

Notice of meeting

14th May 2026

Councillors are summoned to a meeting of South Marston Parish Council on **Tuesday 19th May 2026 at 7:30pm** in the Village Hall. Members of the public are welcome to join the meeting.

Kevin Morgan, South Marston Parish Council

Agenda item	Supporting info	Start time
Open 10 minutes	None	7:30pm
1. Apologies	None	7:40pm
2. Declarations of interest Members are reminded that they should declare any interest they have in an agenda item at the start of the meeting or, if not previously foreseeable, during any discussion of the matter concerned.	None	7:40pm
3. To approve the minutes of the Parish Council Meeting held on Tuesday 21st April 2026	Website	7:40pm
4. To approve the minutes of the Parish Council Meeting held on Tuesday 17th March 2026	Website	
5. To receive Ward Councillor verbal update		7:40pm
6. To review and update the Parish Council actions	Actions	7:50pm
7. To review and update the Parish Council calendar	Timeline	7:55pm
8. To review and discuss the Clerk's Report	Report	8:00pm
9. To review and comment on Planning & Highways matters: S/RES/26/0521 Re: Reserved matters application, pursuant to outline planning permission S/OUT/13/1555/EDSN for parcels, for the construction of 133 dwellings (Parcels R14 & R15). Approval sought for the appearance, landscaping, layout, scale. At: R14 And R15, Land North Of A420, Eastern Villages Swindon Deadline: 22 nd May 2026 S/26/0173 Re: Outline planning application with all matters reserved (except for access into the site) for the proposed development of up to 275 residential dwellings, a new community building (mixed use Class E and F2), open space, vehicular and pedestrian accesses, landscaping, drainage measures and all other associated works. At: Inlands Farm, The Marsh Wanborough Swindon SN4 0AS Deadline: 1 st June 2026 S/26/0538 Re: Erection of 9 No. Dwellings (Class 3) and associated works. At: Land At Thornhill Road, South Marston Swindon SN3 4RY Deadline: 27 th May 2026	SBC planning website	8:10pm

S/HOU/26/0450 Re: Erection of single storey side/rear extensions and associated works. At: Haybarns, Morses Lane South Marston Swindon SN3 4FX Deadline: Extended to 22 nd May 2026		
10. To review grant request for Party in the park		
11. Reports from Working Groups a) Communications b) Open Spaces c) Allotments d) Rights of Way e) Village Hall	Reports	8:20pm
12. Reports relating to Expansion Strategic Planning Working Group	Report	8:40pm
13. Other reports a) SMRA b) Parish/Borough Liaison	Reports	9:00pm
14. Finance - To review and approve finance statement and payments - To review and approve Q4 Monitoring Report - To review Financial Working Group minutes	Finance Statement	9:20pm
15. To resolve in accordance with Standing Order 3 (d) that ‘in view of the confidential nature of the business about to be transacted and in the public interest, that the press and public be temporarily excluded, and they be instructed to withdraw’. Reason: Commercially sensitive		
16. To discuss potential Village Hall Land Purchase		
17. To review proposed future agenda items	None	9:30pm

This meeting may be recorded by the Council or members of the press or public. Such recording should be in accordance with the Council's Recording Policy – this is available on the website and a copy will be made available at meetings.

Actions:

Group, AWG – Allotments Working Group, SPWG – Strategic Planning Working Group, FWG – Finance Working Group, NPC – Neighbourhood Planning Committee, SBC – Swindon Borough Council, NP – Neighbourhood Plan, SMRA – South Marston Recreation Association, NEV – New Eastern Villages, GDPR – General Data Protection Regulations

