

**Bilbrook Parish Council**  
**Minutes of the Meeting held on Wednesday 4<sup>th</sup> March 2026**

**Councillors Present:** S Adams (Chairman), M Adams, S Bailey, B Coppola, G Burnett (Vice-Chair), R Draisey, L Edwards, D Harper, F Hopkins, S Leedham, S Smart, M Wassall.

**Also Present:** K Daker (Parish Clerk)

**Public forum:** Five representatives from ANCER SPA Ltd and the i54 Project were in attendance to give a presentation. Representatives from St Nicholas church and Codsall & Bilbrook Foodbank were in attendance to answer questions on their grant applications. PCSO Fran Taylor attended to provide an update on local policing matters.

**Resolutions to Reorder Agenda:**

- To move agenda item **108/25 (Police Report)** to the public forum to allow the PCSO to return to duty.
- To move agenda item **110/25 (b) (i54 Western Extension)** to the public forum for the presentation.

**The meeting commenced at 8:17 pm.** Standing Orders were imposed, and the meeting was recorded for minute-taking purposes.

**105/25 APOLOGIES: (See Appendix 1 for rolling attendance)** County Councillor V Chapman.

**106/25 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS**

a. Declarations of Interests:

- 111/25f - Councillors M Adams, S Adams, S Bailey, and G Burnett as members of the Twentyman Playing Fields Association (TPFA committee).

b. Dispensation requests: None **(Appendix 2 - Dispensations previously granted)**

**107/25 MINUTES**

a. The minutes of the Meeting of the Parish Council on the **4<sup>th</sup> February 2026**, having previously been distributed were **signed as a true and correct record.**

**108/25 POLICE MATTERS** - *The Council acknowledges its duty under the Crime and Disorder Act 1998 (S17).* **Matter of Report:** PCSO Fran Taylor presented the police report **(Appendix 3)** following the earlier police surgery. It was noted that traffic enforcement is being requested for Bilbrook.

**109/25 REPORTS** – The following reports were **received and noted.** **(Appendix 4):**

- a. Staffordshire County Council (SCC).
- b. South Staffordshire District Council (SSDC)
- c. The Allotments Committee.
- d. The Twentyman Playing Fields Association.
- e. The Neighbourhood Plan Working Group.
- f. Events Working Group.
- g. Open Spaces Working Group.
- h. Bank's Field Working Group.
- i. Young People Engagement Working Group.
- j. Climate Action Group.
- k. Business Engagement Group

**110/25 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS.**

- a. The Clerks Report – The report was **received and noted.** **(Appendix 5)**
- b. i54 Western Extension - presentation by ANCER SPALtd. The presentation covered ecological mitigation, noise/emissions for Plot 1 (plastic manufacturing), and plans to break ground in July.
- c. Unitary Authority Proposals: **Resolved:** To support Option 4 (South Staffs Council proposal for 3 unitary councils). The Council noted this as the best outcome for Bilbrook. All Councillors were encouraged to submit individual responses by the 26th March deadline.

## 111/25 FINANCE & APPROVAL OF EXPENSES.

- a. Financial Reports to 28th February 2026 **were received and noted.** (Appendix 6). Cllr G. Burnett signed the bank reconciliation.
- b. Clerk's Timesheet – Authorisation confirmed by the Chairman.
- c. Basket Swing: **Resolved:** To approve £1,169 for replacement.
- d. Grant - St Nicholas Church: **Resolved:** To approve £969.
- e. Grant - Codsall and Bilbrook Foodbank: **Resolved:** To approve £500.
- f. Event Licences: **Resolved:** To apply for a premises licence for the Twentyman Playing Fields and Bilbrook Road without the provision of alcohol. (Note: Councillors M Adams, S Adams, S Bailey, and G Burnett declared an interest as members of the TPFA; they remained in the meeting under the dispensation in Appendix 2 but abstained from voting).
- g. Summer Fete Budget: **Resolved:** To approve £5,000 (2026-27 budget) with delegated powers to the Clerk in consultation with the Events Working Group. The finance & personnel meeting will be pushed back to the 17<sup>th</sup> March to enable approval of any items over the clerks delegated powers.

