

MUCH HADHAM PARISH COUNCIL

MINUTES of the Much Hadham Parish Council meeting held on Tuesday, 9th January 2024, in the Much Hadham Hall, at 7:30 pm.

*Cllr B Bird
Cllr K Hamilton
*Cllr I Hunt (Vice Chair)
*Cllr J Liversage
*Cllr D McDonald

*Cllr B O'Neill
*Cllr S Smith
*Cllr P Taylor (Chair)
*Cllr K Twort

* denotes present

In attendance: F Forth, Clerk and 6 members of the public.

24/1. APOLOGIES FOR ABSENCE

Apologies for absence were received and approved from Cllr K Hamilton.

24/2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

None.

24/3. NOTIFICATIONS OF URGENT BUSINESS

None.

24/4. CHAIR'S ANNOUNCEMENTS

The Chair welcomed everyone to the first meeting of 2024 and, despite the time of year and weather, highlighted the following events to look forward to:

- there are plans for how communities can take part in the commemorations for the 80th anniversary of D-day on 6th June, the "Lamp Light of Peace" in the form of lighting a specially produced old fashioned Hurricane Lantern to be lit at 9:15 pm when the Beacons will be lit, and "Ringin' Out for Peace" in the form of Bell Ringing at 6:30 pm; and
- a community event at the Recreation Ground on Sunday 1st September. In light of the demise of the Village Fete and following on from some excellent recent events like the outdoor cinema, and family games days, volunteers are looking to organise something that the whole parish can join in and enjoy. They are to be applauded and supported.

More information will be provided about these events in due course.

Finally, the Chair referred to recent terrible weather and the damage caused by the high winds last Tuesday. A number of trees and branches have been cleared by Herts County Council Highways, but anything residents can do to help clear the debris, and keep gully drains clear, is always much appreciated.

24/5. MINUTES OF THE LAST MEETING

RESOLVED that the minutes of the last meeting held on 5th December 2023 be accepted as a correct record of the proceedings and be signed by the Chair after the meeting.

24/6. REPORTS ON OUTSTANDING MATTERS AND RESOLUTIONS

The outstanding matters report had been circulated prior to the meeting and the following points were noted:

- the contract has been completed for the purchase of The Hoops; and
- a second quote for the heating replacements in the Pavilion was still being sought.

In addition, it was noted that a tree leaning on the power cable on the B1004 had been reported a number of times.

24/7. MEMBERS' REPORTS

(i) Community

Cllr D McDonald reported that the Sports Association's year end report for 2023 had been circulated as well as a projection for 2024. The projection indicated that the Sports Association would have a shortfall of £6,000. This information will be taken into account in the funding review which is in progress.

Cllr B O'Neill reported that the Village Hall was beginning to suffer from a lack of money but does hold some funds in reserve. The fees for hiring the Hall had been increased this year and £700 had been raised from the Christmas Party event.

In addition, Cllr B O'Neill shared his view that the Parish Council should establish a "rainy day" fund, possibly by combining the reserves of organisations within the parish for them to call on if struggling.

(ii) Environment (inc Public Rights of Way (PRoW))

Public Rights of Way

Cllr S Smith reported that a remarkable variety of changing weather patterns had been seen in recent weeks. Severe gales have resulted in many fallen trees and loose branches, a number of which were blocking roads and lanes that, thankfully, have now been cleared by either landowners or public services. Several large fallen trees and branches still litter the

roadside, in particular at Winding Hill which will be cleared by the landowner when traffic permits.

Very heavy rain for long periods followed the gales, resulting in many flooded areas, notably at the ford by Maltings Lane and Oudle Lane, the whole length of Watery Lane, Widford Road by the Jolly Waggoners, Danebridge Road and Bourne Lane were also impassable for long periods. The B1004 at the top of Danebridge Road and at the 'S' bend before the school playing fields were also seriously flooded. Thankfully most of the excess water has now dispersed but resulting debris and pot holes remain in certain areas which need attention

Cllr S Smith highlighted that the weather had also impacted footpaths and bridleways and the Herts County Council 's (HCC) contractors had been, and still are, busy clearing fallen trees and low branches as part of their "Winter Cut Back" programme.

