

**Those present:**

Cllr Plater (Chair)  
Cllr Bell  
Cllr Clare  
Cllr Gilbert  
Cllr Page  
Michelle Curtis (Parish Clerk/RFO)  
1 member of the public

**1. Apologies for Absence**

There were no apologies for absence; all Members were present.

**2. Declarations of Interest**

The Chairman declared interests as follows:

- Membership of Tollesbury Climate Partnership (TCP), a TCP Committee/Working Party member, has invested in the Tollesbury School project.

Cllr Clare declared interests as follows:

- Membership of Tollesbury Climate Partnership (TCP), a TCP Committee/Working Party member, has invested in the Tollesbury School project.

Cllr Bell declared interests as follows:

- Membership of Tollesbury Climate Partnership (TCP), a TCP Committee/Working Party member, has invested in the Tollesbury School project.

Cllr Gilbert declared interests as follows:

- Membership of Tollesbury Climate Partnership (TCP)

The Chairman reminded the Committee that any discussions regarding personnel/wages were strictly confidential and Councillors should not be taking notes of those discussions.

**3. Public Forum**

The resident stated:

- From their observations on the fund allocations for the facilities in the village, i.e. The Hard and the Allotments, these facilities are enjoyed at a low rate, and the fees agreed upon by the Committee should reflect the added value the Parish Council provides. The resident stated they didn't feel that there should be any expectation that the prices should be reduced; the Parish Council is providing excellent value for money

**4. Minutes**

**Resolved:** The minutes of the Finance and Policy Committee Meeting held on 26<sup>th</sup> September 2024 be approved as a true and accurate record of the meeting. Proposed Cllr Clare, seconded by Cllr Bell and unanimously agreed by those who attended.

Cllr Page asked if there was any update on the License Agreement between the Parish Council and Tollesbury Climate Partnership (TCP) for the use of the land in the Cemetery for the Community Orchard.

The Chair advised that he raised this with TCP, who was happy to have a License Agreement and pay a peppercorn rent.

**Action:** Chair to prepare the draft agreement for consideration by the Committee.

## **5. Accounts 2024/25**

### **5.1 2024/25 Accounts**

The Clerk gave an overview of the current financial position. The Parish Council was financially secure.

### **5.2 Earmarked Reserves**

The Committee reviewed the current Earmarked Reserves (Appendix A).

**Action:** To propose the following to the Full Council:

- 1) Harbour Project – R Lankester EMR - To remove the committed expenditure of £250, agreed upon in 2023, for coir ropes. This project will no longer be going ahead. The donation from the late Roger Lankester will be held in the EMR until a suitable project comes along.
- 2) Pavilion Project - As there has been no further development with the Pavilion project, to transfer the funds of £2,000 to a new EMR for the Woodup Pool Toilet project.

### **5.3 Unspent budget**

The Committee reviewed the unspent funds. Due to the unexpected increase in Burial Ground Income, funds were available.

The Committee proposes that the funds be allocated to the following work:

Land Registry Woodup Pool – £1,000

Bus Shelter Repairs - £6,578

Toilet Exploratory Works - £3,500

Kickwall Painting - £250

Skate Park Removal - £3,360

## **6. Budget/Precept 2025/26**

The Clerk confirmed that the letter (Appendix B) from Maldon District for the 2025/2026 Council Tax Base and request for 2024/2026 Parish/Town Council precept demand and information had been circulated to the Committee. The tax base for 2025/26 is 1,023.4. This was set at 1,031.0 for 2024/25.

Councillors reviewed the latest financial report, which detailed the budget set for 2024/25 and the current year's income and expenditure.

Discussions took place on the items under each budget heading, consideration was given to each item, and a budget forecast was proposed for 2025/26.

It was recommended to budget non-recurring expenditures (Earmarked Reserves) for 2025/26 as follows: Amenities/Cemetery £1,500 – Recreation Ground £4,000 – Woodup Pool £3,000 – Neighbourhood Plan £3,000 – Woodup Pool Toilet £1,000 - Community support/minor projects £1,300—total non-recurring expenditure: £13,800.

The Committee agreed to the proposed Precept of £123,946 for 2025/26, an increase of £5,689, 4.81% against 2024/25. Based on a Band D property, the cost per household is £121.12, which is an increase of £6.42, 5.59% against 2024/25 (Appendix C).