**112/25 PLANNING AND LICENSING** - The following planning applications were discussed. Planning applications can be viewed at <https://planning.sstaffs.gov.uk/online-applications/>

### Councillor Burnett left the meeting.

Application No: 26/00105/FULHH

Proposal: Demolition of kitchen and proposed single storey extension

Location: 2 Ringhills Road, Bilbrook, WV8 1LN

Decision: No objections

Application No: 26/00177/FULHH

Proposal: A two-storey side and rear extension and the conversion and extension of existing garage to include home office.

Location: 48 Orchard Lane, Bilbrook, WV8 1NE

Decision: No objections

### Councillor Burnett returned to the meeting.

## 113/25 GOVERNANCE

- a) CCTV Policy Revision – **Resolved:** Approved.

## 114/25 ITEMS FOR FUTURE. – None

**115/25 NEXT MEETING - Meeting of the Parish Council:** Meeting of the Parish Council: Wednesday 1st April 2026 at 7.00 p.m. at Bilbrook Village Hall.

## PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

**Resolved:** To exclude the press and public for the following confidential item.

The meeting was suspended at 9:07 pm and continued in confidential session at 9:08 pm.

**116/25** Data Protection Impact Assessment (DPIA) for new and existing CCTV – **Resolved:** Approved.

**The meeting closed at 9:09 pm**

Signed: ..... Dated: .....

**Appendix 1 – Councillor Attendance (Rolling 12 months)**

Meeting Date / Councillor	M Adams	S Adams	S Bailey	G Burnett	B Coppola	R Drabey	L Edwards	D Harper	F Hopkins	S Keogh	S Leedham	A Lloyd	S Smart	M Wassall	Total Attending
02 Apr 2025	✓	✓	✓	✓	A	✓	%	✓	✓	x	A	✓	%	✓	9
07 May 2025	✓	✓	✓	✓	✓	A	%	✓	✓	A	✓	%	✓	✓	10
04 Jun 2025	✓	✓	✓	✓	✓	✓	%	✓	✓	✓	✓	%	✓	✓	12
02 Jul 2025	✓	✓	✓	✓	✓	✓	✓	A	✓	x	✓	%	✓	✓	11
03 Sep 2025	A	✓	✓	✓	✓	A	✓	✓	✓	A	✓	%	A	✓	9
01 Oct 2025	✓	✓	✓	✓	✓	✓	x	A	✓	x	✓	%	✓	✓	10
05 Nov 2025	✓	✓	✓	✓	✓	A	✓	✓	A	x	✓	%	✓	✓	10
03 Dec 2025	✓	✓	A	✓	✓	✓	✓	A	✓	x	✓	%	✓	✓	10
07 Jan 2026	✓	✓	A	✓	✓	✓	✓	✓	✓	%	✓	%	✓	✓	11
04 Feb 2026	✓	✓	✓	✓	✓	✓	x	✓	✓	%	✓	%	A	✓	10
04 Mar 2026	✓	✓	✓	✓	✓	✓	✓	✓	✓	%	✓	%	✓	✓	12
<b>Total Attendance</b>	<b>10</b>	<b>11</b>	<b>9</b>	<b>11</b>	<b>10</b>	<b>8</b>	<b>6</b>	<b>8</b>	<b>10</b>	<b>1</b>	<b>10</b>	<b>1</b>	<b>8</b>	<b>11</b>	

**Key**

- ✓ In Attendance
- A Apologies
- % Not in Office
- x No Apologies

**Appendix 2– Dispensations previously granted.**

- Councillors M Adams, S Adams, S Bailey, and G Burnett to speak and vote on matters relating to the Twentyman Playing Fields Association.
- M Wassall to participate in any discussion on the Friends of Billbrook.

### **Appendix 3: Police Report - Date range: 01/02/2026 – 28/02/2026**

**Disclosure Declaration:** Public bodies can only disclose information if they have the power to do so. Section 115 of the Crime and Disorder Act provides a power to exchange information where disclosure is necessary to support the local Crime Reduction Strategy and Partnership in achieving the aims of the Crime and Disorder Reduction Strategy and objectives outlined within it. The degree of disclosure that takes place must be proportionate and relevant to the level of social ill or criminality it is intended to counter or prevent. The information is only to be processed in relation to crime and disorder purposes. Information will be handled in accordance with the Data Protection Act 1998, the Human Rights Act 1998 and any other relevant legislation governing disclosures and will ultimately be disposed of in a secure manner.

