



Paper submitted by the Clerk to the Council at the Parish Council meeting on 01 October 2025

Parish Clerk's Report – October 2025

a) To review actions from the previous meeting

MINUTE NO.	ACTION	Completed/ Dismissed
PC 09.25.06	To check May minutes to see what was decided, about Mill Road. <i>Minutes checked - Action agreed to discuss with landowner during a meeting on various issues (see minute number PC 05.25.09. Meeting yet to be scheduled. This will be included as an item when this takes place</i>	Dismissed
PC 09.25.07	Cllr Donaldson to provide her ideas for a walking group in the village <i>To be completed</i>	Ongoing
PC 09.25.11c	Contact BDC about allotments. <i>Completed – on agenda for discussion</i>	Dismissed
PC 09.25.13b	Put parking at New Village on the VHMC agenda. <i>Completed – issues highlighted with VHMC and formal email sent to BATS</i>	Dismissed
PC 07.25.14b	Find a solution to the Kissing Gates at Sycamore Way. <i>On agenda for discussion</i>	Dismissed

b) To receive the reports of items actioned under delegated powers and correspondence of note

- Email received from local resident raising concerns about work recently undertaken on A137 and speeding. This was forwarded to SCC and following response received via County Councillor Simon Harley:
*"The works are guaranteed for a year so if there are any defects occurring in this time or perceived poor work please notify this as usual via the reporting tool then if upheld the contractor will have to remedy them free of charge to the Council. This is normal practice in these contracts apparently.
I have already responded likewise to several similar emails to me!
With respect to speeding in existing speed limits or antisocial behaviour these issues should be logged and reported to the police, Highways cannot help with this."*
- Request for bus shelters submitted to SCC. Following response received:
*"Apologies. Application received.
You may or may not know that we are in receipt of Government funding that can be used for bus stop improvement works. I will add your request to our list to be considered for funding and come back to you as soon as I can.
Many thanks
Robert Kemp | Transport Development Manager"*
- Concerns raised by local residents, via Cllr Chatfield, about two Birch Trees at the end of Birch Drive on the junction with Sycamore Way. These concerns were forwarded to SCC and Cllr Harley and the following response was received:
*"The Highway Assessment Officer carried out an inspection on the 8/9/202, no HMOP defects were found please see photos attached. The trees have been reported numerous times in the last few years and at no point have they been caused HMOP defects.
There are a few small humps in the footway caused by the tree roots but no abrupt level differences and nothing I would consider to be causing a hazard.
There is ample vertical clearance allowing full use of the highway and footway without issues."*

*The drainage in this location has had issues previously but this has been resolved with by the drainage team,
Kind Regards,
Patrick Brindle
Highway Assessment Officer”*

- Concern raised by local resident about camera installed on Storey’s Road – confirmation sent that this was not related to the Parish Council and advised next contacts
- Discussion with Brantham Bugle Editor ref. safeguarding issue related to article submitted. Advice given.
- Notification received from SCC that an arboricultural assessment of a lime tree in New Village will be undertaken. Information on remedial measures currently awaited

This is a copy of the receipt for daffodil bulbs that the Cub Scouts have planted.

This year we planted on the green space on the other side of the road to the bottom of Sandyhove.

We hope that the Parish Council will be happy to pay for these again this year please.

Please make the cheque payable to 1st Bantam Cub Scout Pack and send to

Mary Thanks.
Shada Clark.

BYPASS NURSERIES
CAPEL ST. MARY
TEL: (01473) 310604
VAT REG No: 102 0569 21

REG 09-09-2026(TUE) 12:22
C01 MC#01 000040

1 BULBS	.21.99
1 BULBS	.21.99
SUB TOTAL	.43.98
10%	
% DISCOUNT	-4.40
TOTAL	.39.58
CARD	.39.58

THANK YOU
PLEASE CALL AGAIN

The integrity of the Council's finances is to be protected by two of the three signatories checking and reviewing the invoices for payment for which they will have seen an original copy.

Within the Council's Financial Regulations (5.15) – expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget or where prior approval has been given for such expenditure to be incurred (i.e. under contractual agreements)

The authority is to be determined by; * the council for all items over £5000; * a duly delegated committee for all items over £1000 * the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below £1000. Such authority is to be evidenced by a minute or by an authorisation slip duly signed by the Clerk, and where necessary also by the appropriate Chairman.