## 7. Fees

The Committee considered the email from Tollesbury Football Club regarding the pitch fees. The Committee felt it was important to continue to increase the fees annually. Still, in recognition of the 125 years Tollesbury FC has been running, the Committee would propose to the Full Council that a reward should be given to Tollesbury Football Club.

The Committee reviewed the current fees and updated the fees for 2025/26. All increases will be applied from 1st April 2025, except for the football pitch hire, where the increases will take effect from the start of the 2025/26 season.

Below are the proposed fees for 2025/26.

### Recreation Ground

Recommended changes to increase fees are as follows:

Senior Football Match	£52.50 per match
Junior Football (full pitch)	£29.00 per match
Junior Football (9-a-side pitch)	£26.00 per match
Junior Football (mini-soccer pitch)	£21.00 per match
Football Training (Lights)	P.O.A

### Woodrolfe Hard

Recommended changes to the Woodrolfe Hard Fees are as follows:

Annual Dinghy Mooring	£77.50 per annum (inclusive of VAT)
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### Allotments

Recommended changes to the allotment fees are as follows:

Full Plot	£52.50
Half Plot	£37.50

### Pavilion

Recommended change to the hire charge:

Per Session	£36.00
Per Hour	£13.50

### Woodrolfe Green

Recommended the peppercorn rent be left at £3.00 per annum.

### Cemetery

Recommended to increase charges by 10% (as per 2024/25).

### Projector Hire

Annual hire to Tolleshunt D'Arcy Parish Council - £100

### PO Box Address

Tollesbury D'Arcy Parish Council – 20% of the fee excluding VAT  
No charge to Tailleurs Charity

The full details of recommended fees are shown in Appendix D.

## **8. Policies and Procedures**

### **8.1 Financial Regulations**

The Committee agreed to the proposed changes to the Financial Regulations. The document had been updated to the new NALC Financial Regulations and modified to suit Tollesbury. The updated Financial Regulations V7.0 will be presented to the Full Council for adoption.

### **8.2 Equality and Diversity Policy**

The Committee agreed to the proposed changes to the Equality and Diversity Policy. The updated Document and Data Retention Policy V3.0 will be presented to the Full Council for adoption.

### **8.3 Publication Policy**

There were no amendments to the Publication Policy V3.0.

### **8.4 Document and Data Retention Policy**

The Committee agreed to the proposed changes to the Document and Data Retention Policy. The policy will be renamed to the Records Retention Policy V4.0. The updated Records Retention Policy V4.0 will be presented to the Full Council for adoption.

### **8.5 Freedom of Information Policy**

There were no amendments to the Freedom of Information Policy V3.0.

Cllr Bell stated that whilst reviewing the Freedom of Information Policy, it was noted that the Parish Council does not have a Health and Safety Policy. The Committee agreed that the Parish Council should have a Health and Safety Policy.

**Action:** Clerk to explore further.

### **8.6 Memorial Bench Policy**

There were no amendments to the Memorial Bench Policy V1.0.

## **9. Investment Policy**

It was agreed that Tollesbury should have an Investment Policy.

**Action:** Clerk to explore further.

## **10. Other Matters**

There were no other matters raised.

## **11. Date of the Next Meeting**

The next meeting will be held on:

Website Review – Monday 20<sup>th</sup> January 2025 at 7.00pm – Pavilion

Year-End Review – Monday 24<sup>th</sup> Match 2025 at 7.00pm – Pavilion

The Chairman closed the meeting at 9.37pm.

Signed.....

Date:.....

<b>Tollesbury Parish Council Earmarked Reserves Summary</b>
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As at 30th November 2024

	<b>Opening Balance</b>	<b>Net Transfers</b>	<b>Closing Balance As Per Accounts</b>	<b>Committed Expenditure</b>	<b>Current Balance Less Committed Expenditure</b>
Amenities	1522	-742	780	-780	0
Recreation Ground	2481	3100	5581	-3380	2201
Community Support/Minor Projects	1298	322	1620	0	1620
Woodup Pool	4015	2718	6733	-6040	693
Pavilion Project	1000	1000	2000	-2000	0
Neighbourhood Plan	2309	2000	4309	0	4309
Woodrolfe Hard	1553	0	1553	-1500	53
Harbour Project - R Lankester	250	0	250	-250	0
<b>TOTAL</b>	<b>14427</b>	<b>8398</b>	<b>22825</b>	<b>-13950</b>	<b>8875</b>

