

Sundridge with Ide Hill Parish Council
Minutes of the Finance & Personnel Committee Meeting
Held at Ide Hill Village Hall on 20 April 2026, 7.00 pm

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

Apologies: Cllr Banbrook

In attendance: Amanda Barlow – Clerk and 3 members of the public (in part)

1. To receive apologies and reasons for absence.

Apologies were received and accepted from Cllr Banbrook

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 Staff Costs 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.
 - Residents asked about the funds received from the sale of the reserve burial ground and if any of these would be reserved for any future legal costs.
 - A resident advised that he thought the council should produce a balance sheet
5. To approve as a correct record the **Minutes** (enclosed) of the Finance Committee meeting held on 19 January 2026

Members resolved to agree the minutes of 19 January 2026

6. **Items for decision, discussion and/or allocation of resources if necessary.**
 - 6.1 To review the final budget for 2025-26

Members resolved to agree the final budget for 2025-26 for recommendation to the Full Council as at Appendix A.

7. Reserves

- 7.1 To agree the earmarked reserves to be approved by the Full Council

Members discussed at length the earmarked reserves and agreed that it was very difficult to allocate funds prior to the community engagement meetings taking place and decisions as to what projects should be further investigated. **It was agreed that provisions should be made for general reserves and for a programme of replacing the streetlights. It was agreed to get more information on the costs of the streetlights and to put a proposal to full council that some of the reserves were held pending decision on projects.**

Earmarked Reserves at Appendix B.

8. Date of next meeting – to be agreed

Summary of Receipts and Payments

All Cost Centres and Codes

Administration Costs

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
127	Bank Charges				150.00	122.50	27.50	27.50 (18%)
131	Defibrillators				1,575.00	1,638.12	-63.12	-63.12 (-4%)
20	Email address hosting charge				315.00	93.33	221.67	221.67 (70%)
10	Hire of Ide Hill Village Hall				100.00	198.00	-98.00	-98.00 (-98%)
7	Insurance Policy				2,700.00	2,849.06	-149.06	-149.06 (-5%)
24	Miscellaneous Contingency				100.00	50.00	50.00	50.00 (50%)
21	Parish mobile telephone				300.00	237.48	62.52	62.52 (20%)
22	Parish WiFi (Clerk)				120.00	120.00		(0%)
23	Parish Zoom account					143.88	-143.88	-143.88 (N/A)
16	Photocopier and photocopying	350.00	211.77	-138.23	500.00	478.68	21.32	-116.91 (-13%)
14	Postage				50.00		50.00	50.00 (100%)
15	Printing				50.00		50.00	50.00 (100%)
139	Scribe Accounting Software				630.00	561.60	68.40	68.40 (10%)
18	Software Adobe				200.00	142.35	57.65	57.65 (28%)
17	Stationery				100.00	19.12	80.88	80.88 (80%)
9	Subscriptions		979.99	979.99	1,260.00	2,009.32	-749.32	230.67 (18%)
8	Supplies for meetings				250.00	233.41	16.59	16.59 (6%)
13	Training				500.00	519.08	-19.08	-19.08 (-3%)
4	Travel Expenses				500.00	523.98	-23.98	-23.98 (-4%)
19	Website Maintenance				315.00	583.65	-268.65	-268.65 (-85%)
SUB TOTAL		350.00	1,191.76	841.76	9,715.00	10,523.56	-808.56	33.20 (0%)

Clerk & RFO Expenses

General - Events and Celebrat

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
79	Annual Parish Meeting - Ide Hill				350.00		350.00	350.00 (100%)
148	Annual Parish Meeting - Sundrid				350.00	465.00	-115.00	-115.00 (-32%)
76	Christmas festivities Ide Hill				350.00	133.40	216.60	216.60 (61%)
77	Christmas festivities Sundridge				500.00	1,022.11	-522.11	-522.11 (-104%)
135	Christmas Trees				400.00	433.00	-33.00	-33.00 (-8%)
80	Great British Spring Clean				100.00		100.00	100.00 (100%)
82	Operation Menai Bridge				75.00		75.00	75.00 (100%)
78	Remembrance Sunday				75.00	75.00		(0%)
137	Spring/Summer Event - Ide Hill				850.00	767.76	82.24	82.24 (9%)
138	Summer Event - Sundridge							(N/A)

Sundridge with Ide Hill Parish Council

20 April 2026 (2025-2026)

Summary of Receipts and Payments

All Cost Centres and Codes

SUB TOTAL				3,050.00	2,896.27	153.73	153.73 (5%)
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General - Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
160	Bank Interest		1,772.18	1,772.18				1,772.18 (N/A)
134	Bank Transfer							(N/A)
90	Grants							(N/A)
103	HMRC	9,000.00	25,433.56	16,433.56				16,433.56 (182%)
89	Precept	85,000.00	85,000.00					(0%)
159	Property Sale		157,680.80	157,680.80				157,680.80 (N/A)
133	SDC CIL							(N/A)
91	Sevenoaks District Council CIL							(N/A)
SUB TOTAL		94,000.00	269,886.54	175,886.54				175,886.54 (187%)