In other PRow news:

- Footpath 29: after a lengthy delay due to commitments elsewhere, contractors have installed the two new bridges but have yet to re-surface the footpath area between them;
- Footpath 15: new gate and lock to be installed as there are closure difficulties with the present one; and
- Footpath 32: a contractor has repaired the bridge which lies opposite the Hoops Inn.

Cllr B Bird reported that the hamlets WhatsApp group highlighted the impact of bad weather on trees and flooding. In addition, it was noted that roadworks had started for 8 days between St Thomas' Church and the Prince of Wales pub. If further flooding occurs in Bourne Lane during these works, residents in Perry Green would be unable to exit the village and Emergency Services would also not be able to access should they be required.

River Ash

Cllr I Hunt stated that Thames Water's website reported that the Hadham Mill pumping station's last discharge was 32 hours during the bad weather.

(iii) Highways (inc street lighting)

Cllr B O'Neill highlighted that Watery Lane should be avoided by drivers as the potholes are now the size of craters.

(iv) Media

Cllr S Smith reported that investigations will be undertaken to identify whether the Parish Council website should be upgraded or replaced with a specific product - Parish Online. Parish Online is specifically designed for this sector and offers a standard nation-wide display format and opportunities for increased interaction with subscribers.

(v) Security

Based on information from OWL messaging and PCSO Leon de Bruyn's crime report, Cllr J Liversage reported the following matters:

- Herts Constabulary are holding a recruitment event on Saturday 20th January between 1-5 pm. For further information, including how to register for the event, see <https://www.herts.police.uk/police-forces/hertfordshire-constabulary/areas/careers/careers/events/>;
- further warnings of on-line hackers, phone scams and incidents (featuring distraction techniques) at Car Park payment machines as well as at ATMs. Everyone is reminded to be vigilant and cautious;
- theft of number plates from parked vehicles in Windmill Way on the 13th and 14th December 2023; and
- criminal damage to a fence.

Cllr J Liversage also highlighted that the stolen number plates had been dumped at her property and subsequently collected by the Police.

Finally, Cllr J Liversage reiterated the importance of reporting crime to the police so that resources can be appropriately allocated.

Cllr B Bird highlighted that a number of parcel scams had taken place in the hamlets before Christmas.

Remember to report all crime and for all non-emergency matters please call 101.

(vi) Stansted Airport

Cllr D McDonald reported that following the last meeting, an objection had been submitted to Uttlesford District Council (UDC) in relation to two aspects of UDC's Draft Local Plan:

- UDC's willingness to see Stansted Airport expand; and
- the proposal that would see a relaxation in the controls surrounding development in the Countryside Protection Zone.

Full details of the Parish Council's objection can be found on the website [<https://www.muchhadhamparishcouncil.co.uk/pc-objection-to-the-draft-uttlesford-local-plan/>]

(vii) Other

Changes to National Planning Policy Framework

Cllr I Hunt reported that, last month, the Government announced long-awaited changes to the National Planning Policy Framework. Of relevance to the Parish Council were changes to the powers of the Neighbourhood Plan (NP).

Cllr I Hunt explained, that as previously reported, East Herts Council (EHC) lacks a 5-year supply of housing land and is in the process of updating its local plan to address this and other issues. In such situations, the protection provided by the NP against speculative housing applications in the parish only lasts for 2 years, to November 2024. This rule has been updated so that the protection is extended to 5 years i.e. to November 2027.

Affordable housing survey

Cllr I Hunt reported that the deadline to respond to the affordable housing survey had been extended to the 31st January.

Village clear up day

The Chair reported that a suggestion had been made by the Village Hall Management Committee Chair to hold a village clear up day specifically to undertake jobs to the Village Hall not regularly done (and other suggested village assets) with the Parish Council funding refreshments for those involved. Both the Village Hall and the Pavilion could be used as bases for such an event.

It was suggested that perhaps this could be extended to a wider community event, e.g. litter picking, cleaning signage, and general tidying.

