

# WROTHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING, HELD ON WEDNESDAY 1<sup>st</sup> July 2026 at 7.30pm In the Wrotham Pavilion TN15 7AH

**Present:** Cllrs P Gillin (Chairman), K Denton, D Beach, H Rayner, S Vick, Tony Jacob, V Andrew

**In Attendance:** H Davison (Clerk/RFO)

### 1. **Apologies for absence:**

Cllrs M Coffin (Extended Absence), R Betts

### 2. **Attendance Register**

The attendance register was signed, and declarations of interest noted.

All Meetings

Cllr's Gillin, Rayner, Betts, Beach & Denton members of Keep Borough's Green  
Cllr Beach member of the St George's Bell Ringers  
Cllr Gillin member of Wrotham Xmas Lights  
Cllr's Rayner & Gillin members of Friends of St George's  
Cllr Rayner member of St George's Church of England Wrotham  
Cllr Rayner retired member of the Baltic Exchange Ltd  
Cllr Rayner life member of the National Trust  
Cllr's Rayner & Beach members of Kent Association of Change Ringers  
Cllr Rayner assistant Village Magazine Deliverer  
Cllr Rayner life member of the Royal National Lifeboat Institute  
Cllr Vick member of Wrotham Fireworks  
Cllr's Rayner, Gillin, Beach & Denton members of the Campaign for the Protection of Rural England – WPC corporate member  
Cllr Gillin committee member of Tonbridge & Malling branch of the Campaign for the Protection of Rural England.  
Cllr Coffin firework provider for Wrotham  
Cllr Rayner Conservative Party Member  
Cllr Rayner Member of Tonbridge & Malling Conservative Party Executive & Management Committees  
Provider of Electrical Services to Wrotham Parish Council – all meetings Cllr S Vick

### 3. **Minutes**

The minutes of the council meeting held on 3<sup>rd</sup> June 2026 were proposed by Cllr Rayner, seconded by Cllr Jacob, agreed and signed as a correct record by the Chairman.

### 4. **Reports if any from Community Police Officer**

No Report

### 5. **Public Question Time**

No Questions Raised

### 6. **Parish Infrastructure Statement 2026**

The council has circulated a draft Infrastructure Statement with proposed potential \$106 funded projects which would benefit the community.  
Cllr Gillin proposed the final draft, seconded by Cllr Jacob, and was agreed unanimously.

### 7. **Reports if any from County &/or Borough Cllr**

County Cllr Harry Rayner

A change in relationship will be inevitable due to the closure of the Police and Crime Commissioner's Office recently announced, leading to KCC implementing an Effectual Community Contract, discussions on the arrangements are ongoing.

KCC budget is now out for consultation. 2025-2026 was roughly a £23m overspent and 2026-2027 needs to save in the region of £100m. Main costs continue to be the usual areas of adult social services which has an 11% expenditure increase on last year, cost of children's services, transportation services especially are rising.

New KCC consultation is out on Highways and open to public & council comment on the KCC website.

Careful consideration is currently being given to fire stations within Kent. None are closing within the immediate area of Wrotham although there are closures taking place further out in the T&M Borough.

There is an application coming regarding the extension of a local quarry and Cllr Rayner expressed his preference towards extending existing quarries as opposed to opening new untouched ground, and commended the excellent restoration works which Galagher do to the land and its environment after use, often better than before quarrying.

## **8. Reports from KALC, PPP Or External Body**

### KALC

Main discussions are on the awaited LGR result & Local Plan.

### PPP

No Report

### CPRE

No Report

## **9. Reports from Parish Works**

### Grounds

No Report

### Buildings

Update on Pavilion Works Circulated – Attached Refers

WPC clerk will contact St Georges Cricket Club to ask them to provide a temporary roll out surface for use each match, to limit potential damage to the new decking from long-term regular exposure to studs.

### Highways

The WPC submission for 20mph is generally supported by KCC engineers excluding Borough Green Road & Kemsing Road. The next stage is for a pre-consultation which needs to be issued to every resident that would be affected by the 20mph zone. Providing the feedback from the consultation is generally supportive of the proposal then KCC will prepare details on how the project will be implemented prior to formal KCC consultation which will cost roughly £3,500.00, followed by a TRO.

The next step for WPC now is to determine how all residents will be contacted for the pre-consultation.

WPC will accept the KCC proposed 20mph zone.

### Finance

No report

### Planning

No report

### Skate Park

The latest metalised ramp works have been completed which leaves only 1 remaining, work is now on hold until after the summer holidays.

Other Parish Works Or Reports

No Reports

**10. Correspondence Received:**

| Correspondent          | Details                                                                                                                                                                                                      | Action                                                                                                                                          |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| Harry Rayner           | Slingsby Essentials for Salt Handling, Winter Maintenance                                                                                                                                                    | To be revised at later date if services are required                                                                                            |
| Hildenborough PC       | TMBC - Changes to the Constitution – Implementation of Planning Committee Reforms under the Planning and Infrastructure Act 2025 - Council Meeting of 12 May 2026, Letter of Objection<br>Previously emailed | For Information                                                                                                                                 |
| BGTC                   | Planning application - KCC/TM/0064/2026 at Stangate West Landfill Site, Quarry Hill Road, Solar Farm Site<br>Previously Emailed                                                                              | For Information                                                                                                                                 |
|                        | Borough Green Gardens Letter to TMBC Planners & Executives on behalf of Parish Alliance<br>Previously emailed                                                                                                | For Information                                                                                                                                 |
| TMBC                   | PPP – Safer Neighbourhoods Presentation<br>Previously emailed                                                                                                                                                | For Information                                                                                                                                 |
|                        | SWEP Activation During Heatwaves<br>Previously emailed                                                                                                                                                       | For Information                                                                                                                                 |
| KCC                    | Kent Flood Risk and Water Management Committee current Drainage Team<br>Previously Emailed                                                                                                                   | For Information                                                                                                                                 |
| NALC                   | Upcoming Events                                                                                                                                                                                              | For Events visit <a href="https://www.nalc.gov.uk/events.html">https://www.nalc.gov.uk/events.html</a> - contact RFO or Clerk for login details |
|                        | CEO Bulletin<br>Previously Emailed                                                                                                                                                                           | For Information                                                                                                                                 |
| KALC                   | Upcoming Events<br>Previously Emailed                                                                                                                                                                        | For Information.                                                                                                                                |
|                        | Weekly Bulletin<br>Previously Emailed                                                                                                                                                                        | For Information                                                                                                                                 |
|                        | Newsletter<br>Previously emailed                                                                                                                                                                             | For Information                                                                                                                                 |
| Rural Services Network | The Rural Bulletin<br>Previously Emailed                                                                                                                                                                     | For Information                                                                                                                                 |
| Tom Tugendhat          | News From Your MP<br>Previously Emailed                                                                                                                                                                      | For Information                                                                                                                                 |
| BHF                    | British Heart Foundation Summer Newsletter<br>Previously emailed                                                                                                                                             | For Information                                                                                                                                 |

