Castle Bromwich Parish Council

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Chairman: Cllr. P Allen, **Vice-Chairman:** Cllr. S Beechey
Cllr. K Ahmed, Cllr. A Haywood, Cllr. J Macdonald, Cllr. D Pearce, Cllr. I Roden, Cllr. J Riordan, Cllr. S Temperton, Cllr. J Ward + 5 vacancies

MINUTES OF THE EXTRAORDINARY FULL COUNCIL MEETING

HELD AT ARDEN HALL WEDNESDAY 14TH JANUARY 2026 AT 6:45PM

Members Present:	Cllr. P Allen (Chair), Cllr. K Ahmed, Cllr. A Haywood, Cllr. J MacDonald, Cllr. D Pearce, Cllr. J Riordan &. Cllr. J Ward
Guests in Attendance:	None
Public in Attendance:	None
Officers in Attendance:	Clerk: Gemma Burgess (minute-taker)

Action

C26-001 **Welcome:** Cllr. P Allen welcomed all to the meeting.

C26-002 **Apologies for Absence**: Apologies were received & noted from Cllr. S Beechey & Cllr. S Temperton. Cllr. I Roden wasn't present.

C26-003 **Declarations of Interests & Dispensations:** None.

C26-004 **Public Question Time:** None present.

C26-005 **Minutes:**
RESOLVED: The minutes of the Parish Council meeting held on Wednesday 17th December 2025 were agreed as a true record of the meeting by those who had been present.

C26-006 **Finances 2025-26**:

a. **Ear-Marked Reserves:** It was noted that the reserves position would be reviewed at the March meeting to ensure that the Youth Council & Chairman's Charity Fund were up-to-date with ringfenced funds.
RESOLVED: That the Ear Marked reserves for year-ending 31st March 2026 be approved as below, with the projected EMR for year-ending 31st March 2027 approved as part of budget preparation.

Ear Marked Reserves at	31st March 2026	31st March 2027
EMR- Pavilion R&R	0	10,000
EMR – Open Spaces Infrastructure	15,000	30,000
EMR - Tree Maintenance	20,000	15,000
EMR – Outdoor Play & Leisure	20,000	30,000
EMR - Youth Council	566	566
EMR - Capital Projects	30,000	30,000
EMR - War Memorial	5125	5125
EMR - Election Costs	1500	2000
EMR - Defibrillators	3000	3000
EMR - CIL Money	0	0
EMR – Arden Hall Capital Projects	20,000	8000
EMR – Donated ring-fenced funds	108.83	108.83
EMR – Chairman's Charity Fund	972	972
EMR Total	**£116,271.83**	**£134771.83**

b. **2026-27 Budget:** The draft budget, as recommended by the working party, was considered
RESOLVED: That the 2026-2027 budget be approved. (attached at pp3-10)

c. **Precept 2026-27:** It was noted that tax base has increased to 3926. The Council is in a position to use reserves to fund the shortfall between expected income and expenditure. The precept for 2026-27 was considered in line with the Reserves and Investment Strategy and found to be compliant.
RESOLVED: That the Clerk be authorised to serve a precept demand of £423, 868 on SMBC.

	2025/26	2026/27
Precept	403, 684	£423, 868
Band D Precept Charge	£102.95	£107.96
Number of Band D equivalent dwellings (tax base)	3921	3926
% increase to precept	4%	5%
% increase to Band D	3.2%	4.9%

C26-007 **Meeting Schedule**

Full Council	28th Jan, 25th Feb, 25th Mar
Leisure Services Committee	11th Feb, 8th Apr
Finance and General Purposes Committee	11th Mar, 13th May
Staffing Committee: (Council Office)	15th Apr, Jul 8th,21st Oct
Annual Parish Assembly	4th Mar

This meeting ended at 6:57pm.