Cllr I Hunt added that a well-supported suggestion had been made on Facebook for co-ordinated litter picks, although none of the supporters had the time to organise such events. It was noted that two such events take place regularly in the hamlets and equipment can be easily obtained from the East Herts & North Herts Waste Team's site in Buntingford.

It was agreed that an organising committee needed to be established, particularly to scope what would be undertaken during a village clear up day.

24/8. REPORTS FROM COUNTY COUNCILLOR AND DISTRICT COUNCILLOR

Cllr I Devonshire (EHC) highlighted that an Extraordinary Council meeting was taking place on the 18th January regarding the Hertford Theatre. As the outside of the Theatre appeared complete, he was assuming that the meeting was in relation to the interior.

Cllr B O'Neill highlighted that a number of pavements required sweeping, with the Chair noting that the work required opposite North Leys had not been completed.

Cllr I Devonshire (EHC) agreed to look into this.

24/9. RESIDENTS' COMMENTS

(i) The Bull Inn

Residents raised concerns regarding the outstanding planning application for 6 bungalows behind The Bull Inn, particularly if approval was given and work commenced before the internal refurbishment work in The Bull Inn was completed. In the resident's view the Parish Council should:

- request that this planning application is determined by East Herts Council's Development Management Committee (DMC); and
- should have obtained an agreement with Punch Taverns regarding the desired outcomes for the site before it was included in the Neighbourhood Plan.

Cllr I Hunt clarified that only Cllr I Devonshire (EHC) could request a planning application go to DMC.

(ii) Victorian glasshouse, The Hall

Concern was raised by residents that the Victorian glasshouse at The Hall was deteriorating and, although raised with East Herts Council's (EHC) Planning Enforcement, EHC's Conservation Unit's view was that this was not a risk to the public and no further action would be taken.

The Chair agreed to contact the owner to draw residents' concerns to their attention.

(iii) Litter picking

A resident stated that they undertook litter picking along all the roads out of Much Hadham, in all directions, and highlighted that care would need to be taken for any event organised where there are no pavements.

(iv) Hill House

A resident raised concerns regarding the Parish Council's handling of the Hill House site as part of developing the Neighbourhood Plan.

(v) Gullies

A resident highlighted that a report had been made to Herts County Council (HCC) Highways in relation to the gullies that are full of leaves and sediment in Bromley Lane, noting that the response received had been that the matter would be added to HCC's drainage programme.

The Chair noted that the timing of HCC's drainage reviews tended to not be when the area is flooded. The Chair also requested the reporting reference number so that the matter could be raised with Cllr G McAndrew (HCC).

In addition, the Chair noted that periodic, and proactive, clearing of drains and gullies worked better to reduce flooding, as evidenced recently by the 3 new houses at Culver.

24/10. ACTIONS FROM THE NEIGHBOURHOOD PLAN

Cllr I Hunt explained that priorities for the Parish Council to provide funding for over the medium and long-term were included in the Neighbourhood Plan policy MH SP1. At the time, funding was anticipated from the New Homes Bonus and Section 106 contributions. Since then, East Herts Council have ceased paying the Bonus and there are currently no developments of a size that would generate s106 payments.

As part of considering the proposed budget for the next financial year, possible actions to make progress on these priorities has been identified together with the financial implications. This information is detailed in Appendix A, and where necessary, financial provision has been made in the proposed 2024/25 budget.

In conclusion, Cllr I Hunt highlighted that progress would be made in the coming year on the following priorities:

- firming up an approach to 20's Plenty;
- developing plans for improved car parking provision; and
- identifying investment needs for the Recreation Ground and possibly the Village Hall.

24/11. FINANCIAL

(i) Payment of Accounts

RESOLVED that the accounts, as shown below, be duly authorised for payment.

