CHIPPING NORTON TOWN COUNCIL

TOWN HALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NA

TEL: 01608 642341
Email: townclerk@chippingnorton-tc.gov.uk
Office Hours: Mon, Weds, Fri, 9am-5pm

TOWN CLERK and CEO: Katherine Jang

27 October 2026

SUMMONS TO ATTEND A
MEETING OF COMMUNITY COMMITTEE

TO: All Members of Community Committee

VENUE: The Council Chamber, Chipping Norton Town Hall

DATE: 02 November 2026

TIME: 6:30pm

Katherine Jang
Town Clerk and CEO

K Jang

Recording of Meetings
Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

A G E N D A

1. **Apologies for absence.**
   To consider apologies for absence.

   Committee members who are unable to attend the meeting should notify the Town Clerk (townclerk@chippingnorton-tc.gov.uk) prior to the meeting, stating the reason for absence.

2. **Declaration of interests.**
   Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct

3. **Minutes**
   To approve the minutes of the committee meeting held on 14 Sept 2026.

4. **Public Participation**
   The meeting will adjourn for this item
   Members of the public may speak for a maximum of five minutes each during the period of public participation.

5. **Correspondence**
   To note or respond to any correspondence

6. **Committee Action Plan 2026-27**
   To review the Committee's ongoing action plan

7. **Venues**
   a. To receive a Town Hall report from the Admin, Lettings, and Events Officer
   b. To receive a Glyme Hall report from the Admin, Lettings, and Events Officer
   c. To receive a request for free use of Glyme Hall

8. **Events**
   To receive a report from the Admin, Lettings, and Events Officer

9. **Play Areas**
   To receive an update.

10. **Skatepark Project**
    To receive an update

11. **Keep Chippy Beautiful**
    To receive an update.

12. **Committee Budget 2027/28**
    To receive a report from the Responsible Finance Officer and agree committee spending priorities for 2027/28 to help inform the overall budget

13. **Date of the next meeting –** Monday 11 January 2027

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TOWN CLERK and CEO: Katherine Jang

Minutes of the Community Committee meeting held on Monday 14 September 2026 at 6:30pm in the Council Chamber, Chipping Norton Town Hall.

PRESENT: Cllrs Jo Graves (Chair for the meeting), Steve Akers, Michael Rowe, Emily Weaver and Victoria Halford (substitute).

ALSO PRESENT:

Katherine Jang, Town Clerk & CEO
Louise Warren, Responsible Finance Officer & Deputy Clerk
Maddy Fisher, Admin, Venues and Events Officer
Two members of the public

CC16 Election of Chair for the meeting

In the absence of the Committee Chair and Vice-Chair, nominations were invited for a Chair for the meeting. Cllr Akers proposed Cllr Graves, seconded by Cllr Weaver. No other nominations were received.

RESOLVED: That Cllr Jo Graves chair the meeting.

CC17 Apologies for absence

Apologies were received from Cllrs Sandra Coleman, Alex Keyser, Athos Ritsperis and Ben Bibby.

CC18 Declarations of interest

No declarations of interest were received.

CC19 Minutes

The minutes of the Community Committee meeting held on 15 June 2026 were considered. No amendments were requested.

RESOLVED: That the minutes be approved as an accurate record and signed by the Chair.

CC20 Public participation

None received.

CC21 Correspondence

Henry Cornish Care Home consultation

Members considered correspondence from Cllr Coleman regarding Oxfordshire County Council's consultation on the proposed closure of Henry Cornish Care Home. The consultation deadline was noted as 21 October 2026.

Cllr Graves outlined the background to the care home, including the previous closure of Chipping Norton Hospital and the amalgamation of care homes in the town.

DRAFT

Cllr Akers expressed concern about the potential loss of further public assets and services. He questioned the interpretation of the occupancy figures in the briefing paper, including how the use of beds for residents with higher dependency needs was reflected.