Invoices will only be processed for payment by the Parish Clerk once she is satisfied that the payment sums match the invoices produced.

Accounts submitted for payment – Current Account *(SUBJECT TO ADDITIONS)*

Payee	Detail	Method	NETT	VAT	TOTAL
Dave Childs	Grounds Maintenance (inv.)	BACS	255.00		255.00
Babergh District Council	Annual Play area Inspections (inv. 1000020623, 1000020624, 1000020625)	BACS	191.40	34.80	226.20
Brantham Village Hall	Hall Hire	BACS	TBC		TBC
HMRC	P30 Q2	BACS	3049.84		3049.84
SALC	Payroll Provision (inv. No. 30463)	BACS	150.00	30.00	180.00

Accounts Paid since 01 September 2025

Payee	Detail	Method	NETT	VAT	TOTAL
Parish Council staff costs	Salaries & back pay for Clerk & Assistant Clerk, Office Allowance, Pension payments	BACS	4456.96		4456.96
BMCIC	Grounds Maintenance Payment	BACS	40.00		40.00
Microsoft	Monthly Subscription Charges	DD	20.60	4.12	24.72
Virtual Landline	Phone number for Parish Council	Direct Debit	7.29	1.46	8.75
Smarty.co.uk	CCTV SIM Cards	Direct Debit	27.00		27.00
Amazon	Safety gloves for litter picker	DC	7.91	1.58	9.49
Amazon	Litter bags for litter picker	DC	18.97	3.79	22.76
Mr A R Cherry	Gutter brushes for play equipment	BACS	63.75		63.75
Brantham Management CIC	Village Fete – free drink for stall holders	BACS	78.41		78.41
Amazon	SID replacement battery	DC	154.17	30.83	185.00
Amazon	Printer paper	DC	14.99	3.00	17.99
Amazon	Litter bags for litter picker	DC	19.12	3.82	22.94
Lloyds Bank	Bank Service Charge	BACS	4.25		4.25

Brantham Village Hall	Donation for Xmas tree festival as per FC 09.25.07	BACS	400.00		400.00
Business Services at CAS	Parish Council insurance 01 Oct 2025 – 30 September 2026	BACS	1210.68		1210.68

Items paid following authorisation at meeting of 02 July 2025

Payee	Detail	Method	NETT	VAT	TOTAL
Dave Childs	Grounds Maintenance (inv.)	BACS	120.00		120.00
Babergh District Council	Dog and Litter bin emptying	BACS	3403.00	680.60	4083.60
Brantham Village Hall	Hall Hire (inv. 1180)	BACS	24.00		24.00
Brantham WI	Donation as per FC 08.25.04	BACS	500.00		500.00

Receipts allocated since 03 September 2025

Who	Detail	Method	Amount
Lloyds Bank	Bank Interest	BACS	114.90
Babergh District Council	Precept 2 of 2	BACS	37,483.00
Stripe	Skate Park Fundraising	BACS	28.83
East of England Co-op	Skate Park Donation	BACS	344.36
Sumup	Skate Park Fundraising	BACS	33.92
Highcliff Veterinary Practice	Car Park Rent	BACS	1650.00
BMCIC	Quarterly rent of Brantham Leisure Centre	BACS	412.50
Stour Wanderers FC	Hire of LPF Sept – December 2025	BACS	200.00

Presented by:..... Sarah Keys, Responsible Finance Officer

Countersigned by:..... Chair to the Parish Council

All payments authorised under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012

Note: Council resolved at the 2023 Annual Meeting that it met the eligibility conditions, and this continues right through until the next relevant annual meeting which will be May 2027. This is regardless of whether the Council continues to meet those conditions for the duration, (para 7.12 of the Explanatory Memorandum to The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 refers.