PAYMENT OF ACCOUNTS - JANUARY 2024

Ref	Payable to	For	Amount
OP283	Home & Office Fire Extinguishers Ltd	Remedial works	£537.60
OP284	Green Tye Mission Hall	Hall hire (5 Dec 23)	£34.38
OP285	Gooch Carpentry & Refurbishments Ltd	Bus shelter maintenance	£270.00
OP286	BA MH Landscapes	Maintenance at burial grounds Apr - Dec '23	£1,620.00
SO	M Windmill	Litter picking (Jan)	£91.00
DD	Npower	Lighting for war memorial	£82.05
OP287	FM Forth	Clerk's salary (Jan)	£833.04
Total payments			<u>£3,468.07</u>

Payments will be authorised online following the meeting by Cllr I Hunt and Cllr K Twort.

(ii) Financial Statement

The financial statement for 2023/24 to date was received. The summary financial position is as below and comparison to the annual budget is attached at Appendix B. No matters were highlighted by the Clerk.

SUMMARY FINANCIAL POSITION AS AT 9 JANUARY 2024

	Parish Council £	Burial Authority £	Total £
Opening balance - 1 April 2023	64,058.77	33,469.72	97,528.49
Income	46,669.55	2,335.00	49,004.55
Expenditure	- 31,733.81	- 6,507.19	- 38,241.00
Closing balance	<u>78,994.51</u>	<u>29,297.53</u>	<u>108,292.04</u>

FUND BALANCES

Barclays Bank Business Reserve Account		47.46
Unity Trust Current Account	111,712.65	
Add: Outstanding deposits	-	
Less: Unpresented items	<u>-3,468.07</u>	108,244.58
Total Fund Balances		<u>108,292.04</u>

Earmarked Reserves are excluded from the Parish Council balance to identify the general balance available for the Parish Council:

Parish Council closing balance		78,994.51
<u>Earmarked Reserves:</u>		
(1) Section 106 receipts for sport or recreation	1,570.00	
(2) Open spaces	9,905.00	
(3) Community Football Coaching grant (balance)	73.40	11,548.40
General balance available for Parish Council		<u>67,446.11</u>

Note: general balance not to fall below £30,000 unless due to cash flow, or in the case of unexpected events or emergencies.

(iii) Budget and precept 2024/25 and Forward Financial Plan

The proposed 2024/25 budget and the Forward Financial Plan 2024/25 to 2028/29, with a covering report highlighting the changes since the previous meeting, had been circulated with the agenda. The Clerk explained that the changes had resulted in the general balance available to the Parish Council now being around £40,000, allowing a buffer to the agreed minimum level balance of £30,000.

In response to a question, the Clerk explained the types of expenditure classified as administration costs.

RESOLVED to approve the budget presented for 2024/25, including the anticipated movements in earmarked reserves in 2023/24.

RESOLVED to determine the precept for 2024/25 at £44,000.

RESOLVED to approve the Forward Financial Plan 2024/25 to 2028/29.

The Chair thanked the Clerk for her work in producing the financial plan information.

Note: the Forward Financial Plan, which includes the budget for 2024/25, is attached at Appendix C, with the anticipated movements in earmarked reserves in 2023/24 attached at Appendix D.

24/12. PLANNING

The minutes of the Planning Committee meeting held 5th December 2023 were received and the decisions taken were noted.

24/13. URGENT BUSINESS

None.

24/14. CLERK'S INFORMATION

The Clerk reminded Cllrs that the tree work at Green Tye would be undertaken in May with the work at the Recreation Ground being undertaken during the summer holidays. In addition, she confirmed that the contractor had been asked to quote for the tree at the back of the Recreation Ground, raised as a concern at the last Parish Council meeting.

24/15. DATE OF NEXT MEETING

The next meeting will be Tuesday 6th February 2024 at 7:30 pm at the Much Hadham Village Hall. This will be preceded by the Burial Authority meeting at 6:45 pm.

There being no further business the meeting closed at 8:43 pm.

PRIORITIES AND ACTIONS INCLUDED IN NEIGHBOURHOOD PLAN

Neighbourhood Plan Policy MH SP1: Funding Priorities

The Parish Council will maintain a schedule of priorities to receive the benefit of funding from the New Homes Bonus, s106 agreements and/or any future funding streams such as Community Infrastructure Levy.