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Signed as a true record of the business transacted Dated
Chairman Castle Bromwich Parish Council

Financial Budget Comparison

Comparison between 01/04/25 and 15/01/26 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

		2025/26	Revised	Actual Net	Balance	2026/27
INCOME						
Democratic Services						
1010	Chairman's Charity Income	£1,000.00	£1,000.00	£1,041.76	£41.76	£1,000.00
1800	Sundry Income	£0.00	£0.00	£0.00	£0.00	£37,500.00
1805	Youth Council	£200.00	£200.00	£0.00	-£200.00	£200.00
1870	Interest	£1,000.00	£1,000.00	£1,193.91	£193.91	£1,200.00
1900	Precept	£403,684.00	£403,684.00	£403,684.00	£0.00	£423,868.00
1940	CIL Funding	£0.00	£0.00	£0.00	£0.00	£0.00
1950	Support grants	£0.00	£0.00	£108.83	£108.83	£0.00
2011875	Investment income	£10,000.00	£10,000.00	£8,799.43	-£1,200.57	£10,000.00
Total Democratic Services		£415,884.00	£415,884.00	£414,827.93	-£1,056.07	£473,768.00
Arden Hall						
1000	Hall hire	£65,000.00	£65,000.00	£56,337.87	-£8,662.13	£65,000.00
1005	Hirer Storage	£1,000.00	£1,000.00	£600.00	-£400.00	£800.00
1020	Music Licence (Recharge)	£500.00	£500.00	£274.66	-£225.34	£350.00
1050	Hall hire sundry	£250.00	£250.00	£100.00	-£150.00	£125.00
1100	CBPC Function Income	£5,000.00	£5,000.00	£2,766.86	-£2,233.14	£4,000.00
1800	Sundry	£2.00	£2.00	£10.35	£8.35	£2.00
2000	Suspense	£0.00	£0.00	£0.00	£0.00	£0.00
4752	Refundable Bonds	£0.00	£0.00	£3,475.00	£3,475.00	£0.00
4753	Bond Deductions	£0.00	£0.00	£475.00	£475.00	£0.00
Total Arden Hall		£71,752.00	£71,752.00	£64,039.74	-£7,712.26	£70,277.00
Bar						
1420	Bar sales	£60,000.00	£60,000.00	£41,445.73	-£18,554.27	£50,000.00

Financial Budget Comparison

Comparison between 01/04/25 and 15/01/26 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

		2025/26	Revised	Actual Net	Balance	2026/27
1425	DEFUNCT FROM 2026 Coffee Machine	£4,000.00	£4,000.00	£2,378.42	-£1,621.58	£0.00
Total Bar		£64,000.00	£64,000.00	£43,824.15	-£20,175.85	£50,000.00
Open Spaces & Pavilion						
1060	Facilities hire	£15,000.00	£15,000.00	£11,468.50	-£3,531.50	£20,000.00
1061	Hirer Storage	£2,250.00	£2,250.00	£1,220.00	-£1,030.00	£2,050.00
1065	Pitches / tennis	£300.00	£300.00	£125.00	-£175.00	£150.00
1066	Pitches / football	£4,330.00	£4,330.00	£2,660.00	-£1,670.00	£3,290.00
1067	Pitches / cricket	£2,060.00	£2,060.00	£2,060.00	£0.00	£2,122.00
4122	Electricity Recharge	£0.00	£0.00	£43.05	£43.05	£1,000.00
Total Open Spaces & Pavilion		£23,940.00	£23,940.00	£17,576.55	-£6,363.45	£28,612.00
Total Income		£575,576.00	£575,576.00	£540,268.37	-£35,307.63	£622,657.00

Financial Budget Comparison

Comparison between 01/04/25 and 15/01/26 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

