

Averham, Kelham and Staythorpe Parish Council

Minutes of the finance meeting held

Tuesday 6th January 2026 at 7.00pm

Boardroom, Kelham Hall

Present: Cllrs. J Miller (JM) (Chair), Cllr. J Allan (JA), Cllr. J Cobley (JC),
Cllr. J Wolfenden (JW) Cllr. T Barbary (TB)

Clerk: W McLaughlin

	Welcome	Action																
FIN 26-01	<p>Apologies for Absence</p> <p>None</p>																	
FIN 26-02	<p>Declarations of Interest either direct or indirect from members for any item to be considered and any dispensations.</p> <p>None</p>																	
FIN 26-03	<p>To Approve Minutes of the Meeting held on the 7th October 2025</p> <p>Minutes were approved as a Correct Record and signed. Proposed by JC Seconded by JA All in favour There were no matters arising</p>																	
FIN 26-04	<p>Financial update, including current budget</p> <p>JM Presented an update on the current 2025/2026 budget as of 31.12.2025</p> <table> <tbody> <tr> <td>Income</td> <td></td> </tr> <tr> <td>Precept</td> <td>£5330.00</td> </tr> <tr> <td>Donation</td> <td>£200.00</td> </tr> <tr> <td>Total</td> <td>£5,530.00</td> </tr> <tr> <td>Expenditure</td> <td></td> </tr> <tr> <td>As of 31.12.25</td> <td>£11,083.33</td> </tr> <tr> <td>Surplus/Deficit</td> <td>-£5553.33</td> </tr> <tr> <td>Bank Balance</td> <td>£9283.16</td> </tr> </tbody> </table> <p>Clerk to resurrect an excel spreadsheet</p> <p>Clerk will look for training on how to claim the VAT back. No VAT has been claimed in the last 3 years.</p> <p>Money has been spent on 3 new defibrillators plus the labour cost of installing defibs at £800 plus VAT. An invoice for the parts £221.22 plus VAT.</p>	Income		Precept	£5330.00	Donation	£200.00	Total	£5,530.00	Expenditure		As of 31.12.25	£11,083.33	Surplus/Deficit	-£5553.33	Bank Balance	£9283.16	WM WM
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	<p>JA. highlighted the need for setup defib persons to be registered on the website Circuit.</p> <p>JM is setup person for Kelham & Averham Park, Alison Brothwell Staythorpe</p> <p>JA. Averham.</p> <p>TB. To ask Bob Mc Ghee if he would be the setup person for the Hopwas Close Defibrillator.</p> <p>We also need to register new Defibs with EMAS. JA. to do this.</p> <p>The codes are available to everyone via the plough and Village WhatsApp. There is a procedure that is used when a Defib is actioned, the emergency services will tell you which defibrillator is in service.</p> <p>When the ambulance service has the defibs, there are measures to get it back into service.</p> <p>JA– To contact EMAS to find out more about how the Defibs are returned for service.</p> <p>JM A leaflet will be delivered to the residents of Averham Park to alert them of the newly installed Defib and its workings.</p>	JA TB. JA JA JM
FIN 26--05	<p>The use of the PC financial reserve for payment of legal fees in respect of the Staythorpe BESS Community Fund.</p> <p>JC. Gave an update on the progress made by the working party as part of the Staythorpe BESS Community Fund. The main concern was the details of the legal contract that had been put forward by Elements Green BESS Staythorpe Ltd and will be administered by Forever Notts Community Funding for Nottinghamshire.</p> <p>A discussion took place regarding the support for legal advice. It was agreed that up to £1,500 each year for 2 years and a further £1,500 in the 3rd year to be reviewed. This is to provide the support for legal fees that Community Benefit Working Party might need to access.</p> <p>Proposed TB Seconded JA All in favour</p>	
FIN 26-06	<p>The financial implications to the PC of the possible development of a Neighbourhood Parish Plan.</p> <p>JC – There is a limited budget for the costs of the Neighbourhood Parish Plan</p> <p>TB – Has been researching this and consultation is in progress; he has been looking into what a neighbourhood plan will look like and how long it might take to do this. TB is offering to do all the legwork for the plan and will follow up with a questionnaire to go out to the villages. He estimates that the plan could be done for £1000.</p> <p>Local council is legally bound to support PC's who wish to develop a neighbourhood plan.</p> <p>A £1000 was proposed to support this Neighbourhood Parish Plan.</p> <p>Proposed JC Seconded JA All in favour</p> <p>TB to contact officers at NSDC for help and guidance.</p>	TB
FIN 26-07	<p>Precept – Discussion and Proposed Precept for the year 2026-27</p> <p>JM – The precept for 2026/7 will include a 3.5 % increase in line with inflation</p>	

	<p>Clerk salary will be kept at the same rate. More money may be needed for clerk training</p> <p>A discussion took place about the request from The Plough for funding of £500 towards running costs. This will be put on the agenda for the next PC meeting</p> <p>The precept for 2026/27 of £6020 was put forward. (Including the 3.5% for inflation)</p> <p>In addition, it was agreed that up to £1,500 to provide the support for legal fees that Community Benefit Working Party might need to access.</p> <p>A further £1,000 was agreed to support the Neighbourhood Parish Plan. A precept 2026/27 would be set at £8520.00. All in favour.</p> <p>WM to submit the precept form to NSDC</p>	WM
FIN 26-08	<p>Other matters appertaining to Finance</p> <p>JW to check condition of benches in the parish and report back at PC meeting on their condition and if any maintenance is required.</p> <p>TB. Asked if the village appearance could be improved with further planting on open spaces around the villages. Councillors to review planting of spring bulbs in the three villages.</p>	JW
FIN 26-09	<p>Date of Next Finance Meeting</p> <p>Tuesday 7pm 13th of October 2026</p>	
	<p>Meeting closed at 9.30 by JM</p>	