In Progress – started but no significant progress yet

Progressing – some notable progress has been achieved

Done - means that action is complete but there may be a need for a follow-up.*

Meeting & minute	Area	Action	Progress update	Owner	Review date
Oct 24 92/24-25	Clerk's Report	Wiltshire Prepared – clerk to meet with Highworth TC in new year.	Pending	Clerk	Jun 26
Jun 25 38/25-26	Working Groups	Commemorative requests – Clerk to draft policy	Progressing	Clerk	May 26
Mar 26 155/25-26	Ward Cllr Update	Clerk to research signage costs for use in emergencies such as flooding.		Clerk	
Added in April 2026					
Apr 26 171/25-26	Minutes	Clerk to include approval of March minutes on May agenda.	Done	Clerk	
Apr 26 176/25-26	Planning	S/26/0496 15 Highworth Road – Clerk to respond with comments.	Done	Clerk	
Apr 26 176/25-26	Planning	S/26/0450 Haybarns – to be added to next agenda and reviewed by SPWG.		Clerk/SPWG	

[Return to agenda](#)

Calendar:

APRIL 2026		
Responsibility:	Activity:	Progress
Allotment WG	Send invoices to tenants	Done
Allotment WG	Inspect allotments and notify holders	Done
Communications WG	Produce May edition of Community News	Done
Council admin	Clerk to prompt Chair to produce Annual report	Done
Council admin	Clerk to prompt FWG Chair to produce Finance report	Done
Council admin	Confirm precept income received	Done
Finance WG	Meeting to review end of year reports, review Financial Regulations etc	Done
Agenda items:	None	
MAY 2026		
Responsibility:	Activity:	Progress
Allotment WG	Chase outstanding allotment rents	Progressing
Council Admin	Create and post agenda for Annual Meeting	Done
Council Admin	Produce year end accounts	Progressing
Council admin	Hold Annual Meeting of the Council	Done
Council admin	Hold Annual Parish Meeting	June
Council admin	Publish annual report	Progressing
Council admin	Audit preparation (for 28 th May)	Progressing
Agenda items (PC meeting):	- Approve insurance provider (if appropriate) - Approve end of year accounts	
Agenda items (Annual Meeting):	- Appoint Chair, Vice Chair - All councillors to sign acceptances of office - Agree terms of reference for Working Groups - Appoint members to Working Groups and other positions - Adopt Financial Regulations, Code of Conduct, SOs	
JUNE 2026		
Responsibility:	Activity:	Progress
Council admin	Approval of Annual Return by full PC	
Council admin	Public viewing of accounts	
Council admin	Review S106 log and information	
Comms WG	Produce July edition of Community News	
Agenda items:	- Approve and sign Annual Return - Publish Annual Return	

Clerk's Report:

Report details	
Report Date:	May 2026
Report written by:	Clerk
Inclusion in PC meeting: Agenda item number:	May 2026 8
Overview	
Email issues Audit & FWG Insurance renewal Rec repair compensation	
Item	Progress/activity update
Email Issues	Changes were made on the Google admin system - this appears to have fixed issues with southmarston.org.uk emails not being received or diverted into junk folders on other networks. To be monitored.
Audit & FWG	End of year figures put forward from FWG for approval to use in the audit.
Insurance renewal	Renewal details received – cost £1,251.61 – this is below the figure budgeted of £1,500. To be paid this month.
Meeting documents	A change in format of meeting papers and how they are presented on the website is being worked on. This will take effect from June.
Correspondence	Mr Webb sent an application for a grant towards the party in the Park. This has been included on the agenda for consideration this month.
Recreation Ground repairs	Having paid the invoice for the 'Rec Invasion' repair work, the clerk will be invoicing Andrew Malcolm at Ward Williams for the agreed £1,000 compensation.
Credit card	Several mistaken transactions have recently been made using one of the cards for what were personal purchases on Amazon. These have been immediately repaid into the council accounts and corrected. Action has been taken to remove the council card from the account so it is not used by accident in future.
Actions or queries for consideration by the Council at PC meeting	
Note insurance renewal quote.	