Brantham Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 30/09/2025		
	Cash in Hand 01/04/2025		170,338.90
	ADD Receipts 01/04/2025 - 30/09/2025		96,160.79
	SUBTRACT Payments 01/04/2025 - 30/09/2025		50,945.39
	Cash in Hand 30/09/2025 (per Cash Book)		215,554.30
B	Cash in hand per Bank Statements		
	Petty Cash 30/09/2025	0.00	
	Current Account 30/09/2025	5,000.00	
	Deposit Account 30/09/2025	210,472.79	
	Salaries Account 30/09/2025	81.51	
			215,554.30
	Less unrepresented payments		
			215,554.30
	Plus unrepresented receipts		
	Adjusted Bank Balance		215,554.30
	A = B Checks out OK		

Brantham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

Administration

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
15	Payroll costs				350.00	144.00	206.00	206.00 (58%)
16	Audit				800.00	827.00	-27.00	-27.00 (-3%)
17	Hall Hire				580.00	393.00	187.00	187.00 (32%)
18	Insurance				6,125.00	3,723.96	2,401.04	2,401.04 (39%)
19	Office Allowance				480.00	237.60	242.40	242.40 (50%)
20	Petrol/Travel				50.00		50.00	50.00 (100%)
21	Postage				50.00		50.00	50.00 (100%)
22	Telephone				177.00	43.74	133.26	133.26 (75%)
23	Stationary				300.00	29.87	270.13	270.13 (90%)
24	Website/Email				338.00	779.00	-441.00	-441.00 (-130%)
25	Training				1,500.00	66.00	1,434.00	1,434.00 (95%)
26	GDPR costs				35.00	47.00	-12.00	-12.00 (-34%)
27	Miscellaneous					315.50	-315.50	-315.50 (N/A)
28	Staff recruitment							(N/A)
29	Election costs							(N/A)
30	Councillor expenses				100.00		100.00	100.00 (100%)
31	Office Purchases				200.00		200.00	200.00 (100%)
55	Microsoft 365				124.00	143.76	-19.76	-19.76 (-15%)
58	Scribe accounting				295.00	345.60	-50.60	-50.60 (-17%)
67	Legal costs					1,500.00	-1,500.00	-1,500.00 (N/A)
74	Bank Charges					38.25	-38.25	-38.25 (N/A)
SUB TOTAL					11,504.00	8,634.28	2,869.72	2,869.72 (24%)

CIL

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
10	CIL							(N/A)
SUB TOTAL								(N/A)

Income

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Precept	74,966.00	74,966.00					(0%)
2	Bank Interest	1,200.00	804.92	-395.08				-395.08 (-32%)
3	Braistwick Road Contribution	150.00	150.00					(0%)
4	Highcliff Lease	6,800.00	2,730.30	-4,069.70				-4,069.70 (-59%)
5	VAT Reclaimed		4,549.55	4,549.55				4,549.55 (N/A)
6	Recycling	300.00		-300.00				-300.00 (-100%)
7	Scouts Ground Rent	1.00		-1.00				-1.00 (-100%)
8	Private Road Contribution	40.00		-40.00				-40.00 (-100%)
9	Wayleaves							(N/A)
48	BMCIC Rent	1,650.00	825.00	-825.00				-825.00 (-50%)
49	Miscellaneous Income							(N/A)
56	BDC CIL							(N/A)
59	BMCIC Insurance replayment	2,222.00	4,734.47	2,512.47				2,512.47 (113%)

Brantham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

1 October 2025 (2025-2026)

60 LPF Hire deposit	50.00	50.00	50.00 (N/A)
69 BMCIC Ins repayment Interest	164.14	164.14	164.14 (N/A)
70 Legal Costs refund	1,800.00	1,800.00	1,800.00 (N/A)
72 Refund for payment in error			(N/A)
75 LPF Hire	200.00	200.00	200.00 (N/A)
SUB TOTAL	87,329.00	90,974.38	3,645.38 (4%)

Other items

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
44	SID Maintenance				500.00	154.17	345.83	345.83 (69%)
45	Defibrillator Maintenance				500.00		500.00	500.00 (100%)
46	Miscellaneous					465.00	-465.00	-465.00 (N/A)
51	Parish Plan				500.00	246.15	253.85	253.85 (50%)
61	LPF Hire deposit							(N/A)
64	Christmas Tree				250.00		250.00	250.00 (100%)
65	Legal Costs							(N/A)
66	Christmas event supplies				100.00		100.00	100.00 (100%)
71	Seasonal Displays				500.00		500.00	500.00 (100%)
SUB TOTAL					2,350.00	865.32	1,484.68	1,484.68 (63%)

