

Sundridge with Ide Hill Parish Council

Minutes of the Finance & Personnel Committee Meeting Held at Ide Hill Village Hall on 19 January 2026, 7.00 pm

Present: Councillors Allgood, Banbrook, Evans, Fribbens and Maybury (Chair)

Apologies: Cllr Powell

In attendance: Amanda Barlow – Clerk and 0 members of the public

1. To receive apologies and reasons for absence.

Apologies were received and accepted from Cllr Powell.

2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.

None

3. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960

Members resolved that discussions on the Clerk's pay on the budget should be discussed in confidence.

4. **A Public Open Session.** Members of the public will be welcome to address the Parish Council with any local concerns they have. Please note this item will be limited in time at the discretion of the Chairman.

None.

5. To approve as a correct record the **Minutes** (enclosed) of the Finance Committee meeting held on 17 November 2023

Members resolved to agree the minutes of 17 November 2025.

Members agreed to look into opening an additional bank account to protect gains a cyber attack.

6. **Items for decision, discussion and/or allocation of resources if necessary.**

Budget for 2026-27

6.1 To set the budget for 2026-27 to be approved by the Full Council

Members resolved to recommend to the Full Council the Budget for 2026/27 with payments of £125,090, as at Appendix A.

Members resolved to recommend to the Full Council the Village Hall Budget for 2026/27 with payments of £8,390 as at Appendix B

7. **Precept**

7.1 To set the precept for 2026-27 to be approved by the Full Council

Members resolved to recommend to the Full Council that the precept be set as £95,000.

As detailed at Appendix C.

8. Date of next meeting

Appendix A – 2026-27 Budget

Administration		2025-26				2026-27	
Costs		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
127	Bank Charges			150.00	72.15		150.00
131	Defibrillators			1,575.00	1,638.12		1,500.00
20	Email address hosting charge			315.00	73.33		330.00
10	Hire of Ide Hill Village Hall			100.00	198.00		100.00
7	Insurance Policy			2,700.00	2,849.06		2,800.00
24	Miscellaneous Contingency			100.00	50.00		105.00
21	Parish mobile telephone			300.00	197.90		315.00
22	Parish WiFi (Clerk)			120.00	100.00		120.00
23	Parish Zoom account				119.90		
16	Photocopier and pr	350.00	211.77	500.00	359.48	275.00	550.00
14	Postage			50.00			50.00
15	Printing			50.00			50.00
139	Scribe Accounting Software			630.00	561.60		600.00
18	Software Adobe			200.00	142.35		200.00
17	Stationery			100.00			100.00
9	Subscriptions		979.99	1,260.00	2,009.32	250.00	1,350.00
8	Supplies for meetings			250.00	160.22		250.00
13	Training			500.00	190.00		500.00
4	Travel Expenses			500.00	346.23		500.00
19	Website Maintenance			315.00	583.65		330.00
SUB TOTAL		350.00	1,191.76	9,715.00	9,651.31	525.00	9,900.00

**General -
Events and**

2025-26

2026-27

		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
79	Annual Parish Meeting - Ide Hill			350.00			350.00
148	Annual Parish Meeting - Sundridge			350.00	465.00		350.00
76	Christmas festivities Ide Hill			350.00	133.40		350.00
77	Christmas festivities Sundridge			500.00	182.99		550.00
135	Christmas Trees			400.00	433.00		450.00
80	Great British Spring Clean			100.00			100.00
82	Operation Menai Bridge			75.00			75.00
78	Remembrance Sunday			75.00	75.00		75.00
137	Spring/Summer Event - Ide Hill			850.00	767.76		500.00
138	Summer Event - Sundridge						300.00
SUB TOTAL				3,050.00	2,057.15		3,100.00

**General -
Income**

Last Year 2025-2026

Current Year 2026-2027

		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
160	Bank Interest		110.81			1,000.00	
134	Bank Transfer						
90	Grants						
103	HMRC	9,000.00	25,433.56			10,750.00	
89	Precept	85,000.00	85,000.00			95,000.00	
159	Property Sale		157,680.80				
133	SDC CIL						
91	Sevenoaks District Council CIL						
SUB TOTAL		94,000.00	268,225.17			106,750.00	

General - Members

Last Year 2025-2026

Current Year 2026-2027

		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
6	Election Expenses						
5	Members Expenses			100.00	49.72		200.00
	SUB TOTAL			100.00	49.72		200.00

