



Extraordinary Meeting of the Finance Committee Tuesday 17th February 2026 – 6:30 pm

Agenda

Venue: The Community Room, Sunningdale Parish Council, Broomhall Lane SL5 0QS

Summoned to Attend:

Cllr Pike (Chair), Cllr Morgan, Cllr Coxon and Cllr Newman

Members of the Public are welcome to attend.

Anyone wishing to address the committee must register by 10:00 am on the day prior to the meeting.

FC 79 / 25 Chair's Welcome

Chair to welcome those present to the meeting, reminding them that all mobile devices are switched to silent for the duration of the meeting.

A reminder will also be given regarding the venue's fire safety regulations.

FC 80 / 25 Attendance and Apologies for Absence

To receive for approval any apologies for absence and, if appropriate, any requests to defer receiving an acceptance of office to a later meeting.

FC 81 / 25 Disclosable Pecuniary Interests and Other Registerable Interests

To receive from members any declarations of interests in relation to any items included on the agenda for this meeting required to be disclosed by the Localism Act 2011 and the Sunningdale members' Code of Conduct.

FC 82 / 25 Budget Review for 2026/27
DECISION: To consider and approve the council's budgeting requirements for the financial year 2026/27 for recommendation to Full Council.

FC 83 / 25 CIL Application: Charters School
DECISION: To review the additional information received from Charters School regarding CIL funding for retractable seating for the school hall.

DISCUSSION: To consider and validate the additional information submitted in relation to the application from Charters school for £98,587 of CIL funding and make a recommendation to Full Council. (Full Council Minute Ref: 65/25)

FC 84 / 25 CIL Application: Sunningdale Bowling Club
DECISION: To review the additional information received from Sunningdale Bowling Club for their CIL application.

DISCUSSION: To consider and validate the additional information submitted in relation to the application from Sunningdale Bowling Club for £30,000 of CIL funding and make a recommendation to Full Council. (Full Council Minute Ref: 65/25)

FC 85 / 25 Community Grant Applications
DECISION: Application for £450 from Berkshire vision towards services supporting visually impaired people.

TO NOTE: The committee is to note the community grant applications already received from Holy Trinity Church and Ascot Day Centre (Minute Ref: FC 36/25)

FC 86 / 25 Variable Direct debit – Castle Water
DECISION: To approve the setting up of a variable direct debit for the cemetery. (The Pavillion and allotments water supply is already set up with a variable direct debit Min ref: 86/24/4)

FC 87 / 25 Information sharing and future meetings
TO NOTE: Any relevant updates from members of the committee.

The next meeting of the Finance Committee will be held on Tuesday 14 April 2026 at 7:30 pm.

N Hayes.

Natalie Hayes, Clerk to the Council
12 February 2026

Budget 2026/27 Notes from Clerk/RFO (13.02.26)

The budget has been updated following the discussions at the Finance Committee meeting held on 10 February 2026. Below are the key points to note. The draft minutes from that meeting will be shared with the papers for the Extraordinary Meeting of Council on 24 February 2026.

All reports and updates to the budget have been completed within the time available.

Budget Adjustments

Events Budget

- The Committee requested that the Events Budget be reduced to £14,000.
- At the Facilities & Services Committee meeting on 12 February 2026, Park Yoga was approved.
- As a result, the Events Budget has been increased to £18,000 to reflect this new commitment.

Tree Maintenance

- Tree maintenance costs have been compiled.
- A budget of £20,000 has been included for tree maintenance and associated works arising from the Health & Safety Tree Survey.
- The cost of the tree survey itself is included within the Health and Safety budget.

Tennis Income

- Income figures have been adjusted to reflect year-to-date (YTD)

Precept 2026/27

Based on the updated budget, the following Precept and Band D calculations apply:

	2025/26	2026/27	Increase	%
Precept	£260,811	£268,127	£7,316	2.77
Tax Base	£3,744.79	£3,840.25	£95.46	2.52
Band D tax	£69.65	£69.82	17p	0.24

Comparison table for 2025/26 Precept

	2024/25	2025/26	Increase	
	£	£	£	%
Precept	£234,042.25	£260,811.00	£26,768.75	11.44
Tax base:	3528.40	3744.79	216.39	6.13
Band D tax:	£66.33	£69.65	£3.32	5.00

Statement of variation

A report showing the variation in budget by **combined account code** and **cost centre** has been produced. These figures have been generated using the **Forward Budget Report** within Rialtas. Further detail can be provided if required.

Three-Year Financial Projection

The current business plan expires at the end of the 2025/26 financial year (March 2026). To support effective medium-term financial planning, the RFO will prepare a three-year financial projection for consideration at the Extraordinary Council Meeting on 24 February. Producing multi-year projections is recognised as good practice in financial governance.

The projection will apply a standard 3% inflation assumption across all income and expenditure budgets. This percentage is an estimated planning assumption and not a prediction; actual inflation rates may vary and will be reviewed annually as part of the budget-setting process.

Council asset charging schedule

Sunningdale Parish Council Current Year

Annual Budget - By Centre (Actual YTD Month 10)

Note: Budget 2026/27 - Second Draft

		2024-25		2025-26				2026-27		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
101	<u>Administration</u>									
1099	Sundry Income	0	8	0	1,676	0	0	0	0	0
1176	Precept	234,042	234,042	260,811	260,811	260,811	0	268,127	0	0
1190	Interest Received	50,000	58,606	50,000	31,436	49,000	0	50,000	0	0
1195	Insurance Payout	0	0	0	3,975	3,975	0	0	0	0
	Total Income	284,042	292,656	310,811	297,898	313,786	0	318,127	0	0
4001	Salaries and Wages	175,245	145,503	185,530	150,247	180,498	0	187,875	0	0
4002	Contingency for Cost of Living	0	0	5,680	0	0	0	5,850	0	0
4006	Agency Staff	0	58,178	0	11,455	0	0	0	0	0
4008	Training	3,000	6,380	3,000	1,667	1,639	0	3,000	0	0
4009	Travel	250	114	250	87	102	0	250	0	0
4010	Misc Staff Costs	100	152	100	163	159	0	190	0	0
4020	Miscellaneous Expenses	300	317	300	89	104	0	300	0	0
4021	Telephone VOIP and Broadband	3,780	4,788	3,780	5,067	5,482	0	5,400	0	0
4022	Postage	108	100	100	0	0	0	100	0	0
4023	Printing, Stationery & Ref Bks	1,296	1,289	1,300	887	992	0	1,300	0	0
4024	IT Costs & Support	6,000	6,110	6,000	6,817	7,588	0	8,500	0	0
4025	Insurance	2,500	2,368	2,500	2,517	2,517	0	2,750	0	0
4026	Subscriptions	3,451	2,828	3,500	1,687	2,024	0	3,633	0	0
4030	Recruitment Advertising	0	422	0	0	0	0	0	0	0
4031	Advertising	108	0	100	0	0	0	100	0	0
4042	Grounds Maintenance	0	0	0	516	310	0	0	0	0
4043	Equipment Maintenance	0	0	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 10)

Note: Budget 2026/27 - Second Draft

		2024-25		2025-26				2026-27		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4045	Equipment & Small Tools	0	219	0	0	0	0	2,000	0	0
4050	Bank Charges	756	402	700	274	294	0	700	0	0
4061	Audit Fees (External)	2,000	1,365	0	1,365	1,638	0	1,417	0	0
4062	Audit Fees (Internal)	850	763	850	905	1,000	0	1,000	0	0
4063	Accountancy Support	3,000	3,724	4,000	3,540	4,248	0	4,300	0	0
4064	Legal and Professional Fees	2,250	5,662	2,250	1,247	1,368	0	2,250	0	0
4065	Other Professional Fees	0	415	0	0	0	0	0	0	0
4701	Grants	0	3,500	5,000	0	0	0	10,000	0	0
Overhead Expenditure		204,994	244,598	224,940	188,530	209,963	0	240,915	0	0
Movement to/(from) Gen Reserve		79,048	48,058	85,871	109,368	103,823		77,212		
102	Democratic Process									
4008	Training	0	0	1,000	185	1,020	0	1,000	0	0
4020	Miscellaneous Expenses	0	0	0	198	237	0	300	0	0
4022	Postage	0	75	0	0	0	0	0	0	0
4023	Printing, Stationery & Ref Bks	0	1,279	0	0	0	0	0	0	0
4024	IT Costs & Support	0	2,818	2,500	878	1,054	0	0	0	0
4031	Advertising	0	0	0	53	64	0	0	0	0
4033	Parish Newsletter	1,750	1,674	1,750	1,240	1,222	0	1,590	0	0
4034	Parish Website	850	636	850	0	0	0	877	0	0
4043	Equipment Maintenance	0	110	0	0	0	0	0	0	0
4201	Chairmans Activities	500	0	500	66	0	0	500	0	0
4202	Annual Parish Meeting	250	122	250	355	400	0	250	0	0
4211	Election Expenses	4,000	9,827	4,000	0	0	0	4,000	0	0

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Annual Budget - By Centre (Actual YTD Month 10)

Note: Budget 2026/27 - Second Draft

		2024-25		2025-26				2026-27		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4231	Community Action	1,200	100	1,200	192	230	0	1,200	0	0
4701	Grants	0	200	0	0	0	0	0	0	0
Overhead Expenditure		8,550	16,840	12,050	3,167	4,227	0	9,717	0	0
Movement to/(from) Gen Reserve		(8,550)	(16,840)	(12,050)	(3,167)	(4,227)		(9,717)		
202	Recreation Ground									
1011	Rent Received Field	0	0	0	189	162	0	0	0	0
1020	Letting Income	1,500	521	1,000	0	0	0	0	0	0
Total Income		1,500	521	1,000	189	162	0	0	0	0
4003	Casual Labour	0	90	0	0	0	0	0	0	0
4007	Health & Safety	1,123	369	1,120	3,596	4,316	0	1,120	0	0
4012	Water Rates	3,500	1,393	3,500	801	961	0	1,054	0	0
4014	Electricity & Gas	0	0	0	1,016	1,220	0	0	0	0
4015	Waste Services	0	386	0	482	578	0	0	0	0
4025	Insurance	0	480	0	0	0	0	0	0	0
4038	Tree maintenance	1,080	0	1,080	840	1,008	0	23,200	0	0
4040	Dog Bin Emptying	3,498	4,288	4,280	3,838	4,732	0	5,160	0	0
4041	Property Maintenance	0	6	0	0	0	0	0	0	0
4042	Grounds Maintenance	3,629	580	3,630	1,542	2,043	0	3,746	0	0
4043	Equipment Maintenance	6,653	4,318	6,650	5,535	6,675	0	6,863	17,376	0
4044	Equipment Hire	605	248	610	0	0	0	630	0	0
4045	Equipment & Small Tools	756	670	760	266	319	0	784	0	0
4046	Vehicle Repairs/Mtce	500	19	500	0	0	0	516	0	0