		2025/26	Revised	Actual Net	Balance	2026/27
EXPENDITURE						
Democratic Services						
4000	Wages	£94,000.00	£75,000.00	£52,533.89	£22,466.11	£75,000.00
4001	Employers'NI	£11,500.00	£8,500.00	£6,698.98	£1,801.02	£8,500.00
4003	Employers' Pension	£21,620.00	£17,250.00	£11,483.71	£5,766.29	£17,250.00
4010	Chairman's Charity Fund Grant	£1,000.00	£1,000.00	£134.23	£865.77	£1,000.00
4030	Staff training	£2,500.00	£2,500.00	£1,802.73	£697.27	£2,500.00
4040	Staff travel	£1,200.00	£1,200.00	£832.48	£367.52	£1,250.00
4070	Staff uniforms	£1,000.00	£1,000.00	£543.23	£456.77	£1,000.00
4120	Heating and lighting	£2,500.00	£2,500.00	£946.95	£1,553.05	£1,800.00
4130	Insurance	£1,100.00	£1,100.00	£951.29	£148.71	£1,100.00
4155	Cleaning materials	£100.00	£100.00	£14.11	£85.89	£100.00
4160	H&S Supplies(inc Defibs)	£0.00	£1,000.00	£106.36	£893.64	£1,000.00
4170	Repairs and maintenance	£10,000.00	£10,000.00	£242.58	£9,757.42	£5,000.00
4185	Furniture & Equipment	£1,500.00	£700.00	£115.62	£584.38	£1,500.00
4400	Stationery	£300.00	£300.00	£119.07	£180.93	£300.00
4405	Printer/Copier	£1,000.00	£1,000.00	£489.57	£510.43	£1,000.00
4415	Postage	£50.00	£50.00	£25.71	£24.29	£50.00
4417	Telephone & Internet	£3,120.00	£3,120.00	£1,678.18	£1,441.82	£3,000.00
4421	DEFUNCT Website	£350.00	£350.00	£0.00	£350.00	£0.00
4422	IT	£15,000.00	£15,000.00	£6,115.94	£8,884.06	£10,000.00
4436	Advertising - statutory	£500.00	£500.00	£0.00	£500.00	£500.00

Financial Budget Comparison

Comparison between 01/04/25 and 15/01/26 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

		2025/26	Revised	Actual Net	Balance	2026/27
4460	Subscriptions	£2,150.00	£2,150.00	£1,816.00	£334.00	£2,150.00
4500	Chairmans Allowance	£1,300.00	£1,300.00	£1,300.00	£0.00	£1,300.00
4510	Councillor Allowances	£2,800.00	£2,800.00	£0.00	£2,800.00	£2,800.00
4520	Councillor expenses	£200.00	£200.00	£0.00	£200.00	£200.00
4525	Councillor training	£500.00	£500.00	£35.00	£465.00	£500.00
4550	Bank charges - UTB Disbursements	£320.00	£320.00	£166.95	£153.05	£300.00
4553	Bank charges - Lloyds Disbursements	£120.00	£120.00	£54.95	£65.05	£120.00
4556	Card Payment Fees	£1,200.00	£1,200.00	£866.33	£333.67	£1,500.00
4580	Audit fees	£2,500.00	£2,500.00	£2,136.20	£363.80	£2,500.00
4585	Professional fees	£9,000.00	£6,500.00	£532.00	£5,968.00	£9,000.00
4587	Professional advice, staffing	£6,000.00	£6,000.00	£3,502.96	£2,497.04	£6,000.00
4600	Events - civic service	£250.00	£280.00	£279.96	£0.04	£350.00
4601	Events - Remembrance parade	£3,000.00	£3,000.00	£2,280.22	£719.78	£3,400.00
4610	Events - special events	£1,500.00	£1,500.00	£0.00	£1,500.00	£1,500.00
4615	Events - Party in the Park	£3,000.00	£2,970.00	£2,145.11	£824.89	£3,000.00
4630	Events - Christmas tree, concert	£100.00	£100.00	£16.82	£83.19	£100.00
4640	Election costs	£0.00	£0.00	£0.00	£0.00	£0.00
4650	Parish Plan actions	£0.00	£0.00	£0.00	£0.00	£500.00
4720	Section 137 spend	£500.00	£500.00	£0.00	£500.00	£500.00
4752	Refundable Bonds	£0.00	£0.00	£0.00	£0.00	£0.00
4800	Grant aid	£500.00	£500.00	£0.00	£500.00	£500.00

