



Local Government Act 1972
Whalley Parish Council

Members of the Council, you are summoned to a Meeting of the Parish Council to be held on Thursday 27th November 2025 in the Calder Room, Whalley Old Grammar School at 7.00pm

Signed: *EKHaworth*

Liz Haworth - Clerk & Responsible Finance Officer

Precept Budget Planning 2026/27

Minutes

Agenda items should be submitted to the Clerk seven clear days before the meeting. The Clerk will forward Councillors, all relevant information and supporting documents, 3 clear days before the meeting.

1.	Attendance & Apologies	
	Present: Cllr Allen, Cllr Threlfall, Cllr Highton (Chairman), Cllr Mifin, Cllr Vickers. Apologies: Cllr Duckworth, Cllr Shaw. In Attendance: Liz Haworth (Clerk & RFO)	2936/25
2.	Declaration of Interests	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	2937/25
3.	Precept Budget Planning	
	A full discussion was had to plan and approve the budget for the expenditure of the forthcoming financial year 2026/27. The calculations include for;	
	Administration Budget £30,300	2938/25
	<ul style="list-style-type: none"> An appropriate increase in Administration salary costs including external expenses; PAYE/HMRC, administration costs, training and audit fees. 	
	Maintenance Budget £26,000	2939/25
	<ul style="list-style-type: none"> Material costs, inflation, village maintenance, and contractual obligations will continue to be met. Vale Gardens and the Parish Church Closed Churchyard will be maintained with planned works to wall repairs and tree management. 	
	Community Budget £37,400	2940/25
	<ul style="list-style-type: none"> A community budget amount has been allocated, £20,000 of which has been allowed for a community project. An allowance has been allocated to provide battery and pad replacement to maintain the village defibrillators. An uplift to meet the increase in costs of the lengthsman. The Parish Council will continue to support the Remembrance Sunday Parade by decorating the village, maintaining the war memorial, laying wreaths, funding road closures and providing PA system equipment. 	

- Allocated grants and donations will be available for application to resident local groups and organisations.
- Speed prevention measures will continue throughout the village with SpID rota placements and the continued progression of new sites.
- Support to local businesses and residents will continue with the Christmas lights display throughout December.
- Cash flow and earmarked and general reserves will continue to be monitored throughout the year.