Keith Ruddle, a member of the public who reported having served on an Oxfordshire County Council scrutiny board for eight years, provided background information. He encouraged Members to read the consultation document and frequently asked questions. He referred to the move towards care in people's own homes, reflecting personal preferences and cost savings, and called for further scrutiny of whether unoccupied beds demonstrated a lack of demand or need.

Members questioned whether the occupancy figures related to 14 beds rather than the whole care home, which was understood to have approximately 50 beds.

Cllr Akers read his draft public statement and proposed that the Committee support it. Publication in Chippy News as soon as possible was discussed.

It was agreed that a task and finish group comprising Cllrs Steve Akers, Jo Graves and Sandra Coleman would prepare a response to the consultation following a meeting with Naomi Taviner.

CC22 Committee Action Plan 2026–27

The Committee's ongoing Action Plan for 2026–27 was presented for review.

CC23 Venues

a. Town Hall

The Town Hall report from the Admin, Venues and Events Officer was considered. Cllr Weaver asked whether Cllr Whitmill could provide a professional assessment of the kitchen facilities. Officers were asked to contact Cllr Whitmill and pursue this.

b. Glyme Hall

The Glyme Hall report from the Admin, Venues and Events Officer was presented. No additional questions were received.

c. Venues Marketing Strategy and Support

Members received an update following the discussion at Full Council on 7 September 2026. The Town Clerk had approached Alison Wright PR for a further quotation, as requested by Members, but Alison Wright had advised that she was not the appropriate person to provide the required support. The Town Clerk would pursue other options and report to the October Full Council meeting.

CC24 Events

Members received the events report from the Admin, Venues and Events Officer. Members thanked Maddy Fisher for the success of Picnic in the Park and expressed their hope that it would become an annual event.

The Heritage Open Day had also been successful, attracting over 200 attendees. There had been 83 responses to the survey, with a target of 100 responses by the end of the week.

CC25 Play areas

Members noted that the cableways at New Street Recreation Area and Evans Way Play Area had been serviced.

The fence at Cornish Road Play Area required repair following deliberate damage. The damage was to be reported to the police as criminal damage.

DRAFT

CC26 Skatepark Project

There were no further updates since the Full Council meeting on 7 September 2026.

CC27 Keep Chippy Beautiful

Members noted the following forthcoming events:

13 October 2026 – Spruce Up.

24 October 2026 – Keep Chippy Beautiful litter pick.

10 November 2026 – event in conjunction with Holy Trinity Primary School.

12 December 2026 – pre-Christmas clean-up.

CC28 Date of the next meeting

The next Community Committee meeting would be held on Monday 2 November 2026.

The Chair closed the meeting at 7:45pm.

Signed: _____ Date: _____

DRAFT

Community Committee Action Plan 2026-27:

Codes

New Growing

Established Dormant

Council-led Events Dashboard:

EVENT	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	CODE	Notes
Keep Chippy Beautiful	X		X									X	Growing	Litter picks normally take place bi-annually (Autumn and Spring). New "Spruce Up" events held regularly. **Lead Officer: Admin, Lettings & Events Officer**
Heritage Open Day					X	X							New	Event occurred in Sept 2026 – next event scheduled Sept 2027 **Lead Officer: Admin, Lettings & Events Officer**
Summer Event "Picnic in the Park"				X	X	X							Growing	Event held August 2026 – next event scheduled August 2027 **Lead Officer: Admin, Lettings & Events Officer**
Community Awards					X	X							Established	Event held October 2026 – A short update to be provided at this meeting. **Lead Officer: Admin, Lettings & Events Officer**
Remembrance Day								X					Established	Event to be held 8th November 2026 – A short update to be provided at this meeting. **Lead Officer: Admin, Lettings & Events Officer in collaboration with Chippy RBL**
Christmas Lights & Lights Switch-On Event								X	X	X			Established	Christmas Lights installation to take place 2nd November 2026. OCC Lighting Scheme approved and all lights PAT tested. **Lead Officer: Town Clerk**

													20th November, Lights Switch-On Event **Lead Officer: Admin, Lettings & Events Officer**

Key Projects Dashboard:

PROJECT	2026	2027	2028	2029	2030	Notes
Town Hall Restoration 🌿 Growing	✓ Initial concept ✓ Community consultation ✓ Feasibility study ✓ Architectural tender submission	○ Submission to Heritage Lottery Fund Round 2	○ Development phase begins (c. 2years)		○ Delivery phase begins and activity plan deployed	**Lead Officer: Assets and Operations Officer**
Chipping Norton Skatepark 🌿 Growing	✓ Initial concept ✓ Community consultation ✓ Services survey ✓ Field Reeves permission ✓ Certificate of Lawfulness received - S106 Application to be submitted by TC (Next FC Meeting)	○ Completion of fundraising ○ Build phase – May 2027 (10-12 weeks) ○ Official opening date scoped August/Sept 2027				**Lead Officer: Assets and Operations Officer**
Chipping Norton Community Sports Hub 🌱 New	✓ Initial concept ✓ Field Reeves permission ✓ Workshop with WODC, OCC,					**Lead Officer: Town Clerk**

	Developers, Field Reeves and CNTC					
Venues Marketing Strategy 🌱 New	✓ Venues Working Group established ✓ Marketing workshop	○ Strategy deployed	○ Annual review of objectives and success measures	○ Annual review of objectives and success measures	○ Annual review of objectives and success measures	**Lead Officer: Admin, Lettings & Events Officer**

Ongoing Projects (No end date):

PROJECT	**Notes**
Town Hall maintenance	Interim roof works have been completed to stop leaks in the Upper Hall (Jan 2025). Defective boilers replaced (Nov/Dec 2025) Lower Hall entrance doors painted October 2026. SALTO door access system to be installed (27th November 2026) **Lead Officer: Assets and Operations Officer**
Glyme Hall maintenance	SALTO door access system to be installed (27th November 2026) Septic tank emptied (June 2026) **Lead Officer: Assets and Operations Officer**
Pesticide free Chipping Norton	Phase-out plan designed in conjunction with Pesticide Action Network UK (PAN UK) in 2022). **Lead Officer: Assets and Operations Officer**
Supporting young people in Chipping Norton	CNTC support local youth work through enabling use of play area facilities and other partnership endeavours. Installation of an Outdoor Classroom for Cotswold Crescent considered and supported by CNTC at Full Council (8 June 2026) Two youth groups operating free-of-charge at Glyme Hall - ongoing: Remix Youth Club and LGBTQ+ Youth Group **Lead Officer: Town Clerk**
Ensure that the recreation areas in Chipping Norton are safe, enjoyable, and inclusive spaces for all	Weekly play equipment safety checks undertaken by CNTC's Maintenance Operatives. Annual ROSPA inspections take place in Nov/Dec each year, with the repairs indicated noted and worked through by CNTC's Maintenance Operatives. **Lead Officer: Assets and Operations Officer**
Compliance and safety	**Lead Officer: Assets and Operations Officer**
Collaboration/dialogue with The Branch	The Town Clerk meets with the Branch CEO monthly to share information and provide support where helpful. **Lead Officer: Town Clerk**

DRAFT

Chippy Phone Box	CNTC-owned asset available for free community use, to advertise community events and initiatives free-of-charge. CNTC manage the rota. **Lead Officer: Admin, Venues & Events Officer**