Earmarked Reserves  
Amenities

	Other information	Expected completion period	Total Project Cost	Budgeted Cost To Date	EMR Balance	Additional comments
<b>Opening Balance 01.04.24</b>					<b>1,522</b>	
Transfer from General Reserves	Budget 2024/25 - Trees Cemetery Budget 2024/25 - Trees W/Green and H/Green			1,000 500	1,000 500	
Tree Work Cemetery	Cost of project spread over two years (2023/24 and 2024/25) - total cost £2295	2024-25	2,295	2,295	-2,295	Work completed March 2023
Cemetery Trees	Work approved 03/09/24	2024-25	400	400	-400	Work completed September 2024
Transfer from Community Support/Minor Projects EMR	To cover shortfall for approved works	Nov-24		978	978	Transfer completed November 2024
Hasler Green Trees	Work approved 03/09/24	2024-25	525	525	-525	Work completed Sept/Oct 2024
<b>Current balance per accounts</b>					<b>780</b>	

Working Information

Committed Expenditure	Other information	Expected completion period	Total Project Cost	Budgeted Cost To Date	Committed EMR Expenditure	Additional comments
Woodrolfe Green - Car Park	Work approved 04/06/24	2024-25	330	330	-330	
Cemetery - Spraying	Work approved 06/08/24	2024-25	250	250	-250	
Woodrolfe Green Trees	Work approved 03/09/24	2024-25	200	200	-200	
<b>Total Committed Expenditure</b>				<b>780</b>	<b>-780</b>	

**CURRENT BALANCE LESS COMMITTED EXPENDITURE**

**0**

Earmarked Reserves  
Recreation Ground

Committed Project Description	Other information	Expected completion period	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
<b>Opening Balance 01.04.24</b>					2,481	
Transfer from General Reserves	Budget 2024/25 - Trees Work			2,000	2,000	
	Budget 2024/25 - New Play Equipment Project			2,000	2,000	
Tree Work	Work approved 03/09/24	2024-25	900	900	-900	Work completed September 2024
<b>Current balance per accounts</b>					<b>5,581</b>	

Working Information

Committed Expenditure	Other information	Expected completion period	Total Project Cost	Budgeted Cost To Date	Committed EMR Expenditure	Additional comments
New Equipment Project	Future project	Ongoing		2,000	-2,000	
<b>Tree Work</b>						
Budget	£280 c/f 2023/24 and £2,000 budgeted 2024/25			2,280		
Tree Work	Work approved 03/09/24			-900		Work completed September 2024
			<b>TOTAL</b>	<b>1,380</b>	<b>-1,380</b>	
<b>Repairs/Renewals Budget</b>						
Carried forward from 2023/24				2,001		
<b>Total Committed Expenditure</b>				<b>6,761</b>	<b>-3,380</b>	

**CURRENT BALANCE LESS COMMITTED EXPENDITURE**

**2,201**

Earmarked Reserves  
 Communtiy support/Minor projects

Committed Project Description	Other information	Expected completion period	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Opening Balance 01.04.24					1,298	
Transfer from General Reserves	Budget 2024/25			1,300	1,300	
Transfer to Amenities EMR	To cover shortfall for approved works	Nov-24		-978	-978	Transfer completed Novemebr 2024
<b>Current balance per accounts</b>				<b>322</b>	<b>1,620</b>	

Working Information

Committed Expenditure	Other information	Expected completion period	Total Project Cost	Budgeted Cost To Date	Committed EMR Expenditure	Additional comments
<b>Total Committed Expenditure</b>				<b>0</b>	<b>0</b>	

<b>CURRENT BALANCE LESS COMMITTED EXPENDITURE</b>	<b>1,620</b>
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Earmarked Reserves  
Woodup Pool

Committed Project Description	Other information	Expected completion period	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
<b>Opening Balance 01.04.24</b>					<b>4,015</b>	
Transfer from General Reserves	Budget 2024/25 - Risk Assessment			1,000	1,000	
	Budget 2024/25 - Sluice gate/weed control maintenance			2,000	2,000	
Signage	Work approved 21/05/24	2024-25		-282	-282	Work completed September 2024
<b>Current balance per accounts</b>		<b>0</b>	<b>0</b>	<b>2,718</b>	<b>6,733</b>	