[Return to agenda](#)

Communications Working Group:

Report details	
Report Date:	13.5.2026
Report written by:	Sylvia Brown
Working Group meeting date:	
Inclusion in Parish Council meeting:	May 2026
Agenda item number:	10
Public or confidential:	Public
May Community News, with additional 3 leaflets Website/Facebook work Publisher	
Community News	May edition produced on time. Complications were that there were 3 separate leaflet inserts this time, including copy from both SMRA (V Hall transfer consultation) and Ward Williams (notification to residents re 6 month closure of footpaths). SMPC will be invoicing for reimbursement of £250 for the Ward Williams letter (agreed at a meeting with them). In response to comments from CWG members that the April content had been dominated by developer progress and election issues, we were able to find a range of interesting angles to stories which widened the range/nature of content in this edition.
Website/Facebook	Work now resumed on the SMRA web pages – the restricted way our Wordpress system accommodates different design arrangements is again a significant factor in getting the page and subpage structures appropriate for the text/photos. Strong positive response in terms of ‘likes’ to our recent post on both the SM Facebook and SM-online Facebook pages re the ‘Rec Invasion’ report.
Microsoft Publisher	Sharon has been investigating options for future use and produced a mock up of the front page using a free version of Affinity, one of the desk top publishing programmes recommended as a replacement for Publisher. Sharon looking to see what additions are available within a paid-for version of Affinity that would enable greater effectiveness. She says its similar to what she has used before, so it’s just SB that will have to be educated in its use. Liaison with Orchard Press would not be compromised by the change since copy is transferred using pdf.
Welcome Pack	BT/SB meeting held with Panattoni representative to scope the possibility of producing a joint future cycle map of the parish, which ideally would also involve liaison with SBC Travel Officer. Panattoni now better understand the role played by the new off-road cycleways south of the village/across the A420 in connecting the massive NEV housing provision to the requirement for staff at the new warehouse units.
PC Recommendations/Actions - Note the report - Clerk to invoice Ward Williams for £250 reimbursement when Orchard Press invoice received.	

Open Spaces Working Group:

Report details	
Report Date:	May 2026
Report written by:	Barry Thunder
Inclusion in PC meeting: Agenda item number:	May 2026 10
Overview	
Lengthsman work Village Garden Trees For Climate Change Fallen trees	
Progress/activity update	
Lengthsman progress	Justin has a busy schedule of work for SMRA and is also maintaining all our Open Spaces areas.
Orchard Meadow & St Julian's	A review of the boundary with Panattoni is planned for June. Fallen trees over SN Brook is to be resolved along with future liaison.
Oxleaze Woods & Morses Lane	There is a delay on costing the new footpath from the Bloor R1&R2 development until later in the summer due to nesting season regulations.
Village garden	Bush height reduction to be completed over the coming weeks.
Trees for Climate Change	All growing well with watering in hand via Alison and I and Allbuild for the Rec.
Tree blockage in brook	To be discussed in June with Panattoni.
Grass cutting on NG Lane & Highworth Rd verges	To be cut via Allbuild very soon. Morses Land via Justin, by hand when required whilst it is closed to through traffic.
Actions or queries for consideration by the Council at PC meeting	
Councillors, please note the above and give support where you can.	

Allotments Working Group report:

Report details	
Report Date:	May 2026
Report written by:	Barry Thunder
Inclusion in PC meeting: Agenda item number:	May 2026 10
Overview	
Allotment plot update. Noticeboards. Bellway s106.	
Item	Progress/activity update
Allotment plot update	Invoiced rents are coming in and a check will be made on progress at the end of May 26. We currently have one recent vacancy. Several of the plots recently changed hands resulting in the need to finance new fencing materials after a long period of previous ownership.
Car park planting	We are still planting in the new carpark beds and all is progressing very well.
Noticeboard and signs	Still awaiting good conditions to build a replacement notice board and to created a new sign to show the site is the SMPC Allotment site and the Honda Memorial Garden. On hold currently.
Bellway S106 Funds	We will continue to use the remaining balance of this fund to upgrade plot fencing and some ground works on neglected plots as and when required. We may need to spend some of these funds on site tree maintenance if Panattoni do not carry out any tree maintenance going forward. A lighter type of high reach chain saw is require to trim overhanging branches and the old one is now wearing out and is also too heavy for the current users. Approval is requested to purchase a nearly new cordless unit for £70 (New price £120). This has been tested and is in excellent condition.
Actions or queries for consideration by the Council at PC meeting	
Councillors, please note all the above. Approve the purchase of a nearly new high reach pruning saw at a net cost of £70.	