Since this policy was approved, EHC has stopped the NHB payments. s106 agreements generally require developments to be for 10+ dwellings but none of that size are in the NP. It follows that for these priorities to be actioned, funding will most likely have to come from the precept or grants obtained.

[Much Hadham Neighbourhood Plan.pdf \(onwebcurl.com\)](#) [pages 95-96]

Action / Initiative listed in NP as a PC priority	Responsibility – who owns the assets / who would lead / who has authority	Feasible Actions Green – no hindrances to PC / others' action Amber – do-able if there is the will / funding from those responsible No colour – no longer considered a priority	Cost to PC £ up to £1,000 (one off or recurring) ££ up to £5,000 (one off) £££ up to £5,000 recurring or one off up to £10,000 ££££ multi year commitment >£5,000 pa or one off >£10,000	Include in 2024/25 budget?
<ul style="list-style-type: none"> Traffic calming measures, particularly on the B1004 and in the hamlets; 	Herts County Council (HCC) Highways	20's Plenty for B1004 campaign – awaiting survey results to assess level of resident support [No realistic solutions for hamlets – not a HCC priority]	£	No

Action / Initiative	Responsibility	Feasible Actions	Cost to PC	Include
<ul style="list-style-type: none"> Provision of off-road parking; 	PC where it is landowner; landowners/developers	<p>Expand Recreation Ground car park – requires planning approval, likely to hinge on whether alternative open space available.</p> <p>Intensify use of Village Hall car park by greater regulation/charging</p>	<p>££££ - realistically would only happen with benefit of developer contributions as part of Hill Group development?</p> <p>££</p>	<p>No</p> <p>No proposals to hand yet pending survey results</p>
<ul style="list-style-type: none"> Improvement and maintenance of public rights of way e.g. footpaths and bridleways throughout the parish; 	HCC / landowners	This is already reasonably well managed with regular improvements seen and maintenance conducted to a seasonal programme. (see also Appendix H action 1) on page 4) – no further action required	Nil?	No
<ul style="list-style-type: none"> Introduction of no-parking areas in sections of the village where road visibility is poor or where parking detracts from the beauty of the surroundings; 	HCC Highways	Little demand for restrictions (except opposite junction with Kettle Green Lane) as the current unregulated parking provision reduces traffic speed	If new junction is built at Hill House, parking consequences for that area will be considered at that time	No

Action / Initiative	Responsibility	Feasible Actions	Cost to PC	Include
<ul style="list-style-type: none"> Provision of support for residents who are elderly or disabled by improving local facilities and increasing the number of local events; 	Community Groups; PC wherever it is owner of suitable facilities	<p>Little Hadham Community Hub is now the centre for local initiatives and is a better facility (e.g. car parking).</p> <p>PC should keep in view opportunities arising from:</p> <ul style="list-style-type: none"> - new café at Hopleys (part of the current planning application); - the potential to make more community use of the Bowls Club pavilion, and - consider removal of the Sports Pavilion (seen as a liability) if no long term user emerges, perhaps expanding the car park there. 	Unknown at this stage until more concrete proposals emerge	No
<ul style="list-style-type: none"> Setting up extra age group appropriate activities; 	Community Groups	Needs inspiring community leaders to make it happen – PC and church facilities are available	£ seed funding e.g. as granted for community football for children on Recreation Ground	Already have a £1k grant budget – no extra required
<ul style="list-style-type: none"> Funding for the River Ash “restoration”; [“management” is a more appropriate term] 	River Lea Catchment Partnership / Herts and Middlesex Wildlife Trust; Environment Agency; Thames Water?	Requires multi-agency co-ordination and “whole of river” perspective. PC could have a role in providing a share of funding for small scale projects. Also, could PC become a corporate member of one or more of these organisations, to obtain guidance and advice, to share with local riparian owners and the community?	£ as grant funding for local volunteers but this is unlikely to be restoration work? (PC unlikely to be approached to help fund larger projects)	Already have a £1k grant budget – no extra required