Working Information

Committed Expenditure	Other information	Expected completion period	Total Project Cost	Budgeted Cost To Date	Committed EMR Expenditure	Additional comments
Weed control maintenance	Future Project/Works	Ongoing		1,000	-1,000	Provision for any future works
Sluice gate maintenance	Future Project/Works	Ongoing		1,000		
	Transfer agreed at W/Pool Committee meeting on 22/04/24			1,000		
			TOTAL	2,000	-2,000	
Risk Assessment 2026	Cost of project spread over two years - total cost estimated at £2000	2025-26	2,000	2,000	-1,000	£1,000 to be budgeted in 2025/26
Woodup Pool Event	Potential Project	2024		2,040		WPE donation 2023
	Transfer agreed at W/Pool Committee meeting on 22/04/24			-1,000	-1,000	
Signage	Work approved 21/05/24	2024-25		-282	-282	Work completed September 2024
Toilet Exploratory Works (Survey)	Work approved 15/10/24	2024-25		-744	-744	
			TOTAL	14	-14	
<b>Total Committed Expenditure</b>				<b>0</b>	<b>-6,040</b>	

**CURRENT BALANCE LESS COMMITTED EXPENDITURE**

**693**

Earmarked Reserves  
Pavilion Project

Committed Project Description	Other information	Expected completion period	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Opening Balance 01.04.24	Opening Balance 01.04.24				1,000	
Transfer from General Reserves	Budget 2024/25			1,000	1,000	Transfer completed
<b>Current balance per accounts</b>			<b>0</b>	<b>1,000</b>	<b>2,000</b>	

Working Information

Committed Expenditure	Other information	Expected completion period	Total Project Cost	Budgeted Cost To Date	Committed EMR Expenditure	Additional comments
Pavilion Project	Future Project	Ongoing			-2,000	
<b>Total Committed Expenditure</b>				<b>0</b>	<b>-2,000</b>	

**CURRENT BALANCE LESS COMMITTED EXPENDITURE**

**0**

Earmarked Reserves  
Neighbourhood Plan

Committed Project Description	Other information	Expected completion period	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Opening Balance 01.04.24					2,309	
Transfer from General Reserves	Budget 2024/25			2,000	2,000	
<b>Current balance per accounts</b>			<b>0</b>	<b>2,000</b>	<b>4,309</b>	

Working Information

Committed Expenditure	Other information	Expected completion period	Total Project Cost	Budgeted Cost To Date	Committed EMR Expenditure	Additional comments
<b>Total Committed Expenditure</b>				<b>0</b>	<b>0</b>	

**CURRENT BALANCE LESS COMMITTED EXPENDITURE**

**4,309**

Earmarked Reserves  
Woodrolfe Hard

Committed Project Description	Other information	Expected completion period	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Opening Balance 01.04.24					1,553	
<b>Current balance per accounts</b>				<b>0</b>	<b>1,553</b>	

Working Information

Committed Expenditure	Other information	Expected completion period	Total Project Cost	Budgeted Cost To Date	Committed EMR Expenditure	Additional comments
Continued Improvement Works	Maintenance of the Hard Area	2024-25	1,500	1,500	-1,500	
<b>Total Committed Expenditure</b>				<b>1,500</b>	<b>-1,500</b>	

**CURRENT BALANCE LESS COMMITTED EXPENDITURE**

**53**

Earmarked Reserves  
Harbour Project - R Lankester

Committed Project Description	Other information	Expected completion period	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Openeing Balance 01.04.24					250	
<b>Current balance per accounts</b>			<b>0</b>	<b>0</b>	<b>250</b>	

Working Information

Committed Expenditure	Other information	Expected completion period	Total Project Cost	Budgeted Cost To Date	Committed EMR Expenditure	Additional comments
Coir Rope Enclosure Project	As agreed at meeting on 21/11/23			250	-250	
<b>Total Committed Expenditure</b>				<b>250</b>	<b>-250</b>	

**CURRENT BALANCE LESS COMMITTED EXPENDITURE**

**0**

**21<sup>st</sup> November 2024**

Clerk to Tollesbury Parish Council  
4 Valkryie Close  
Tollesbury  
Essex  
CM9 8SL

**MALDON DISTRICT  
COUNCIL**

Princes Road  
Maldon  
Essex CM9 5DL

[www.maldon.gov.uk](http://www.maldon.gov.uk)



