax Support Scheme Grant	52	LCTSS grant	-£9,424	-£9,424	-£4,424	-£4,424	-£4,424	£0	£0	£0	Grant withdrawn by Guildford Borough Council.
	Local Council Tax Support Scheme Grant Total			-£9,424	-£9,424	-£4,424	-£4,424	-£4,424	£0	£0	£0	
	Parks and Open Spaces											
LGA 1972 s111	Parks and Open Spaces	22	Income from WSVCC (Rent)	-£284	-£268	-£284	£0	-£284	-£280	-£280	£0	Reduce based on actual income.
OSA 1906, ss 9 and 10	Parks and Open Spaces	49	Land Management	£0	-£950	£0	-£200	-£200	£0	£0	£0	None anticipated
OSA 1906, ss 9 and 10	Parks and Open Spaces	117	Perry Hill Environmental Improvements	£0	-£7,217	£0	£0	£0	£0	£0	£0	One-off project
OSA 1906, ss 9 and 10	Parks and Open Spaces	120	Harry's Meadow Biodiversity Improvements	£0	-£2,000	£0	£0	£0	£0	£0	£0	One-off project
	Parks and Open Spaces Total			-£284	-£10,435	-£284	-£200	-£484	-£280	-£280	£0	
	S137 Payments											
LGA 1972 s137	S137 Payments	29	Millennium books	-£30	-£20	-£20	£0	£0	-£20	-£20	-£20	Maintain
LGA 1972 s137	S137 Payments	51	Safe Drive Stay Alive				-£1,133	-£1,133	£0	£0	£0	Scheme no longer in existence
	S137 Payments Total			-£30	-£20	-£20	-£1,133	-£1,133	-£20	-£20	-£20	Maintain
	Earmarked Reserves											



Power to spend	Budget Heading	Budget Code	Sub-Budget Heading	Approved Budget 2024/2025	Actual Expenditure for 2024/2025	Approved Budget 2025/2026	Actual Expenditure to end of September 2025 (6 months)	Estimated Expenditure 2025/2026	Draft Budget 2026/2027	Draft Budget 2027/2028	Draft Budget 2028/2029	Explanatory notes
Case by case basis	Earmarked Reserves	114	Ringfenced Jacobs Well Residents Association	£0	-£102	-£100	-£43	-£43	£0	£0	£0	Added to former JWRA funds for use in Jacobs Well
LGA 1972, s144	Earmarked Reserves	118	ER Christmas Illuminations		-£4,217	£0	£0	£0	£0	£0	£0	Project complete
	Earmarked Reserves Total			£0	-£4,319	-£100	-£43	-£43	£0	£0	£0	
	Income Grand Total			-£11,748	-£17,794	-£9,848	-£9,867	-£11,285	-£7,100	-£4,300	-£4,320	

	Precept			Approved Precept 2024/2025	Actual Total Precept 2024/2025	Approved Precept 2025/2026	Actual Precept to end of September 2025 (6 months)	Estimated Precept 2025/2026	Draft Precept 2026/2027	Draft Precept 2027/2028	Draft Precept 2028/2029	Explanatory notes
Case by Case	Precept	39	Precept	£339,900	£339,900	£387,125	£387,125	£387,125	£477,754	£437,068	£399,286	
	Precept Total			£339,900	£339,900	£387,125	£387,125	£387,125	£477,754	£437,068	£399,286	