**11. Financial Matters**

**i. BAC payments for approval and signature**

It was proposed by Cllr Rayner, seconded by Cllr Beach and resolved that the following accounts be passed for payment:

| Payable To | Invoice Details                   | Amount  | Date     | Payment Type/Ref |
|------------|-----------------------------------|---------|----------|------------------|
| L Mason    | Pavilion Deposit Refund – Inv 680 | £100.00 | 09/06/26 | 12415            |

|                                 |                                                                                                                                                                     |                                                |          |       |
|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|----------|-------|
| Suffolk Life Annuities Ltd      | Storage Depot Monthly Rental FA4837                                                                                                                                 | £400.00                                        | 09/06/26 | 12417 |
| F H Brundle*                    | Pavilion Decking Planks – 1188930                                                                                                                                   | £6,157.56                                      | 12/06/26 | 12430 |
| C Humphreys                     | Pavilion Deposit Refund – Inv 631                                                                                                                                   | £50.00                                         | 15/06/26 | 12437 |
| F H Brundle*                    | Pavilion Steel Beams – Inv 1195888                                                                                                                                  | 438.24                                         | 18/06/26 | 12447 |
|                                 | Pavilion Steel Angle – Inv 1188930                                                                                                                                  | 378.72                                         |          | 12449 |
|                                 | Total                                                                                                                                                               | £816.96                                        |          |       |
| Highgate Planning*              | West Street Car Park Appraisal – Inv AM/1061                                                                                                                        | £2,100.00                                      | 17/06/26 | 12451 |
| KAS Welding*                    | Skatepark Ramp Repair Materials – Inv 02671***                                                                                                                      | £2,070.00                                      | 19/06/26 | 12459 |
| Benjamin Glynn                  | Pavilion Project Labour – 15/06/26 Inv 001                                                                                                                          | £157.50                                        | 23/06/26 | 12465 |
| F H Brundle*                    | Delivery Charge For Offloading – Order 204700                                                                                                                       | £84.00                                         | 23/06/26 | 12467 |
| R Butler                        | Pavilion Deposit Refund – Inv 682                                                                                                                                   | £50.00                                         | 23/06/26 | 12458 |
| PNH Construction                | Pavilion Decking Project – Payment 1 of 3<br>Inv 116, Banisters, Decking & Groundwork                                                                               | £4,500.00                                      | 26/06/26 | 12478 |
| Peter Barden                    | Ground Maintenance Works June 2026<br>Total                                                                                                                         | £1,861.88                                      | 26/06/26 | 12486 |
| S Bailey                        | Pavilion Deposit Refund – Inv 633                                                                                                                                   | £50.00                                         | 30/06/26 | 12503 |
| Helen Davison<br>(Whitehouse)   | Salary June 2026 deductions include<br>pension contribution.<br>7175 Telephone<br>Total                                                                             | £1910.44<br><br>10.00<br>£1,920.44             |          |       |
| HM Revenue & Custom             | PAYE / NI June 2026.                                                                                                                                                | £580.16                                        |          |       |
| KCC Pension Fund                | Pension Contribution June 2026                                                                                                                                      | £584.52                                        |          |       |
| NKCS *                          | Contract Cleaning May 2026<br>St George's Hall to contribute                                                                                                        | £593.76                                        |          |       |
| Kent Grassland<br>Services*     | Grounds Maintenance, Small Mowing<br>Contract – Inv June 2026                                                                                                       | £684.00                                        |          |       |
| Borough Green TC                | Skate Park Litter Pick / Checks June 2026<br>30 days @ £5 per day **<br>Equipment Inspection Check<br>1 weekly visits @ £21 per day<br>Total                        | 150.00<br><br>21.00<br>£171.00                 |          |       |
| Assured Water Hygiene*          | Pavilion Salt x 7 for June 2026<br>Total                                                                                                                            | £113.05                                        |          |       |
| J Blewer & Son Ltd*             | Timber for Village Trailer<br>7135 - Inv 13587                                                                                                                      | £95.54                                         |          |       |
| Suffolk Life Annuities Ltd      | Storage Depot Annual Insurance FA4837                                                                                                                               | £97.86                                         |          |       |
| Viking Direct*                  | Office Supplies & Consumables -<br>4410819954                                                                                                                       | £139.59                                        |          |       |
| PNH Construction                | Pavilion Decking Project – Payment 2 of 3<br>Inv 117, Banisters, Decking & Groundwork                                                                               | £4,500.00                                      |          |       |
| Metro Bank Account<br>Transfer* | Screwfix*, Paint & Primer<br>Amazon***, Skatepark Combination Locks<br>& Wire<br>Screwfix*, Pavilion Balustrade Screws<br>Monthly Charges<br>Monthly Transfer Total | 35.28<br>80.60<br><br>29.96<br>8.60<br>£154.44 |          |       |

\* denotes items including VAT

\*\* denotes 22.3% to be reimbursed (St Marys Platt)

\*\*\* denotes 73.3% to be reimbursed (BGPC & SMPC)

\*\*\*\* denotes 81.61% to be reimbursed

\*\*\*\* denotes 83.141% to be reimbursed (Alliance)