Email: [tollesburypc@btinternet.com](mailto:tollesburypc@btinternet.com)



Enquiries to: Kate Roast  
Email: [kate.roast@maldon.gov.uk](mailto:kate.roast@maldon.gov.uk)

Dear Parish Clerk

**Tollesbury Parish Council - 2025/26 Council Tax Base and request for 2025/26 Parish/Town Council precept demand and information**

**2025/26 Council Tax Base**

I am writing to inform you that the 2025/26 tax base for your Parish is 1,023.3 but this will not be finally confirmed until the Council approve the Council Tax Base for 2025/26 on 12<sup>th</sup> December 2024. If there is a change, we will inform you as soon after this date as possible.

**2025/26 Parish/Town Council precept information**

The Parish/Town precept is set by your Council, and it should represent the Parish/Town net budget requirement for 2025/26, as approved by your committee or Council as a whole. This precept will be divided into the above 2025/26 tax base to determine the band D equivalent level of Parish/Town Council's Council Tax.

In order that I can include your precept in the overall calculation of Council Tax, I would be grateful if you could complete and return the attached Parish Precept form by **7 January 2024**.

The signed completed precept form will be deemed as the official notification of your Parish/Town Council's precept demand for 2025/26.

I am required to determine the timing of the payment of the precept to the Parish/Town Council in accordance with regulations and to consult with the Parish/Town Council on my proposals.

The existing arrangements are as follows:

1. Precepts under £50,000 – payment will be received by the Parish/Town Council on the last working day in April.
2. Precepts of £50,000 or more – 50% will be received Parish/Town Council on the last working day in April and 50% will be received on the last working day in August.

Unless I hear from you within 21 days of this letter, I will assume that this arrangement is satisfactory.

Your precept will be paid into your bank account in 2025/26. Please let us know if there has been any change to the name and address of your bank, sort code number or account number.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'B. Cookson', with a stylized flourish at the end.

Ben Cookson  
Chief Finance Officer (Section 151)

**PARISH PRECEPT 2025/26 FORM**

The total amount of 2025/26 precept to be issued by the above parish / town council will be:

£
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(The same figure as box C below)

Using the tax base outlined in this letter, the amount of 2025/26 Band D precept per property to be issued by the above Parish/Town Council will be:

£
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(The same figure as box D below)

If your **precept is equal to or exceeds £140,000**, please also provide the following supportive budgetary information, as we are required to publish this information in our council tax leaflet.

	2024/25	2025/26
	£	£
Total Expenditure		A
Total Income		B
Total Precept (Box A - Box B)		C
<b>Band D per property</b> (Box C ÷ 1,023.3)		D

A more detailed breakdown of the Parish/Town Council's financial accounts is available by writing to **(please supply contact name and address below)**:

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Designation

Person authorised to sign on behalf of the Parish/Town Council

**Please return to: Kate Roast, by 7 January 2025.**

<b>TOLLESBURY PARISH COUNCIL</b> <b>ACCOUNTS ANALYSIS</b> <b>BUDGETS 2025/26</b>
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	2024/2025 Budget	2025/2026 Budget
<b>Recurring Expenditure</b>		
Admin	12237.00	13100.00
Amenities	5220.00	6270.00
Cemetery	7400.00	8010.00
Pavilion	2210.00	2325.00
Rec Ground	13585.00	13610.00
Street Clean	5000.00	500.00
Street Light	5000.00	5000.00
Wages	57403.00	69221.00
Woodrolfe Hard	935.00	935.00
Woodup Pool	5360.00	4950.00
S137 Expenditure	1500.00	1000.00
Other - Agency - Advertising	4070.00	4120.00
<b>Total of Estimated Recurring Expenditure</b>	<b>119920.00</b>	<b>129041.00</b>
<b>Income</b>		
Amenities - Allotments	1333.00	1553.00
Cemetery - Fees	5155.00	8250.00
Pavilion - Hire Charge	75.00	75.00
Rec Ground - Pitch Fees	3000.00	2500.00
Woodrolfe Hard - Fees	1700.00	2067.00
Agency Service	2950.00	2950.00
Grants	0.00	0.00
Bank Interest	250.00	1500.00
<b>Total of Estimated Income</b>	<b>14463.00</b>	<b>18895.00</b>
<b>Recurring Expenditure Less Income</b>	<b>105457.00</b>	<b>110146.00</b>
<b>Non-Recurring Expenditure</b>		
Amenities	1500.00	1500.00
Recreation Ground	4000.00	4000.00
Woodup Pool	3000.00	3000.00
Neighbourhood Plan	2000.00	3000.00
Woodrolfe Hard	0.00	0.00
Woodup Pool Toilets	1000.00	1000.00
Unallocated Sum	1300.00	1300.00
<b>Total of Estimated Non-Recurring Expenditure</b>	<b>12800.00</b>	<b>13800.00</b>
<b>Net Precept Sum</b>	<b>118257.00</b>	<b>123946.00</b>
Council Tax - 2024/2025 - Band D (Precept divided by Tax Base /1031.0)	114.70	
Council Tax - 2025/2026 - Band D (Precept divided by Tax Base /1023.3)		121.12
Precept 2024/25	£ 118,257.00	
Precept 2025/26	£ 123,946.00	
Difference	£ 5,689.00	
% Difference	4.811	
Council Tax - 2024/2025 - Band D	£ 114.70	
Council Tax - 2025/2026 - Band D	£ 121.12	
Difference	£ 6.42	
% Difference	5.599	