#### **Statistics:**

**Burglary (residential):** None reported.

#### **Burglary (business):**

**Log 27 – 21/02/26 – Bilbrook Waste Recycling Centre.** Unknown persons have entered the site over night and stolen TV from a compound. Investigations ongoing.

#### **Vehicle crime:**

- **Log 658 – 03/02/26 – Brook Grove** – Vehicle has been parked up at a friend’s property and resident of the street has been seen to kick the driver’s side panel, leaving a small dent/scuff mark. Investigations ongoing at present.
- **Log 460 -07/02/26 – Cherry Tree Lane** –Tyres have been damaged on vehicle parked outside the property. This appears to be domestic related – investigations ongoing.

#### **Anti-social behaviour:**

- **Log 660 – 08/02/26 – Brookfield Road** – reports of 2 youths riding a moped up and down the road with no helmets on. Area search conducted which proved negative. Smart Alert put out as we had the first couple of digits to the registration plate and a mother put on social media that her son had a moped with the same first digits and he was getting the blame for riding his bike with no helmet – which was not the case. Investigations shows the young lad with his two friends on the Esso Garage forecourt a little earlier and it would appear, in my opinion that the bike owner had let his two friends “have a go on his bike”. No further issues have been reported.
- **Log 709 14/02/26 – Bilbrook Railway Station** – Reports of youths running up and down the railway station at 21:00. Patrols attended and no persons have been identified as being on the railway platforms on both sides of the station.

#### **Policing operations of note:**

**OP Varla** - Continued crackdown on shoplifters. On-going work around collating the offences and obtaining Identification of the offenders.

**OP Bormus** – Staffs Police response to the rise in vehicle crime in the county, where a dedicated unit actively search for vehicles of interest and respond to reports of vehicle crime.

#### **With thanks from your local officers,**

PCSO 28235 Matt Taylor Email: Matthew.Taylor@staffordshire.police.uk

PCSO 6453 Fran Taylor Email: Frances.Taylor@staffordshire.police.uk

#### **Helpful links**

Volunteers requested for community speed watch, further information found at:

<http://www.staffsaferroads.co.uk/my-community/community-speed-watch>

Keep in touch with regular Smart Alert’s for your area:

<https://staffordshiresmartalert.uk/staffs/>

#### **Social media:**



**@Staffordshire Police & @South Staffordshire Police**



**@SStaffsPolice**

Please feel free to encourage public participants to try reporting incidents via our ‘Digital 101’ service. A private message can be sent to Staffordshire Police pages on Facebook / Twitter, instead of phoning 101 and waiting in a queue.

## Appendix 4: Reports

### a) Staffs County Council Report – County Cllr Val Chapman. Report 4th February 2026

1. Barnhurst Lane, Pendeford – closed for multiple potholes between 18th February and 25th February 2026. Update from County Highways 26/02/26: “We fully appreciate the importance of keeping Barnhurst Lane open, particularly given the high volume of daily commuter traffic it supports. Unfortunately, as you will be aware, our network has been significantly affected by prolonged wet weather and recent sub-zero temperatures. These conditions have further deteriorated an already-challenged highway network following many years of underinvestment. We continue to lobby central government for additional funding to address these issues.

Following concerns raised by members of the public regarding Barnhurst Lane, an ad-hoc inspection was carried out. The Inspector confirmed that the road surface had deteriorated; however, at that time, many of the defects did not meet the intervention level for urgent repairs. Due to the number and spread of defects, the decision was taken to close the road until appropriate repairs could be scheduled.

Since then, we have experienced a high volume of emergency repairs across the wider network, and our limited resources have had to be prioritised to ensure the safety of the network as a whole. This has unfortunately resulted in Barnhurst Lane remaining closed longer than anticipated. We have listened to ongoing concerns, including the high level of engagement on this issue, and have made the decision to reopen Barnhurst Lane to reduce the inconvenience to local residents. Before reopening, we will complete a further inspection and undertake any emergency repairs required. Lower-priority defects will remain outstanding until a full programme of works can be delivered.