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Annual Budget - By Centre (Actual YTD Month 10)

Note: Budget 2026/27 - Second Draft

		2024-25		2025-26				2026-27		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4047	Vehicle Tax/Insurance	864	176	860	181	641	0	888	0	0
4048	Vehicle Fuel & Oil	750	330	750	244	350	0	774	0	0
4049	Other Fuel & Oil	960	310	960	269	323	0	991	0	0
Overhead Expenditure		23,918	13,663	24,700	18,610	23,166	0	45,726	17,376	0
202 Net Income over Expenditure		-22,418	-13,143	-23,700	-18,421	-23,004	0	-45,726	-17,376	0
6001	less Transfer to EMR	0	35,145	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve		(22,418)	(48,288)	(23,700)	(18,421)	(23,004)		(45,726)		
203	Cemetery									
1031	Cemetery Income	18,000	26,065	21,700	32,259	33,000	0	34,452	0	0
1032	Headstones	2,500	4,120	2,500	3,260	3,260	0	3,404	0	0
1033	Grant of Rights	18,000	21,175	21,800	18,330	18,330	0	19,136	0	0
Total Income		38,500	51,360	46,000	53,849	54,590	0	56,992	0	0
4012	Water Rates	216	-29	220	92	100	0	106	0	0
4015	Waste Services	0	0	0	7	9	0	0	0	0
4022	Postage	0	6	0	0	0	0	0	0	0
4037	Grave Services	8,257	7,700	8,260	6,331	7,441	0	8,525	0	0
4038	Tree maintenance	363	0	360	0	0	0	0	0	0
4042	Grounds Maintenance	0	1,073	1,000	2,640	3,168	0	4,000	10,000	0
Overhead Expenditure		8,836	8,750	9,840	9,070	10,718	0	12,631	10,000	0
203 Net Income over Expenditure		29,664	42,610	36,160	44,779	43,872	0	44,361	-10,000	0
6001	less Transfer to EMR	0	18,000	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 10)

Note: Budget 2026/27 - Second Draft

		2024-25		2025-26				2026-27		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
		29,664	24,610	36,160	44,779	43,872		44,361		
	Movement to/(from) Gen Reserve									
204	Allotments									
1010	Rent Received	2,000	1,588	2,070	811	1,759	0	1,760	0	0
	Total Income	2,000	1,588	2,070	811	1,759	0	1,760	0	0
4009	Travel	0	3	0	0	0	0	0	0	0
4012	Water Rates	648	311	650	333	391	0	650	0	0
4015	Waste Services	0	0	0	7	9	0	0	0	0
4020	Miscellaneous Expenses	179	178	180	9,507	9,507	0	2,300	0	0
4038	Tree maintenance	1,500	0	1,500	1,015	1,218	0	0	0	0
4042	Grounds Maintenance	1,000	386	1,000	478	573	0	1,000	0	0
4043	Equipment Maintenance	0	216	0	0	0	0	0	0	0
4302	Other Events	0	150	0	0	0	0	0	0	0
	Overhead Expenditure	3,327	1,245	3,330	11,341	11,698	0	3,950	0	0
	204 Net Income over Expenditure	-1,327	343	-1,260	-10,530	-9,939	0	-2,190	0	0
6000	plus Transfer from EMR	0	0	0	9,323	0	0	0	0	0
	Movement to/(from) Gen Reserve	(1,327)	343	(1,260)	(1,207)	(9,939)		(2,190)		
205	Tennis									
1012	Electricity income	1,500	770	500	45	54	0	500	0	0
1021	Tennis Court Season Ticket	14,560	11,929	14,560	10,629	10,439	0	14,560	0	0
1022	Tennis Court P&P	2,850	4,880	2,850	4,707	5,256	0	4,800	0	0
1023	Tennis Court Coaching	12,000	18,605	12,000	14,132	17,800	0	17,800	0	0

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Sunningdale Parish Council Current Year

Annual Budget - By Centre (Actual YTD Month 10)

Note: Budget 2026/27 - Second Draft

		2024-25		2025-26				2026-27		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1024	Tennis Box League	90	62	90	75	75	0	90	0	0
1099	Sundry Income	0	0	0	2,421	2,421	0	0	0	0
Total Income		31,000	36,245	30,000	32,009	36,045	0	37,750	0	0
4014	Electricity & Gas	864	1,073	870	571	779	0	898	0	0
4020	Miscellaneous Expenses	0	0	0	1,550	1,860	0	0	0	0
4022	Postage	189	85	190	0	0	0	0	0	0
4023	Printing, Stationery & Ref Bks	432	590	600	0	0	0	0	0	0
4026	Subscriptions	437	210	440	216	216	0	250	0	0
4041	Property Maintenance	0	0	0	157	0	0	0	0	0
4043	Equipment Maintenance	3,000	2,596	3,000	3,089	3,257	0	3,000	7,026	0
4045	Equipment & Small Tools	0	90	0	3,824	4,513	0	0	0	0
Overhead Expenditure		4,922	4,645	5,100	9,407	10,625	0	4,148	7,026	0
205 Net Income over Expenditure		26,078	31,601	24,900	22,602	25,420	0	33,602	-7,026	0
6000	plus Transfer from EMR	0	0	0	3,761	4,513	0	0	0	0
6001	less Transfer to EMR	0	11,045	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve		26,078	20,556	24,900	26,363	29,933		33,602		
206	Pavilion Toilets									
4003	Casual Labour	0	90	0	420	504	0	0	0	0
4016	Cleaning Costs	1,451	398	1,450	200	240	0	5,500	0	0
4017	Cleaning Supplies	1,296	1,249	1,300	1,211	1,231	0	1,365	0	0
4041	Property Maintenance	0	40	0	0	0	0	0	0	0
4043	Equipment Maintenance	0	744	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 10)

Note: Budget 2026/27 - Second Draft

		2024-25		2025-26				2026-27		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
		2,747	2,520	2,750	1,831	1,975	0	6,865	0	0
Overhead Expenditure										
Movement to/(from) Gen Reserve		(2,747)	(2,520)	(2,750)	(1,831)	(1,975)		(6,865)		
207 Facilities										
1012 Electricity income		2,500	3,229	2,500	2,584	2,855	0	2,500	0	0
1013 Rent Received Chalet		2,400	2,200	2,400	2,094	2,272	0	2,400	0	0
1014 Rent Received Flat		15,500	15,300	15,500	12,750	15,300	0	15,500	0	0
1016 Waste Income		750	722	750	980	1,060	0	750	0	0
1017 Trading pitch (car park)		2,400	1,850	2,400	1,945	1,812	0	2,400	0	0
1020 Letting Income		11,500	10,686	11,500	2,701	3,241	0	11,500	0	0
1099 Sundry Income		0	0	0	392	470	0	0	0	0
Total Income		35,050	33,986	35,050	23,444	27,010	0	35,050	0	0
4003 Casual Labour		0	420	0	0	0	0	0	0	0
4007 Health & Safety		484	64	480	60	72	0	480	0	0
4012 Water Rates		0	0	0	326	391	0	0	0	0
4014 Electricity & Gas		7,864	5,358	7,870	4,359	4,145	0	8,170	0	0
4015 Waste Services		756	1,748	760	1,219	1,347	0	1,469	0	0
4017 Cleaning Supplies		0	39	0	34	40	0	0	0	0
4020 Miscellaneous Expenses		0	58	0	0	0	0	0	0	0
4041 Property Maintenance		4,000	2,554	4,000	6,672	7,502	0	4,000	8,000	0
4042 Grounds Maintenance		0	0	0	321	0	0	0	0	0
4043 Equipment Maintenance		0	470	0	293	352	0	0	0	0
4045 Equipment & Small Tools		0	342	0	1,048	1,258	0	200	0	0

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Sunningdale Parish Council Current Year

Annual Budget - By Centre (Actual YTD Month 10)

Note: Budget 2026/27 - Second Draft

		2024-25		2025-26				2026-27		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4046	Vehicle Repairs/Mtce	0	411	0	0	0	0	0	0	0
4047	Vehicle Tax/Insurance	0	176	0	459	551	0	0	0	0
4048	Vehicle Fuel & Oil	0	72	0	0	0	0	0	0	0
Overhead Expenditure		13,104	11,711	13,110	14,791	15,658	0	14,319	8,000	0
207 Net Income over Expenditure		21,946	22,275	21,940	8,654	11,352	0	20,731	-8,000	0
6000	plus Transfer from EMR	0	4,000	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve		21,946	26,275	21,940	8,654	11,352		20,731		
208	Heritage Assets									
4041	Property Maintenance	0	90	0	-280	24	0	1,500	0	0
4042	Grounds Maintenance	10,282	5,645	10,280	4,504	5,405	0	10,280	0	0
4043	Equipment Maintenance	0	11	0	1,158	1,390	0	0	0	0
4221	Village Clocks	300	254	300	-279	0	0	331	0	0
Overhead Expenditure		10,582	6,000	10,580	5,103	6,819	0	12,111	0	0
Movement to/(from) Gen Reserve		(10,582)	(6,000)	(10,580)	(5,103)	(6,819)		(12,111)		
301	Village Hall									
4041	Property Maintenance	0	1,036	0	0	0	0	0	7,500	0
4065	Other Professional Fees	0	975	0	0	0	0	0	0	0
Overhead Expenditure		0	2,011	0	0	0	0	0	7,500	0
6000	plus Transfer from EMR	0	1,036	0	0	0	0	0	0	0
6001	less Transfer to EMR	0	7,500	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve		0	(8,475)	0	0	0		0		

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Sunningdale Parish Council Current Year
Annual Budget - By Centre (Actual YTD Month 10)
Note: Budget 2026/27 - Second Draft