**TOLLESBURY PARISH COUNCIL  
ACCOUNTS ANALYSIS  
BUDGETS 2025/26**

Payments	Cost Centre	2023/2024 Actual	2024/2025 Budget	Actual To Date as at 30/11/24	Forecast Expenditure 2024/25	2025/2026 Budget	
Admin - 110	Audit Fees	4100	720.00	750.00	720.00	750.00	
	Bank Charges	4110	101.00	100.00	-15.00	100.00	
	Insurance	4120	4087.00	4087.00	4128.00	4200.00	
	Misc	4130	619.00	300.00	152.00	300.00	
	Office Allowance	4140	1500.00	1600.00	1067.00	1800.00	
	Photocopier	4150	773.00	700.00	799.00	1200.00	
	Postage	4160	24.00	40.00	3.00	40.00	
	Stationery	4170	52.00	60.00	26.00	60.00	
	Subscriptions	4180	2362.00	2500.00	1973.00	2700.00	
	Telephone	4190	552.00	600.00	368.00	650.00	
	Training	4200	729.00	500.00	33.00	300.00	
	Website Maintenance	4210	1115.00	1000.00	175.00	1000.00	
	<b>ADMIN TOTAL</b>		<b>12634.00</b>	<b>12237.00</b>	<b>9429.00</b>	<b>11838.10</b>	<b>13100.00</b>
Amenities - 120	Allotments	4250	583.00	750.00	74.00	280.96	1800.00
	Maintenance	4420	114.00	1000.00	0.00	1120.00	1000.00
	Hasler Green	4260	367.00	400.00	233.00	399.62	400.00
	Misc	4130	437.00	750.00	867.00	827.00	800.00
	CPOs	4270	1459.00	1650.00	818.00	1582.00	1600.00
	Woodrolfe Green	4280	633.00	670.00	391.00	685.15	670.00
	<b>AMENITIES TOTAL</b>		<b>3593.00</b>	<b>5220.00</b>	<b>2383.00</b>	<b>4894.73</b>	<b>6270.00</b>
Cemetery - 130	Contract	4310	6700.00	6700.00	3933.00	6724.65	6860.00
	Misc	4130		100.00	34.00	34.00	350.00
	Skip Fees	4320		0.00		0.00	0.00
	Water Rates	4330	145.00	150.00	158.00	158.00	300.00
	Rates	4340	435.00	450.00	382.00	478.00	500.00
	<b>CEMETERY TOTAL</b>		<b>7280.00</b>	<b>7400.00</b>	<b>4507.00</b>	<b>7394.65</b>	<b>8010.00</b>
Pavilion - 140	Cleaning Items	4400	65.00	60.00	35.00	75.00	75.00
	Electricity	4410	1433.00	1500.00	347.00	1097.00	1600.00
	Maintenance	4420	181.00	300.00	104.00	104.00	300.00
	Water/Sewage	4330	304.00	350.00	154.00	308.00	350.00
	<b>PAVILION TOTAL</b>		<b>1983.00</b>	<b>2210.00</b>	<b>640.00</b>	<b>1584.00</b>	<b>2325.00</b>
Projects - 150	Amenities	4500	5013.00	1500.00	925.00	1705.00	1500.00
	Recreation Ground	4530	8211.00	4000.00	900.00	900.00	4000.00
	Woodup Pool	4540	3437.00	3000.00	282.00	1026.00	3000.00
	Neighbourhood Plan	4560	2364.00	2000.00	0.00	0.00	3000.00
	Woodrolfe Hard	4590		0.00	0.00	0.00	0.00
	Woodup Pool Toilets	4600		1000.00	0.00	0.00	1000.00
	Unallocated Sum	4610	2647.00	1300.00	0.00	0.00	1300.00
	<b>PROJECTS TOTAL</b>		<b>21672.00</b>	<b>12800.00</b>	<b>2107.00</b>	<b>3631.00</b>	<b>13800.00</b>
Rec Ground - 160	Contract	4310	8789.00	9585.00	5603.00	9605.20	9610.00
	Maintenance	4420	1093.00	3500.00	892.00	1572.00	3500.00
	Pitch	4710	78.00	500.00	0.00	300.00	500.00
	<b>REC. GROUND TOTAL</b>		<b>9960.00</b>	<b>13585.00</b>	<b>6495.00</b>	<b>11477.20</b>	<b>13610.00</b>