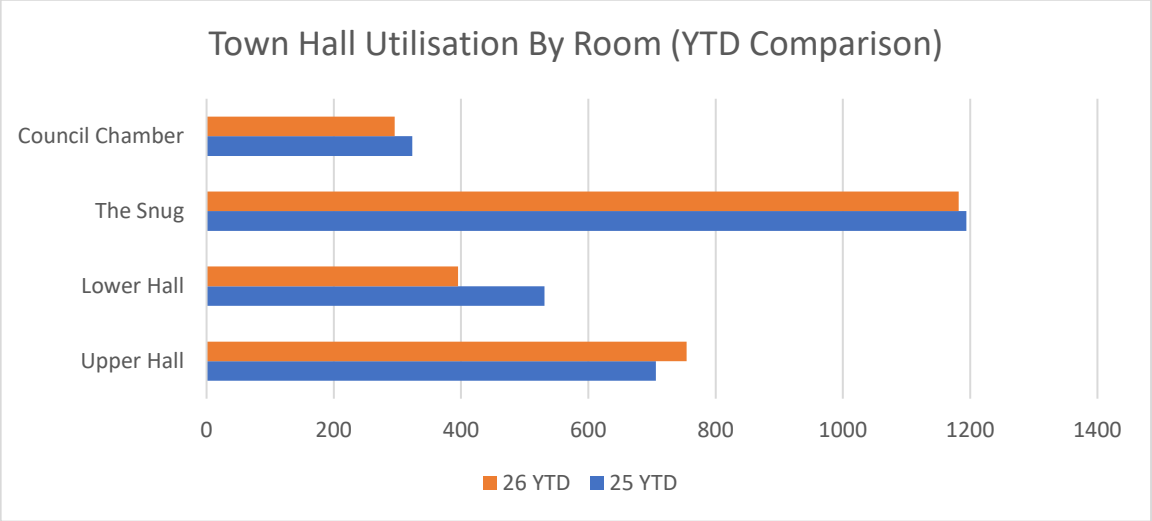
DRAFT

7a. Community Committee Report Town Hall – 11/26

1) Overview

- Overall usage from April-October 2026 is 20.27% compared to 21.25% in the same period last year.
- Lettings income YTD is £21,720, compared to £39,513 last year.
- Bank bookings remain a significant financial risk due to the proportion of our income they make up.

2) Capacity and Utilisation



The most significant difference between this year and last year is the decrease of usage of the Lower Hall. Usage has decreased by 27.5%. This can be explained by the fact that two singing groups used the Lower Hall regularly last year but moved to the Upper Hall at the beginning of this year.

Despite this reduction, overall Town Hall usage remains broadly consistent with the same period last year (20.27% this year compared with 21.25% last year).

Financial Performance

Lettings Income

2026 income target: £68,500
2025 income target: £80,000

YTD 2025	% of 2025 Target	YTD 2026	% Change	% of 2026 Target
£39,513.00	49%	£21,720.00	-45%	32%

Income achieved to date is £21,720.00, representing 32% of the annual income target. Income achieved to date is lower than the same period last year. However, the annual income target for 2026/27 is also lower than the previous year's target, meaning the reduction is less significant when considered against budget.

It continues to be the case that utilisation remains broadly consistent whilst income has reduced. This is likely to reflect a higher proportion of discounted community hires and council use of the building. In addition to this, occupancy figures currently include the time blocked off by council staff for meetings, events, and in some cases may include time scheduled for maintenance.

The below calculations were in last meeting's reports, but they remain accurate.

Weekly bookings

Looking at our regular hirers, we have 10 regular weekly bookings. All of these receive a charity discount which is 50% for 9 of them, and 20% for 1 of them.

Monthly bookings

We have 5 monthly bookings. 4 of which receive a 50% discount, and 1 pays full price.

Despite the number of bookings receiving a charitable rate and the current income statistics, our current projected year-end income is £69,696.79, which exceeds this year's target.

3) Hirer Changes

Gains:
- The Theatre will be using various rooms in the Town Hall whilst the pantomime is on