Rights of Way Working Party:

No report this month.

Village Hall Working Group:

Report details	
Report Date:	13.05.26
Report written by:	Colin McEwen
Working Group meeting date:	
Inclusion in Parish Council meeting:	<i>May 26</i>
Agenda item number:	<i>10</i>
Public or confidential:	<i>Public</i>

Overview	
Transfer of current VH to PC Possible purchase of additional land	
Item	Summary
Transfer of current VH to PC	Consultation started by SMRA, to include discussion opportunity at the HYS event on 3 rd June. Consultation ends 12 th June.
Possible purchase of additional land	No progress from last month. Working group believes that additional land adds value to the existing VH, which is currently a very restricted site, whatever its future use. Details of this to be further discussed in confidential item at the end of this agenda.
PC Actions/Recommendations	
To note the above	

Strategic Planning Working Group report:

Report details	
Report Date:	13.05.26
Report written by:	Colin McEwen, Sylvia Brown
Working Group meeting date:	
Inclusion in Parish Council meeting:	<i>May 26</i>
Agenda item number:	<i>12</i>
Public or confidential:	<i>Public</i>

Overview	
- Northern Loop Rd construction has produced complex issues re road and footpath closures but SMPC is in regular contact over the forward programme. - Delays to other matters eg new V. Hall and amended Surface Water measures. - Various other significant non-HHT planning applications being dealt with.	
Item	Summary
HHT	OVL works moved further south. Work on the Northern Loop Road has started and will cross both the Leaze and Morses Lane. Footpath Closure Order for 6 months, but actual closures will be significantly shorter. Developers inserted a plan in Community News and will attend Have Your Say event on June 3rd. SB liaising. SB continues to work with construction team re complex arrangements for vehicle access to Manor Farm and South Marston Farm. The full length of the bridleway to has now been re-graded by developers to remove potholes caused by winter rains and frost. Negotiations for delivery of utilities to properties adjoining parcels stalled. SB and MV negotiating. Recent dry weather and winds have led to problems with dust. Eastern substation (off OVL) completed. Plans for R14/R15, part of Rowborough responded to. Our comments on the Pre-App, largely on layout and visitor parking, have not been addressed. This parcel falls either side of the Rowborough Primary Street, permission for which is delayed by Environment Agency concerns re Brook crossing. We would be looking for a joined up surface water scheme to be submitted before accepting the R14/R15 proposals on drainage. Allotments are still shown south of R14 although outside the parcel red line. There is no vehicle access from R14, so one is now being requested for maintenance purposes off the Primary Street.
20 MPH	Awaiting TW T8/R9 OVL works completion.

Village Centre	Planning Application delayed until September. Reasons include more surface water coming off Bell Gardens etc. than they anticipated. The drainage report that we have been asking for now prepared and with Developers. Amended Open Spaces Application expected for South Marston East as a result of additional work on diverting surface water to the overall drainage network via swales.
Have Your Say	HYS event planned for the 3 rd June, immediately before the Annual Parish Meeting. Ward Williams to answer questions on road infrastructure and footpath closures, SMRA on the Village Hall.
Street Naming	Finally obtained confirmation of proposed name of Northern Loop Road through R3/4/5. SBC asking for more information before confirming the Leaze as the official name for the bridleway from OVL to Manor Farm. SBC still sticking to their stated guidelines which restricts our ability to reflect local history, culture or landscape in the names of roads within the new parcels.
Steris Application	Granted.
St. Michaels/ the Paddock	Currently due to be submitted. This is a revision of a previous proposal that was granted. It now offers several smaller semi-detached units, increasing the overall number to 9 dwellings. 2m footway alongside Thornhill Rd means improved safety for pedestrians that are not dependent on Crown Timber build. Issues to be checked include parking allocation.
Haybarns	Significant extension to the existing barn conversion. Issues to be raised include boundary treatment and check on utilities provision.
PC Actions/Recommendations	
Note the above	