**TOLLESBURY PARISH COUNCIL  
ACCOUNTS ANALYSIS  
BUDGETS 2025/26**

Payments		Cost Centre	2023/2024 Actual	2024/2025 Budget	Actual To Date as at 30/11/24	Forecast Expenditure 2024/25	2025/2026 Budget
Street Clean - 170	Contract/Holiday cover	4310	5000.00	5000.00	300.00	500.00	500.00
<b>STREET CLEAN TOTAL</b>			<b>5000.00</b>	<b>5000.00</b>	<b>300.00</b>	<b>500.00</b>	<b>500.00</b>
Street Light - 180	Electricity	4410	3659.00	4000.00	2486.00	3686.00	4000.00
	Maintenance	4420	829.00	1000.00	605.00	831.40	1000.00
<b>STREET LIGHT TOTAL</b>			<b>4488.00</b>	<b>5000.00</b>	<b>3091.00</b>	<b>4517.40</b>	<b>5000.00</b>
<b>WAGES TOTAL</b>			<b>53982.00</b>	<b>57403.00</b>	<b>40023.00</b>	<b>62942.24</b>	<b>69221.00</b>
Woodrolfe Hard - 190	Misc	4130	298.00	350.00	381.00	403.60	350.00
	Rent	4730	583.00	585.00	572.00	583.00	585.00
<b>WOODROLFE HARD TOTAL</b>			<b>881.00</b>	<b>935.00</b>	<b>953.00</b>	<b>986.60</b>	<b>935.00</b>
Woodup - 200	Contract	4310	245.00	270.00	158.00	270.50	270.00
	Gen. Maintenance	4420	2945.00	1500.00	341.00	1141.00	1500.00
	Litter Collection	4760	316.00	500.00	425.00	425.00	500.00
	CPOs	4270	61.00	440.00	0.00	0.00	480.00
	Water Testing	4770	0.00	400.00	0.00	400.00	400.00
	Toilets	4700	1913.00	2250.00	1151.00	1151.00	1800.00
<b>WOODUP TOTAL</b>			<b>5480.00</b>	<b>5360.00</b>	<b>2075.00</b>	<b>3387.50</b>	<b>4950.00</b>
S137 Expend - 210	Donations	4800	630.00	1500.00	350.00	380.00	1000.00
<b>S137 EXPEND TOTAL</b>			<b>630.00</b>	<b>1500.00</b>	<b>350.00</b>	<b>380.00</b>	<b>1000.00</b>
Other - 220	Agency Services	4850	3450.00	3720.00	2170.00	3410.00	3720.00
	Advertising	4860	285.00	350.00	85.00	285.00	400.00
<b>OTHER TOTAL</b>			<b>3735.00</b>	<b>4070.00</b>	<b>2255.00</b>	<b>3695.00</b>	<b>4120.00</b>
<b>TOTAL</b>			<b>131318.00</b>	<b>132720.00</b>	<b>74608.00</b>	<b>117228.42</b>	<b>142841.00</b>