4) Risks & Opportunities

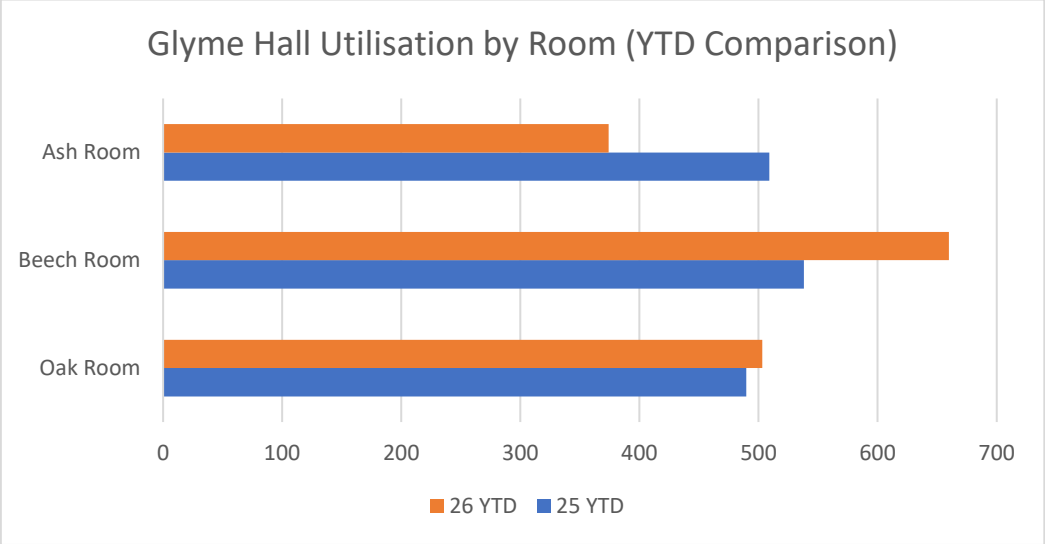
- Bank bookings remain a significant financial risk. They account for approximately £27,360 of anticipated income during 2026/27. These bookings are generally made one year in advance, creating a financial risk should they choose to relocate.

7b. Community Committee Report Glyme Hall – 11/26

1) Overview

- Overall usage YTD is 15.81% which is the same as this time last year.
- Lettings income YTD is £10,807.00, compared to £12,994.00 last year.

2) Capacity and Utilisation



There is a 23% increase in use of the Beech Room and 27% decrease in use of the Ash Room.

Overall usage is the same at 15.81%.

3) Financial Performance

Lettings Income

2026 income target: £26,750
2025 income target: £45,000

YTD 2025	% of 2025 Target	YTD 2026	% Change	% of 2026 Target
£12,994.00	29%	£10,807.00	-17%	40%

Income achieved to date is £10,807.00, representing 40% of the annual income target. Income achieved to date is lower than the same period last year. However, the annual income target for 2026/27 is also lower than the previous year's target, meaning the reduction is less significant when considered against budget. Based on current bookings, projected year-end income is £26,056.45, which remains in line with the annual target of £26,750.

4) Hirer Changes

Gains:
- 8-week mindfulness course starting in the Beech Room in January

5) Risks & Opportunities

Risks:
- The same remains regarding numbers of hirers receiving discounts - we currently have 7 hirers who hire a room at Glyme Hall every week. 6 out of these 7 receive a discount of 50% or higher. We also have 5 hirers who use the hall about once a month on average who all receive a discount of 50% or higher.

Opportunities:
- Kids party package will begin to be trialled now that Nexudus is in place

6) Nexudus & Salto

Nexudus is now in place meaning that customers can make, manage and cancel their bookings independently. A more robust cancellation policy has been put in place which will automatically calculate the cancellation fee which customers will need to pay.

The remote door access system, Salto, will be in place by the end of November.

Request for free use of Glyme Hall

18 August 2026

Dear Finance and Resources Committee

I have been speaking to Maddy about the soon to be starting ANDYSMANCLUB and ongoing support from the Town Council for this charity coming to the town.

AMC is a men's suicide prevention charity based around peer to peer support and is free for men over the age of 18 to participate in. It is a national charity but has little or no footprint in Oxfordshire and it is really important that this resource is available to men in our community to help prevent continuing male suicide.

The group will start on Monday 12 October 2026 in the Beech Room at Glyme Hall. Thank you for the first 3 months being free of charge. The Charity looks to find venues that are free of charge as it charges nothing for men to come along nor for the refreshments that they provide. The group will run weekly on Mondays (except for Bank Holidays) from 7.00pm to 9.00pm so I guess the room needs to be available from 18.30 till 21.30. There is not an end date for the room hire request it as long as men are still attending.

Many thanks for your consideration in advance and thank you for putting this to the finance committee.

Best

Jez Stone

Information from the RFO to aid councillor decision making.