Financial Budget Comparison

Comparison between 01/04/25 and 15/01/26 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

		2025/26	Revised	Actual Net	Balance	2026/27
4805	Community Support	£0.00	£0.00	£0.00	£0.00	£0.00
4810	Youth Parish Council	£200.00	£200.00	£24.15	£175.85	£200.00
4899	Miscellaneous expenditure	£500.00	£500.00	£0.00	£500.00	£500.00
4940	Capital projects	£0.00	£0.00	£0.00	£0.00	£0.00
4998	Staffing Contingency	£10,000.00	£5,000.00	£0.00	£5,000.00	£10,000.00
4999	Contingency	£20,000.00	£20,000.00	£0.00	£20,000.00	£20,000.00
8888	Accounting Corrections	£0.00	£0.00	£0.00	£0.00	£0.00
9000	Warm Hub Spend	£0.00	£0.00	£0.00	£0.00	£0.00
Total Democratic Services		£233,980.00	£200,310.00	£99,991.28	£100,318.72	£198,770.00
Arden Hall						
1105	CBPC Function Exp	£2,000.00	£2,000.00	£713.84	£1,286.16	£2,000.00
4000	Wages	£56,000.00	£95,000.00	£57,535.48	£37,464.52	£95,000.00
4001	Employers' NI	£8,000.00	£12,000.00	£6,183.98	£5,816.02	£12,000.00
4003	Employers' Pensions	£17,480.00	£21,850.00	£13,019.25	£8,830.75	£21,850.00
4110	NNDR	£10,000.00	£10,000.00	£7,859.25	£2,140.75	£10,000.00
4115	Rates - water	£6,000.00	£6,000.00	£3,795.21	£2,204.79	£6,000.00
4120	Heating and lighting	£35,000.00	£35,000.00	£18,762.75	£16,237.25	£30,000.00
4130	Insurance	£3,800.00	£3,800.00	£3,500.00	£300.00	£3,800.00
4150	Cleaning materials	£2,200.00	£2,200.00	£1,617.52	£582.48	£2,500.00
4157	Waste removal	£3,500.00	£3,500.00	£2,115.95	£1,384.05	£3,500.00
4165	Inspections & Scheduled Maintenance	£5,000.00	£5,000.00	£2,331.70	£2,668.30	£5,000.00
4170	Repairs and maintenance	£15,000.00	£9,220.00	£4,883.39	£4,336.61	£15,000.00

Financial Budget Comparison

Comparison between 01/04/25 and 15/01/26 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

		2025/26	Revised	Actual Net	Balance	2026/27
4175	CCTV and security	£5,000.00	£5,000.00	£798.19	£4,201.81	£8,000.00
4185	Furniture & Equipment	£4,000.00	£1,300.00	£790.57	£509.43	£8,000.00
4400	Stationery	£150.00	£150.00	£13.62	£136.38	£150.00
4405	Printer/Copier	£800.00	£800.00	£665.18	£134.82	£800.00
4415	DEFUNCT Postage	£50.00	£50.00	£0.00	£50.00	£0.00
4422	DEFUNCT FROM 2025 (IT)	£0.00	£0.00	£0.00	£0.00	£0.00
4701	Refreshment Stock	£200.00	£200.00	£23.24	£176.76	£100.00
4710	Music licences	£2,000.00	£2,000.00	£1,135.03	£864.97	£2,000.00
4750	Function licences	£250.00	£250.00	£226.00	£24.00	£280.00
4899	Miscellaneous	£200.00	£200.00	£0.00	£200.00	£200.00
4940	Capital projects	£5,000.00	£20,780.00	£20,780.00	£0.00	£12,000.00
Total Arden Hall		£181,630.00	£236,300.00	£146,750.15	£89,549.85	£238,180.00
Bar						
4000	Wages	£12,000.00	£20,545.00	£11,173.28	£9,371.72	£15,000.00
4001	Employers' NI	£0.00	£500.00	£244.02	£255.98	£100.00
4002	Agency Staff	£0.00	£1,165.00	£1,165.00	£0.00	£0.00
4003	Employers' Pensions	£1,725.00	£5,060.00	£0.00	£5,060.00	£0.00
4155	Cleaning materials	£300.00	£300.00	£161.11	£138.89	£330.00
4170	Repairs and maintenance	£1,000.00	£1,000.00	£408.23	£591.77	£1,200.00
4190	Bar Equipment	£1,500.00	£1,500.00	£354.80	£1,145.20	£2,500.00
4585	Professional fees	£1,000.00	£1,000.00	£600.00	£400.00	£1,200.00
4700	Bar purchases	£20,000.00	£20,000.00	£16,104.64	£3,895.36	£22,500.00
4705	DEFUNCT Other	£0.00	£0.00	£0.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/04/25 and 15/01/26 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