SMRA report:

Report details	
Report Date:	14.5.2026
Report written by:	Sylvia Brown
Working Group meeting date:	13.5.26
Inclusion in Parish Council meeting:	May 26
Agenda item number:	13
Public or confidential:	Public
Rec Maintenance and improvements Consultation on transfer of the Hall Have Your Say event	
Rec Maintenance:	Justin has proved invaluable in completing various jobs on behalf of SMRA, in particular in strimming the mound at the M Close end and in sprucing up the changing rooms – the exterior is now already looking very smart. The plumbing and final touches to the changing rooms repairs are nearing completion – Lionel and Ray Turner have been very active on that. We will also be asking for Justin’s services in weed spraying along the stone path and clearance of the surface inside the toddlers play area. Lionel will be liaising with Barry over the timetable for this and other work. The ‘do not climb’ notice on the basketball unit has been removed by youngsters who did climb – more robust fixings will be used in future. The very old wooden bench that rests against the car park fence is finally to be disposed of. Many of the beech hedging whips that were planted are finally showing signs of life and watering has been arranged for coping with dry spells. The bill for this will come via Allbuild.
Football	It looks as if we will be down to one football team based at South Marston next season, given the ‘warning’ we issued that we could not guarantee a full season on the existing adult pitch. After calculating the costs/loss of income, it was decided that it would still be economic to accommodate a single team and continue with the required pitch marking/cleaning costs.
Future plans for additional equipment	We have been exploring the potential for new play equipment, and ways of achieving this, both in the light of remaining space on the existing play area and the likely need for additional items for toddler play and informal sports-type activity closer to the new Village Hall.
Village Hall	The problems with the lights ‘tripping’ have re-occurred – further testing and investigation is being done. SMRA is undertaking a public consultation on whether to transfer ownership of the Village Hall back to the Parish Council. An explanatory leaflet was included in the recent edition of Community News and posted on the PC website.

Have Your Say Event	Arrangements were put in hand for the HYS event on 3 rd June, 5.30 to 7.30 in the Village Hall. In addition to the developers' infrastructure company discussing road and footpath closures, there will be topics on the consultation on the potential transfer of the Village Hall to the Parish Council, SMRA's achievements and future projects on the Rec and an interactive celebration display on the past role of the Village Hall within the life of the community.
Party in the Park	Arrangements in hand.
PC Recommendations/Actions • Note the report	

Parish/Borough Liaison report:

Verbal update (if any).

[Return to agenda](#)

Finance

May 2026

Account balances:

Account	Balance date	Balance
Unity Trust	30/04/2026	£61,448.53
Nationwide	12/05/2026	£90,110.55
Hinckley & Rugby BS	14/05/2026	£61,574.60
	TOTAL:	£213,133.68