Payments made by Direct Debit / Standing Order Since Previous Meeting 3<sup>rd</sup> June 2026

|                 |                                                              |           |          |       |
|-----------------|--------------------------------------------------------------|-----------|----------|-------|
| Positive Energy | Multi Court Energy – 635773<br>7132                          | £45.10    | 15/06/26 | 12438 |
| Positive Energy | Public Toilets Energy – 635775<br>7129                       | £57.25    | 15/06/26 | 12440 |
| SSE             | Streetlight Supply<br>7156                                   | £126.43   | 22/06/26 | 12461 |
| TMBC            | Non Domestic Rates<br>Cemetery - 2025810                     | £57.00    | 22/06/26 | 12463 |
| KCC             | West Street Car Park - 9000271065<br>7165 - Quarterly Rental | £1,125.00 | 25/06/26 | 12474 |
| British Gas     | Pavilion Gas - 604159629                                     | £30.26    | 26/06/26 | 12488 |
| British Gas     | Pavilion Electric - 604159633                                | £22.81    | 30/06/26 | 12500 |
| TMBC            | Non Domestic Rates<br>West Street - 7126277                  | £62.00    | 01/07/26 |       |

ii. Bank Reconciliation for sign off

Bank Reconciliations presented for signature. Statements due out on the 5<sup>th</sup> June 2026

**BANK ACCOUNT BALANCES as at 5<sup>th</sup> June 2026**

|                              |                    |
|------------------------------|--------------------|
| Current (1200)               | £50.00             |
| Business Reserve (1201)      | £2,641.25          |
| Business Savings (1203)      | £78,467.49         |
| CCLA FOW Fund (1205)         | £8,239.55          |
| CCLA Parish Fund 1 (1207)    | £47,478.71         |
| CCLA Community Fund 2 (1208) | £60,680.21         |
| Metro Account (1209)         | £886.11            |
| <b>TOTAL</b>                 | <b>£198,443.32</b> |

**POST MEETING NOTE: BANK ACCOUNT BALANCES as at 5<sup>th</sup> July 2026**

|                              |                    |
|------------------------------|--------------------|
| Current (1200)               | £50.00             |
| Business Reserve (1201)      | £2,562.60          |
| Business Savings (1203)      | £51,822.57         |
| CCLA FOW Fund (1205)         | £8,266.10          |
| CCLA Parish Fund 1 (1207)    | £47,631.07         |
| CCLA Community Fund 2 (1208) | £60,875.74         |
| Metro Account (1209)         | £845.56            |
| <b>TOTAL</b>                 | <b>£172,053.64</b> |

iii. Financial Analysis 30<sup>th</sup> June 2026 for sign off

The Financial Analysis for 30<sup>th</sup> June 2026 was agreed and signed by Cllr Rayner – attachment refers

**12. Date of next Parish Council Meeting**

The date for the next meeting was proposed for the 5<sup>th</sup> August to be held at 7.30pm, in the Wrotham Pavilion, with the date for the interim planning meeting to be advised.

**13. Planning Committee to Consider**

1. Applications received

| Application Number | Address                                                 | Details                                                                                                                                                                                                        | Parish Council Recommendation |
|--------------------|---------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| 26/00911/RD        | Platt House Farm Land<br>And Buildings Fairseat<br>Lane | Details of condition 3 (Cycle and refuse stores) 5 (Bio-Diversity Enhancement) 6 (drainage) pursuant to planning permission TM/25/01891/PA Change of use and conversion of existing farm office to 1x dwelling | No Objection                  |

|               |                                                       |                                                                                                                                  |              |
|---------------|-------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|--------------|
| 26/01138/TNCA | 1 Greenwood Place                                     | Pear tree- Fell                                                                                                                  | No Objection |
| 26/01168/TNCA | The Old Palace Bull Lane                              | 1 x Prunus (applicants ref. T92) - Remove limb overhanging small building.                                                       | No Objection |
| 26/01111/FL   | Land East Of Wrotham Transmitting Station London Road | Permanent change of use of land from agriculture to a mixed use of agriculture, dog play paddock and walking field (sui generis) | No Objection |
| 26/01221/TNCA | 17 St Marys Road                                      | 1 x Magnolia - Remove                                                                                                            | No Objection |

i. Notifications of Decisions

| <b>Application Number</b> | <b>Address</b>                            | <b>Details</b>                                                                                                                                                                                                          | <b>Decision</b>                       |
|---------------------------|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| 26/00678/FL               | El Nido St Marys Road                     | Single storey rear extension                                                                                                                                                                                            | Approved – 9 <sup>th</sup> June 2026  |
| 25/00344/FL               | Land Adjoining Noahs Rough Old Coach Road | Change of use of agricultural land to private equestrian for the keeping of horses, erection of stables, hay store, riding arena with landscaping and biodiversity enhancements                                         | Approved – 10 <sup>th</sup> June      |
| 26/00557/FL               | Lea Croft Pilgrims Way                    | Alterations to roof shape                                                                                                                                                                                               | Approved – 22 <sup>nd</sup> June 2026 |
| 26/00033/FL               | 5 Battlefields Road                       | Demolition of existing prefabricated single garage, sub-division of existing property and construction of new detached 1.5 storey dwelling along with formation of new off street parking space for remaining dwelling. | Application Withdrawn                 |

2. Correspondence Received

T&MBC Planning Applications Lists

The meeting closed at 8.39pm

..... Chairman

..... Date

## Buildings Report on Pavilion Entrance Deck and Balustrade Replacement

The existing wooden deck was about 12 years old and had been repaired and patched multiple times. WPC had decided to replace it with a galvanised steel substructure and a GRP non-slip deck to match the stairs and invalid ramp. The rationale was that using suitable, non-weathering materials would ensure the structure would last for decades.

The Pavilion Building has a full set of plans for every stage, but the external works were less detailed, apart from the balustrade location, access stair location, and height.

The wooden arisings were quickly removed to a remote location and burnt. The concrete and rubble will require a grab lorry to transport to a local quarry for recycling.

What remained were four reinforced concrete pads, cast at the same time as the raft foundation by Gallaghers, to support the roof.