		<u>2024-25</u>		<u>2025-26</u>				<u>2026-27</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>302 Library</u>										
4070	Service Charge RBWM Library	12,000	11,500	12,000	11,500	13,800	0	12,000	0	0
	Overhead Expenditure	12,000	11,500	12,000	11,500	13,800	0	12,000	0	0
	Movement to/(from) Gen Reserve	(12,000)	(11,500)	(12,000)	(11,500)	(13,800)		(12,000)		
<u>303 Borough in Bloom</u>										
1040	Sponsorship Income	7,262	4,565	7,260	4,640	4,640	0	5,550	0	0
	Total Income	7,262	4,565	7,260	4,640	4,640	0	5,550	0	0
4039	In Bloom Expenses	11,500	10,888	11,500	11,072	13,286	0	12,075	0	0
	Overhead Expenditure	11,500	10,888	11,500	11,072	13,286	0	12,075	0	0
	303 Net Income over Expenditure	-4,238	-6,323	-4,240	-6,432	-8,646	0	-6,525	0	0
6001	less Transfer to EMR	0	800	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(4,238)	(7,123)	(4,240)	(6,432)	(8,646)		(6,525)		
<u>304 Christmas</u>										
1040	Sponsorship Income	0	50	0	784	784	0	1,000	0	0
1099	Sundry Income	0	105	0	240	240	0	0	0	0
	Total Income	0	155	0	1,024	1,024	0	1,000	0	0
4031	Advertising	0	0	0	175	209	0	0	0	0
4045	Equipment & Small Tools	0	45	0	0	0	0	0	0	0
4301	Christmas Event	10,000	10,135	10,000	5,636	5,145	0	10,000	0	0

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Sunningdale Parish Council Current Year
Annual Budget - By Centre (Actual YTD Month 10)
Note: Budget 2026/27 - Second Draft

		<u>2024-25</u>		<u>2025-26</u>				<u>2026-27</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
		10,000	10,180	10,000	5,810	5,354	0	10,000	0	0
	Overhead Expenditure									
	Movement to/(from) Gen Reserve									
<u>305</u>	<u>S137</u>									
4003	Casual Labour	0	0	0	677	813	0	800	0	0
4301	Christmas Event	0	0	0	2,563	3,076	0	0	0	0
4302	Other Events	10,000	3,183	10,000	3,921	4,706	0	8,000	0	0
	Overhead Expenditure									
	Movement to/(from) Gen Reserve									
<u>308</u>	<u>CA Outreach Project</u>									
4071	Service Charge CA Outreach	8,469	7,733	8,470	0	0	0	8,470	0	0
	Overhead Expenditure									
6000	plus Transfer from EMR	0	7,733	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve									
<u>309</u>	<u>Woodland</u>									
4015	Waste Services	600	0	600	0	0	0	600	0	0
4042	Grounds Maintenance	2,000	2,005	2,000	0	0	0	2,000	0	0
4043	Equipment Maintenance	2,000	0	2,000	0	0	0	2,000	0	0
	Overhead Expenditure									
	Movement to/(from) Gen Reserve									
<u>901</u>	<u>Parish Projects</u>									

Continued on next page

Sunningdale Parish Council Current Year

Annual Budget - By Centre (Actual YTD Month 10)

Note: Budget 2026/27 - Second Draft

		2024-25		2025-26				2026-27		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1174	CIL Grant	288,670	312,170	0	516,093	516,093	0	0	0	0
	Total Income	288,670	312,170	0	516,093	516,093	0	0	0	0
4020	Miscellaneous Expenses	0	356	0	0	0	0	0	0	0
4701	Grants	0	4,158	0	0	0	0	0	0	0
4903	LCWIP Project	80,000	50,344	0	0	0	0	0	0	0
4904	Capital Works Recreation G	0	124,762	0	37,173	44,608	0	0	0	0
4905	CP	5,000	250	5,000	0	0	0	0	0	0
4908	Revenue Projects	5,000	500	5,000	0	0	0	0	0	0
4911	Woodland Walk Project	0	19,336	0	0	0	0	0	0	0
4918	Childrens Book Exchange	0	6,513	0	90	107	0	0	0	0
	Overhead Expenditure	90,000	206,220	10,000	37,263	44,715	0	0	0	0
	901 Net Income over Expenditure	198,670	105,950	-10,000	478,831	471,378	0	0	0	0
6000	plus Transfer from EMR	0	185,778	0	90	107	0	0	0	0
6001	less Transfer to EMR	0	312,170	0	465,881	265,055	0	0	0	0
	Movement to/(from) Gen Reserve	198,670	(20,442)	(10,000)	13,040	206,430		0		
902	More Parish Projects									
4919	Traders	1,000	0	1,000	83	100	0	1,000	0	0
	Overhead Expenditure	1,000	0	1,000	83	100	0	1,000	0	0
	Movement to/(from) Gen Reserve	(1,000)	0	(1,000)	(83)	(100)		(1,000)		

Continued on next page

Sunningdale Parish Council Current Year

Annual Budget - By Centre (Actual YTD Month 10)

Note: Budget 2026/27 - Second Draft

	2024-25		2025-26				2026-27		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Budget Income	688,024	733,246	432,191	929,957	955,109	0	456,229	0	0
Expenditure	428,549	563,691	373,970	334,739	380,699	0	407,327	49,902	0
Net Income over Expenditure	<u>259,475</u>	<u>169,554</u>	<u>58,221</u>	<u>595,218</u>	<u>574,410</u>	<u>0</u>	<u>48,902</u>	<u>-49,902</u>	<u>0</u>
plus Transfer from EMR	0	198,546	0	13,174	4,620	0	0	0	0
less Transfer to EMR	0	384,660	0	465,881	265,055	0	0	0	0
Movement to/(from) Gen Reserve	<u>259,475</u>	<u>(16,560)</u>	<u>58,221</u>	<u>142,511</u>	<u>313,975</u>		<u>48,902</u>		

Annual Budget - By Combined Account Code (Actual YTD Month 10)

Note: Budget 2026/27 - Second Draft

	2024-25		2025-26				2026-27		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Budget Income									
1010	Rent Received	2,000	1,588	2,070	811	1,759	0	1,760	0
1011	Rent Received Field	0	0	0	189	162	0	0	0
1012	Electricity income	4,000	3,998	3,000	2,628	2,909	0	3,000	0
1013	Rent Received Chalet	2,400	2,200	2,400	2,094	2,272	0	2,400	0
1014	Rent Received Flat	15,500	15,300	15,500	12,750	15,300	0	15,500	0
1016	Waste Income	750	722	750	980	1,060	0	750	0
1017	Trading pitch (car park)	2,400	1,850	2,400	1,945	1,812	0	2,400	0
1020	Letting Income	13,000	11,206	12,500	2,701	3,241	0	11,500	0
1021	Tennis Court Season Ticket	14,560	11,929	14,560	10,629	10,439	0	14,560	0
1022	Tennis Court P&P	2,850	4,880	2,850	4,707	5,256	0	4,800	0
1023	Tennis Court Coaching	12,000	18,605	12,000	14,132	17,800	0	17,800	0
1024	Tennis Box League	90	62	90	75	75	0	90	0
1031	Cemetery Income	18,000	26,065	21,700	32,259	33,000	0	34,452	0
1032	Headstones	2,500	4,120	2,500	3,260	3,260	0	3,404	0
1033	Grant of Rights	18,000	21,175	21,800	18,330	18,330	0	19,136	0
1040	Sponsorship Income	7,262	4,615	7,260	5,424	5,424	0	6,550	0
1099	Sundry Income	0	113	0	4,729	3,131	0	0	0
1174	CIL Grant	288,670	312,170	0	516,093	516,093	0	0	0
1176	Precept	234,042	234,042	260,811	260,811	260,811	0	268,127	0
1190	Interest Received	50,000	58,606	50,000	31,436	49,000	0	50,000	0
1195	Insurance Payout	0	0	0	3,975	3,975	0	0	0
Total Income		688,024	733,246	432,191	929,957	955,109	0	456,229	0

Continued on next page

Annual Budget - By Combined Account Code (Actual YTD Month 10)

Note: Budget 2026/27 - Second Draft

	2024-25		2025-26				2026-27		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Overhead Expenditure									
4001 Salaries and Wages	175,245	145,503	185,530	150,247	180,498	0	187,875	0	0
4002 Contingency for Cost of Living	0	0	5,680	0	0	0	5,850	0	0
4003 Casual Labour	0	600	0	1,097	1,317	0	800	0	0
4006 Agency Staff	0	58,178	0	11,455	0	0	0	0	0
4007 Health & Safety	1,607	433	1,600	3,656	4,388	0	1,600	0	0
4008 Training	3,000	6,380	4,000	1,852	2,659	0	4,000	0	0
4009 Travel	250	117	250	87	102	0	250	0	0
4010 Misc Staff Costs	100	152	100	163	159	0	190	0	0
4012 Water Rates	4,364	1,675	4,370	1,552	1,843	0	1,810	0	0
4014 Electricity & Gas	8,728	6,432	8,740	5,947	6,144	0	9,068	0	0
4015 Waste Services	1,356	2,134	1,360	1,716	1,943	0	2,069	0	0
4016 Cleaning Costs	1,451	398	1,450	200	240	0	5,500	0	0
4017 Cleaning Supplies	1,296	1,287	1,300	1,245	1,271	0	1,365	0	0
4020 Miscellaneous Expenses	479	909	480	11,343	11,708	0	2,900	0	0
4021 Telephone VOIP and Broadband	3,780	4,788	3,780	5,067	5,482	0	5,400	0	0
4022 Postage	297	267	290	0	0	0	100	0	0
4023 Printing, Stationery & Ref Bks	1,728	3,158	1,900	887	992	0	1,300	0	0
4024 IT Costs & Support	6,000	8,928	8,500	7,695	8,642	0	8,500	0	0
4025 Insurance	2,500	2,848	2,500	2,517	2,517	0	2,750	0	0
4026 Subscriptions	3,888	3,038	3,940	1,903	2,240	0	3,883	0	0
4030 Recruitment Advertising	0	422	0	0	0	0	0	0	0
4031 Advertising	108	0	100	227	273	0	100	0	0
4033 Parish Newsletter	1,750	1,674	1,750	1,240	1,222	0	1,590	0	0

Continued on next page

Annual Budget - By Combined Account Code (Actual YTD Month 10)