Payments

Payment method	SMPC ref	Payee	Reason	Dept	VAT	Total
BACS 20/05/2026	0019	Mandy Larcombe	Bookkeeping	Admin	£0.00	£135.00
BACS 20/05/2026	0020	Allbuild	Pitch marking & rec grass 2 of 8	SMRA	£174.15	£1,044.90
BACS 20/05/2026	0021	Allbuild	Waste collection	Open Spaces	£31.10	£186.58
BACS 20/05/2026	0022	Allbuild	Grass cutting 2 of 8	Open Spaces	£172.61	£1,035.66
DD 19/05/2026	0023	Lloyds Bank	Various	Admin	£7.78	£445.48
DD 28/04/2026	0024	Scottish Widows	Pension	Admin	£0.00	£305.44
BACS 29/05/2026	0025	Staff	Salaries	Admin, comms	£0.00	£2,287.66
DD 31/05/2026	0026	HMRC	Month 2	Admin	£0.00	£607.69
BACS 20/05/2026	0027	Orchard Press	Insert printing	Comm Eng	£0.00	£367.00
BACS 20/05/2026	0028	Clear Councils Insurance	Annual insurance renewal	Admin	£0.00	£1,351.61
BACS 20/05/2026	0029	J Wright	Lengthsman hours	Various	£0.00	£255.00
BACS 20/05/2026	0030	B Thunder	Expenses	Admin	£7.88	£117.29

N/A	0031	Unity Trust	Service charges 25-26 (already paid)	N/A	0.00	0.00
				TOTALS:	£393.52	£8,139.31

Credit Card summary form

Month: May 2026

Cardholder: Kevin Morgan

Payee	Reason	Dept	Code	Net	VAT	Total	Receipt attached
Vonage	Phone Line	2	7080	£13.33	£2.67	£16.00	Y
Lloyds Bank	Monthly fee	2	7605	£3.00	£0.00	£3.00	Y
Microsoft	Licensing	2	7080	£25.53	£5.11	£30.64	Y
Microsoft	Licensing	2	7080	£25.53	£5.11	£30.64	Y
Printer Base	New printer for Clerk	2	7100	£103.33	£20.66	£124.00	Y
Cartridge People	Printer ink for editor	2	7100	£70.17	£14.03	£84.20	Y
Event Brite	Clerk conference day	2	7120	£35.00	£0.00	£35.00	Y
	TOTALS:		TOTALS	£92.83	£47.58	£323.48	

Cardholder: Barry Thunder

Payee	Reason	Dept	Code	Net	VAT	Total	Receipt attached
Lloyds Bank	Monthly fee	2	7605	£3.00	£0.00	£3.00	Y
Amazon	Purchases (in error to be refunded)	-	-	£0.00	£0.00	£119.00	N/A
	TOTALS:		TOTALS	£3.00	£0.00	£122.00	

Q4 Financial Management Report 2025-26

	Department	Balance at 1.4.2025	Income to date		Expenditure to date		Balances at 31.3.26	note:
			Budget	Actual	Budget	Actual		
2	ADMINISTRATION	11,376	39,640	40,300	39,545	37,057	14,619	
3	COMMUNICATION	3,659	11,250	10,421	13,335	14,157	-77	1
5	COMMUNITY ENGT	2,454	1,000	1,924	965	2,645	1,733	2
6	ALLOTMENTS	411	1,900	2,309	1,808	2,101	619	
7	OPEN SPACES	4,258	12,500	12,500	20,520	16,783	-25	3
	TOTAL General Reserves	22,158	66,290	67,454	76,173	72,743	16,869	
9	PROJECT/RESERVE FUNDS							
	Election fund	1,980	0	0	0		1,980	
	IT fund	787	0	0	0		787	
	Allotment deposits	950	0	50	0		1,000	
	Trees For Climate Change	9,216	0	18,204	0	3,938	23,482	4
	Oxleaze Community Forest	6,781	0	0	0	86	6,695	
	Tree Maintenance	5,000	0	0	0	1,550	3,450	5
	Property contingency	5,000	0	0	0		5,000	
	Facilities Reserve	5,000	0	0	0		5,000	
	TOTAL projects/reserves	34,714	0	18,254	0	5,574	47,394	
10	PHASING fund	42,824			1,481	1,481	41,343	6
11	SMRA Reserve	6,310	13,144	15,996	13,144	14,213	8,093	7
12	BELLWAY S106 FUNDS						0	
	Bellway S106 Allotment	11,684		0	0	6,025	5,659	8
	Bellway S106 Community Facilities	59,533	0	0	0	0	59,533	
	CIL Funds	7,696	0	3,342	0	6,019	5,019	9
	Bellway S106 Sports	2,415		0	0	758	1,657	10
	Total Bellway S106	81,328	0	3,342	0	12,802	71,868	
	Overall Totals	187,334	79,434	105,046	90,798	106,813	185,567	