The pads were around 35mm too high to accommodate the sub-ground design of the foundation blocks the team were working to, so Plan B was produced. Holes were drilled into the main foundation pad to embed resin-bonded rebar to reinforce a concrete pad between the original raft foundation and the post support pads.

Holes were dug along the edge of the embankment to take the main steel posts that support the steel balustrade panels. The holes to the west of the central staircase were in chalk and, although difficult to dig, provide good support for the steel structure. Holes to the east of the staircase were in 'made ground' which consisted mainly of loose earth up to one metre deep. The builder was concerned that this soft-earth embankment could collapse under the weight of the balustrade when spectators lean against it during cricket games.

**Right:** - The area between the original foundation raft and the pads is now a rebar-reinforced concrete pad. The sections of balustrade are now supported by a continuous 100mm galvanised angle iron that has been welded to all the posts, effectively tying the structure laterally along its length.





To overcome the instability of the soft ground, Plan C was required. The galvanised I beams are now to be bolted to the angle iron to the left of the photo and bolted into the concrete raft on the right side. This ties the new steel structure to the original building along its length and prevents collapse into the soft-soil embankment.

The I-beams will support the elevated GRP Deck, which provides the pedestrian access walkway to the front of the pavilion.



This is the current situation as of 30 June 2026 and work is ongoing on a daily basis.

Cllr Pete Gillin





Wrotham Parish Council  
SAGE 50C Nominal Balances as at 30th June 2026

| <u>N/C</u> | <u>Name</u>                                   | <u>Debit</u> | <u>Credit</u> | <u>Unpaid Invoicing</u> |
|------------|-----------------------------------------------|--------------|---------------|-------------------------|
| 1200       | NatWest Current Acct (was 1800-100)           |              | 620.90        | -620.90                 |
| 1201       | NatWest Reserve Acct (was 1810-100)           | 2643.02      |               | 2,643.02                |
| 1203       | Nat West Bus Savings (was 1830-100)           | 60822.57     |               | 60,822.57               |
| 1205       | FOW CCLA Community Fund Acct                  | 8266.10      |               | 8,266.10                |
| 1207       | CCLA Fund 1 (was 1870-100)                    | 47631.70     |               | 47,631.70               |
| 1208       | CCLA Fund 2 (was 1880-100)                    | 60875.74     |               | 60,875.74               |
| 1209       | Metro Current Account (was 1890-100)          | 845.56       |               | 845.56                  |
|            | Total Funds as at 30th June 2026              |              |               | <u>180,463.79</u>       |
| 2200       | VAT on Sales (new control account)            |              | 11.29         |                         |
| 2201       | VAT on Purchases (new control account)        | 4211.96      |               |                         |
|            | VAT Repayment due as at 30th June 2026        |              |               | <u>4,200.67</u>         |
| 4010       | Pavilion Rental Income (was 3200-100)         |              | 7992.22       | 3098.14                 |
| 4012       | Pavilion Hire Deposit (was 3225-100)          |              | 750.00        | 750.00                  |
| 4020       | Burial Ground Income (was 3300-100)           |              | 302.00        | 302.00                  |
| 4030       | Skate Park Income (was 3500 - 100)            |              | 306.05        | 306.05                  |
| 4035       | Allotment Income (was 3600 - 100)             |              | 1592.35       | 31.50                   |
| 4037       | Allotment Deposit                             |              | 100.00        | 100.00                  |
| 4046       | St George's Hall Maintenance (was 3750 - 100) |              | 8385.60       | 8,385.60                |
| 4100       | Precept & General Income (was 3950 - 100)     |              | 76767.50      | 76,767.50               |
| 4101       | Bank Interest Receivable                      |              | 1309.28       | 1,309.28                |
| 4102       | Training Grants                               |              | 70.00         | 70.00                   |
|            | Income Received as at 30th June 2026          |              |               | <u>94,445.36</u>        |
| 7102       | Local Plan Legal Expenses (was 4150-100)      | 500.00       |               | 500.00                  |
| 7109       | Panattoni Planning/Legal Advice               | 695.00       |               | 695.00                  |
| 7110       | Pavilion Cleaning (was 4200-100)              | 908.90       |               | 908.90                  |
| 7113       | Pavilion Maintenance (was 4210-100)           | 270.00       |               | 270.00                  |
| 7115       | Pavilion Deposit Refunds (was 4225-100)       | 250.00       |               | 250.00                  |
| 7116       | Pavilion Electricity (was 4230-100)           | 121.54       |               | 121.54                  |
| 7117       | Pavilion Gas (was 4235-100)                   | 147.27       |               | 147.27                  |
| 7122       | Pavilion Decking Project                      | 13504.56     |               | 13,504.56               |
| 7125       | Burial Ground Maintenance (was 4300-100)      | 2446.14      |               | 2,446.14                |
| 7127       | Burial Ground Rates (was 4320-100)            | 169.80       |               | 169.80                  |
| 7129       | Open Spaces - Public Toilets / Storage        | 332.90       |               | 332.90                  |
| 7130       | Open Spaces - Maintenance (was 4410-100)      | 3118.89      |               | 3,118.89                |
| 7132       | Open Spaces Electricity (was 4420-100)        | 124.98       |               | 124.98                  |
| 7133       | CPA Equipment Inspections (was 4405-100)      | 713.25       |               | 713.25                  |
| 7134       | Open Spaces Litter Pick (was 4400-100)        | 855.00       |               | 855.00                  |
| 7135       | Open Spaces Trailer (was 4450-100)            | 649.60       |               | 649.60                  |
| 7136       | CCTV Maintenance (was 4700-100)               | 267.50       |               | 267.50                  |
| 7139       | Open Spaces Storage Facility                  | 1200.00      |               | 1,200.00                |
| 7140       | Skate Park Inspection (was 4500-100)          | 460.00       |               | 460.00                  |
| 7143       | Skate Park Maintenance (was 4520-100)         | 6160.92      |               | 6,160.92                |
| 7145       | Allotment Maintenance (was 4600-100)          | 858.33       |               | 858.33                  |
| 7147       | Allotment Deposit Refunds                     | 50.00        |               | 50.00                   |
| 7150       | St George's Hall Maintenance (was 4750-100)   | 8454.30      |               | 8,454.30                |
| 7156       | Street Lighting Supply Charge (was 4910-100)  | 417.06       |               | 417.06                  |
| 7165       | West Street Car Park (was 4810-100)           | 3059.80      |               | 3,059.80                |
| 7168       | Annual Subscriptions                          | 1411.58      |               | 1,411.58                |
| 7169       | Stationery (was 5500-100)                     | 38.04        |               | 38.04                   |
| 7170       | Software (was 5510-100)                       | 1963.25      |               | 1,963.25                |
| 7174       | IT Support                                    | 210.00       |               | 210.00                  |
| 7175       | Telephone (was 5600-100)                      | 30.00        |               | 30.00                   |
| 7178       | S137 (was 5660-100)                           | 3318.75      |               | 3,318.75                |
| 7180       | Bank Charges (was 5680-100)                   | 29.70        |               | 29.70                   |
| 7185       | ASB Enforcement Team - Annual Contribution    | 2000.00      |               | 2,000.00                |
| 7191       | Staff Car Mileage Allowance (was 6720-100)    | 10.40        |               | 10.40                   |
| 7192       | Parking Costs (was 6730-100)                  | 4.00         |               | 4.00                    |
| 7198       | Internal / External Audit Fee (was 6970-100)  | 475.00       |               | 475.00                  |
| 7200       | Staff Salaries (was 5000-100)                 | 5663.82      |               | 5,663.82                |
| 7201       | NI / PAYE (was 5030-100)                      | 2014.26      |               | 2,014.26                |
| 7202       | Superannuation Contribution (was 5080-100)    | 2122.04      |               | 2,122.04                |
| 7204       | Staff Training (was 5060-100)                 | 70.00        |               | 70.00                   |
| 7205       | Staff Support                                 | 225.00       |               | 225.00                  |
|            | Expenditure as at 30th June 2026              |              |               | <u>65,321.58</u>        |