Note: Budget 2026/27 - Second Draft

		2024-25		2025-26				2026-27		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4034	Parish Website	850	636	850	0	0	0	877	0	0
4037	Grave Services	8,257	7,700	8,260	6,331	7,441	0	8,525	0	0
4038	Tree maintenance	2,943	0	2,940	1,855	2,226	0	23,200	0	0
4039	In Bloom Expenses	11,500	10,888	11,500	11,072	13,286	0	12,075	0	0
4040	Dog Bin Emptying	3,498	4,288	4,280	3,838	4,732	0	5,160	0	0
4041	Property Maintenance	4,000	3,726	4,000	6,549	7,526	0	5,500	15,500	0
4042	Grounds Maintenance	16,911	9,689	17,910	10,001	11,499	0	21,026	10,000	0
4043	Equipment Maintenance	11,653	8,465	11,650	10,075	11,674	0	11,863	24,402	0
4044	Equipment Hire	605	248	610	0	0	0	630	0	0
4045	Equipment & Small Tools	756	1,366	760	5,138	6,090	0	2,984	0	0
4046	Vehicle Repairs/Mtce	500	430	500	0	0	0	516	0	0
4047	Vehicle Tax/Insurance	864	352	860	640	1,192	0	888	0	0
4048	Vehicle Fuel & Oil	750	402	750	244	350	0	774	0	0
4049	Other Fuel & Oil	960	310	960	269	323	0	991	0	0
4050	Bank Charges	756	402	700	274	294	0	700	0	0
4061	Audit Fees (External)	2,000	1,365	0	1,365	1,638	0	1,417	0	0
4062	Audit Fees (Internal)	850	763	850	905	1,000	0	1,000	0	0
4063	Accountancy Support	3,000	3,724	4,000	3,540	4,248	0	4,300	0	0
4064	Legal and Professional Fees	2,250	5,662	2,250	1,247	1,368	0	2,250	0	0
4065	Other Professional Fees	0	1,390	0	0	0	0	0	0	0
4070	Service Charge RBWM Library	12,000	11,500	12,000	11,500	13,800	0	12,000	0	0
4071	Service Charge CA Outreach	8,469	7,733	8,470	0	0	0	8,470	0	0
4201	Chairmans Activities	500	0	500	66	0	0	500	0	0
4202	Annual Parish Meeting	250	122	250	355	400	0	250	0	0

Continued on next page

Annual Budget - By Combined Account Code (Actual YTD Month 10)

Note: Budget 2026/27 - Second Draft

	2024-25		2025-26				2026-27		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4211 Election Expenses	4,000	9,827	4,000	0	0	0	4,000	0	0
4221 Village Clocks	300	254	300	-279	0	0	331	0	0
4231 Community Action	1,200	100	1,200	192	230	0	1,200	0	0
4301 Christmas Event	10,000	10,135	10,000	8,199	8,221	0	10,000	0	0
4302 Other Events	10,000	3,333	10,000	3,921	4,706	0	8,000	0	0
4701 Grants	0	7,858	5,000	0	0	0	10,000	0	0
4903 LCWIP Project	80,000	50,344	0	0	0	0	0	0	0
4904 Capital Works Recreation G	0	124,762	0	37,173	44,608	0	0	0	0
4905 CP	5,000	250	5,000	0	0	0	0	0	0
4908 Revenue Projects	5,000	500	5,000	0	0	0	0	0	0
4911 Woodland Walk Project	0	19,336	0	0	0	0	0	0	0
4918 Childrens Book Exchange	0	6,513	0	90	107	0	0	0	0
4919 Traders	1,000	0	1,000	83	100	0	1,000	0	0
Overhead Expenditure	428,549	563,691	373,970	334,739	380,699	0	407,327	49,902	0
Total Budget Income	688,024	733,246	432,191	929,957	955,109	0	456,229	0	0
Expenditure	428,549	563,691	373,970	334,739	380,699	0	407,327	49,902	0
Net Income over Expenditure	259,475	169,554	58,221	595,218	574,410	0	48,902	-49,902	0
plus Transfer from EMR	0	198,546	0	13,174	4,620	0	0	0	0
less Transfer to EMR	0	384,660	0	465,881	265,055	0	0	0	0
Movement to/(from) Gen Reserve	259,475	(16,560)	58,221	142,511	313,975		48,902		

Budget Assumptions 2026 / 2027

The following assumptions were updated as per the feedback from Full Council (Min Ref: 86/25)

In setting the budget for 2026/27, the council would be wise to view the next 3 years and set a range of budget assumptions which cover this period.

The base upon which all assumptions are made must reference the current economic climate.

A copy of the budget assumptions for 2025/26 are attached for reference (Appendix B)

Inflation statement

Current Rate as notified by Bank of England on 21.01.26 is 3.4%

<https://www.bankofengland.co.uk/monetary-policy/inflation>

In August 2025, the Consumer Price Index (CPI) was 3.8%, the same as the previous month and the highest since January 2024, a significant increase from the 2% rate in January 2024 and the 3.3% in January 2025.

This is an incremental budget – that is based upon the budget set for 2025/26 with small variations where known (and set out in the Statement of Variation which will be circulated with this paper once the forecast has been completed) The assumptions used in bringing together the 2025/26 budget are appended to this paper for information.

1. Previous budgets have made generous provision for inflation and therefore it is not proposed to make any provision for inflation for 2026/27 save for provision of 3% is proposed for the National Joint Council (NJC) pay award for 2026/27. There are no planned increases to the staffing establishment. The staffing budget reflects the total cost of employing staff, including salary, and employer costs including National Insurance and Employer pension contributions. The budget assumes one spinal column point increment for eligible staff.

The council should only look to levy costs of new services on the precept after consultation with residents which clearly detail the cost implications of any decision the residents take.

2. The council will work to increase the income generated from council assets, however keeping the community use as the top priority when setting charging schedules.
3. The council will review all income generating opportunities, and where possible bring these forwards.
4. The council will continually review the spending on non-essential / non-statutory activities to ensure residents' benefit is the best use of council funds, e.g., Bloom, Christmas, Library.
5. The council will review the previous policies set for reserving income generated by Council assets incomes to Ear Marked Reserves and other asset reserves.
6. The council will continue to support the maintenance and where appropriate the replacement of the recreation equipment at the park.

7. The council will apply a year-on-year uplift for the following:

External Contracts – 3.4% (Exceptions may be for Gas, Electricity, Fuel and Water)

Remuneration – 3% (same as 2025/26)

8. The council will apply necessary increases as described in the charging schedule for council services as attached. Cllr would like clarification on this point.
9. Events: The council will host a programme of events in the park which are put on by 3rd parties at minimal cost to the council. The council will also organise a Christmas Event with the continued budget provision of £10,000. The council will make a further provision of £10,000 for other events.
10. The council will continue to support the Bloom Project and will increase the budget in line with assumption 7.
11. Village Hall. The lease is expected to continue on the same term (full repairing and insuring). The council will build the existing EMR for the hall.
12. The council will always aim to present a balanced budget unless external budget pressures in these 3 years occur.
13. The CIL income included in the budget is based upon the CIL instalments due and does not include any other CIL contributions which have not yet been notified to the council.
14. The budget based upon these assumptions does not include any provision for reduction in service delivery from RBWM during 2026/27.
15. The budget based upon these budget assumptions does not include any provision for changes in Government Legislation during 2026/27.
16. Citizen Advice East Berkshire Outreach - this will not be funded going forwards as this service has been stopped by CAEB.
17. Council to continually review contracts with suppliers to receive best value.
18. To purchase a new van using EMR (exploring purchase and lease options, likely to require new van before end of 2025/26)
19. That the contributions to and from earmarked reserves included in the budget are summarised in the following table:

Contributions to Reserves	2025/26	2026/27	Rationale
Playground Equipment	£17,376	£17,376	Replace old equipment
New Van	£7,500	£0	Officer advised enough budget to purchase a van
Cemetery	£18,000	£10,000	To purchase land in future
Tennis	£11,045	£7,026.24	Resurfacing (assuming no reserves)
Village Hall	£7,500	£7,500	
In Bloom	£800	£0	Budget and income cover costs
Property Maintenance	£0	£8,000	To allow for works to the Pavillion
Contributions from Reserves			
Property Maintenance	£4,000	£0	
NET CONTRIBUTIONS	£58,221	£49,902	

CIL Strategy

A CIL spending strategy will be developed in Q1 2026 to align with emerging community priorities and infrastructure needs.

Glossary

EMR = Earmarked reserves (funds set aside for specific purpose or future projects)

CIL = Community Infrastructure Levy

CPI = Consumer price index (measures average change in time in the prices paid by consumers for goods and services)

UK CPI Trends

The following table shows the Consumer Price Index (CPI) trends in the UK. This data provides context for inflation-related assumptions in the 2026/27 budget.

Month	CPI (%)
January 2024	2.0
January 2025	3.3
August	3.8
September	3.8
October	3.6
November	3.2
December	3.4

<https://www.ons.gov.uk/economy/inflationandpriceindices/bulletins/consumerpriceinflation/november2025>

Unknown changes that could affect the budget

- Potential changes due to the Autumn Budget 2025. (Wednesday 26 November 2025)
The key points can be found here:
[Budget 2025 summary: Key points from Rachel Reeves's speech - BBC News](https://www.bbc.co.uk/news/politics/59831333)
- The outturn for the year 2025/26 is to be confirmed. Report shared in January '26
- Utility costs are likely to be high. The most recent data can be found on these links below.
<https://www.gov.uk/government/statistical-data-sets/historical-electricity-data>
<https://www.ons.gov.uk/economy/inflationandpriceindices/timeseries/czda/mm23>
<https://www.ons.gov.uk/economy/inflationandpriceindices/timeseries/czct/mm23>

Appendix A: Summary of 2025 / 2026 Budget Assumptions

The following assumptions are drafted by the Locum Clerk in her role as RFO for the Finance Committee to consider and prepare recommendations to Full Council

1. This is an incremental budget – that is, it is based upon the budget set for 2024/25 with small variations where known (and set out in the Statement of Variation circulated with this paper). The assumptions used in bringing together the 2024/25 budget are appended to this paper for information.
2. Inflation is lower than previous years. The Consumer Prices Index (CPI) rose by 2.3% in the 12 months to October 2024, up from 1.7% in September.
3. Previous budgets have made generous provision for inflation and therefore it is not proposed to make any provision for inflation for 2025/26 save for a provision of 3% for the 2025/26 pay award (at a cost of £5,680 to be included in the budget as a separate contingency to be allocated when the pay award is settled).
4. The Government's changes to Employers' National Insurance Contributions (ERNIC) are inflationary and a further £4,677 is provided for these additional costs
5. That the contributions to and from earmarked reserves included in the budget will be (mostly) the same as in previous years and are summarised in the following table:

Contributions to Reserves	2024/25	2025/26
Playground Equipment	£27,645	£17,376
New Van	£7,500	£7,500
Cemetery	£18,000	£18,000
Tennis	£11,045	£11,045
Village Hall	£7,500	£7,500
In Bloom	£800	£800
Contributions from Reserves		
Property Maintenance	£4,000	£4,000
NET CONTRIBUTIONS	£68,490	£58,221