- The cost of hiring the Beach Room for 3 hours would be £67.50. Assuming the request is granted, that would be a cost of £742.50 of free hire between 12th October – 21st December 2026.
- The room is available for hire with one exception however an alternative room could be provided that week.
- Councillors are encouraged to review the Free Use of Council Venues Policy that was approved in March 2026 before deciding.

Chipping Norton Town Council

Free Use of Council Venues Policy

Purpose
This policy sets out the framework for the allocation of free use of Chipping Norton Town Council venues, including Chipping Norton Town Hall and Glyme Hall. The policy aims to ensure that free use is provided fairly and transparently while recognising the financial pressures associated with operating council venues.

Background
The council operates the Town Hall and Glyme Hall as community venues that support a wide range of local activities and events. However, the cost of operating these venues currently exceeds the income generated from venue hire. The council must therefore balance community support with the financial sustainability of its venues.

Current Financial Context
The operating cost of the Town Hall is approximately £85,000 per year and the operating cost of Glyme Hall is approximately £75,000 per year. Both venues currently operate at a deficit and contribute to the council's overall budget deficit.

Existing Community Support
The council already provides significant support to community organisations through discounted venue hire and grant funding. Analysis indicates that approximately £50,000 of venue hire value is provided each year through discounts and concessions to community and charitable organisations.

Legacy Use Arrangements
Some organisations have historically been granted free or heavily subsidised use of council venues. These arrangements are referred to as legacy use. The council will maintain a record of legacy arrangements and will periodically review them to ensure they remain appropriate and financially sustainable.

Definition of Free Use
Free use refers to the allocation of council venues without any hire charge. This differs from discounted use where a reduced hire rate is applied.

Eligible Uses for Free Venue Hire
Free use of venues may be granted in limited circumstances where the activity provides clear benefit to the community. This may include council organised events, civic and ceremonial functions, activities directly delivered by the council, or events supporting community wellbeing or local initiatives where approved by the council.

Community Organisations
Community and voluntary organisations will normally be eligible for discounted hire rather than free use. Free use will only be considered in exceptional circumstances where there is clear community benefit and where the council determines that the support is justified and affordable to the council.

Approval Process
Requests for free use of council venues must be approved by the Finance and Resources Committee. Each request will be assessed against the community benefit delivered and the financial impact on the council.

Recording Subsidies
The council will record the estimated value of free use provided each year to ensure transparency regarding the level of subsidy provided through venue hire.

Interaction with Grant Funding
Where an organisation receives council grant funding and also requests free venue use, the council will consider the overall level of support being provided.

Operational Management
All bookings, including free use bookings, must be recorded through the council's venue booking system to ensure accurate records of venue usage and availability.

Review of Policy
This policy will be reviewed periodically to ensure it continues to support community activity while ensuring responsible management of council assets.

Agenda Item 8
Community Committee Report Events – 11/26

(Town Council Events and Events supported by Town Council)

EVENTS UPDATE

Since last meeting:

- **Community Awards 23rd October** – Event went smoothly and was an enjoyable celebration of local residents
    - Need to encourage more people to vote next year across all categories and perhaps develop an individual 'wildcard' category once all nominations are in if there is a person or group who definitely deserve an award but don't quite fit into one of the pre-existing categories, this would also extend the ceremony slightly.

UPCOMING EVENTS

1. Remembrance Day / Sunday 8th November – 2 community member volunteers have stepped up to help man the rolling road closure. We are still seeking an additional 1-3 volunteers to help.
2. Armistice Day 11th November – RBL Event with invitations to Town Councillors
3. Christmas Light Switch-On / Friday 20th November – councillor support would be beneficial – we will need stewards for road closures, assistance with stall set up, technical support for the choirs

KEEP CHIPPY BEAUTIFUL

Since last meeting:

- **Spruce-Up 13th October** – only two volunteers but lots of positive feedback on social media

Upcoming:

1. Collaboration with Holy Trinity 10th November
2. Christmas Clean-Up 12th December

Town Council Protocol: Serving of alcohol during Town Council led events

Last year, after careful review of the income generated at previous events, the Town Council decided not to provide a paid-for bar service at any future events. Now the stance remains that the Town Council will provide a limited offering of free refreshments at the events which the Town Council leads.