A 12-week notice period is required to obtain the permit needed for the full repair works. We recognise that the public is unlikely to support a closure of this duration. Therefore, the road will be reopened with temporary “SLOW” and “Uneven Surface” signage in place, advising drivers to proceed with caution. We understand that some may question why the road is reopening before all repairs are completed; however, we believe residents should have the option of using the road at a reduced speed rather than being compelled to use lengthy alternative routes. We recognise this may not satisfy everyone but hope it provides a more balanced solution for most road users. Once the required consultations and licences have been secured, a contractor will be mobilised to carry out the programmed repair works. At present, full reconstruction is not feasible due to resource limitations. Public communications will be issued shortly once we have confirmation of the re-opening date and a clearer timeline for the repair works.

We acknowledge that some criticism has and can arise due to the road being closed without visible large-scale works taking place. However, as with utility companies, our programmes must follow the necessary statutory processes, and the extent of repairs required exceeds what our regular teams can undertake. Alternative routes remain available for road users who may find the uneven surface unsuitable. But on this occasion we thought people would prefer to be given the choice. This road has been highlighted to our asset management Engineers for consideration for a full reconstruction, and this site is listed against many other competing roads that require reconstructing, for when resources do become available.”

Cllrs noted that people are still using the road.

2. Potholes Pendeford Mill Lane - Potholes 4468145 / 4468828 / 4469106 Pendeford Mill Lane by the Chip Shop and Pete’s Farm. These potholes are very dangerous and I fear that someone is going to have a very nasty accident and have reported them several times over the winter period.

- Response to VMC from Highways 24.02.26 “We will continue to carry out our routine inspections and any ad hoc enquiries along Pendeford Mill Lane, and should any defects require a more urgent CAT1 or CAT2 response these will be temporarily filled in the meantime. Until we are able to carry out the permanent repairs as per the permit applied for”.
- Pendeford Mill Lane Road closure 25/5/26 – 26/5/26 “carrying out the permanent repairs along Pendeford Mill Lane replacing some of the temporary repairs carried out, all of the outstanding CAT3 defects are being repaired along the road”

3. Grit bins – update on Staffordshire County Council decision at SCC Full Council on 12th February 2026/MTFS. There will be reduction to winter service.

4.Staffs A Council tax at Band D of £1,686.42 for 2026/27 which is an increase of 3.99% when compared with 2025/26.

5.A councillor asked that flooding by the Woodman be raised with Cllr Chapman again.

**b) South Staffs District Council** - by District Councillor G Burnett.

- Local government reorganisation continues to take up a lot of district council time, preparing for the creation of a new unitary council (or possibly several unitary councils to serve Staffordshire) which will start operating on April 1st 2028. The government will make a decision on how Staffordshire will be governed just before the August recess this year. We know that the number of council seats on the new authority will be dramatically reduced, compared to the number of councillors currently serving on the existing county and district authorities.
- On Thursday 5th March, Beth from the District Council will be attending the Holy Cross coffee pop-in, to show residents the new food waste caddies that will soon be delivered to residents. This is because in summer 2026, South Staffs Council will be introducing a weekly food waste collection service.
- All councils in England are required by government to provide a separate food waste collection service from 2026.

**c) Allotments Committee** - by Councillor M Adams chairman of the Allotments committee.

- The Committee held their first meeting of the year today, 3rd March, which was to include an inspection of the plots. However, due to the adverse weather of the past few months, it was decided to defer this inspection for a month to allow more work to be carried out by plot holders.
- It was pleasing to see that some holders had managed to continue work on their plots.
- The Committee considered matters relating to repairs to fencing, damaged by the weather, removal of overhanging branches on Plot 1, and introduction of a pond at the bottom of the site on Communal land to encourage wildlife.
- Consideration has been given to create areas for the storage of wood chippings and manure.
- The Assistant Clerk advised that only one plot remains available to let, which may be filled shortly.

**d) Twentyman Playing Fields Association** - by Councillor M Adams chairman of the Twentyman Committee

- We continue to be busy dealing with enquiries both for near dates and for much further into the year, and into 2027.
- Staging has now been delivered, and new steel doors have been fitted onto the changing rooms, replacing old and damaged wooden ones.
- New signage for the village hall and changing rooms is being ordered, funded by a grant from Staffordshire County Council.