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1099	Sundry Income	101	Administration	income from 2025/26 - return of Community grant
1176	Precept	101	Administration	2026/27
1190	Interest Received	101	Administration	From 35 day account 2026/27
1195	Insurance Payout	101	Administration	any insurance payouts - 2025/26 Community room
4001	Salaries and Wages	101	Administration	2026/27 Assume increase SCP, Pension contributions & NI
4002	Contingency for Cost of Living	101	Administration	2026/27 - 3.2% increase applied
4006	Agency Staff	101	Administration	2026/27 - support with year end
4007	Health & Safety	101	Administration	2026/27 - budget would sit under 202
4008	Training	101	Administration	2026/27 training budget for officers
4009	Travel	101	Administration	2026/27
4020	Miscellaneous Expenses	101	Administration	2026/27 - e.g. Travel
4021	Telephone VOIP and Broadband	101	Administration	2026/27 - Allows for increase of 3.2% and additional mobile phone costs
4022	Postage	101	Administration	limited postage, so no increase in budget for 2026/27
4023	Printing, Stationery & Ref Bks	101	Administration	2026/27 - no change to budget
4024	IT Costs & Support	101	Administration	2026/27 - increase in budget combining with 102/4024
4025	Insurance	101	Administration	2026/27 - renewal due 1st Oct'26 - allowed for 10% increase
4026	Subscriptions	101	Administration	2026/27 - Domain renewal/SLCC membership/BALC and NALC - allowed 3.8% increase
4030	Recruitment Advertising	101	Administration	2026/27 - no planned recruitment
4031	Advertising	101	Administration	2026/27 - same budget as previous year
4042	Grounds Maintenance	101	Administration	2026/27 - included in 202
4043	Equipment Maintenance	101	Administration	2026/27 - no budget
4045	Equipment & Small Tools	101	Administration	2026/27 - office equipment and furniture e.g. fireproof cabinet for burial records
4047	Vehicle Tax/Insurance	101	Administration	2026/27 - included in 202
4050	Bank Charges	101	Administration	2026/27
4061	Audit Fees (External)	101	Administration	2026/27 - allowing for inflation of 3.4%
4062	Audit Fees (Internal)	101	Administration	2026/27 - allowed additional 10% as new auditor required
4063	Accountancy Support	101	Administration	2026/27 - Rialtas costs: users, bookings module, software support and maintenance costs.
4064	Legal and Professional Fees	101	Administration	2026/27 - Croner, ICO and SLCC
4065	Other Professional Fees	101	Administration	2026/27 - Pay role support
4701	Grants	101	Administration	2026/27 - Community grants

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4008 Training		102	Democratic Process	2026/27 - no increase
4020 Miscellaneous Expenses		102	Democratic Process	2026/27 - Hall Hire e.g. WI or Village Hall
4022 Postage		102	Democratic Process	2026/27 - no budget required
4023 Printing, Stationery & Ref Bks		102	Democratic Process	2026/27 - no budget required
4024 IT Costs & Support		102	Democratic Process	2026/27 - Collated with IT costs within 101/4024
4031 Advertising		102	Democratic Process	2026/27 - no budget
4033 Parish Newsletter		102	Democratic Process	2026/27 - Advertisement in Parish newsletter. Increase of £2 per page for next year.
4034 Parish Website		102	Democratic Process	2026/27 - 3.2% inflation applied
4043 Equipment Maintenance		102	Democratic Process	2026/27 - budget in 202
4045 Equipment & Small Tools		102	Democratic Process	2026/27 - budget in 202
4064 Legal and Professional Fees		102	Democratic Process	2026/27 - budget in 202
4201 Chairmans Activities		102	Democratic Process	2026/27
4202 Annual Parish Meeting		102	Democratic Process	2026/27
4211 Election Expenses		102	Democratic Process	2026/27 - move unspent budget to EMR for 2027 elections
4231 Community Action		102	Democratic Process	2026/27 (Neighbourhood Plan)
4701 Grants		102	Democratic Process	2026/27
1011 Rent Received Field		202	Recreation Ground	2026/27 - no income budgeted
1020 Letting Income		202	Recreation Ground	2026/27 - no budgeted income
4007 Health & Safety		202	Recreation Ground	2026/27 -
4012 Water Rates		202	Recreation Ground	2026/27 - increase of 5.4% on forecast projected cost of £1,000
4014 Electricity & Gas		202	Recreation Ground	2026/27 -
4038 Tree maintenance		202	Recreation Ground	2026/27 - Tree maintenance/works, H & S survey due Jan'27
4040 Dog Bin Emptying		202	Recreation Ground	2026/27 - increased 9% by current supplier (12 in total)
4042 Grounds Maintenance		202	Recreation Ground	2026/27 - 3.2% increase. Costs include planting, field maintenance, playground maintenance.
4043 Equipment Maintenance		202	Recreation Ground	2026/27 - 3.2% increase (servicing and for playground)
4044 Equipment Hire		202	Recreation Ground	2026/27 - 3.2% increase
4045 Equipment & Small Tools		202	Recreation Ground	2026/27 - 3.2% increase
4046 Vehicle Repairs/Mtce		202	Recreation Ground	2026/27 - 3.2% increase

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4047	Vehicle Tax/Insurance	202	Recreation Ground	2026/27 - 3.2% increase
4048	Vehicle Fuel & Oil	202	Recreation Ground	2026/27 - 3.2% increase
4049	Other Fuel & Oil	202	Recreation Ground	2026/27 - 3.2% increase
1031	Cemetery Income	203	Cemetery	2026/27 - Revised charging schedule applied
1032	Headstones	203	Cemetery	2026/27 - Revised charging schedule applied
1033	Grant of Rights	203	Cemetery	2026/27 - Revised charging schedule applied
4012	Water Rates	203	Cemetery	2026/27 - increase of 5.4% applied to projected costs
4037	Grave Services	203	Cemetery	2026/27 - increase of 3.2%
4038	Tree maintenance	203	Cemetery	2026/27 - included in 202 budget
4042	Grounds Maintenance	203	Cemetery	2026/27 - spoil removal throughout the year.
1010	Rent Received	204	Allotments	2026/27 - increase in charges from 2026 (£7.50 per pole from £7.25) 234 poles in total
4012	Water Rates	204	Allotments	2026/27 - no increase
4020	Miscellaneous Expenses	204	Allotments	2026/27 - Costs of allotment tea/awards/New cup/Emergency clear up costs
4038	Tree maintenance	204	Allotments	2026/27 - Budget in 202
4042	Grounds Maintenance	204	Allotments	2026/27 - no increase
1012	Electricity income	205	Tennis	2026/27
1021	Tennis Court Season Ticket	205	Tennis	2026/27 - potential reduction due to changes in T & C
1022	Tennis Court P&P	205	Tennis	2026/27 - no increase
1023	Tennis Court Coaching	205	Tennis	2026/27 - no increase
1024	Tennis Box League	205	Tennis	2026/27 - no increase
4014	Electricity & Gas	205	Tennis	2026/27 - 3.2% increase
4022	Postage	205	Tennis	2026/27 - no longer post out membership pack
4026	Subscriptions	205	Tennis	2026/27 - LTA membership
4043	Equipment Maintenance	205	Tennis	2026/27 - maintenance costs for drag brush, equipment, including Technical surfaces
4045	Equipment & Small Tools	205	Tennis	2026/27 - no planned purchased
4016	Cleaning Costs	206	Pavilion Toilets	2026/27 - costs including weekend
4017	Cleaning Supplies	206	Pavilion Toilets	2026/27 - 5% increase

Continued on Page 4

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1012	Electricity income	207	Facilities	2026/27 - no increase
1013	Rent Received Chalet	207	Facilities	2026/27 - no increase
1014	Rent Received Flat	207	Facilities	2026/27 - no increase
1016	Waste Income	207	Facilities	2026/27 - no increase
1017	Trading pitch (car park)	207	Facilities	2026/27 - no increase
1020	Letting Income	207	Facilities	2026/27 - no increase (Community room)
4007	Health & Safety	207	Facilities	2026/27 - no increase
4014	Electricity & Gas	207	Facilities	2026/27 - 3.8% increase
4015	Waste Services	207	Facilities	2026/27 - 9% increase applied to projected costs
4041	Property Maintenance	207	Facilities	2026/27 -
4043	Equipment Maintenance	207	Facilities	2026/27 - budget in 202
4045	Equipment & Small Tools	207	Facilities	2026/27 - costs for defibs - Batteries and pads.
4041	Property Maintenance	208	Heritage Assets	2026/27 - war memorial clean (5 years)
4042	Grounds Maintenance	208	Heritage Assets	2026/27 - grass cutting at Holy Trinity & for hedge trimming
4221	Village Clocks	208	Heritage Assets	2026/27 - 3.2% increase (service and clean)
4070	Service Charge RBWM Library	302	Library	2026/27 - no increase
1040	Sponsorship Income	303	Borough in Bloom	2026/27 - reduction in income
4039	In Bloom Expenses	303	Borough in Bloom	2026/27 - increase of 5% to allow for additional planters
1040	Sponsorship Income	304	Christmas	2026/27 - increase in income
4301	Christmas Event	304	Christmas	2026/27 - no increase
4302	Other Events	305	S137	2026/27 - no change, Park yoga approved by F & S committee
4071	Service Charge CA Outreach	308	CA Outreach Project	2026/27 - no budget
4015	Waste Services	309	Woodland	2026/27 - remove waste from community garden area/collected throughout the year

Sunningdale Parish Council Current Year**Budget Notes**

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4042	Grounds Maintenance	309	Woodland	2026/27
4043	Equipment Maintenance	309	Woodland	2026/27
4919	Traders	902	More Parish Projects	2026/27 - no increase

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
321 EMR Tennis	61,412.35	7,283.97	68,696.32
323 EMR Village Hall	10,203.17	7,500.00	17,703.17
324 S106 - Open Space	1,723.85		1,723.85
325 S106 - Public Art	14,188.95		14,188.95
326 S106 - Community Facilities	137.84		137.84
328 EMR In Bloom	4,000.00	800.00	4,800.00
329 EMR Cemetery	76,721.65	18,000.00	94,721.65
330 EMR Van	7,950.00	7,500.00	15,450.00
331 EMR Property Maintenance	72,262.05	-4,000.00	68,262.05
332 S106 - Allotments	20.78		20.78
333 CIL Reserve	1,590,413.42	456,468.14	2,046,881.56
334 EMR Playground	115,955.59	17,376.00	133,331.59
338 EMR Training	40.00		40.00
	1,955,029.65	510,928.11	2,465,957.76



Earmarked Reserves & Reserve Policy

Background

The Practitioners Guide (2024 edition) which may be found here: <https://www.nalc.gov.uk/library/our-work/jpag/4040-practitioners-guide-2024/file> points out at paragraph 1.13 that to be able to give a positive answer to Assertion 1¹ of the Annual Governance Statement the following process (amongst others) needs to be in place and effective:

"Reserves — The authority needs to have regard to the need to put in place a General Reserve Policy and have reviewed the level and purpose of all Earmarked Reserves."