Action / Initiative	Responsibility	Feasible Actions	Cost to PC	Include
<ul style="list-style-type: none"> Investment in assets under the custodian trusteeship of the Parish Council such as the Recreation Ground and Village Hall, including carbon reduction initiatives. 	Parish Council as custodian trustees; Sports Association; Village Hall Management Committee; Recreation Trust	Entirely within local control but a potential hindrance is that our grants policy currently is for no more than one grant every 3 years to any organisation (e.g. Village Hall)	£££ if facilities investment required e.g. playground equipment	Already have a £5k non-specific revenue/capital expenditure budget item – no extra required

APPENDIX H. PARISH COUNCIL ACTION PLANS

This appendix captures issues for consideration by the Parish Council. Not all are planning matters but they emerged as a by-product of the consultation exercises and are reported here to encourage action on them

[Much Hadham Neighbourhood Plan.pdf \(onwebcurl.com\)](#) [pages 115-117]

Action / Initiative listed in NP as a consideration for the PC. <u>There are detailed suggested actions for each of these in Appendix H of the NP</u>	Responsibility – who owns the assets / who would lead / who has authority	Feasible Actions	Cost to PC	Include in 2024/25 budget?
		Green – no hindrances to PC / others' action Amber – do-able if there is the will / funding from those responsible No colour – no longer considered a priority	£ up to £1,000 (one off or recurring) ££ up to £5,000 (one off) £££ up to £5,000 recurring or one off up to £10,000 ££££ multi year commitment >£5,000 pa or one off >£10,000	
1. Footpaths and bridleways: identify ways to improve the network of footpaths and bridleways	HCC / landowners	Several actions relate to working with landowners to improve connectivity between “dead end” paths. However, no opportunities identified currently	Nil	No

Action / Initiative	Responsibility	Feasible Actions	Cost to PC	Include
2. Water levels in River Ash - identify ways to improve water flows	This appears to overlap with the PC priority above			
3. Parish Council to develop and publicise a “code of best practice” for local homeowners. <i>[Probably the wrong terminology as intended to be more community-oriented, a social initiative rather than a set of rules]</i>	PC	Entirely within local control. The aim would be to improve the sense of community, people taking the initiative to e.g. keep frontages tidy, pick up litter etc and e.g. hold an annual “welcome party” / reception for newcomers. Another approach is to find common cause against something (as happened with Moor Place Gate, The Bull etc) to bring people together. Needs someone to take the initiative, devise a plan so that funding can be considered	£ for publicising	No
4. Establish and publicise a Parish Endowment fund	PC	Entirely within local control but requires a substantial “kickstarter” donation?	£ legal costs and publicising	No

Drafted by Cllr I Hunt 13th November 2023

Updated 17th December 2023

MUCH HADHAM PARISH COUNCIL

YEAR ENDED 31 MARCH 2024

BUDGET TO ACTUAL COMPARISON AS AT 9 JANUARY 2024

(Parish Council only)	FULL YEAR	YEAR TO DATE	COMMENT
	2024	2024	
	BUDGET £	ACTUAL £	
INCOME			
Precept	43,000.00	43,000.00	
Pavilion income	300.00	474.00	Football sub from 2022/23 (£300); current football sub to date (£50); Party hires (£124)
Grant	300.00	735.30	Grant from St Andrew's School (£250); Grants from Sports Association (£485.30)
Other	60.00	-	
VAT reclaimed	5,000.00	2,460.25	
TOTAL INCOME	48,660.00	46,669.55	
EXPENDITURE			
Staff costs	9,844.00	8,330.40	
PWLB loan repayment - Pavilion	5,387.46	5,387.46	
PWLB loan repayment - Parish lights	2,734.64	2,734.64	
Administration costs	3,015.00	2,160.03	
Legal costs	1,000.00	-	
Insurance	2,850.00	1,089.75	
Audit fees	815.00	780.00	Internal Audit fee slightly less than expected
Election expenses	-	-	
Maintenance of open spaces	7,500.00	4,985.52	
Litter	2,000.00	910.00	
War memorial (lighting and maintenance)	1,085.00	830.02	
Pavilion	5,550.00	2,207.01	
Grants and donations (Section 137 expenditure)	1,000.00	826.60	Grant to PG/GTPS for King's Coronation event (£300); Donated goods to Community Football Coaching £426.60; Donation to Citizen's Advice East Herts (£100)
Sport and recreation grants (Section 106 funded)	-	-	
Revenue/Capital Projects (to be allocated)	5,000.00	-	Will be used to part fund this year's tree work
VAT	5,000.00	1,492.38	
TOTAL EXPENDITURE	52,781.10	31,733.81	