**e) The Neighbourhood Plan Working Group.** By Councillor G Burnett.

- The Neighbourhood Plan has been formally submitted to South Staffs Council to comply with Regulation 15. Key requirements under Regulation 15 include:
  - Map/Statement:
  - Consultation Statement:
  - The Proposed Plan:
  - Basic Conditions Statement:
- South Staffs Council have now checked that the submitted documents satisfy the regulation requirements, and the NP now moves to the publicity and consultation stage (Regulation 16).

**f) Events Working Group.** By Councillor S Leedham

- Mayday walk on Monday 4th May: Just awaiting confirmation from Alan. Will start and finish at the Woodman.
- Plans for summer fete are progressing well.
- Will look to plan annual community awards again for July.
- Premises licenses for events to be discussed as separate issue.
- Next events meeting Monday 16th March at 7pm

**g) Open Spaces Working Group.** By Councillor F Hopkins.

- A meeting was held on February 27
- Play Park: To be jet washed in March by the operatives. Awaiting HAGS repair date.
- Skate Park: Awaiting annual service by Radian Ramps

- MUGA: Consider one of the tidy up days include cleaning & painting the MUGA with Friends of Bilbrook.
  - Trees: Map assets in Parish Online. Look at replacing the dead oak tree on the Village Green with one better suited to the shade. Approval given for Friends of Bilbrook to mulch the old oak tree to a 1.5m circle from the trunk.
  - Floral Displays: Wash all planters. Check if Farmer banks can continue watering.
  - New Operatives Container: Present three quotes to Full Council once the field dries out.
  - Playing field Drainage: Consider getting a land engineer to provide professional advice on flooding issues.
  - Jubilee Walks: Central Swales remain closed. Take out the old wooden map board by Moog.
  - Benches: Continue the ongoing painting for all green and black benches.
  - Signs: Order additional dog signs.
  - Bollards: SSC are installing the black bollards on Birches Road.
  - Bins: Conduct a village-wide bin survey.
  - Rights of Way: Remove the cycle path sign to allow gate clearance.
  - Bulbs: Order Autumn bulbs to be planted by operatives.
  - Village Green: Repair jammed padlocks and replace camlock for the power pillar. Consider clearing the shrubs to the rear
  - CSR/Cargills: Check if a formal agreement is required for verge maintenance.
  - Noticeboards: Remove old allotment board and repair stays/clean the Village Hall board.
  - Road/Cycle Sweeping: Speak to SSDC about path clearing.
- h) Banks' Field Working Group.** By Councillor G Burnett.
- Work is due to start soon on the wetland area creating more seasonal ponds. The work is being funded by the Environment Agency and will be done by Staffordshire Wildlife Trust.
  - Last week Fiona, Keri from Friends of Bilbrook, and Nick Mott – Senior Wetland Ecologist for Staffs Wildlife Trust – surveyed the wetland area for signs of water voles.
  - So far there are no signs of wild mink on Bank's Field.
  - Farmer Pete has flailed the hawthorn hedge that runs pavement side alongside the field.
- i) Young People Engagement Working Group.** By Councillor S Leedham
- A meeting took place with the school
  - The sensory room
  - Can we revisit
  - We have been invited to get involved with their Houses of Parliament project
- j) Climate Action Group.** By Councillor G Burnett
- Matt George from the Woodland Trust has been contacted about running another tree walk & talk event in Bilbrook. We are hoping to hold the event on a Saturday or Sunday in early to mid-May. Last year's talk was well attended and ran for longer than any of us expected!
  - Last year he focused on trees and biodiversity. This year's talk will be about the ecology of different tree species, it will also incorporate elements of tree folklore.
  - The walk will begin on the village green with our wonderful Oak tree. We will then walk down to Jubilee Wood. Hopefully this year, we will get even more residents to join us and learn about why trees are so vitally important.
  - The Climate Action Group will be running a Bilbrook Wildlife Garden of the Year competition, probably in late May or early June. It will be open to all residents who make space for nature in their gardens. Hopefully, we will announce the winner at our summer fair (subject to anyone entering).
- k) Business Engagement Group.** by Councillor B Coppola
- No report