|      |                                                 | <u>Precept</u> | <u>Income Received To<br/>Date</u> | <u>Budgeted<br/>Income<br/>Outstanding</u> | <u>% of Budget<br/>Outstanding</u> |
|------|-------------------------------------------------|----------------|------------------------------------|--------------------------------------------|------------------------------------|
| 4001 | <b>Local Plan Contribution</b>                  | £ 3,650.00     | £ -                                | £ 3,650.00                                 |                                    |
| 4010 | Pavilion Rental Income (was 3200-100)           | £ 17,000.00    | £ 7,992.22                         |                                            |                                    |
| 4012 | Pavilion Refundable Hire Deposit (was 3225-100) | £ -            | £ 750.00                           |                                            |                                    |
|      | <b>Pavilion</b>                                 | £ 17,000.00    | £ 8,742.22                         | £ 8,257.78                                 | 48.58                              |
| 4020 | Burial Ground Income (was 3300-100)             | £ 2,500.00     | £ 302.00                           |                                            |                                    |
|      | <b>Burial Ground</b>                            | £ 2,500.00     | £ 302.00                           | £ 2,198.00                                 | 87.92                              |
| 4030 | Skate Park Income (was 3500 - 100)              | £ 13,713.00    | £ 306.05                           |                                            |                                    |
|      | <b>Skate Park</b>                               | £ 13,713.00    | £ 306.05                           | £ 13,406.95                                | 97.77                              |
| 4035 | Allotment Income (was 3600 - 100)               | £ 1,622.00     | £ 1,592.35                         |                                            |                                    |
| 4037 | Allotment Refundable Deposit                    | £ 200.00       | £ 100.00                           |                                            |                                    |
|      | <b>Allotments</b>                               | £ 1,822.00     | £ 1,692.35                         | £ 129.65                                   | 7.12                               |
| 4046 | <b>St George's Hall Contribution</b>            | £ 2,000.00     | £ 8,385.60                         | £ (6,385.60)                               | -319.28                            |
| 4100 | Precept & General Income (was 3950 - 100)       | £ 153,535.00   | £ 76,767.50                        |                                            |                                    |
|      | <b>Precept</b>                                  | £ 153,535.00   | £ 76,767.50                        | £ 76,767.50                                | 50.00                              |
| 4101 | Bank Interest Receivable                        | £ 1,600.00     | £ 1,309.28                         |                                            |                                    |
|      | Wayleave                                        | £ 1.15         | £ -                                |                                            |                                    |
|      | <b>Bank Interest</b>                            | £ 1,601.15     | £ 1,309.28                         | £ 291.87                                   | 18.23                              |
| 4102 | <b>Staff Training</b>                           | £ -            | £ 70.00                            | £ (70.00)                                  | -70.00                             |
|      | <b>Total Income</b>                             | £ 194,220.00   | £ 96,265.72                        | £ 97,954.28                                | 50.43                              |