General - Professional

2025-26

2026-27

		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
158	Auctioneer				350.00		
29	External Auditor			500.00			500.00
28	Internal Auditor			500.00	333.30		500.00
25	Legal Costs			500.00			500.00
156	Legal Services				59.60		
27	Payroll			275.00	231.00		300.00
46	ROSPA Inspection (Playgrounds)			350.00			350.00
	SUB TOTAL			2,125.00	973.90		2,150.00

General - Streetlighting

2025-26

2026-27

		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
31	Energy Costs			7,000.00	8,780.37		9,000.00
30	Maintenance Contract			2,600.00	2,518.28		2,750.00
32	Repairs and Maintenance			6,260.00	11,163.50		6,650.00
	SUB TOTAL			15,860.00	22,462.15		18,400.00

2025-26**Grants**

		Receipts		Payments	
Code	Title	Budget	Actual	Budget	Actual
85	Grass cutting Church			2,000.00	2,000.00
84	Ide Hill Village Hall Trust			1,500.00	
86	Other grants			1,500.00	250.00
86	Sundridge Village Hall Grant				
	SUB TOTAL			5,000.00	2,250.00

2026-27

		Receipts	Payments
		Budget	Budget
			2,000.00
			1,500.00
			1,575.00
			690.00
	SUB TOTAL		5,765.00

Grounds**Last Year 2025-2026****Maintenance**

		Receipts		Payments	
Code	Title	Budget	Actual	Budget	Actual
43	Dog Bins			1,500.00	2,678.00
40	Grass cutting			13,775.00	10,342.37
42	Hedges			500.00	100.00
45	Miscellaneous Contingency			500.00	100.00
143	Pest Control			500.00	
41	Tree work			500.00	300.00
	SUB TOTAL			17,275.00	13,520.37

Current Year 2026-2027

		Receipts	Payments
		Budget	Budget
			1,575.00
			15,000.00
			500.00
			500.00
			500.00
			500.00
	SUB TOTAL		18,575.00

2025-26**Highways**

		Receipts		Payments	
Code	Title	Budget	Actual	Budget	Actual
36	Bus Shelters			250.00	
39	Miscellaneous Contingency				
38	Notice boards			200.00	
37	Village signs			250.00	
	SUB TOTAL			700.00	

2026-27

		Receipts	Payments
		Budget	Budget
			250.00
			200.00
			1,500.00
	SUB TOTAL		1,950.00

**Ide Hill -
Goathurst**
2025-26

		Receipts		Payments	
Code	Title	Budget	Actual	Budget	Actual
109	Maintenance			250.00	
152	Playground Equipment		1,513.68		37,695.41
154	Playground Fundraising		400.00		
150	Playground Grant		12,500.00		
SUB TOTAL			14,413.68	250.00	37,695.41

2026-27

		Receipts	Payments
		Budget	Budget
			250.00
			250.00

**Ide Hill - Stubbs
Wood**
2025-26

		Receipts		Payments	
Code	Title	Budget	Actual	Budget	Actual
33	General Costs			3,400.00	
120	Income Cycling Clu	200.00	200.00		
128	Income General				
119	Income RPA	4,700.00			
34	Professional Services			1,000.00	1,100.00
144	Training			1,000.00	
35	Tree Survey			500.00	
145	Volunteer Expenses			800.00	177.22
SUB TOTAL		4,900.00	200.00	6,700.00	1,277.22

2026-27

		Receipts	Payments
		Budget	Budget
			3,500.00
		200.00	
			1,000.00
			500.00
			750.00
			750.00
		200.00	6,500.00

Ide Hill Car Park and Public

2025-26

2026-27

		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
64	Conveniences cleaning			6,000.00	5,000.00		6,000.00
66	Conveniences door pay system				910.00		
68	Conveniences energy costs			680.00	905.42		900.00
65	Conveniences Maintenance			1,000.00	120.00		1,000.00
67	Conveniences supplies			550.00	563.94		550.00
69	Conveniences water			1,000.00	4,828.33		1,000.00
63	Ide Hill car park (at public conveniences)			500.00			500.00
122	Income Grant						
123	Income Nayax	2,500.00	555.63			2,700.00	
71	Miscellaneous Contingency			150.00	4.00		150.00
70	Sevenoaks District Council Rates			370.00			
SUB TOTAL		2,500.00	555.63	10,250.00	12,331.69	2,700.00	10,100.00