## Appendix 5: Clerk's Report for Mar 2026

### General

- Category 1 potholes on Pendeford Mill Lane. Emailed Highways copying County Cllr Val Chapman with the reference numbers asking them to fix them urgently
- Email sent to Staffs County Council regarding the pedestrian access path to Bilbrook Recycling centre as it is a trip hazard and the lease between BPC and the County states SCC is responsible for maintenance.
- Email sent to Alan, leader of the Bilbrook Walking group asking him to lead this year's walk
- Confirmation sent to Perton Parish Council supporting their Devolution email to Mike Wood, MP
- Claim form sent to South Staffs council for the prosperity grant for the Village Hall Car Park resurfacing. Payment has now been received. An extension has been granted for the CCTV funding as shipping of the cameras has been delayed.
- CCTV Licensing agreement with South Staffs Council for the CCTV pole in front of Dominos on Pendeford Mill Lane signed and returned.
- Reply sent to Community Foundation for Staffordshire & Shropshire confirming that Bilbrook will not take part in the 2026 Best Kept Village Competition as the Parish Council will be busy with the Bilbrook Fete.
- Complaint received from resident regarding a large dog walked on the playing fields without a lead. A post was put out on social. An email was sent to the local PCSO team who have said they cannot do anything as it is on private land. Our legal advisors have previously stated that if people deliberately ignore the signs asking for dogs to be kept on leads there is nothing that can be done to enforce them.
- Request received to include the May Day Walks in the South Staffs walking festival.
- The police have informed us that they will no longer provide reports. There is a website to get the information (details to be provided) PCSO's will attend meetings if they can, however there is no guarantee. Councillors should not contact the local policing team directly; they should go via the clerk or assistant.

### Maintenance

- Knitted poppies removed from the war memorial, washed and stored in the Parish Office for use in 2026.
- Old noticeboard removed from village hall car park
- Various road signs around the village straightened by the operatives
- Street Scene has started installing bollards on Birches Road
- Highways bollards at the Watery Lane Junction cleaned.
- Redundant posts around the village were taken out by operatives.
- Flower bed behind the wooden noticeboard by Rainbows Too weeded.
- Bollard on Bilbrook Road that had been hit by a car was straightened by the operatives.

### Allotments

- Materials ordered to replace the fence between the quarter plots and plots 8A & 8B

### Neighbourhood Plan

- Draft plan submitted. South Staffs Council has confirmed that the Neighbourhood Plan has met legal compliance requirements and is ready for the Regulation 16 consultation. They will send details shortly of the dates for the six week consultation period.

### Planning decisions outside of meetings: None

### Planning decisions Issued by SSC Planning Dept:

Approved with conditions - 25/00828/FUL, 25/00875/FUL, 25/01061/FULHH

### Training:

- Living History Podcast Equipment Training – KD, TL, DH, SL, SM, SA, GB
- Councillor Introduction – DH, SM, LE

### Upcoming diary dates:

9<sup>th</sup> March – Business Engagement working group. Time TBC

16<sup>th</sup> March – Finance & Personnel Committee Meeting – 10:30am

16<sup>th</sup> March – Events WG meeting 7:00pm

25<sup>th</sup> March – Climate Action Group 7:00pm

**Use of delegated powers:** Maintenance Materials including wood for the allotments fence - £445.89

### Community Engagement/ communication

- Various Police Community Messaging Alerts
- Various lost property posts
- Reporting Potholes
- Bilbrook Tidy up dates
- Parish Council Co-option
- Bilbrook Business Group Meeting
- Barnhurst Lane Closure
- Potholes