Salaries

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
11	Clerk/RFO Salary				25,500.00	10,130.32	15,369.68	15,369.68 (60%)
12	Litter Picker Salaries				12,340.00	5,192.45	7,147.55	7,147.55 (57%)
13	Employers PAYE & NI				8,000.00	4,579.56	3,420.44	3,420.44 (42%)
14	Clerk's Pension				1,315.00	2,441.62	-1,126.62	-1,126.62 (-85%)
62	Assistant Clerk - Salary				7,400.00	3,360.44	4,039.56	4,039.56 (54%)
SUB TOTAL					54,555.00	25,704.39	28,850.61	28,850.61 (52%)

Services

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
35	BDC Litter bin emptying				2,970.00	3,403.00	-433.00	-433.00 (-14%)
36	Litter purchases					46.00	-46.00	-46.00 (N/A)
37	Playground inspection				192.00		192.00	192.00 (100%)
38	Playground equipment/repairs				1,500.00	63.75	1,436.25	1,436.25 (95%)
39	BLC Grounds Maintenance				480.00	240.00	240.00	240.00 (50%)
40	GPL Play area rent				10.00	10.00		(0%)
41	Horticulture							(N/A)
42	SCC Street lighting				1,140.00	1,217.54	-77.54	-77.54 (-6%)
43	Village Hall Maintenance Grant		416.67	416.67	416.67	833.34	-416.67	(0%)
47	Village Grounds Maintenance				3,000.00	2,065.00	935.00	935.00 (31%)
53	CCTV Costs				290.00	162.00	128.00	128.00 (44%)
63	New Village Road Improvements							(N/A)

Brantham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

1 October 2025 (2025-2026)

SUB TOTAL	416.67	416.67	9,998.67	8,040.63	1,958.04	2,374.71 (23%)
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Skate Park Project

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
73	Skate Park		4,359.74	4,359.74		1,309.33	-1,309.33	3,050.41 (N/A)
SUB TOTAL			4,359.74	4,359.74		1,309.33	-1,309.33	3,050.41 (N/A)

Subscriptions/Grants/Donations

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
32	SALC subscription				850.00	876.76	-26.76	-26.76 (-3%)
33	SLCC Subscription				288.00		288.00	288.00 (100%)
34	Donations				2,500.00	2,063.02	436.98	436.98 (17%)
50	Brantham Open Spaces Group				1,200.00	80.03	1,119.97	1,119.97 (93%)
57	BDC CIL Grants							(N/A)
68	Village Fete		410.00	410.00	2,000.00	1,383.12	616.88	1,026.88 (51%)
SUB TOTAL			410.00	410.00	6,838.00	4,402.93	2,435.07	2,845.07 (41%)

Summary

NET TOTAL	87,329.00	96,160.79	8,831.79	85,245.67	48,956.88	36,288.79	45,120.58 (26%)
V.A.T.					1,988.51		
GROSS TOTAL		96,160.79			50,945.39		



PAPER 6: A briefing paper for Councillors on the Budget Monitoring Exercise Quarter 2 for 2025-26

Introduction

The budget is a key part of the Council's plans and must tie in with its policies.

Budget monitoring - reasoning

In accordance with council's own adopted Financial Regulation clause 4.10, the agreed budget provides a basis for monitoring progress during the year by comparing actual spending and income against that which was planned for the year under review.

It is the duty of the Responsible Financial Officer (RFO), appointed by the council as a statutory officer, to administer the council's financial affairs in accordance with all Acts, Regulations and proper practices and to ensure the accounting control systems are observed and financial management information is provided to council.

Quarterly reports are provided to council with the aim of:

- Monitoring financial performance, helping to identify potential issues or inefficiencies throughout the year
- Refining budgeting and forecasting processes over time
- Gaining an informed understanding of financial performance as affected by various factors
- Creating more accurate and flexible budgets that better anticipate council's future needs and adapt to different circumstances
- Streamlining variance reporting required for Year-End

QUARTER 2 – Period ending 30 September 2025

Budget reports within Scribe produce a budget monitoring report based on the annual figures.