The Practitioners Guide goes on to say the following at Section 5:

"Reserves:

- 5.31. *As with any financial entity, it is essential that authorities have sufficient reserves (general and earmarked) to finance both their day-to-day operations and future plans.*
- 5.32. *Smaller authorities have no specific right to accumulate funds via the precept. All reserves should be reviewed and justified regularly (i.e. at least annually). It is good practice to transparently publish both the level and rationale of all reserves.*

General reserves:

- 5.33. *The general reserve of an authority comprises its cash flow and contingency funds to cover unexpected inflation, unforeseen events and unusual circumstances.*
- 5.34. *The generally accepted recommendation with regard to the appropriate minimum level of a smaller authority's general reserve is that this should be maintained at between three and twelve months of net revenue expenditure.*
- 5.35. *The reason for the wide range is to cater for the large variation in activity level between individual authorities. The smaller the authority, the closer the figure may be to 12 months expenditure, the larger the authority, the nearer to 3 months. In practice, any authority with income and expenditure in excess of £200,000 should plan towards 3 months equivalent general reserve.*
- 5.36. *In all of this it is important that each authority adopt, as a general reserve policy, the level appropriate to their size, situation, risks and plan their budget so as to ensure that the adopted level is maintained. Consideration of the minimum level of reserves requires not only consideration of level of income and expenditure but also the risks to that income.*
- 5.37. *Authorities with significant self-generated income (other than the precept or levy) should take into account situations that may lead to a loss in revenue as well as increased costs and adapt their general reserve accordingly.*

Earmarked and other reserves:

- 5.38. *None of the above in any way affects the level of earmarked and/or capital receipts reserves that an authority may or should hold.*

5.39.

There is, in practice, no upper or lower limit to EMR/CRRs save only that they must be held for genuine and identifiable purposes and projects, and their level should be subject to regular review and justification (at least annually and at budget setting), and should be separately identified and enumerated. Significant levels of EMRs in particular may give rise to enquiries from internal and/or external auditors."

¹ Assertion 1 says "We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements".

Existing Reserves and Policy

The Councils earmarked Reserves and Policy were reviewed during the budget process. The earmarked reserves as of 11 February 2026 are appended to this report. The Finance Committee would like to ensure that there are 3 months' equivalent general reserves.

EMR/CRR's - Earmarked Reserves and Capital Receipts Reserves

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
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101 Administration

1176	Precept	260,811	268,127	0	0	0	0
1190	Interest Received	50,000	50,000	0	0	0	0
	Total Income	310,811	318,127	0	0	0	0
4001	Salaries and Wages	185,530	187,875	0	0	0	0
4002	Contingency for Cost of Living	5,680	5,850	0	0	0	0
4008	Training	3,000	3,000	0	0	0	0
4009	Travel	250	250	0	0	0	0
4010	Misc Staff Costs	100	190	0	0	0	0
4020	Miscellaneous Expenses	300	300	0	0	0	0
4021	Telephone VOIP and	3,780	5,400	0	0	0	0
4022	Postage	100	100	0	0	0	0
4023	Printing, Stationery & Ref Bks	1,300	1,300	0	0	0	0
4024	IT Costs & Support	6,000	8,500	0	0	0	0
4025	Insurance	2,500	2,750	0	0	0	0
4026	Subscriptions	3,500	3,633	0	0	0	0
4031	Advertising	100	100	0	0	0	0
4045	Equipment & Small Tools	0	2,000	0	0	0	0
4050	Bank Charges	700	700	0	0	0	0
4061	Audit Fees (External)	0	1,417	0	0	0	0
4062	Audit Fees (Internal)	850	1,000	0	0	0	0
4063	Accountancy Support	4,000	4,300	0	0	0	0
4064	Legal and Professional Fees	2,250	2,250	0	0	0	0
4701	Grants	5,000	10,000	0	0	0	0
	Total Overhead Expenditure	224,940	240,915	0	0	0	0
	Net Income over Expenditure	85,871	77,212	0	0	0	0

102 Democratic Process

4008	Training	1,000	1,000	0	0	0	0
4020	Miscellaneous Expenses	0	300	0	0	0	0
4024	IT Costs & Support	2,500	0	0	0	0	0
4033	Parish Newsletter	1,750	1,590	0	0	0	0
4034	Parish Website	850	877	0	0	0	0
4201	Chairmans Activities	500	500	0	0	0	0
4202	Annual Parish Meeting	250	250	0	0	0	0
4211	Election Expenses	4,000	4,000	0	0	0	0
4231	Community Action	1,200	1,200	0	0	0	0
	Total Overhead Expenditure	12,050	9,717	0	0	0	0
	Net Income over Expenditure	(12,050)	(9,717)	0	0	0	0

202 Recreation Ground

1020	Letting Income	1,000	0	0	0	0	0
	Total Income	1,000	0	0	0	0	0
4007	Health & Safety	1,120	1,120	0	0	0	0
4012	Water Rates	3,500	1,054	0	0	0	0
4038	Tree maintenance	1,080	23,200	0	0	0	0

Forward Budget Detail - By Centre

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4040	Dog Bin Emptying	4,280	5,160	0	0	0	0
4042	Grounds Maintenance	3,630	3,746	0	0	0	0
4043	Equipment Maintenance	6,650	24,239	0	0	0	0
4044	Equipment Hire	610	630	0	0	0	0
4045	Equipment & Small Tools	760	784	0	0	0	0
4046	Vehicle Repairs/Mtce	500	516	0	0	0	0
4047	Vehicle Tax/Insurance	860	888	0	0	0	0
4048	Vehicle Fuel & Oil	750	774	0	0	0	0
4049	Other Fuel & Oil	960	991	0	0	0	0
Total Overhead Expenditure		24,700	63,102	0	0	0	0
Net Income over Expenditure		(23,700)	(63,102)	0	0	0	0
203	Cemetery						
1031	Cemetery Income	21,700	34,452	0	0	0	0
1032	Headstones	2,500	3,404	0	0	0	0
1033	Grant of Rights	21,800	19,136	0	0	0	0
Total Income		46,000	56,992	0	0	0	0
4012	Water Rates	220	106	0	0	0	0
4037	Grave Services	8,260	8,525	0	0	0	0
4038	Tree maintenance	360	0	0	0	0	0
4042	Grounds Maintenance	1,000	14,000	0	0	0	0
Total Overhead Expenditure		9,840	22,631	0	0	0	0
Net Income over Expenditure		36,160	34,361	0	0	0	0
204	Allotments						
1010	Rent Received	2,070	1,760	0	0	0	0
Total Income		2,070	1,760	0	0	0	0
4012	Water Rates	650	650	0	0	0	0
4020	Miscellaneous Expenses	180	2,300	0	0	0	0
4038	Tree maintenance	1,500	0	0	0	0	0
4042	Grounds Maintenance	1,000	1,000	0	0	0	0
Total Overhead Expenditure		3,330	3,950	0	0	0	0
Net Income over Expenditure		(1,260)	(2,190)	0	0	0	0
205	Tennis						
1012	Electricity income	500	500	0	0	0	0
1021	Tennis Court Season Ticket	14,560	14,560	0	0	0	0
1022	Tennis Court P&P	2,850	4,800	0	0	0	0
1023	Tennis Court Coaching	12,000	17,800	0	0	0	0
1024	Tennis Box League	90	90	0	0	0	0
Total Income		30,000	37,750	0	0	0	0
4014	Electricity & Gas	870	898	0	0	0	0
4022	Postage	190	0	0	0	0	0
4023	Printing, Stationery & Ref Bks	600	0	0	0	0	0

Continued over page

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4026	Subscriptions	440	250	0	0	0	0
4043	Equipment Maintenance	3,000	10,026	0	0	0	0
	Total Overhead Expenditure	5,100	11,174	0	0	0	0
	Net Income over Expenditure	24,900	26,576	0	0	0	0
206	Pavilion Toilets						
4016	Cleaning Costs	1,450	5,500	0	0	0	0
4017	Cleaning Supplies	1,300	1,365	0	0	0	0
	Total Overhead Expenditure	2,750	6,865	0	0	0	0
	Net Income over Expenditure	(2,750)	(6,865)	0	0	0	0
207	Facilities						
1012	Electricity income	2,500	2,500	0	0	0	0
1013	Rent Received Chalet	2,400	2,400	0	0	0	0
1014	Rent Received Flat	15,500	15,500	0	0	0	0
1016	Waste Income	750	750	0	0	0	0
1017	Trading pitch (car park)	2,400	2,400	0	0	0	0
1020	Letting Income	11,500	11,500	0	0	0	0
	Total Income	35,050	35,050	0	0	0	0
4007	Health & Safety	480	480	0	0	0	0
4014	Electricity & Gas	7,870	8,170	0	0	0	0
4015	Waste Services	760	1,469	0	0	0	0
4041	Property Maintenance	4,000	12,000	0	0	0	0
4045	Equipment & Small Tools	0	200	0	0	0	0
	Total Overhead Expenditure	13,110	22,319	0	0	0	0
	Net Income over Expenditure	21,940	12,731	0	0	0	0
208	Heritage Assets						
4041	Property Maintenance	0	1,500	0	0	0	0
4042	Grounds Maintenance	10,280	10,280	0	0	0	0
4221	Village Clocks	300	331	0	0	0	0
	Total Overhead Expenditure	10,580	12,111	0	0	0	0
	Net Income over Expenditure	(10,580)	(12,111)	0	0	0	0
301	Village Hall						
4041	Property Maintenance	0	7,500	0	0	0	0
	Total Overhead Expenditure	0	7,500	0	0	0	0
	Net Income over Expenditure	0	(7,500)	0	0	0	0
302	Library						
4070	Service Charge RBWM Library	12,000	12,000	0	0	0	0
	Total Overhead Expenditure	12,000	12,000	0	0	0	0