MUCH HADHAM PARISH COUNCIL

FORWARD FINANCIAL PLAN 2024/25 TO 2028/29

APPENDIX C

ASSUMING PRECEPT INCREASES by £1,000 EACH YEAR
INCOME - CAUTIOUS APPROACH.
EXPENDITURE - INFLATION AS APPROPRIATE + PAST SPEND OR
KNOWN CHANGES

	2022/23 ACTUAL £	2023/24 EXPECTED £	2024/25 BUDGET £	2025/26 BUDGET £	2026/27 BUDGET £	2027/28 BUDGET £	2028/29 BUDGET £
RECEIPTS							
Precept	42,000.00	43,000.00	44,000.00	45,000.00	46,000.00	47,000.00	48,000.00
Litter Agency	4,884.58	-	-	-	-	-	-
Pavilion income	4,804.00	724.00	300.00	300.00	300.00	300.00	300.00
Grant	300.64	650.00	300.00	300.00	300.00	300.00	300.00
Burial fees (ring fenced to Burial Authority)	7,880.00	3,440.00	2,640.00	2,640.00	2,640.00	2,640.00	2,640.00
Other	11.10	76.00	60.00	60.00	60.00	60.00	60.00
VAT reclaimed	16,360.28	2,460.25	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
	76,240.60	50,350.25	52,300.00	53,300.00	54,300.00	55,300.00	56,300.00
PAYMENTS							
Staff costs	9,581.40	9,996.48	10,496.00	10,706.00	10,920.00	11,138.00	11,361.00
PWLB loan repayment - Pavilion	5,387.46	5,387.46	5,387.46	5,387.46	5,387.46	5,387.46	5,387.46
PWLB loan repayment - Parish lights	2,734.64	2,734.64	2,734.64	2,734.64	2,734.64	2,734.64	2,734.64
Administration costs	3,038.08	3,320.00	3,880.00	3,650.00	3,720.00	3,795.00	3,870.00
Legal costs	-	3,000.00	-	-	-	-	-
Insurance	3,130.61	3,050.00	3,355.00	3,420.00	3,490.00	3,560.00	3,630.00
Audit fees	845.00	780.00	815.00	825.00	850.00	885.00	895.00
Maintenance of open spaces	8,244.51	12,700.00	17,400.00	7,550.00	7,700.00	7,855.00	8,015.00
Litter Agency	4,008.00	1,092.00	1,115.00	1,140.00	1,160.00	1,185.00	1,210.00
War memorial (lighting and maintenance)	879.62	1,045.00	1,085.00	1,110.00	1,130.00	1,150.00	1,170.00
Pavilion (running expenses and maintenance)	3,765.65	5,000.00	4,390.00	4,480.00	4,570.00	4,660.00	4,755.00
Grants and donations (Section 137 expenditure)	700.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Sport and recreation grants (Section 106 funded)	-	-	-	-	-	-	-
Neighbourhood Plan	1,245.38	-	-	-	-	-	-