**Appendix 6: Finance Reports**

# Paid Expenditure Transactions

Start of year 01/04/25

paid between 01/02/26 and 28/02/26

**PaymentPaid**

Reference	Tn no	Order no	Gross	Vat	Net	Heading	Details
ddidmt2602 110/1/2	27/02/26	297	£6.00	£1.00	£5.00	ID Mobile	Mobile Phone Assistant
ddidmk2602 110/1/2	27/02/26	298	£5.00	£0.83	£4.17	ID Mobile	Mobile Phone Clerk
ddwp2602	27/02/26	299	£79.22	£0.00	£79.22	Water Plus	Allotments Water180/1
pcomp2602	27/02/26	300	£180.19	£30.03	£150.16	Computers	Monthly IT130/8
pds2602	27/02/26	301	£1,026.91	£171.15	£855.76	Ditton Services	Grounds Maintenance 170/3/1
ptpf2602	27/02/26	302	£360.00	£0.00	£360.00	Twentyman Playing Fields	Office Rent and Hall Hire 115/1
ptfm2602	27/02/26	303	£540.71	£90.11	£450.60	Telford Farm Machinery	Equipment and salt spreader 170/99
ppb2602	27/02/26	304	£490.00	£0.00	£490.00	P W Banks	Christmas Tree 190/8
ptur2602	27/02/26	305	£4,770.00	£795.00	£3,975.00	Turnocks Ltd	Light uninstal & switch on 190/1
pws12602	27/02/26	306	£241.44	£40.24	£201.20	Wicksteed Leisure Ltd	Spares for the play park 170/9
ptle2602	27/02/26	307	£21.00	£0.00	£21.00	011	011 Expenses 130/6/2
pfhe2602	27/02/26	308	£48.45	£8.07	£40.38	F Hopkins	Expenses 170/6
pnpow2602	27/02/26	310	£734.15	£34.96	£699.19	Npower Ltd	Christmas Lights190/2
pnpow2602	27/02/26	311	-£2.20	-£0.10	-£2.10	Npower Ltd	Christmas Lights190/2
Equals2602 210/3	27/02/26	312	£75.00	£0.00	£75.00	Woodland Trust	Tree Walk Donation
Equals2602 Christmas £8,965.60 £6,097.45	27/02/26 190/13	313	£185.00	£0.00	£185.00	Breast Cancer Now	Stall income for
<b>Total</b>			£14,858.32	£1,171.29	£13,687.03		

# Received Income Transactions

Start of year 01/04/25

received between 01/02/26 and 28/02/26

Paying	Received	Tn no	Invoice	Gross	Vat	Net	Heading	Details
dcssc2602	27/02/26		25095	£17,025.49	£0.00	£17,025.49	60/1/3/1	South Staffordshire CouncilGrant for Car Park
dc20ab2602	27/02/26		25097	£48.00	£0.00	£48.00	50/1	Allotment HoldersRent
dctpfa2602 2026	27/02/26	25098	5210	£1,026.03	£0.00	£1,026.03	90/1/1	Twentyman Playing FieldsStaff Recharges - Jan & Feb
<b>Total</b>				£18,099.52	£0.00	£18,099.52		

# Financial Statement - Cashbook

Statement of receipts and payments between 01/02/26 and 28/02/26 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

## Ordinary Accounts

Business Premium Account	£53,738.75
Community Account	£14,750.63
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£88,636.26
<b>Total</b>	<b>£157,425.64</b>

Balances at start of period

## Ordinary Accounts

Business Premium Account	£64,263.11
Community Account	£10,456.42
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£85,000.00
<b>Total</b>	<b>£160,019.53</b>

RECEIPTS Net (£)	Vat (£)	Gross (£)	
50 Allotments Income	48.00	0.00	48.00
60 Grants / Donations	17,025.49	0.00	17,025.49
90 Other Income	1,026.03	0.00	1,026.03
<b>Total Receipts</b>	<b>18,099.52</b>	<b>0.00</b>	<b>18,099.52</b>

PAYMENTS	Net (£)	Vat (£)	Gross (£)
100 Staff Costs	5,892.72	0.00	5,892.72
110 Administration	304.06	19.86	323.92
115 Office/Hall Rent	360.00	0.00	360.00
130 Insurance / Audit / Legal Services	81.00	12.00	93.00
170 Open Spaces	1,547.94	309.57	1,857.51
180 Allotments	79.22	0.00	79.22
190 Christmas Lights Switch on	5,347.09	829.86	6,176.95
210 Climate Action Group	75.00	0.00	75.00
<b>Total Payments</b>	<b>13,687.03</b>	<b>1,171.29</b>	<b>14,858.32</b>

Closing Balances at 28/02/26

## Ordinary Accounts

Business Premium Account	£64,263.11
Community Account	£13,748.10
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£85,000.00
<b>Total</b>	<b>£163,311.21</b>

Uncleared and Unpresented effects

Statement Closing 28/02/26

## Ordinary Accounts

Business Premium Account	£64,263.11
Community Account	£13,748.10
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£85,000.00
<b>Total</b>	<b>£163,311.21</b>

# Financial Budget Comparison

Comparison between 01/04/25 and 28/02/26 inclusive. Includes due and unpaid transactions.

