

# RADWAY PARISH COUNCIL

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12, Meadow Way, Fenny Compton, Southam, Warwickshire, CV47 2WD  
07713 892835 [clerk@radwayparishcouncil.org.uk](mailto:clerk@radwayparishcouncil.org.uk)

Dear Councillor,

You are summoned to attend an **Ordinary Meeting** of the Parish Council at **Radway Village Hall**, Tysoe Road, Radway, Warwickshire, CV35 0UE commencing at **7.30pm** on **Thursday 15th January 2026**. Please contact the Clerk for further details.

*Helen Hide-Wright*

Dated: Friday 9<sup>th</sup> January 2026

## AGENDA

1. Apologies :
  - a. To receive apologies for absence:
  - b. To consider acceptance of apologies.
2. Declarations of interests and consideration of dispensation requests: Councillors must declare their interest in items to be discussed. Any requests for dispensations must be applied for in advance of the meeting.
3. Acceptance of the minutes of the previous meeting:
  - Ordinary Meeting 20<sup>th</sup> November 2025.
4. Matters Arising from the minutes and previous meetings: Matters arising from the minutes, including those which have been carried over from past meetings.
  - a) Mobile Phone coverage (Cllr. Simon Hooker investigating): Update
  - b) Replacement swing seats: Update
  - c) RPC Debit Card: Update
5. Public participation: The public are invited to address the Council on any relevant matter for a maximum of 3 minutes each. Issues raised by the public may be added to the agenda of the next meeting.
6. Councillor reports: To receive reports for information from Councillors on their agreed portfolio and any other significant matters raised between meetings:
  - (i) Chair (Budget & Finance, Website/IT, Highways, Grounds Maintenance and Street Furniture).
    - Appointment of Internal Auditor: Trevor Gill
    - Approval of Internal Audit Fee (2026): £350
    - Receipt of Grant from SDC for maintenance of Graveyard £431.98
    - Budget 2026/27 & Precept £13,700: (Appendix A).
    - Co-option: Update
    - Replacement bench for cricket ground £500 (using CIL funds 20/02084/FUL): Update
    - Replacement defibrillator battery: Update
    - Npower Invoice dated 6<sup>th</sup> January 2026 for £120.05 with existing account credit of £138.03.
  - (ii) Cllr Mathews (Footpaths, Rights of Way and Street Lighting)
    - Street Light at West End: Update

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- King John's Lane - Payment of remaining £300 from WCC has been received
- Query re adoption of section of road and footpath: Update

(iii) Cllr Gardner (Parish Council Policies, GDPR and Green Issues).

- Adoption of amended RPC Financial Regulations re RPC Debit Card

(iv) Cllr Stephens

- Review of findings of KOMPAN annual inspection
- Repairs and actions from annual inspection report
- Replacement of flat swing seats and chains

a. Reports from Ward Representatives of Warwickshire County Council (WCC): Chris Mills and Stratford District Council (SDC): Malcolm Littlewood

## 7. Planning

(a) SDC Planning decisions since our last meeting:

(b) SDC Planning Applications:

(c) SDC Planning Decisions: 25/02783/LDP: Magnolia Cottage: Certificate of Lawful Proposed Use or Development

(d) Planning Comments submitted by RPC since our last meeting

## 8. Correspondence: First Aid training

## 9. Financial Administration a. See Attached

## 10. Other reports and items for future agendas:

## 11. Dates of Future Meeting, commencing at 7.30pm:

2026: 19<sup>th</sup> March, 21<sup>st</sup> May, 16<sup>th</sup> July, 17<sup>th</sup> Sept, 19<sup>th</sup> November.

**Meeting Closes.**

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Appendix to Agenda for Meeting 15th January 2026

## Correspondence and Consultations:

*\*Councillors are respectfully requested to forward any relevant correspondence to the clerk for inclusion on the agenda, prior to the next meeting.*

## **Financial Administration**

Bank Balances at 31<sup>st</sup> Dec 2025

Deposit Account:	£ 22,849.33
Current Account:	£ 725.96
Total Balance:	£ 23,575.29

Payments made since the last meeting:	£ 1,725.35
Income received since the last meeting:	£ 755.63
Payments outstanding since last meeting:	£ 0.00

## **Finance Report and passing of accounts for payment at this meeting:**

Accounting Data Services Ltd (Nov Newsletter)	£ 47.52
Kompan Annual Inspection (Inv 265498)	£ 214.28
Radway Village Hall (Hire 15 <sup>th</sup> January 2026)	£ 16.00
Accounting Data Services (Newsletter Dec & Jan 26)	£ 65.00
Clerk's Salary: Jan 2026	£ 377.44
Clerk's Salary: Feb 2026	£ 377.44
WCC Pension contribution Jan 2026	£ 89.00
WCC Pension contribution Feb 2026	£ 89.00
Working from Home Allowance Jan & Feb 2026	£ 52.00
Clerk's expenses –	£ 13.35

## **Invoices issued:**

**Excel Spreadsheet detailing income and expenditure to 31<sup>st</sup> December 2025**

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## Appendix A. Adopted Budget 2026/27