This provides a comparison between budgeted and actual expenditure per quarter. The reports are presented to council to promote informed decision-making and enhanced financial transparency.

Council is advised to refer to Paper 5 for numerical details of the actual-to-budget monitoring process and to note the figures in that report alongside this narrative report.

This report identifies unexpected variances in income and expenditure and any possible mitigation necessary.

Expenditure:

As of 30 September, marking the end of the second financial quarter of the 2025-26 budget year, Brantham Parish Council's total spending is £48,956.88 which represents 57% of the annual Parish Council budgeted spend. This is in line with anticipated expenditure at this point in the year.

Council should note, however, that this is a relatively crude calculation since many budgeted Council costs are annual payments and do not easily fit a quarterly schedule.

However, in accordance with guidelines issued by Proper Practices, reports on variances in income and expenditure exceeding **15%** of the expected budget will be reported to council.



BRANTHAM

Parish Council

Current spending in budget areas is as follows:

	Budget line	Total Budget for year	Anticipated spend at Q2	Actual Spend at Q2	Variance at Q2
1	Administration	11,504	5,752	8,634	+25%
2	Other Items	2,350	1,175	865	-26%
3	Salaries	54,565	27,282	28,850	+6%
4	Services	9,999	4,999	8,040	+60%
5	Skate Park	0	0	1,309	N/A
6	Grants/Donations	6,838	3,419	4,402	+14%

Variances exceeding 15% explained:

- 1. Administration:** currently spent 75% of total administration budget and spend is 25% higher than anticipated at this point in the year. This is generally due to;
 - Unexpected costs of creating a new website. The new site has resulted in a much more user-friendly site that is easier to manage. The overspend relates to initial set-up and will not mean overspend going forward.
 - Microsoft subscription costs. The costs of Microsoft for two staff has increased this budget. This will be reduced going forward.
 - Unanticipated legal costs of £1500

- 2. Other items:** currently spent only 36% of total budget and spend is 23% lower than anticipated at this point in the year. This is largely because items such as the Christmas tree and seasonal displays etc have not yet been spent.

This budget includes a miscellaneous spend of £465; Council should note that this spending relates to the purchase and installation of a Cherry Tree by the Village Sign. Since this tree is likely to replace any proposed Christmas tree for that location this spend will be somewhat mitigated by underspend in the Christmas Tree budget line.

- 4. Services:** currently spent 80% of total budget and spend is 60% higher than anticipated at this point in the year. Council should note that a number of annual payments are included in this budget line. These have already been spent which has skewed the overall figures.

However; refuse collection costs were 14% higher than anticipated and Street lighting costs were 6% higher than budgeted. Budgets for these services will be amended for next year's budget-setting exercise.

Actual spend on village grounds maintenance is 70% of the annual budgeted spend. Council should note that as we move into the winter months spend in this line should reduce going forward.

- 6. Grants/Donations:** despite being 14% over anticipated spend at Q2 this budget line is largely in line with anticipated spend for the year.

Council should note that the funds allocated to the Village Fete were underspent. Funding for the Brantham Christmas tree Festival has been allocated to this underspend as this will be a community event in line with Parish Plan objectives. Council should confirm that they are happy with this allocation.

A number of donations have been made this year and it is anticipated that for the first time in some years the Council will spend its total donations budget, demonstrating that the fund is being well communicated to the local community.



BRANTHAM

Parish Council

Income:

The annual budget income for the Council comprises a precept of £74,966.00 and an additional income of £12,363 resulting in a total income budget of £87,329.

By the end of the 2nd quarter, the current income stands at £96,161, therefore including a surplus of £8,832. This can largely be attributed to:

- A VAT reclaim of £4,549 which was reclaimed in the last financial year but received in this financial year
- A higher-than-expected insurance repayment from BMCIC who repaid some of last year's Leisure Centre insurance in this financial year.

Otherwise received income is in line with anticipated income.

Summary at period ending 30 September 2025

In summary variances during this quarterly reporting period are expected due to the routine patterns of expenditure spread over the financial year, resulting in some budget headings being outside the specified tolerances. However, it is important to note that these variances are neither unexpected nor cause for concern.

The budget is in line with expected spend and income for this time of the year.