|             |                                                         | <u>Precept</u> | <u>Expenditure To<br/>Date</u> | <u>Budgeted<br/>Income<br/>Outstanding</u> | <u>% of Budget<br/>Outstanding</u> |
|-------------|---------------------------------------------------------|----------------|--------------------------------|--------------------------------------------|------------------------------------|
| 7110        | Pavilion Cleaning (was 4200-100)                        | £ 5,000.00     | £ 908.90                       | £ 4,091.10                                 |                                    |
| 7111        | Pavilion Cleaning Consumables (was 4201-100)            | £ 120.00       | £ -                            | £ 120.00                                   |                                    |
| 7112        | Pavilion Window Cleaning (was 4205-100)                 | £ 60.00        | £ -                            | £ 60.00                                    |                                    |
| 7113        | Pavilion Maintenance (was 4210-100)                     | £ 10,000.00    | £ 270.00                       | £ 9,730.00                                 |                                    |
| 7114        | Pavilion Rates (was 4220-100)                           | £ -            | £ -                            | £ -                                        |                                    |
| 7115        | Pavilion Deposit Refunds (was 4210-100)                 | £ -            | £ 250.00                       | £ (250.00)                                 |                                    |
| 7116        | Pavilion Electricity (was 4230-100)                     | £ 3,000.00     | £ 121.54                       | £ 2,878.46                                 |                                    |
| 7117        | Pavilion Gas (was 4235-100)                             | £ 2,500.00     | £ 147.27                       | £ 2,352.73                                 |                                    |
| 7118        | Pavilion Metered Water (was 4240-100)                   | £ 2,000.00     | £ -                            | £ 2,000.00                                 |                                    |
| 7120        | Pavilion Shed Refurbishment                             | £ 100.00       | £ -                            | £ 100.00                                   |                                    |
|             | <b>Pavilion</b>                                         | £ 22,780.00    | £ 1,697.71                     | £ 21,082.29                                | 92.55                              |
|             | <b>Pavilion Decking Project (Ear Marked Reserves)</b>   | £ 10,000.00    | £ 13,504.56                    | £ (3,504.56)                               |                                    |
| 7125        | Burial Ground Maintenance (was 4300-100)                | £ 11,000.00    | £ 2,446.14                     | £ 8,553.86                                 |                                    |
| 7126        | Burial Ground Metered Water (was 4330-100)              | £ 100.00       | £ -                            | £ 100.00                                   |                                    |
| 7127        | Burial Ground Rates (was 4320-100)                      | £ 400.00       | £ 169.80                       | £ 230.20                                   |                                    |
| 7128        | Burial Plot Purchase Refund                             | £ -            | £ -                            | £ -                                        |                                    |
|             | <b>Burial Ground</b>                                    | £ 11,500.00    | £ 2,615.94                     | £ 8,884.06                                 | 77.25                              |
| 7129        | Open Spaces - Public Toilets                            | £ 1,100.00     | £ 332.90                       | £ 767.10                                   |                                    |
| 7130        | Open Spaces - Maintenance (was 4410-100)                | £ 23,000.00    | £ 3,118.89                     | £ 19,881.11                                |                                    |
| 7132        | Open Spaces Electricity (was 4420-100)                  | £ 480.00       | £ 124.98                       | £ 355.02                                   |                                    |
| 7133        | CPA Equipment Inspections (was 4405-100)                | £ 4,000.00     | £ 713.25                       | £ 3,286.75                                 |                                    |
| 7134        | Open Spaces Litter Pick (was 4400-100)                  | £ 7,000.00     | £ 855.00                       | £ 6,145.00                                 |                                    |
| 7135        | Open Spaces Trailer                                     | £ 120.00       | £ 649.00                       | £ (529.00)                                 |                                    |
| 7136        | CCTV Maintenance                                        | £ 2,000.00     | £ 267.50                       | £ 1,732.50                                 |                                    |
| 7139        | Open Spaces Storage Facility                            | £ 5,000.00     | £ 1,200.00                     | £ 3,800.00                                 |                                    |
| 7140        | Skate Park Inspection (was 4500-100)                    | £ 1,825.00     | £ 460.00                       | £ 1,365.00                                 |                                    |
| 7143        | Skate Park Maintenance (was 4520-100)                   | £ 15,500.00    | £ 6,160.92                     | £ 9,339.08                                 |                                    |
|             | <b>Open Spaces</b>                                      | £ 60,025.00    | £ 13,882.44                    | £ 46,142.56                                | 76.87                              |
| 7145        | Allotment Maintenance (was 4600-100)                    | £ 2,000.00     | £ 858.33                       | £ 1,141.67                                 |                                    |
| 7147        | Allotment Deposit Refunds                               | £ 200.00       | £ 50.00                        | £ 150.00                                   |                                    |
|             | <b>Allotments</b>                                       | £ 2,200.00     | £ 908.33                       | £ 1,291.67                                 | 58.71                              |
| 7155        | Street Light Quoted Repairs (was 4920-100)              | £ 300.00       | £ -                            | £ 300.00                                   |                                    |
| 7156        | Street Lighting Supply Charge (was 4910-100)            | £ 2,500.00     | £ 417.06                       | £ 2,082.94                                 |                                    |
|             | <b>Street Lighting</b>                                  | £ 2,800.00     | £ 417.06                       | £ 2,382.94                                 | 85.11                              |
| 7158        | Street Light Replacement Project (Ear Marked Reserves)  | £ -            | £ -                            | £ -                                        |                                    |
| 7160        | Purchases / Incl Salt Bins                              | £ -            | £ -                            | £ -                                        |                                    |
| 7161        | Winter Maintenance                                      | £ 1,500.00     | £ -                            | £ 1,500.00                                 |                                    |
|             | <b>Highways</b>                                         | £ 1,500.00     | £ -                            | £ (88.95)                                  | 58.83                              |
| <b>7164</b> | <b>Village 20mph Zone Project (Ear Marked Reserves)</b> | £ 40,000.00    | £ -                            | £ 40,000.00                                |                                    |
| 7165        | <b>West Street Car Park</b>                             | £ 6,500.00     | £ 3,059.80                     | £ 3,440.20                                 | 52.93                              |
| 7178        | <b>S137 (was 5660-100)</b>                              | £ 3,250.00     | £ 3,318.75                     | £ (68.75)                                  | -2.12                              |
|             | Note: Wrotham Fireworks to contribute £2118.75 to fund  |                |                                | £ -                                        |                                    |
| 7102        | Local Plan Legal Expenses                               | £ 5,000.00     | £ 500.00                       | £ 4,500.00                                 |                                    |
| 7109        | Panattoni / Stocks Nightclub Professional Advice        | £ 10,000.00    | £ 695.00                       | £ 9,305.00                                 |                                    |