	2022/23 ACTUAL £	2023/24 EXPECTED £	2024/25 BUDGET £	2025/26 BUDGET £	2026/27 BUDGET £	2027/28 BUDGET £	2028/29 BUDGET £
Capital - Defibrillator	2,440.00	-	-	-	-	-	-
Revenue/Capital Projects (to be allocated)	-	-	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
Burial ground (ring fenced to Burial Authority)	4,381.09	12,745.00	2,750.00	2,800.00	2,860.00	2,920.00	2,980.00
VAT	2,460.25	2,645.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
	52,841.69	64,495.58	64,408.10	54,803.10	55,522.10	56,270.10	57,008.10
SURPLUS/DEFICIT	23,398.91	- 14,145.33	- 12,108.10	- 1,503.10	- 1,222.10	- 970.10	- 708.10
BALANCE BOUGHT FORWARD	74,129.58	97,528.49	83,383.16	71,275.06	69,771.96	68,549.86	67,579.76
Add SURPLUS/less DEFICIT	23,398.91	- 14,145.33	- 12,108.10	- 1,503.10	- 1,222.10	- 970.10	- 708.10
BALANCE CARRIED FORWARD	97,528.49	83,383.16	71,275.06	69,771.96	68,549.86	67,579.76	66,871.66
BALANCE CARRIED FORWARD RELATES TO:							
Parish Council	64,058.77	59,218.44	47,220.34	45,877.24	44,875.14	44,185.04	43,816.94
Burial Authority	33,469.72	24,164.72	24,054.72	23,894.72	23,674.72	23,394.72	23,054.72
	97,528.49	83,383.16	71,275.06	69,771.96	68,549.86	67,579.76	66,871.66
<u>Remember in relation to the Parish Council balance:</u>							
~ Legal fees	-	2,350.00	-	-	-	-	-
~ Section 106 monies	1,570.00	1,570.00	1,570.00	1,570.00	1,570.00	1,570.00	1,570.00
~ Open spaces	9,905.00	14,905.00	1,173.33	1,173.33	1,173.33	1,173.33	1,173.33
~ Community Football Coaching grant (balance)	-	73.40	-	-	-	-	-
LEAVING GENERAL BALANCE AVAILABLE FOR PARISH COUNCIL	52,583.77	40,320.04	44,477.01	43,133.91	42,131.81	41,441.71	41,073.61
Tax base	968.79	981.05	990.20	990.20	990.20	990.20	990.20
Band D equivalent	£43.35	£43.83	£44.44	£45.45	£46.46	£47.47	£48.48

MUCH HADHAM PARISH COUNCIL

APPENDIX D

EARMARKED RESERVES

Earmarked reserve	Comments including purpose	Balance 31 Mar 23 £	Sum set aside during 2023/24 £	Being used during 2023/24 £	Balance carried forward to 2024/25 £
Legal fees	Funds to cover legal fees associated with the funding review of the Recreation Ground. £650 + VAT expected to be paid from revenue in 2023/24.	-	2,350.00	-	2,350.00
Subtotal		-	2,350.00	-	2,350.00
Section 106 monies for sport or recreation	Funds available to use for sport or recreation purposes. In the past sums have been used to support local sports clubs.	1,570.00	-	-	1,570.00
Subtotal		1,570.00	-	-	1,570.00
Open spaces - tree work	Funds to cover tree maintenance work in the parish primarily in relation to the trees forming the boundary to the Recreation Ground. 2023/24 quoted work to be funded from this earmarked reserve as well as the revenue/capital allocation included in the 2023/24 budget of £5,000. Green Tye work will be undertaken in May 2024 and the Recreation Ground work during the 2024 school summer holidays therefore the £5,000 mentioned earlier needs to be set aside. In addition, as the tree work commissioned in 2023/24 is less than that quoted for, propose that a further sum is included in the 2024/25 budget of £10,000 which is added to the earmarked reserve if not used. Subsequent years to be reassessed when setting 2025/26 budget.	8,905.00	5,000.00	-	13,905.00
Open spaces - signage	Unspent project balance for signage at the Recreation Ground.	1,000.00			1,000.00
Subtotal		9,905.00	5,000.00	-	14,905.00
Community Football Coaching grant (balance)	Unspent balance of grant approved by Parish Council of £500 (Minute ref: 23/130). Goods purchased and donated	-	500.00	- 426.60	73.40
Subtotal		-	500.00	- 426.60	73.40
Earmarked reserves total		11,475.00	7,850.00	- 426.60	18,898.40