General - Members Expenses

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
162	Chairman's Expenses					25.83	-25.83	-25.83 (N/A)
6	Election Expenses							(N/A)
5	Members Expenses				100.00	49.72	50.28	50.28 (50%)
SUB TOTAL					100.00	75.55	24.45	24.45 (24%)

General - Professional Service

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
158	Auctioneer					350.00	-350.00	-350.00 (N/A)
29	External Auditor				500.00	420.00	80.00	80.00 (16%)
28	Internal Auditor				500.00	333.30	166.70	166.70 (33%)
25	Legal Costs				500.00		500.00	500.00 (100%)
156	Legal Services					59.60	-59.60	-59.60 (N/A)
27	Payroll				275.00	231.00	44.00	44.00 (16%)
46	ROSPA Inspection (Playgrounds)				350.00	280.50	69.50	69.50 (19%)
SUB TOTAL					2,125.00	1,674.40	450.60	450.60 (21%)

General - Streetlighting

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
31	Energy Costs				7,000.00	7,503.19	-503.19	-503.19 (-7%)
30	Maintenance Contract				2,600.00	2,518.28	81.72	81.72 (3%)
32	Repairs				6,260.00	11,163.50	-4,903.50	-4,903.50 (-78%)
SUB TOTAL					15,860.00	21,184.97	-5,324.97	-5,324.97 (-33%)

Summary of Receipts and Payments

All Cost Centres and Codes

Grants

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
85	Grass cutting Church				2,000.00	2,000.00		(0%)
84	Ide Hill Village Hall Trust				1,500.00		1,500.00	1,500.00 (100%)
86	Other grants				1,500.00	400.00	1,100.00	1,100.00 (73%)
SUB TOTAL					5,000.00	2,400.00	2,600.00	2,600.00 (52%)

Grounds Maintenance

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
43	Dog Bins				1,500.00	3,224.00	-1,724.00	-1,724.00 (-114%)
40	Grass cutting				13,775.00	13,492.23	282.77	282.77 (2%)
42	Hedges				500.00	100.00	400.00	400.00 (80%)
45	Miscellaneous Contingency				500.00	100.00	400.00	400.00 (80%)
143	Pest Control				500.00		500.00	500.00 (100%)
41	Tree work				500.00	300.00	200.00	200.00 (40%)
SUB TOTAL					17,275.00	17,216.23	58.77	58.77 (0%)

Highways

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
36	Bus Shelters				250.00		250.00	250.00 (100%)
39	Miscellaneous Contingency							(N/A)
38	Notice boards				200.00		200.00	200.00 (100%)
37	Village signs				250.00		250.00	250.00 (100%)
SUB TOTAL					700.00		700.00	700.00 (100%)

Ide Hill - Goathurst Common

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
109	Maintenance				250.00		250.00	250.00 (100%)
152	Playground Equipment		1,513.68	1,513.68		37,695.41	-37,695.41	-36,181.73 (N/A)
154	Playground Fundraising		400.00	400.00				400.00 (N/A)
150	Playground Grant		12,500.00	12,500.00				12,500.00 (N/A)
SUB TOTAL					250.00	37,695.41	-37,445.41	-23,031.73 (-9212%)

Ide Hill - Stubbs Wood

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
33	General Costs				3,400.00	992.50	2,407.50	2,407.50 (70%)
120	Income Cycling Clubs	200.00	200.00					(0%)
128	Income General							(N/A)

Sundridge with Ide Hill Parish Council

20 April 2026 (2025-2026)

Summary of Receipts and Payments

All Cost Centres and Codes

119	Income RPA	4,700.00	-4,700.00				-4,700.00 (-100%)	
34	Professional Services			1,000.00	1,100.00	-100.00	-100.00 (-10%)	
144	Training			1,000.00		1,000.00	1,000.00 (100%)	
35	Tree Survey			500.00	1,200.00	-700.00	-700.00 (-140%)	
145	Volunteer Expenses			800.00	256.15	543.85	543.85 (67%)	
SUB TOTAL		4,900.00	200.00	-4,700.00	6,700.00	3,548.65	3,151.35	-1,548.65 (-13%)

Ide Hill Car Park and Public Co

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
64	Conveniences cleaning				6,000.00	6,000.00		(0%)
66	Conveniences door pay system					910.00	-910.00	-910.00 (N/A)
68	Conveniences energy costs				680.00	1,094.99	-414.99	-414.99 (-61%)
65	Conveniences Maintenance				1,000.00	120.00	880.00	880.00 (88%)
67	Conveniences supplies				550.00	659.86	-109.86	-109.86 (-19%)
69	Conveniences water				1,000.00	4,828.33	-3,828.33	-3,828.33 (-382%)
63	Ide Hill car park (at public conveyance)				500.00		500.00	500.00 (100%)
122	Income Grant							(N/A)
123	Income Nayax	2,500.00	2,773.85	273.85				273.85 (10%)
71	Miscellaneous Contingency				150.00	4.00	146.00	146.00 (97%)
70	Sevenoaks District Council Rate				370.00		370.00	370.00 (100%)
SUB TOTAL		2,500.00	2,773.85	273.85	10,250.00	13,617.18	-3,367.18	-3,093.33 (-24%)