Wrotham Parish Council  
Financial Analysis 30th June 2026

|      |                                                |          |                   |          |                  |          |                   |              |
|------|------------------------------------------------|----------|-------------------|----------|------------------|----------|-------------------|--------------|
| 7150 | St George's Hall Maintenance (was 4750-100)    | £        | 3,000.00          | £        | 8,454.30         | £        | (5,454.30)        |              |
| 7168 | Annual Subscriptions                           | £        | 1,800.00          | £        | 1,411.58         | £        | 388.42            |              |
| 7169 | Stationery (was 5500-100)                      | £        | 100.00            | £        | 38.04            | £        | 61.96             |              |
| 7170 | Software (was 5510-100)                        | £        | 1,900.00          | £        | 1,963.25         | £        | (63.25)           |              |
| 7171 | PC/Printer Consumables (was 5520-100)          | £        | 150.00            | £        | -                | £        | 150.00            |              |
| 7172 | Other Office Costs (was 5530-100)              | £        | 700.00            | £        | -                | £        | 700.00            |              |
| 7173 | Website (was 5535-100)                         | £        | 500.00            | £        | -                | £        | 500.00            |              |
| 7174 | IT Support                                     | £        | 500.00            | £        | 210.00           | £        | 290.00            |              |
| 7175 | Telephone (was 5600-100)                       | £        | 150.00            | £        | 30.00            | £        | 120.00            |              |
| 7177 | Post and Packing (was 5640-100)                | £        | 30.00             | £        | -                | £        | 30.00             |              |
| 7179 | Training Costs                                 | £        | 500.00            | £        | 50.00            | £        | 450.00            |              |
| 7180 | Bank Charges (was 5680-100)                    | £        | 140.00            | £        | 29.70            | £        | 110.30            |              |
| 7181 | Insurance (was 5690-100)                       | £        | 2,800.00          | £        | -                | £        | 2,800.00          |              |
| 7182 | Mileage                                        | £        | 10.00             | £        | -                | £        | 10.00             |              |
| 7185 | ASB Enforcement Team                           | £        | 3,000.00          | £        | 2,000.00         | £        | 1,000.00          |              |
| 7191 | Mileage                                        | £        | -                 | £        | 10.40            | £        | (10.40)           |              |
| 7192 | Parking Costs (was 6730-100)                   | £        | -                 | £        | 4.00             | £        | (4.00)            |              |
| 7198 | Internal / External Audit Fee (was 6970-100)   | £        | 1,200.00          | £        | 475.00           | £        | 725.00            |              |
| 7200 | Staff Salaries (was 5000-100)                  | £        | 23,100.00         | £        | 5,663.82         | £        | 17,436.18         |              |
| 7201 | NI / PAYE (was 5030-100)                       | £        | 6,700.00          | £        | 2,014.26         | £        | 4,685.74          |              |
| 7202 | Superannuation Contribution (was 5080-100)     | £        | 8,000.00          | £        | 2,122.04         | £        | 5,877.96          |              |
| 7204 | Staff Training (was 5060-100)                  | £        | -                 | £        | 70.00            | £        | (70.00)           |              |
| 7205 | Financial Contractor Support                   | £        | 1,000.00          | £        | 225.00           | £        | 1,000.00          |              |
|      |                                                |          |                   |          |                  | £        | -                 |              |
|      | <b>Other Parish Expenditure</b>                | <b>£</b> | <b>70,280.00</b>  | <b>£</b> | <b>25,966.39</b> | <b>£</b> | <b>44,313.61</b>  | <b>63.05</b> |
|      | <b>Total Expenditure</b>                       | <b>£</b> | <b>194,785.00</b> | <b>£</b> | <b>65,370.98</b> | <b>£</b> | <b>129,414.02</b> | <b>66.44</b> |
|      | <b>Breakdown of Funds as at 30th June 2026</b> |          |                   |          |                  |          |                   |              |
|      | <b>WPC Reserves</b>                            | £        | 111,321.95        |          |                  |          |                   |              |
|      | <b>Ear Marked Reserves</b>                     | £        | 60,875.74         |          |                  |          |                   |              |
|      | <b>Ear Marked Reserves FOW Fund</b>            | £        | 8,266.10          |          |                  |          |                   |              |
|      | <b>Total Funds</b>                             | <b>£</b> | <b>180,463.79</b> |          |                  |          |                   |              |