Whalley Parish Council Precept Budget 2026/27								
	Actual 2024/25	Budget 2024/25	Actual to 31/11/2025	Projection to 31/3/2026	Total Projection 2025/26	Budget 2025/2026	Deficit/ Underspend	Proposed Budget 2026/27
	B			C	D	F	E	G
	£			£	£	£	£	£
					B+C		F-D	
REF ADMINISTRATION								
1 Clerk's Salary/PAYE/HMRC	18,181	16,660	13,825	6,942	20,767	21,000	233	22,200
2 Telephone/Broadband	180	180	120	60	180	180	0	180
3 Office Rent	520	520	347	173	520	520	0	520
4 Travel	0	320	96	60	156	250	94	250
5 Stationery/Admin/ICO	406	500	187	250	437	500	63	500
6 Website Services	887	800	522	254	776	1,000	224	1000
7 Computer/IT Security	79	0	42	50	92	100	8	100
8 Advertising	0	350	0	0	0	250	250	200
9 Room Hire	304	300	262	140	402	400	-2	450
10 Insurance	1,382	1,250	1,474	0	1,474	1,500	26	1800
11 LALC/SLCC/CRE/PNFS Memberships	700	820	862	63	925	1,000	75	1000
12 Chairman's Allowance	0	100	0	100	100	100	0	100
13 Courses/Conferences	135	2,000	85	100	185	1,500	1,315	1000
14 Audit Fees	920	650	670	250	920	1,000	80	1000
15 Bank Charges	0	0	0	0	0	0	0	0
Sub Total	23,694	24,450	18,492	8,442	26,934	29,300	2,366	30,300
MAINTENANCE & SUNDRIES								
16 Joint Burial Ground	0	0	0	0	0	0	0	0
17 Churchyard	7,860	8,700	3,505	5,195	8,700	9,400	700	15,000
18 Vale Gardens	4,016	4,025	2,960	1,200	4,160	4,200	40	4,500
19 Lengthsman	4,088	4,500	4,498	0	4,498	4,500	2	5,000
20 OGS Grass	350	300	0	0	0	350	350	0
21 Bus Shelter	0	0	0	0	0	0	0	0
22 Other Maintenance	0	1,900	0	0	0	2,200	2,200	1,500
Sub Total	16,314	19,425	10,963	6,395	17,358	20,650	3,292	26,000
COMMUNITY								
23 Bench Audit	1,889	3,000	2,236	0	2,236	2,000	-236	2,000
24 Community Project	0	10,000	1,144	10,000	11,144	10,000	-1,144	20,000
25 Defibrillator	0	0	130	270	400	400	0	1,000
26 Grants & donations	5,102	5,000	0	5,000	5,000	5,000	0	5,000
27 SpID and Highway	2,071	0	1,149	885	2,034	2,000	-34	2,100
28 QEII / Land Maintenance	292	10,000	0	10,000	10,000	10,000	0	1,000
29 War Memorial/Remembrance	1,589	1,600	1,225	937	2,162	2,000	-162	2,500
30 Xmas Decorations/Lighting	5,383	2,500	2,547	250	2,797	2,800	3	3,800
31 CCTV	0	0	0	0	0	0	0	0
Sub Total	16,326	32,100	8,431	27,342	35,773	34,200	-1,573	37,400
Contingency								
TOTAL	56,334	75,975	37,886	42,179	80,065	84,150	4,085	93,700

Precept Calculation 2026/27

Budget 2025/26

Cash Book & Earmarked & General Reserves as of 30/11/2025	144874
Less Expenditure Projection 1/12/2025 to 31/3/2026	42179
Total Predicted Year End Cash Book & Reserves Figure as of 31/3/26	<u>102695</u>

Plus Budget Expenditure for 2026/27 **93700**

Total Projected Cash Book, Reserves 31/3/2026 & Budget Figure **196395**
Earmarked & General Reserves as of 31/3/2026 102695
Budget Expenditure Projection 2026/2027 (precept 2026/27) 93700

Precept 2026/27 Request 93700

Noted Reserves

Earmarked Reserves

Twining Association	400
Bench (Molly Nutter)	1000
CCTV	10000
SpID	4000
QEII	1095
General Reserves	86200
Total	102695

Reserves: The Council must review its level of reserves and whilst there are no statutory levels only guidance, significant levels may give rise to comment by the Council's auditor.

Whalley Parish Council holds its reserves in line with those set out in the Joint Panel of Accountability and Governance March 2023 (p38 5.30-5.38) in that they are maintained at between three and twelve-months Net Revenue Expenditure. The smaller the authority, the closer the figure may be to 12 months expenditure,

Note: General Reserves have increased due to slower-than-expected progress on funds allocated to the QEII development project. The Parish Council will review these allocations at the end of the financial year and consider earmarking the funds for this specific purpose.

<u>Proposed Precept</u>		Band D
Council Tax Base	equals	Council Tax
2026/27		
<u>93700</u>		
2060	equals	45.48

			Band D	Band D		
			Parish	Parish		
			Council	Council	% change	
Parish Precept	Parish Precept	Tax Base	Tax %	Tax %	from	
2024/25	2025/26	2025/26	2025/26	2026/27	2025/26	
Whalley	76675	84150	2014	41.78	45.48	8.86

Year	Precept % Amount Change	Precept £
2024/2025	12.5	75975
2025/2026	10.76	84150
2026/2027	11.35	93700

Precept Budget Calculation		
	It was resolved to approve the Budget Planning to set the Precept 2026/27 figure at £93,700.	2941/25

Meeting Closed at 8.30pm

Draft Minutes Subject to Confirmation