Forward Budget Detail - By Centre

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
	Net Income over Expenditure	(12,000)	(12,000)	0	0	0	0
303	Borough in Bloom						
1040	Sponsorship Income	7,260	5,550	0	0	0	0
	Total Income	7,260	5,550	0	0	0	0
4039	In Bloom Expenses	11,500	12,075	0	0	0	0
	Total Overhead Expenditure	11,500	12,075	0	0	0	0
	Net Income over Expenditure	(4,240)	(6,525)	0	0	0	0
304	Christmas						
1040	Sponsorship Income	0	1,000	0	0	0	0
	Total Income	0	1,000	0	0	0	0
4301	Christmas Event	10,000	10,000	0	0	0	0
	Total Overhead Expenditure	10,000	10,000	0	0	0	0
	Net Income over Expenditure	(10,000)	(9,000)	0	0	0	0
305	S137						
4003	Casual Labour	0	800	0	0	0	0
4302	Other Events	10,000	8,000	0	0	0	0
	Total Overhead Expenditure	10,000	8,800	0	0	0	0
	Net Income over Expenditure	(10,000)	(8,800)	0	0	0	0
308	CA Outreach Project						
4071	Service Charge CA Outreach	8,470	8,470	0	0	0	0
	Total Overhead Expenditure	8,470	8,470	0	0	0	0
	Net Income over Expenditure	(8,470)	(8,470)	0	0	0	0
309	Woodland						
4015	Waste Services	600	600	0	0	0	0
4042	Grounds Maintenance	2,000	2,000	0	0	0	0
4043	Equipment Maintenance	2,000	2,000	0	0	0	0
	Total Overhead Expenditure	4,600	4,600	0	0	0	0
	Net Income over Expenditure	(4,600)	(4,600)	0	0	0	0
901	Parish Projects						
4905	CP	5,000	0	0	0	0	0
4908	Revenue Projects	5,000	0	0	0	0	0
	Total Overhead Expenditure	10,000	0	0	0	0	0
	Net Income over Expenditure	(10,000)	0	0	0	0	0

Forward Budget Detail - By Centre

	Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
902 More Parish Projects						
4919 Traders	1,000	1,000	0	0	0	0
Total Overhead Expenditure	1,000	1,000	0	0	0	0
Net Income over Expenditure	(1,000)	(1,000)	0	0	0	0
Total Budget Income	432,191	456,229	0	0	0	0
Expenditure	373,970	457,229	0	0	0	0
Movement to/(from) Gen Reserve	58,221	(1,000)	0	0	0	0

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
<u>Budget Income</u>							
1010	Rent Received	2,070	1,760	0	0	0	0
1012	Electricity income	3,000	3,000	0	0	0	0
1013	Rent Received Chalet	2,400	2,400	0	0	0	0
1014	Rent Received Flat	15,500	15,500	0	0	0	0
1016	Waste Income	750	750	0	0	0	0
1017	Trading pitch (car park)	2,400	2,400	0	0	0	0
1020	Letting Income	12,500	11,500	0	0	0	0
1021	Tennis Court Season Ticket	14,560	14,560	0	0	0	0
1022	Tennis Court P&P	2,850	4,800	0	0	0	0
1023	Tennis Court Coaching	12,000	17,800	0	0	0	0
1024	Tennis Box League	90	90	0	0	0	0
1031	Cemetery Income	21,700	34,452	0	0	0	0
1032	Headstones	2,500	3,404	0	0	0	0
1033	Grant of Rights	21,800	19,136	0	0	0	0
1040	Sponsorship Income	7,260	6,550	0	0	0	0
1176	Precept	260,811	268,127	0	0	0	0
1190	Interest Received	50,000	50,000	0	0	0	0
	Total Income	432,191	456,229	0	0	0	0
<u>Budget Expenditure</u>							
4001	Salaries and Wages	185,530	187,875	0	0	0	0
4002	Contingency for Cost of Living	5,680	5,850	0	0	0	0
4003	Casual Labour	0	800	0	0	0	0
4007	Health & Safety	1,600	1,600	0	0	0	0
4008	Training	4,000	4,000	0	0	0	0
4009	Travel	250	250	0	0	0	0
4010	Misc Staff Costs	100	190	0	0	0	0
4012	Water Rates	4,370	1,810	0	0	0	0
4014	Electricity & Gas	8,740	9,068	0	0	0	0
4015	Waste Services	1,360	2,069	0	0	0	0
4016	Cleaning Costs	1,450	5,500	0	0	0	0
4017	Cleaning Supplies	1,300	1,365	0	0	0	0
4020	Miscellaneous Expenses	480	2,900	0	0	0	0
4021	Telephone VOIP and	3,780	5,400	0	0	0	0
4022	Postage	290	100	0	0	0	0
4023	Printing, Stationery & Ref Bks	1,900	1,300	0	0	0	0
4024	IT Costs & Support	8,500	8,500	0	0	0	0
4025	Insurance	2,500	2,750	0	0	0	0
4026	Subscriptions	3,940	3,883	0	0	0	0
4031	Advertising	100	100	0	0	0	0
4033	Parish Newsletter	1,750	1,590	0	0	0	0
4034	Parish Website	850	877	0	0	0	0
4037	Grave Services	8,260	8,525	0	0	0	0
4038	Tree maintenance	2,940	23,200	0	0	0	0
4039	In Bloom Expenses	11,500	12,075	0	0	0	0
4040	Dog Bin Emptying	4,280	5,160	0	0	0	0
4041	Property Maintenance	4,000	21,000	0	0	0	0
4042	Grounds Maintenance	17,910	31,026	0	0	0	0
4043	Equipment Maintenance	11,650	36,265	0	0	0	0

		Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
4044	Equipment Hire	610	630	0	0	0	0
4045	Equipment & Small Tools	760	2,984	0	0	0	0
4046	Vehicle Repairs/Mtce	500	516	0	0	0	0
4047	Vehicle Tax/Insurance	860	888	0	0	0	0
4048	Vehicle Fuel & Oil	750	774	0	0	0	0
4049	Other Fuel & Oil	960	991	0	0	0	0
4050	Bank Charges	700	700	0	0	0	0
4061	Audit Fees (External)	0	1,417	0	0	0	0
4062	Audit Fees (Internal)	850	1,000	0	0	0	0
4063	Accountancy Support	4,000	4,300	0	0	0	0
4064	Legal and Professional Fees	2,250	2,250	0	0	0	0
4070	Service Charge RBWM Library	12,000	12,000	0	0	0	0
4071	Service Charge CA Outreach	8,470	8,470	0	0	0	0
4201	Chairmans Activities	500	500	0	0	0	0
4202	Annual Parish Meeting	250	250	0	0	0	0
4211	Election Expenses	4,000	4,000	0	0	0	0
4221	Village Clocks	300	331	0	0	0	0
4231	Community Action	1,200	1,200	0	0	0	0
4301	Christmas Event	10,000	10,000	0	0	0	0
4302	Other Events	10,000	8,000	0	0	0	0
4701	Grants	5,000	10,000	0	0	0	0
4905	CP	5,000	0	0	0	0	0
4908	Revenue Projects	5,000	0	0	0	0	0
4919	Traders	1,000	1,000	0	0	0	0
	Total Overhead Expenditure	373,970	457,229	0	0	0	0
	Total Budget Income	432,191	456,229	0	0	0	0
	Expenditure	373,970	457,229	0	0	0	0
	Movement to/(from) Gen Reserve	58,221	(1,000)	0	0	0	0

12/02/2026

Sunningdale Parish Council Current Year

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Nominal Ledger Report by ACCOUNT

User :N.HAYES

A/c Code	310 General Reserve				Annual Budget	0
Centre	(none)				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance		129,094.05
8	31/10/2025	255	Journal	EMR Van	7,500.00	
8	31/10/2025	259	Journal	Bloom	800.00	
8	08/11/2025	254	Journal	Playground Equipment	17,376.00	
8	08/11/2025	256	Journal	Cemetery	18,000.00	
8	08/11/2025	257	Journal	Tennis reserves	11,045.00	
8	08/11/2025	258	Journal	Village Hall	7,500.00	
10	15/01/2026	268	Journal	Village Hall		7,500.00
Account General Reserve				Account Totals	62,221.00	136,594.05
Centre				Net Balance Month 11		74,373.05

CIL STAKEHOLDER GRANT - APPLICATION FORM

1. Applicant organisation	Charters School
2. Name & position of main contct	[REDACTED]
3. Applicant contact details (phone no, email & address)	Phone: 01344 624826 [REDACTED] Address: Charters School, Charters Road, Sunningdale, SL5 9QY
4. Type of organisation If a charity, please provide registration number	Academy School Charity registration number: Academies are exempt charities – not registered with the Charity Commission however our exempt charity number is EW10993
5. Is the organisation able to reclaim VAT?	Yes
6. Location of project	Main Hall, Charters School, Charters Road, Sunningdale, SL5 9QY
7. Summary of the project proposal	<p>The project involves the installation of a high-specification retractable and movable tiered seating system in the Main Hall at Charters School. The seating will significantly enhance the hall's flexibility and capacity for school assemblies, examinations, performances, conferences, and a wide range of community events. With a capacity of 244 seats, the system will allow the hall to be rapidly reconfigured to meet differing needs, transforming it into a genuinely multi-functional community venue.</p> <p>This seating project – alongside an upgrade to the hall's sound system which is currently being sourced by an ex-student - forms the final phase of a wider programme of substantial investment in the Main Hall over the past five years, fully funded by the school and its community. These improvements have been deliberately phased to modernise the space, increase accessibility, and expand its use by the wider Sunningdale community.</p> <p>Recent investments include:</p> <ul style="list-style-type: none"> • Complete replacement of the hall flooring to improve safety, durability, and appearance - £12,970 • Installation of new acoustically improved doors to enhance soundproofing and event quality - £8,780 • Installation of an electronic retractable projection screen to support conferences, visiting speakers, and community presentations - £1,000 • Upgrade of the hall lighting to cost-efficient LED fixtures – £9750 • Investment in new Parabolic Aluminized Reflector (PAR) stage lights — versatile, professional-grade fittings that provide focused beams for stage washing, performer highlighting, and dynamic lighting effects for theatre, concerts, and events - £6,000 • Modernisation of the honours boards to reflect the school's updated crest, contributing to a cohesive, sleek, and contemporary environment - £4,600 • Replacement windows to boost energy efficiency, cutting heating/cooling bills and improving comfort - £17,000

	<ul style="list-style-type: none"> Plans are in place to upgrade the sound system in the hall with the help of an ex-student who now works in the media industry. The new audio equipment and audio mixer is being sourced at cost and is expected to cost in the region of £30,000. This will be funded by events including a Race Night, Summer Fair & parental donations. <p>Collectively, these improvements have transformed the Main Hall into a modern, welcoming, and highly usable space. The proposed seating system is the missing infrastructure element needed to unlock the hall's full potential as a shared community facility. The hall will be regularly used by local schools, youth organisations, arts groups, and community bodies, many of whom will access the space free of charge. The new seating will improve comfort, accessibility, safety, and audience experience, delivering long-term benefits for residents of all ages and directly supporting the objectives of the Sunningdale Parish Council CIL Policy and Neighbourhood Plan.</p>
8. Estimated project cost	£97,946.00 (excluding VAT)

9. Please show in the table the amount of CIL funding being sought and any other contributions that may have been allocated for this scheme.