Receipts		Cost Centre	2023/2024 Actual	2024/2025 Budget	Actual To Date as at 30/11/24	Forecast Income 2024/25	2025/2026 Budget
Amenities - 120	Allotments	1100	1214.00	1333.00	1197.00	1347.00	1553.00
Cemetery - 130	Fees	1110	9356.00	5155.00	14411.00	16127.00	8250.00
Pavilion - 140	Hire Charge	1120	170.00	75.00	105.00	105.00	75.00
Rec. Ground - 160	Pitch Fees	1130	3574.00	3000.00	1403.00	2533.00	2500.00
Woodrolfe Hard - 190	Fees	1110	1493.00	1700.00	1938.00	1938.00	2067.00
Bank	Interest		1280.00	250.00	718.00	1318.00	1500.00
Grants/Donations			4202.00	0.00	219.00	398.70	0.00
Agency Services			2950.00	2950.00	2950.00	2950.00	2950.00
<b>TOTAL</b>			<b>24239.00</b>	<b>14463.00</b>	<b>22941.00</b>	<b>26716.70</b>	<b>18895.00</b>

**PRECEPT (Expenditure less Income) 118257.00 123946.00**

## Review of Fees and Charges for 2025/2026

	Actual 2023/24	Actual 2024/25	2025/26
<b>RECREATION GROUND</b>			
<i>(to take effect from start of 2025/26 season)</i>			
Senior Football Clubs – per match	49.00	51.00	52.50
Junior Football Club – per match (full pitch)	27.00	28.00	29.00
(9-a-side pitch)	24.00	25.00	26.00
(mini-soccer pitch)	19.00	20.00	21.00
Football Training (Evenings – use of lights)	P.O.A	P.O.A	P.O.A
<b>WOODROLFE HARD</b>			
<i>(increases to take effect from 1<sup>st</sup> April 2025)</i>			
	<i>(all fees inclusive of VAT)</i>		
Annual Dinghy Mooring Fee	60.00	75.00	77.50
<b>ALLOTMENTS</b>			
<i>(increase to take effect from 1<sup>st</sup> October 2025)</i>			
Rent per year – Full Plot	42.00	46.50	52.50
Rent per year – Half Plot	30.50	34.00	37.50
<b>PAVILION</b>			
<i>(increases to take effect from 1<sup>st</sup> April 2025)</i>			
Per Session (morning, afternoon, evening)	30.00	35.00	36.00
Per Hour	12.00	13.00	13.50
Deposit (at Clerk’s discretion)	50.00	50.00	50.00
Special Group Charge (on application)	P.O.A	P.O.A	P.O.A
<b>WOODROLFE GREEN</b>			
Annual Rent (Baden-Powell Headquarters)	3.00	3.00	3.00

	<b>Actual</b>	<b>Actual</b>	
	<b>2023/24</b>	<b>2024/25</b>	<b>2025/26</b>
<b>BURIAL GROUND (Increases to take effect 1<sup>st</sup> April 2025)</b>			
<b>PART 1 – INTERMENTS</b>			
For any interment in a grave	600.00	660.00	726.00
For the interment of cremated remains in a grave	190.00	209.00	230.00
<b>PART 2 - EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES</b>			
Exclusive Right of Burial for 100 years in an earthen grave	900.00	990.00	1,089.00
Transfer of exclusive rights of burial	56.00	61.60	68.00
<b>PART 3 - WALLED GRAVES AND VAULTS</b>			
These are no longer allowed			
<b>PART 4 - MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS</b>			
To erect or place on grave in respect of which the exclusive right of burial has been granted			
A flat stone not exceeding 7 feet by 3 feet laid flush with the ground.	305.00	335.50	369.00
A headstone or a headstone and footstone not exceeding 4 feet in height maximum	330.00	363.00	399.00
A vase not exceeding 24 inches in height	110.00	121.00	133.00
A tablet on any grave	110.00	121.00	133.00
The fees indicated for the various heads of this Part include the first inscription			
For each inscription after the first	90.00	99.00	109.00
Kerb stones or border stones are not allowed			
<b>PART 5 - GARDEN OF REMEMBRANCE</b>			
For the interment of ashes in a plot 3 feet by 3 feet	315.00	346.50	381.00
For the purchase of a rose tree (with maintenance for 5 years)	228.00 plus VAT	250.80 plus VAT	276.00 plus VAT
For a plaque with inscription	90.00 plus VAT	P.O.A	P.O.A

**BURIAL FEES FOR NON-RESIDENTS ARE DOUBLED**  
**NO CHARGE FOR UNDER 18's**