This means that the Council's stock of alcohol (wine, beer, and spirits) is slowly depleting. Officers would like clarity on the Town Council's position on alcohol and whether the Council wishes to provide this free-of-charge at events which the Town Council hosts. The Council may wish to decline to serve alcohol at all events, or choose a limited number of

events at which this will be provided. The Town Council will still provide soft drinks, tea/coffee, and other refreshments at hosted events.

For reference, the Town Council's main events held each year are: The Annual Community Awards, Remembrance Sunday, Xmas Lights Switch-On, Annual Meeting of the Town, Annual Meeting of the Council, Mayor's Event, Heritage Open Day and the Picnic in the Park.

RECOMMENDATION: That the committee considers a unified stance on the serving of alcohol at Town Council led events.

Community Committee Proposed Budget 2027/28

110 Town Hall

Line	GL Code	Description	2026/27 Actual YTD	2026/27 Anticipated year end	2026/27 Budget	2027/28 Proposed Budget	Notes relating to proposed budget
32	3115	Lettings Income	21,720	56,700	68,500	56,700	Proposed total (GH & TH) lettings income target reduced from £95,000 to £81,000. Although the booking system indicates potential income of approximately £91,000 this year, only £32,500 was achieved in the first six months. The revised target takes a cautious approach, allowing for cancellations and booking changes while still requiring growth against the income achieved to date.
32a	3116	Free use granted	3,048	6,096	0	10,000	Based on the first 6 months of 2026/27, assuming the same for the remaining 6 months 26/27
Total Income			**24,768**	**62,796**	**68,500**	**66,700**	
33	4100	Salaries/Superann/NI	9,683	20,000	28,280	23,666	1/3 of Admin, Lettings and Events Officer (anticipated uplifted grade) and Caretaker. All on-costs, anticipated 3.2% pay increase as per NJC based on 2026 award, and relevant staff salary increments as per contracts and subject to satisfactory performance.
34	5140	Promotion	192	750	750	1,000	
35	5210	Telephone and Comms	2,495	4,425	4,450	4,700	£4,200 (1/3 of overall costs of phones) +Town Hall broadband in full at £250.
36	6110	Heat and Light	5,475	11,300	11,300	13,000	As per contract
37	6130	Water & Sewerage	559	1,100	800	900	Castle Water charges only. Water Hygiene costs allocated to H&S code.
38	6210	Rates	12,929	13,000	13,100	13,600	
39	6230	Window Cleaning and gutters	95	300	700	1,700	
40	7741	H&S compliance	1,438	2,900	2,900	3,100	Includes Legionella management , fire alarm safety inspections, monitoring and response, emergency lights testing and inspections . Annual gas safety inspections. Fire extinguisher service and inspections
41	6310	Cleaning / Sanitary Expenses	926	4,000	14,936	7,000	PHS contract and cleaning supplies + contract cleaning cost (£6240)
42	6330	Waste Disposal	1,638	2,000	2,000	2,500	
43	6400	Repairs and Maintenance	7,112	4,000	3,000	4,000	Nominal amount to cover unexpected issues.
44	7610	Licences	1,632	1,662	2,350	2,000	PRS and Lottery, PREMISES
Total Expenditure			**44,174**	**65,437**	**84,566**	**77,166**	
Net			**-19,406**	**-2,641**	**-16,066**	**-10,466**	

115 Glyme Hall

Inc/ Exp	GL Code	Description	2026/27 Actual YTD	2026/27 Anticipated year end	2026/27 Budget	2027/28 Proposed Budget	Notes relating to proposed budget
45	3115	Lettings Income	10,807	24,300	26,750	26,750	Proposed total (GH & TH) lettings income target reduced from £95,000 to £81,000. Although the booking system indicates potential income of approximately £91,000 this year, only £32,500 was achieved in the first six months. The revised target takes a cautious approach, allowing for cancellations and booking changes while still requiring growth against the income achieved to date.