Ide Hill Recreation

2025-26

2026-27

		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
87	Ground maintenance			250.00			250.00
146	Hedge Cutting			250.00			250.00
153	Ide Hill Green			250.00			250.00
88	Playground maintenance			250.00			250.00
SUB TOTAL				1,000.00			1,000.00

**Sundridge -
Bowzers**
Last Year 2025-2026
Current Year 2026-2027

		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
73	Ground maintenance			4,250.00	375.00		4,000.00
72	Playground maintenance			250.00			250.00
SUB TOTAL				4,500.00	375.00		4,250.00

**Sundridge -
Coronation**
2025-26
2026-27

		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
74	Coronation memorial						
75	Ground maintenance			2,000.00			2,000.00
SUB TOTAL				2,000.00			2,000.00

**Sundridge &
Brasted Social**
2025-26
2026-27

		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
147	Legal Costs				1,261.00		
125	Maintenance			250.00			250.00
SUB TOTAL				250.00	1,261.00		250.00

Sundridge Recreation

2025-26

2026-27

		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
59	Adult exercise equipment			50.00			50.00
56	Cleaning			350.00			300.00
60	Energy Costs			1,500.00	4,063.55		1,500.00
58	Ground Maintenance			400.00	300.00		500.00
115	Income Casual						
117	Income Ide Hill Fooi	3,000.00	3,300.00			3,300.00	
116	Income Radnor Hot	10,000.00	7,750.00			11,000.00	
124	Income Sundridge /	600.00	110.00			615.00	
62	Miscellaneous Contingency			500.00	20.00		500.00
57	Pavilion Maintenance			3,000.00	1,125.00		3,000.00
130	Professional Services						
142	Sundridge Pavilion Renovations			1,510.00	3,007.00		1,500.00
61	Water			250.00	62.81		250.00
SUB TOTAL		13,600.00	11,160.00	7,560.00	8,578.36	14,915.00	7,600.00

Summary

TOTAL	123,425.00	301,096.05	127,425.00	150,261.89	125,090.00	125,090.00
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Sundridge with Ide Hill Parish Council

Detailed Budget Summary

SUNDRIDGE VILLAGE HALL

2025-26

2026-27

		Receipts		Payments			
						Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
155	Booking Software			500.00			450.00
132	Car Park			500.00			350.00
47	Cleaning			2,500.00	1,800.00		2,160.00
49	Electricity and Gas		390.00	3,000.00	3,630.71		3,000.00
111	Income Boogie Bounce	1,575.00	504.00			1,500.00	
114	Income Casual	1,500.00	1,600.00			2,000.00	
110	Income Dance School	4,000.00	1,915.81			4,200.00	
113	Income Pilates	1,000.00	540.00				
48	Maintenance		400.00	500.00	600.00		500.00
54	Music Licence			175.00	153.78		180.00
141	Renovations			2,750.00			1,000.00
151	Supplies			250.00			200.00
50	Water			100.00			
52	WiFi			550.00	743.86		550.00
	Grant from Parish Council					690.00	550.00
SUB TOTAL		8,075.00	5,349.81	10,825.00	6,928.35	8,390.00	8,390.00

Precept Calculations for 2026-27

5. The “tax base” of a Town or Parish area is calculated by converting all banding and discount figures to “band D equivalents”, together with an allowance for non-collection. The final figure represents the amount of tax that would be raised by the levy of £1 in band D. For instance, if a Town or Parish has a tax base of, say, 2,000 and issued a precept for £16,000, then the Town or Parish’s part of the tax for a two or more adult household in band D would be £8. In band A it would be £5.33 and in band H £16.
6. The Town or Parish element of the total council tax bill for a property is shown separately on the bill. The percentage change from the previous year also appears there. Where the precept exceeds £140,000, the details supplied in accordance with paragraph 4 are shown on our website.
7. The District’s tax base calculations are to be approved by Cabinet on 13th January 2026. The tax base for 2026/2027 for your area, based on the valuation list and occupancy information on 1st December 2025 has been estimated to be 943.61. If you wish to see a detailed breakdown of the calculation, do please let me know. Based on ongoing recovery in collection rates the allowance for non-collection will remain the same for the coming financial year. For 2025/2026 it was set at 0.6% and for 2026/27 it will remain at this level.

2024/25

Tax base is 945.99

Precept £85,000

$£85,000/945.99 = £89.85$

2026/27

Tax base is 943.61

Precept £95,000

$£95,000/943.61 = £100.68$

Payments : £125,090

Less

Income: £30,090

£95,000