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

		<b>2025/26 Forecast</b>	<b>Actual Net</b>	<b>Balance</b>
<b>INCOME</b>				
10	Precept	£110,000.00	£110,000.00	£0.00
20	VAT Repayment	£14,752.00	£14,752.15	£0.15
30	Solar Farm	£6,397.00	£6,396.55	-£0.45
40	Land Rent	£2,430.00	£2,430.00	£0.00
50	Allotments Income	£880.00	£1,465.50	£585.50
60	Grants / Donations	£17,025.49	£17,025.49	£0.00
70	Bank Interest - Barclays	£357.00	£524.36	£167.36
80	Bank Interest Nationwide	£0.00	£0.00	£0.00
90	Other Income	£5,901.00	£4,254.69	-£1,646.31
<b>Total Income</b>		<b>£157,742.49</b>	<b>£156,848.74</b>	<b>-£893.75</b>
<b>EXPENDITURE</b>				
100	Staff Costs	£65,630.00	£57,934.75	£7,695.25
110	Administration	£4,208.00	£2,790.36	£1,417.64
115	Office/Hall Rent	£13,086.00	£4,259.69	£8,826.31
120	Personnel Cost (Training/travel)	£1,150.00	£154.50	£995.50
130	Insurance / Audit / Legal Services	£4,681.00	£4,581.87	£99.13
140	Subscriptions	£1,180.00	£817.34	£362.66
150	Elections	£2,500.00	£0.00	£2,500.00
160	Grants/Donations	£4,000.00	£1,930.98	£2,069.02
170	Open Spaces	£25,749.00	£45,546.15	-£19,797.15 <sup>1</sup>
180	Allotments	£5,210.00	£5,744.38	-£534.38 <sup>2</sup>
185	Community Engagement	£3,900.00	£2,911.88	£988.12
190	Christmas Lights Switch on	£11,405.00	£11,012.44	£392.56
200	Remembrance Day	£210.00	£228.42	-£18.42
210	Climate Action Group	£700.00	£79.45	£620.55
220	Young People Engagement	£2,000.00	£0.00	£2,000.00
240	Misc / Contingency	£4,400.00	£39.99	£4,360.01
300	Reserves (Ring Fenced)	£71,125.00	£0.00	£71,125.00
<b>Total Expenditure</b>		<b>£221,134.00</b>	<b>£138,032.20</b>	<b>£83,101.80</b>
Total Income		£157,742.49	£156,848.74	-£893.75
Total Expenditure		£221,134.00	£138,032.20	£83,101.80
<b>Total Net Balance</b>		<b>-£63,391.51</b>	<b>£18,816.54</b>	

<sup>1</sup> Includes £25k for car park resurfacing which will be covered by a grant.

<sup>2</sup> Includes Water Harvesting project paid for with grant received in 2024-25

**Bank Reconciliation - Barclays Community Account**

At 28/02/26

Balance per Cash Book

£

13,748.10

Plus unpresented cheques

0.00

Less uncleared payments into bank

**Balance Per Bank Statement****13,748.10****Bank Reconciliation - Barclays Business Account**

At 28/02/26

Balance per Cash Book

£

£  
64,263.11

Plus unpresented cheques

0.00

Less uncleared payments into bank

0.00**Balance Per Bank Statement****64,263.11****Bank Reconciliation - Nationwide Instant Saver Issue 5**

At 28/02/26

Balance per Cash Book

£

£  
85,000.00

Plus unpresented cheques

0.00

Less uncleared payments into bank

0.00**Balance Per Bank Statement****85,000.00**

Other Balances

Equal

300.00**Total Balances****163,311.21**