1	Comms - Slight negative final balance mainly caused by lack of anticipated sponsorship.
2	Comm Engagement - includes grant to Party in the Park, purchase of lighting for future events. Also purchase of defibrillator spares and grant from F+E Trust to compensate.
3	Open spaces - expenditure lower than expected, some waste cleared under allotment s106, some tasks by lengthsman including weed spraying. Less lengthsman costs than budgeted but expected to increase for 26-27 now fully available. Despite the underspend, we are showing a small deficit on the year because we underestimated the required Opening Balance.
4	Trees for Climate Change - majority of costs for watering
5	Tree maintenance - tree survey costs and contractor work on Rec Ground oak tree
6	The £1,481 to offset part of Clerk salary costs is not included as Administration income as it is an internal journal.
7	SMRA - higher costs and income due to roundabout repairs that were then compensated by a grant from F+E Trust.
8	S106 allotments costs are mainly equipping tool store and refurbishing plots
9	CIL income received for Old Post Office, expenditure for rec maintenance as agreed by council.
10	Renamed to S106 Sports only as funds allocated to S106 Play have been depleted.

Report prepared by K Morgan, Clerk & RFO

Minutes from FWG Meeting

5th May 2026

Held on Google Meet.

Present: Cllrs Brown, McEwen, Carter, Thunder, Mandy Larcombe (bookkeeper), Kevin Morgan(Clerk)

1. Q4 Report

Report was reviewed. It was noted that there were two cases of small negative balances at year end – Comms and Open Spaces – but these were acceptable.

No issues were identified and these figures will be presented to council at the May meeting for approval and then used as the basis for the audit.

A discussion was held about the balance of fees for legal work with Thrings which remains unpaid and will be increasing as more work is done. Cllr McEwen expressed a preference to clear the account rather than let the debt build. To be decided when to pay this.

2. 26/27 Opening Balances

It was agreed that the work on these would take place between the Clerk and Cllr Brown, with results then emailed to the FWG and then presented to Full Council for approval.

Specifically it was noted that Comms and Open Spaces would need funds added from reserves or moved from other departments (such as Administration which has a substantial closing balance).

Cllr McEwen raised a query about increasing production of Community News and Welcome Pack distribution for new builds, especially Rowborough.

Cllr Brown noted that the Communications WG had explored this in detail some time ago and identified two separate factors - the cost of printing and how to manage household delivery - that would need to be addressed at Rowborough.

It was agreed that meeting new demand and costs for this would be difficult before the precept is increased - but some additional funding from the SBC Travel officer may be available and may alleviate some of the difficulties.

3. SMRA Nominals

For more clarity and future transparency, it was agreed that additional nominals needed to be created for SMRA monies, specifically:

Village Hall Maintenance and Rec Maintenance
Village Hall Capital and Rec Capital
Plus associated income nominals.

4. S106 Funds

Clerk reminded everyone that any remaining Bellway s106 funds have a 'use by' date in early 2027.

The most concerning issue is that approx. £60k for Community Facilities, which was informally assigned to equipping/running the new Village Centre, remains unspent and will largely remain unspent by early 2027 given delays to that build.

Also, Cllr Thunder suggested that the remaining allotment s106 funds may be required to carry out significant tree maintenance on the allotment site.

Clerk to contact SBC s106 officer to seek clarity on rules around use or allocation of funds and expiration dates, especially when as in this case the situation is beyond our (or SBC's) control.

5. Financial Regulations

A new version requires review and adoption. Brief discussion was held over the changes that have been identified, most being to strengthen processes and increase transparency. No major issue with our processes has been identified.

Clerk to produce draft of new version for approval at the Annual Meeting.