Recommendation at period ending 30 September 2025

Council is recommended to approve the summary of Budget to Actual figures at the period ending 30 September 2025.



BRANTHAM
Parish Council

Brantham Parish Council
Thornfield Cottage
Windmill Road, Bradfield
CO11 2QW
01206 645111

clerk@branthamparishcouncil.gov.uk
www.branthamparishcouncil.gov.uk

CIL SPENDING REVIEW FOR THE YEAR ENDING 31 MARCH 2026

Neighbourhood CIL is governed by the CIL regulations and the rate at which it is paid is set out in national legislation. For those Parish Councils with a made Neighbourhood Plan it is 25% (with no CAP and for Parishes where there is no made Neighbourhood Plan it is 15% subject to a cap which is set out nationally (in legislation).

The cap is worked out at £100 index linked per occupied property within the parish. The cap rate is set for the year and changes on the 1st January each year.

1. CIL Resources available

CIL Funding currently stands at:

Financial Year	Income	Expenditure	CIL running Total	Timescales
2018-19	£2,556.87		£2,556.87	SPENT
2019-20	£104.01			SPENT
	£3,258.75		£5,919.63	SPENT
2020-21	£3,258.67			SPENT
	£2,681.48		£11,859.78	SPENT
2021-22			£11,859.78	
2022-23	£9,734.69			SPENT
	£7,747.54	£10,123.64	£19,218.37	SPENT
2023-24	£53,848.41			14.04.28
	£28,861.09	£34,323.89	£67,603.98	13.10.28
2024-25	£24,987.32			08.04.29
	£24,987.32	£13,318.00	£104,260.62	08.10.29
2025-26		£0.00	£104,260.62	
Committed		£45,796.00	£58,464.62	Balance after committed funds
Totals	£112,051.51	£103,561.53		

2. Projects completed as bids against the Neighbourhood CIL pot

The following projects having been previously approved as valid projects for the Neighbourhood CIL pot are now completed with monies being fully paid out.

Project	Budget	Predicted Cost	Sources of External Funding	Neighbourhood CIL (Parish) Funding	Minute number	Start date	Current Position
TOTAL				£0.00			

3. Projects identified as potential bids against the Neighbourhood CIL Pot

The following projects have been identified as valid bids against the Neighbourhood CIL pot, have approval and are awaiting completion with monies being fully allocated and therefore committed:

Project	Budget	Predicted Cost	Sources of External Funding	Neighbourhood CIL (Parish) Funding	Minute number	Start date	Current Position
Play equipment replacement/repair	2500.00	Unknown	None	£2,500	FC 06.24.07	Ongoing	no projects identified
Village Hall Toilet Refit	3296.00	Unknown	Neighbourhood CIL (BDC), and external funding	£3,296	FC 06.24.07	Ongoing	no projects identified
Skate Park at LPF	None allocated	£180,000	Neighbourhood CIL (BDC), and external funding	£40,000	FC 01.25.07	Summer 2025	Bid writing underway

Items highlighted in GREY will be identified as on an "as and when demand" as the parish continues to grow

Project	Budget	Predicted Cost	Sources of External Funding	Neighbourhood CIL (Parish) Funding		Additional consultation required	Further information
Village Hall	None allocated	Unknown	Neighbourhood CIL (BDC), bDC CIL Infrastructure pot and external funding	Unknown		Consultation with Brantham residents and PC needed	
Crossing on A137	None allocated	£150,000	S106 /locality funding	£unknown		Community Consultation needed	
Other major projects	None allocated	Unknown	To be determined			Subject to consultation	
New Grit Bins	On as an when basis			Neighbourhood CIL (Parish)			
New Waste Bins	On as and when basis			Neighbourhood CIL (Parish)			

Brantham Parish Council

Donations for the year ending 31 March 2026 using the General Power of Competence*

Recipient	Reason for request	Amount Requested	Actioned	Funded Elsewhere	Minute no.
Sharon Barker	Donation for Skate Park Equipment	£0	£50.00		PC 05.25.13
Brantham Bowls Club	Commemorative Golf Towels	£1,000	£763.02		FC 06.25.04
Manningtree & District Community Bus	Bus running costs	£500	£250.00		FC 06.25.04
Stour Wanderers	Football Training equipment	£500	£500.00		FC 07.25.05
Brantham WI	Commemorative Tote Bags	£500	£500.00		FC 08.25.04