Ide Hill Recreation Ground

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
87	Ground maintenance				250.00		250.00	250.00 (100%)
146	Hedge Cutting				250.00		250.00	250.00 (100%)
153	Ide Hill Green				250.00		250.00	250.00 (100%)
88	Playground maintenance				250.00		250.00	250.00 (100%)
SUB TOTAL					1,000.00		1,000.00	1,000.00 (100%)

Sundridge - Bowers Meadow

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
73	Ground maintenance				4,250.00	375.00	3,875.00	3,875.00 (91%)
72	Playground maintenance				250.00		250.00	250.00 (100%)
SUB TOTAL					4,500.00	375.00	4,125.00	4,125.00 (91%)

Sundridge - Coronation Garde

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
74	Coronation memorial							(N/A)
75	Ground maintenance				2,000.00		2,000.00	2,000.00 (100%)

Sundridge with Ide Hill Parish Council

20 April 2026 (2025-2026)

Summary of Receipts and Payments

All Cost Centres and Codes

SUB TOTAL				2,000.00	2,000.00	2,000.00 (100%)
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Sundridge & Brasted Social Club

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
147	Legal Costs					1,261.00	-1,261.00	-1,261.00 (N/A)
125	Maintenance				250.00		250.00	250.00 (100%)
SUB TOTAL					250.00	1,261.00	-1,011.00	-1,011.00 (-404%)

Sundridge Recreation Ground

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
59	Adult exercise equipment				50.00		50.00	50.00 (100%)
56	Cleaning				350.00	600.00	-250.00	-250.00 (-71%)
60	Energy Costs				1,500.00	4,413.19	-2,913.19	-2,913.19 (-194%)
58	Ground Maintenance				400.00	2,750.00	-2,350.00	-2,350.00 (-587%)
115	Income Casual							(N/A)
117	Income Ide Hill Football Club	3,000.00	3,300.00	300.00				300.00 (10%)
116	Income Radnor House	10,000.00	7,750.00	-2,250.00				-2,250.00 (-22%)
124	Income Sundridge AllStars	600.00	110.00	-490.00				-490.00 (-81%)
62	Miscellaneous Contingency				500.00	20.00	480.00	480.00 (96%)
57	Pavilion Maintenance				3,000.00	1,125.00	1,875.00	1,875.00 (62%)
130	Professional Services							(N/A)
142	Sundridge Pavilion Renovations				1,510.00	3,007.00	-1,497.00	-1,497.00 (-99%)
61	Water				250.00	62.81	187.19	187.19 (74%)
SUB TOTAL		13,600.00	11,160.00	-2,440.00	7,560.00	11,978.00	-4,418.00	-6,858.00 (-32%)

Sundridge Village Hall

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
155	Booking Software				500.00	348.00	152.00	152.00 (30%)
132	Car Park				500.00		500.00	500.00 (100%)
47	Cleaning				2,500.00	2,760.00	-260.00	-260.00 (-10%)
161	Damage from Hirers					130.00	-130.00	-130.00 (N/A)
49	Electricity and Gas		390.00	390.00	3,000.00	4,636.69	-1,636.69	-1,246.69 (-41%)
111	Income Boogie Bounce	1,575.00	1,332.00	-243.00				-243.00 (-15%)
114	Income Casual	1,500.00	1,570.00	70.00				70.00 (4%)
110	Income Dance School	4,000.00	2,821.30	-1,178.70				-1,178.70 (-29%)
113	Income Pilates	1,000.00	540.00	-460.00				-460.00 (-46%)
48	Maintenance		400.00	400.00	500.00	814.99	-314.99	85.01 (17%)
54	Music Licence				175.00	153.78	21.22	21.22 (12%)
141	Renovations				2,750.00	752.00	1,998.00	1,998.00 (72%)
151	Supplies				250.00		250.00	250.00 (100%)
50	Water				100.00		100.00	100.00 (100%)
52	WiFi				550.00	1,023.68	-473.68	-473.68 (-86%)

Sundridge with Ide Hill Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

20 April 2026 (2025-2026)

SUB TOTAL	8,075.00	7,053.30	-1,021.70	10,825.00	10,619.14	205.86	-815.84 (-4%)
Summary							
NET TOTAL	123,425.00	306,679.13	183,254.13	127,425.00	174,019.02	-46,594.02	136,660.11
V.A.T.					20,309.78		
GROSS TOTAL		306,679.13			194,328.80		