		2025/26	Revised	Actual Net	Balance	2026/27
4710	DEFUNCT FROM 2026 Coffee Machine	£2,500.00	£2,500.00	£1,651.97	£848.03	£0.00
Total Bar		£40,025.00	£53,570.00	£31,863.05	£21,706.95	£42,830.00
Open Spaces & Pavilion						
4000	Wages	£76,000.00	£76,000.00	£56,194.80	£19,805.20	£76,000.00
4001	Employers' NI	£7,000.00	£6,500.00	£5,189.61	£1,310.39	£7,000.00
4003	Employers' Pensions	£17,480.00	£17,480.00	£7,744.98	£9,735.02	£17,480.00
4120	Heating and lighting	£20,000.00	£20,000.00	£6,831.45	£13,168.55	£15,000.00
4130	Insurance	£1,800.00	£1,800.00	£1,500.00	£300.00	£1,800.00
4155	Cleaning materials	£2,000.00	£2,000.00	£1,157.79	£842.21	£2,000.00
4157	Waste removal	£4,000.00	£4,000.00	£1,890.00	£2,110.00	£3,500.00
4170	Repairs and maintenance	£30,000.00	£12,000.00	£3,909.71	£8,090.29	£30,000.00
4175	DEFUNCT CCTV and security	£0.00	£0.00	£0.00	£0.00	£0.00
4180	DEFUNCT Defibrillators	£1,000.00	£0.00	£0.00	£0.00	£0.00
4185	Furniture & Equipment	£4,000.00	£7,500.00	£4,065.30	£3,434.70	£5,000.00
4200	Grounds maintenance	£30,000.00	£30,000.00	£21,526.90	£8,473.10	£30,000.00
4208	War Memorial maintenance	£0.00	£0.00	£0.00	£0.00	£5,000.00
4224	Tennis courts maintenance	£1,000.00	£1,000.00	£0.00	£1,000.00	£1,000.00
4230	Playground safety works	£2,000.00	£2,000.00	£204.00	£1,796.00	£2,000.00
4235	Play & Exercise Equipment	£25,000.00	£27,500.00	£2,500.00	£25,000.00	£0.00
4240	Pavilion Renovation 2025	£0.00	£72,709.68	£65,045.62	£7,664.06	£20,000.00
4250	Tree maintenance	£5,000.00	£5,000.00	£980.00	£4,020.00	£5,000.00
4417	DEFUNCT Telephone	£0.00	£0.00	£0.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/04/25 and 15/01/26 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

		2025/26	Revised	Actual Net	Balance	2026/27
4940	Capital projects	£0.00	£0.00	£0.00	£0.00	£0.00
Total Open Spaces & Pavilion		£226,280.00	£285,489.68	£178,740.16	£106,749.52	£220,780.00
Total Expenditure		£681,915.00	£775,669.68	£457,344.64	£318,325.04	£700,560.00
Total Income		£575,576.00	£575,576.00	£540,268.37	-£35,307.63	£622,657.00
Total Expenditure		£681,915.00	£775,669.68	£457,344.64	£318,325.04	£700,560.00
Total Net Balance		**-£106,339.00**	**-£200,093.68**	**£82,923.73**	**-£353,632.67**	**-£77,903.00**