45a	3116	Free use granted	3,048	6,096	0	10,000	Based on the first 6 months of 2026/27, assuming the same for the reamining 6 months 26/27
Total Income			**13,855**	**30,396**	**26,750**	**36,750**	
46	4100	Salaries/Superann/NI	9,683	20,000	28,280	23,666	1/3 of Admin, Lettings and Events Officer (anticipated uplifted grade) and Caretaker. All on-costs, anticipated 3.2% pay increase as per NJC based on 2026 award, and relevant staff salary increments as per contracts and subject to satisfactory performance.
47	5140	Promotion	0		500	500	
48	5210	Telephone and Comms	4,278	4,425	4,450	4,700	£4,200 (1/3 of overall costs of phones) +Town Hall broadband in full at £250.
49	6110	Heat and Light	2,944	8,500	8,500	10,000	
50	6130	Water & Sewerage	180	360	800	500	
51	6200	Rent	3,006	4,500	4,500	5,000	
52	6210	Rates	7,420	11,320	11,320	12,000	
53	6230	Window Cleaning and gutters	100	200	500	1,700	
54	7740	H&S	289	2,700	2,700	3,000	Includes Legionella management , fire alarm safety inspections, monitoring and response, emergency lights testing and inspections . Annual gas safety inspections. Fire extinguisher service and inspections . (INVOICE FOR 2026 EXPECTED IN MARCH 2027)
55	6310	Cleaning (supplies)/ Sanitary Expenses	1,323	4,000	7,341	7,000	PHS contract and cleaning supplies + cleaning costs
56	6330	Waste Disposal	166	2,228	2,228	2,500	
57	6400	Repairs and Maintenance	2,863	4,000	3,000	4,000	£1,000 (nominal amount to cover unexpected issues), and £3,000 3 x Septic tank call outs per year
Total Expenditure			**32,252**	**62,233**	**74,119**	**74,566**	
Net			**-18,397**	**-31,837**	**-47,369**	**-37,816**	

151 Recreation

			2026/27			2027/28	
Inc/ Exp	**GL Code**	**Description**	**Actual YTD**	**Anticipated year end**	**Budget**	**Proposed Budget**	**Notes relating to proposed budget**
58	6200	Rent	125	500	1,150	550	
59	6400	Repairs and Maintenance	3,394	6,721	2,000	4,500	
60	6410	New Equipment	0	0	1,000	1,000	
61	6420	Litter/Dog Bin Emptying	1,567	3,000	2,700	3,000	
62	6440	ROSPA Inspection	0	700	700	750	
Total Expenditure			**5,086**	**10,921**	**7,550**	**9,800**	
Net			**-5,086**	**-10,921**	**-7,550**	**-9,800**	

160 Events

			2026/27			2027/28	
Inc/ Exp	**GL Code**	**Description**	**Actual YTD**	**Anticipated year end**	**Budget**	**Proposed Budget**	**Notes**
63	3331	Events Bar Income	0	0	7,500	0	
64	3332	Other events income	0	0	0	0	
Total Income			**0**	**0**	**7,500**	**0**	

65	4100	Salaries/Superann/NI	9,683	20,000	28,280	23,666	1/3 of Admin, Lettings and Events Officer (anticipated uplifted grade) and Caretaker. All on-costs, anticipated 3.2% pay increase as per NJC based on 2026 award, and relevant staff salary increments as per contracts and subject to satisfactory performance.
66	6407	Xmas Lights/Trees	8,630	10,000	21,000	10,000	
67	6414	Events	4,150	3,000	10,000	10,000	
68	New code	Bar supplies	0	0	7,500	0	
Total Expenditure			**22,463**	**33,000**	**66,780**	**43,666**	
Net			-22,463	-33,000	-59,280	-43,666	

	2026/27 Budget	Proposed 2027/26 Budget
Overall Income	102,750	103,450
Overall Expenditure	233,015	205,198
Overal Net	**-130,265**	**-101,748**