|                                                                                                                      |                            |                                 | payable pre 30 Sep | payable post 30 Sep |
|----------------------------------------------------------------------------------------------------------------------|----------------------------|---------------------------------|--------------------|---------------------|
| <b>COMMITMENTS - expenditure</b>                                                                                     |                            |                                 | <b>ex VAT</b>      | <b>ex VAT</b>       |
| <b>Description of work</b>                                                                                           | <b>Contractor</b>          | <b>Anticipated Payment Date</b> | (estimate)         | (estimate)          |
| 7102 Local Plan                                                                                                      |                            |                                 | 0.00               | £4,500.00           |
| 7109 Panattoni                                                                                                       |                            |                                 | 0.00               | £10,000.00          |
| 7110, 7112, 7113, 7120 Pavilion Maintenance & Cleaning                                                               | Various                    |                                 | £4,650.00          | £9,300.00           |
| 7122 Pavilion Veranda (Ear Marked Reserves)                                                                          |                            |                                 | £13,000.00         | £0.00               |
| 7125 Burial Ground Maintenance incl arboreal works                                                                   |                            |                                 | £2,750.00          | £5,500.00           |
| 7129, 7130, 7136, 7137 Open Spaces Maintenance incl Toilets, CCTV, Defibrillator & Street Furniture                  |                            |                                 | £6,600.00          | £13,200.00          |
| 7139 Open Spaces Storage Facility                                                                                    |                            |                                 | £1,250.00          | £2,500.00           |
| 7133 Childrens Play Area Safety Inspection                                                                           | RoSPA / KCC / P Barden     |                                 | 1,000.00           | £2,000.00           |
| 7135 Village Trailers                                                                                                |                            |                                 | 30.00              | £60.00              |
| 7140, 7143 Skate Park Maintenance                                                                                    | G Cox/ P Barden            |                                 | 5,130.00           | £5,590.00           |
| 7141 Skate Park Safety Inspection                                                                                    | RoSPA / KCC                |                                 | 120.00             | £480.00             |
| 7142 Skate Park Insurance                                                                                            |                            |                                 | 0.00               | £1,550.00           |
| 7145 Allotment Maintenance                                                                                           |                            |                                 | 500.00             | £1,000.00           |
| 7150 St George's Hall Financial Assistance                                                                           |                            |                                 | 0.00               | £3,000.00           |
| 7152 Village Square Improvement (Ear Marked Reserves)                                                                |                            |                                 | 14,000.00          | £0.00               |
| 7155 Street Light Repairs                                                                                            |                            |                                 | 0.00               | £300.00             |
| 7165 West Street Car Park Lease                                                                                      |                            |                                 | 1,125.00           | £2,250.00           |
| 7160, 7161 Winter Maintenance Provision                                                                              |                            |                                 | 0.00               | £1,500.00           |
| 7164 Village 20mph Zone Project (Ear Marked Reserves)                                                                |                            |                                 | 0.00               | £40,000.00          |
| 7178 S137 Donation                                                                                                   |                            |                                 | 600.00             | £1,150.00           |
| 7168, 7169, 7170, 7171, 7172, 7177, 7179 Subscriptions / Training / PO Box No / Software / Consumables / Postage etc |                            |                                 | 950.00             | £1,900.00           |
| 7173, 7174, 7176 Website/Email/IT Support                                                                            |                            |                                 | 260.00             | £500.00             |
| 7183 Election                                                                                                        |                            |                                 | 0.00               | £0.00               |
| 7181 Insurance                                                                                                       |                            |                                 | 0.00               | £2,800.00           |
| 7198 Internal and External Audit                                                                                     | D Buckett / Mazars         |                                 | 0.00               | £725.00             |
|                                                                                                                      |                            |                                 | £51,965.00         | £109,805.00         |
|                                                                                                                      |                            |                                 | <b>Total</b>       |                     |
|                                                                                                                      |                            |                                 | <b>£161,770.00</b> |                     |
| <b>Other Regular payments</b>                                                                                        |                            |                                 | payable pre 30 Sep | payable post 30 Sep |
| 7156 Energy charges - Street Lighting                                                                                | SSE                        | monthly                         | £695.00            | £1,390.00           |
| 7116 Energy charges - pavilion / electricity                                                                         | EDF                        | monthly                         | £360.00            | £720.00             |
| 7117 Energy charges - pavilion / gas                                                                                 | Engie                      | monthly                         | £390.00            | £780.00             |
| 7132 Energy charges - multi-court                                                                                    | Pozitive                   | monthly                         | £125.00            | £250.00             |
| 7126 Water supply - burial ground                                                                                    | Water Plus                 | monthly                         | £0.00              | £30.00              |
| 7146 Water supply - allotments                                                                                       | Water Plus                 | monthly                         | £400.00            | £0.00               |
| 7118 Water Supply - pavilion                                                                                         | Water Plus                 | monthly                         | £500.00            | £1,000.00           |
| 7114 Rates - pavilion                                                                                                | Tonbridge + Malling BC     | monthly                         | £0.00              | £0.00               |
| 7127 Rates - burial ground                                                                                           | Tonbridge + Malling BC     | monthly                         | £171.00            | £228.00             |
| 7165 Rates - West Street                                                                                             | Tonbridge + Malling BC     | monthly                         | £186.00            | £248.00             |
| 7200 Salaries                                                                                                        | H Davison                  | monthly                         | £5,815.00          | £11,630.00          |
| 7202 Pension                                                                                                         | KCC Pension Fund           | monthly                         | £1,960.00          | £3,920.00           |
| 7203 RFO Support                                                                                                     | L Gillin                   | quarterly                       | £250.00            | £500.00             |
| 7175 Telephone Charges                                                                                               | H Davison                  | monthly                         | £30.00             | £60.00              |
| 7182 Mileage                                                                                                         | H Davison                  | business trips                  | £0.00              | £0.00               |
| 7201 Inland Revenue                                                                                                  | Tax and National Insurance | monthly                         | £1,560.00          | £3,120.00           |

Committed Income and Expenditure to 30th September 2026

|                                  |              |         |              |                   |
|----------------------------------|--------------|---------|--------------|-------------------|
| 7180 Metro Bank                  | Bank Charges | monthly | £30.00       | £60.00            |
| 7134 Village Litter Picking      | P Barden     | monthly | £2,050.00    | £4,100.00         |
| 7140 Skate Park Daily Inspection | BGPC         | monthly | £460.00      | £910.00           |
|                                  |              |         | £14,982.00   | £28,946.00        |
|                                  |              |         | <b>Total</b> | <b>£43,928.00</b> |

**COMMITMENTS - income**

|                                            |             | payable pre 30 Sep | payable post 30 Sep |
|--------------------------------------------|-------------|--------------------|---------------------|
| Precept                                    | Half Yearly | £76,767.50         | £0.00               |
| Rechargeable Accounts - Skate Park Project |             | £6,121.67          | £5,999.60           |
| St George's Hall Repayment                 |             | £0.00              | £2,000.00           |
| Bambini Childcare                          |             | £5,065.00          | £10,130.00          |
| Bridge Club                                |             | £345.00            | £730.00             |
| S137 Firework Contribution                 |             | £0.00              | £9,870.00           |
| Allotment Rental                           |             | £75.00             | £0.00               |
| VAT - Refund Due as at 30th June 2026      |             | £4,200.67          | £0.00               |
|                                            |             | £92,574.84         | £28,729.60          |
|                                            |             | <b>Total</b>       | <b>£121,304.44</b>  |
|                                            |             | payable pre 30 Sep | payable post 30 Sep |

**PROJECTED - Income**

|                          |          |              |                  |
|--------------------------|----------|--------------|------------------|
| Pavilion                 | 750.00   | £1,500.00    |                  |
| Burial Ground            |          | £1,300.00    |                  |
| Bank Interest Receivable | 1,100.00 | £2,000.00    |                  |
|                          | 750.00   | £4,800.00    |                  |
|                          |          | <b>Total</b> | <b>£5,550.00</b> |

**BANK BALANCES**

|                                               |                    |
|-----------------------------------------------|--------------------|
| Bank Balance as at 30th June 2026             | £180,463.79        |
| Committed expenditure to 31st March 2026      | £205,698.00        |
| Anticipated income before 30th September 2026 | £93,324.84         |
| Anticipated income after 30th September 2026  | £33,529.60         |
| <b>Estimated balance at 01 April 2027</b>     | <b>£101,620.23</b> |

**Notes \*\*\***

No allowance has been made for items such as light bulbs, keys and other adhoc expenditure i.e, uninsured losses, additional insurance premium costs etc