Subtotal of expenditure incurred in 2025-26 to date			£2,063.02
Donations budget for 2025-26			£2,500.00
Funding carried over from 2024-25			£308.00
Donations over/underspend for 2025-26			£744.98

* The General Power of Competence (GPC) was introduced by the Localism Act 2011 and took effect in February 2012. At its Annual Parish Council Meeting of 10 May 2023 the Parish Council resolved that it fulfilled the eligibility criteria set by the SoS (Localism Act 2011 s8) and that it was enabled to use the General Power of Competence (GPC)

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BRANTHAM PARISH COUNCIL MEETING – Councillor Reports

Wednesday 01 October 2025

Village Hall Management Committee – Cllr Cherry

The last meeting was in September.

Toilet refurb

Work is scheduled to start at the end of October, but other work may push the start date back to November 2025.

Work completed

Since my last report the following has been completed or undertaken. Unfortunately, the finished coffee room was affected by serious mould coming up the internal walls. The mouldy skirting has had to be removed, and the wall have been injected against damp. The wall and rear of skirting was been treated, and now replaced. Repainting is not fully complete.

The toddler cupboard was fully emptied. The toddlers then sorted out toys and are now sharing this area with Rainbows to free up space in the boiler cupboard. The toddler cupboard has been dry lined, and fully painted, with a new strip light added. This is now a clean and fresh area for these items to be stored.

The doors identified to be fire resistant doors have been fitted with automatic closures. 2 needed filling and covering with hardboard and then they all have been painted to make them fire resistant for 30 minutes. They now need re painting blue to match the rest, and I will complete that task so that Adrian can move onto the next job.

The lights under the balcony have been replaced, as these were broken and most of the bulbs were out, it seemed the right moment to change to LED.

I would like to thank Adrian for undertaking the toddler cupboard, lights and coffee room repairs at no cost to the hall apart from some materials (he has some stocks which he is happy to donate). Also, his very reasonable £50 labour charge to do the fire doors for the hall.

War Memorial

In the village we have a grade 2 listed war memorial. It is on the disused factory site and is not accessible. The memorial plaques have been removed for safe keeping and were stored originally by Mr Keeble. They are now in the church vestry gathering much dust. The village hall management committee have agreed to have these put up on the outside of the hall, where the notice board is currently. This area is lit by a light, which we can make a PIR for security. The notice board will be sited elsewhere.

We would like to ask the Parish Council to approve this move so that these past members of the village are not forgotten. Adrian has looked into this and has agreed he can fix them in this area. Please can I have permission to take the plaques home for cleaning etc and then get them erected in public view? There will be no cost to the village hall or the PC for this.

The long term plan will be to get the actual memorial moved to a more prominent spot in the village, and reunite the plaques. But this is a cost of at least £100,000 so grants will need to be sort to cover this cost. This will take some considerable time. But the committee felt strongly that in the meantime they should not be hidden away!

September VHMC Meeting

At the meeting it was agreed that 2 humidifiers would be purchased, one each for the coffee room and conference room. These will be plumbed in so they can be left on to help with the damp issues in the future. Also, it was decided that more kitchen cupboards would be put back into the conference room, so an additional £500 was allocated to the refurbishment budget.

Fundraising Events in 2025

On Saturday October 11th we are holding a quiz. This is fun quiz suitable for all and will have a raffle. Bring your own drinks and nibbles. Teams of 6 for £30.

For the weekend of 6th and 7th December we are planning a very exiting Christmas Tree Festival. Local business, local groups and residents can enter for £5. There will be a competition for the most popular. Also, a children's tree competition. Refreshments, activities for the children and a Santa's grotto will be offered on both days. With a £1 entry for adults, children go free. Then £3 if they want to see Santa. Everybody will be given tokens to vote for their favourite tree. If anyone can have an advertising board on one of the main areas of Brantham, please let Sarah know.

The VHMC would value your support at both these forthcoming events.

As always, huge thanks go to Sarah and Fiona for all the amazing work that they do for the village hall, and the support that they give me!

Lesley Cherry
Chair Village Hall Management Committee