	Amount	Detail
CIL funding sought	£90,946.00	Retractable seating system
Any other Local Authority Contribution	£0	
Third party contribution	£7,000.00	Funds raised by the school community
Total Cost	£97,946.00	

10. Details of additional sources of funding available	<p>The school community has already raised £7,000 through a combination of a Christmas Draw and parental donations, specifically allocated towards the tiered seating project. This figure reflects the actual cost incurred to hire temporary tiered seating for the school's most recent major production, demonstrating both the necessity of the seating and the value-for-money case for permanent installation.</p> <p>This contribution evidences strong local commitment and ensures that the application is not seeking full funding from Sunningdale Parish Council. In addition, Charters School has made significant capital investments in the Main Hall over the past five years (detailed above), representing a substantial financial commitment from the school itself.</p> <p>Ongoing parental donations and lettings income will support minor ancillary costs and future maintenance, ensuring the project's long-term sustainability without additional calls on public funds.</p>
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11. Why is CIL funding being sought? Please provide details of sources of funding already considered or applications made for funding	<p>CIL funding is being sought to support the final and most capital-intensive element of a wider hall improvement programme that directly benefits the Sunningdale community. While the school has already funded multiple infrastructure upgrades independently, the cost of a permanent, high-quality retractable seating system exceeds what can reasonably be raised through school fundraising alone within the required timeframe.</p> <p>The project meets the CIL requirement to support development in the area by providing improved community infrastructure that addresses increased demand for flexible, high-capacity venues resulting from local housing growth. No other local authority or external grant funding has been secured for this specific element, and the application demonstrates clear match funding and community backing in line with the Parish Council's policy.</p>
12. Please indicate whether the organisation has previously received CIL or other funding sources from RBWM or Sunningdale Parish Council. If yes please, provide amounts and timings	<p>In November 2021, Charters School secured CIL funding of £12,600 from both Sunningdale Parish Council and Sunninghill & Ascot Parish Council to jointly fund the installation of a new canopy as part of a collaborative infrastructure improvement project.</p>
13. How does the project help address the demands of development in the area. What evidence is there to support this?	<p>Sunningdale has experienced continued residential development, increasing demand for accessible community spaces capable of hosting large-scale educational, cultural, and social events. The upgraded Main Hall, equipped with permanent tiered seating, will provide a flexible venue that supports this growth and relieves pressure on other local facilities.</p> <p>The project directly aligns with CIL regulations by funding improved infrastructure that supports development and enhances community cohesion, accessibility, and wellbeing.</p>
14. What evidence is there of support from the community?	<p>There is extensive and demonstrable community support for the seating project. Letters of support have been received from a wide range of organisations, including:</p> <ul style="list-style-type: none"> • Berkshire County Football Club • Ocean Theatre Company • Cranbourne Primary School • Holy Trinity Primary School • St Michael's Primary School • Dormy House Care Home • Natalie Vinson School of Dance and Drama <p>In addition, parents and carers have actively contributed financially through fundraising and donations. The £7,000 raised towards seating costs provides tangible evidence of public support and community demand. These organisations and individuals view the upgraded hall as a shared asset that</p>

	<p>enhances cultural, educational, and intergenerational activity within Sunningdale.</p>														
15. Proposed timelines for the project	<p>The project is fully specified and ready to proceed following confirmation of funding. All works will commence and be completed well within the twenty-four-month period required under the Sunningdale Parish Council CIL Policy. The proposed timeline allows for procurement, manufacture, and installation to be completed in line with school operational requirements and within the Parish Council's CIL delivery expectations.</p> <table> <thead> <tr> <th>Milestone</th><th>Target Date</th></tr> </thead> <tbody> <tr> <td>Funding confirmed</td><td>January 2026</td></tr> <tr> <td>Final specification and order placement</td><td>February 2026</td></tr> <tr> <td>Detailed design and manufacturing period</td><td>March 2026</td></tr> <tr> <td>Pre-installation site preparation</td><td>May 2026</td></tr> <tr> <td>Installation and commissioning of seating</td><td>July 2026</td></tr> <tr> <td>Seating fully operational and available for use</td><td>September 2026</td></tr> </tbody> </table> <p>This timetable ensures installation takes place during the summer holiday period, minimising disruption to school activities while enabling immediate community use from the start of the new academic year.</p>	Milestone	Target Date	Funding confirmed	January 2026	Final specification and order placement	February 2026	Detailed design and manufacturing period	March 2026	Pre-installation site preparation	May 2026	Installation and commissioning of seating	July 2026	Seating fully operational and available for use	September 2026
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16. Is there a related operating cost associated with the project? How will this be addressed?	<p>Yes. The seating system requires annual servicing (estimated £1,000 - £1750 a year) to maintain its extended 10-year warranty. These costs will be covered through a mix of regular parental donations and lettings income. Profit-making organisations will be charged standard hire fees, while community groups will benefit from free access wherever possible.</p>														
17. If the organisation is not in the public sector please provide details of the organisation's finances. Please include a copy of the most recently audited accounts, including unrestricted reserves.	<p>As an academy school, Charters School publishes audited annual accounts which are publicly available via the Department for Education and Companies House. We operate a balanced budget with prudent reserves, though capital funds for infrastructure such as this are limited.</p> <p><i>(Audited accounts available on request.)</i></p>														
18. Do you need planning permission to carry out the works?	<p>No. The installation is internal and does not alter the building's structure or external appearance.</p>														
19. If planning permission is required, is it in place to carry out the works? If so please provide the application number.	<p>Not applicable.</p>														

FC 74/25 – CIL Application: Sunningdale Bowling Club

Council feedback:

During the meeting, the council referred to the CIL policy which states 'applications from membership organisations must be able to demonstrate a wider community benefit. New or improved facilities must be accessible to a wide range of people in the community.' Anything the Bowling Club can do to strengthen its response to that part of the policy would be well received.

The council would also like to clarify a few points regarding accessibility and inclusivity at Sunningdale Bowls Club.

1. Is it correct that a person using a wheelchair would currently be unable to access the green to play bowls?
2. If someone cannot afford a membership, are there any options for them to still play, or does the membership requirement prevent participation?
3. Are there any measures in place to ensure that individuals who cannot afford to pay are not excluded from playing or becoming members?

Additional Information sent to the Clerk from Sunningdale Bowling Club

- 1) It is not correct that a person using a wheelchair is unable to access the green. Ramps are available for the process though these are not fixed as to ensure maximum use of the playing area they would need to be removed whilst play is in progress. Without them we would not be able to get our mowers and other equipment onto the green for maintenance purposes.
- 2) We have never to my knowledge prevented any member from continuing their membership if their personal circumstances make our fees and charges a financial challenge. Committee members are always alive for signs that a member may be facing financial difficulties and as treasurer I have in recent years allowed fees to be paid in instalments.
- 3) We have no formal policy in respect to these situations. Potential members who come to our 'try bowls' events and do not apply to join are always followed up so that we understand any barriers that exist to their potential membership and can

attempt to removed them. Ability to pay is always a consideration in these enquiries.

Please be aware that lawn bowling is not an expensive hobby. Our membership fee of £172 allows members to use the green every day between the end of April and the end of September, around 150 days, and to play indoors for the rest of the year at no additional charge. Lawn woods can be an expensive item if purchased new but second hand sets are readily available on ebay and the club has a large number of sets that any member can hire for £50 per year. Compare this cost with that of a local football club whose playing membership fee is £320 a year and the typical cost of being a Scout is £372 per year.

All members have full free access to the green and to the clubhouse. We also have Social Members who do not participate in bowling but have free access to the clubhouse and social events. The fee for a social membership is £15.

I hope this answers all the council's concerns and trust that they will now feel able to come to a conclusion about providing funding for our desire to make our facilities suitable for the whole community not just the able bodied.

Community Grant Application Form

Application for Grant Funding for Voluntary Organisations

Name and Address of Organisation:
Berkshire Vision, Midleton House, 5 Erleigh Road, Reading
Postcode: RG1 5LR

Name and Role of Main Contact:
[REDACTED]

Contact details for Main Contact:
[REDACTED] [REDACTED]

Is the organisation a registered Charity?	YES	
If yes, please provide Charity No.	1146413	

Total amount of Grant Requested:	£450	
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Purpose of the Grant or Project:	
We currently support 1,644 visually impaired people across Berkshire, with 9 living in Sunningdale Parish. We are requesting funding for our services that address loneliness and isolation for our more vulnerable members who are less able to travel. These include:	
<ul style="list-style-type: none">• Social activities – both remote events such as book clubs and quizzes, and face-to-face activities such as the Windsor coffee mornings.• Telephone Befriending – regular friendly calls from a volunteer trained in sight loss.• Transport – any member wishing to attend face-to-face activities can be picked up/dropped off using our accessible minibuses.	
These services will reduce social isolation, increase confidence and improve wellbeing for visually impaired people.	

Total cost of the Project:	To provide these services across the county it costs over £50,000 annually, which includes staff costs, travel costs, minibuses, volunteer recruitment, venue hire and more.
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From where will the remaining funds be sourced: (Please list funder and fund amounts)

We have secured £19,250 towards the current year's costs from a range of funders including Heathrow Community Trust. We regularly apply to trusts, foundations and other charitable organisations to help fund the services we provide to our members, and at any time have a number of pending applications.

Who will benefit from the Project?

110 people are supported through the Telephone Befriending service, and 130 through Social Clubs.

How many of these beneficiaries will be residents of Sunningdale Parish:

9 and any new members who join us over the year.

What are the Project Outcomes?

The outcomes for our members are:

- Reduced feelings of loneliness and isolation
- Increased feelings of confidence and independence
- Improved mental wellbeing

Please return the application form to the Clerk via email: clerk@sunningdaleparish.org.uk

Sunningdale Parish Council