RADWAY PARISH COUNCIL				
	2025- 2026 Budget Figures	2025-26 Actual Spend to Nov	Budget Consumption Percentage	Proposed Budget 2026-27
<b>Receipts</b>				
Precept	£13,304.00	£13,304.00	100.00%	£13,700.00
Bank Interest	£175.00	£85.45	48.83%	£150.00
SDC Council Tax Support Grant	£0.00	£0.00	0.00%	£0.00
Other Income	£452.00		0.00%	£452.00
VAT Reimbursement	£300.00	£835.75	278.58%	£300.00
<b>TOTAL RECEIPTS</b>	<b>£14,231.00</b>	<b>£14,225.20</b>	<b>99.96%</b>	<b>£14,602.00</b>
<b>Administration</b>				
<b>Staff costs:</b>				
Clerk's Pay, NI & PAYE	£4,250.00	£2,259.13	53.16%	£4,400.00
RPC Pension Contribution	£850.00	£622.99	73.29%	£900.00
Administration Expenses	£412.00	£574.72	139.50%	£450.00
Audit Fees	£650.00	£702.00	108.00%	£750.00
Data Protection - ICO	£35.00	£47.00	134.29%	£50.00
Election Fees	£0.00		0.00%	£0.00
Councillor Training	£250.00		0.00%	£250.00
Subscriptions (WALC)	£160.00	£150.60	94.13%	£150.00
Insurance	£750.00	£731.65	97.55%	£775.00
<b>Total Administration</b>	<b>£7,357.00</b>	<b>£5,088.09</b>	<b>69.16%</b>	<b>£7,725.00</b>
<b>Village Maintenance</b>				
WCC Street Light Maintenance	£100.00		0.00%	£100.00
Street Furniture Maintenance	£625.00		0.00%	£500.00
Defibrillator	£50.00		0.00%	£50.00
F N Pile Mower Service	£500.00	£269.58	53.92%	£500.00
Grounds Maintenance (Inc Flower Tubs)	£1,750.00	£1,133.73	64.78%	£2,000.00
NPower Electricity for Street Lights	£400.00		0.00%	£360.00
<b>Total Village Maintenance</b>	<b>£3,425.00</b>	<b>£1,403.31</b>	<b>40.97%</b>	<b>£3,510.00</b>
<b>Hall Hire &amp; Playground</b>				
Hall Hire	£110.00	£44.00	40.00%	£130.00
Play Area Annual Inspection	£190.00		0.00%	£210.00
Chambers Trust - Recreation Ground - Rental	£250.00		0.00%	£250.00
Recreation Area Maintenance: Equipment & Gr	£1,000.00		0.00%	£1,000.00
<b>Total Hall Hire &amp; Playground</b>	<b>£1,550.00</b>	<b>£44.00</b>	<b>2.84%</b>	<b>£1,590.00</b>
<b>Communications &amp; IT Expenditure</b>				
Website	£500.00	£544.30	108.86%	£400.00
Newsletter / Information Sheet	£320.00	£190.08	59.40%	£350.00
PC Laptop Microsoft Office subscription	£50.00		0.00%	£90.00
<b>Total Communications &amp; IT Expenditure</b>	<b>£870.00</b>	<b>£734.38</b>	<b>84.41%</b>	<b>£840.00</b>
<b>Miscellaneous</b>				
Grants	£800.00		0.00%	£1,000.00
Community Projects	£250.00	£980.00	392.00%	£250.00
Christmas Trees	£125.00		0.00%	£150.00
<b>Total Miscellaneous</b>	<b>£1,175.00</b>	<b>£980.00</b>	<b>83.40%</b>	<b>£1,400.00</b>
<b>TOTAL PAYMENTS</b>	<b>£14,377.00</b>	<b>£8,249.78</b>	<b>57.38%</b>	<b>£15,065.00</b>
	<b>-£146.00</b>	<b>£5,975.42</b>		<b>-£463.00</b>



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## Appendix (B). Financial Report for Meeting 15th January 2026

### RADWAY PARISH COUNCIL 2024 - 2025 FINANCIAL YEAR

31 December 2025

	<u>Actual</u>	<u>Budget</u>
<b><u>Receipts</u></b>		
Precept	£13,304.00	£12,793.00
Bank Interest	£109.10	£300.00
SDC Council Tax Support Grant	£0.00	£0.00
Other Income	£0.00	£385.00
VAT Reimbursement	£835.75	£800.00
Community Grants	£3,831.98	£0.00
<b>TOTAL RECEIPTS</b>	<b>£18,080.83</b>	<b>£14,278.00</b>
<b><u>Administration</u></b>		
<b>Staff costs:</b>		
Staff Costs: Salary, NI, PAYE	(£2,788.71)	£3,800.00
Staff Pension: Employee & Employer Contributions	(£800.99)	£760.00
HMRC NDDS	£0.00	£200.00
Administration Expenses	(£648.57)	£412.00
Bank Charges	£0.00	£412.00
Audit Fees	(£702.00)	£650.00
Data Protection	£0.00	£35.00
Election Fees	£0.00	£0.00
Councillor Training	£0.00	£250.00
Subscriptions (WALC)	(£197.60)	£150.00
Insurance	(£731.65)	£750.00
<b>Total Administration</b>	<b>(£5,869.52)</b>	<b>£7,419.00</b>
<b><u>Village Maintenance</u></b>		
WCC Street Light Maintenance	£0.00	£110.00
Maintenance Budget (Street Furniture)	£0.00	£200.00
Defibrillator	(£256.00)	£50.00
F N Pile Mower Service	(£269.58)	£500.00
Grass Cutting	(£1,263.73)	£1,400.00
NPower Electricity for Street Lights	£0.00	£1,200.00
<b>Total Village Maintenance</b>	<b>(£1,789.31)</b>	<b>£3,560.00</b>
<b><u>Hall Hire &amp; Playground</u></b>		
Hall Hire	(£60.00)	£110.00
Play Area Annual Inspection	£0.00	£190.00
Chambers Trust - Recreation Ground - Rental	£0.00	£250.00
Recreation Area Maintenance: Equipment & Grounds Maintenance	£0.00	£1,000.00
<b>Total Hall Hire &amp; Playground</b>	<b>(£60.00)</b>	<b>£1,550.00</b>
<b><u>Communications &amp; IT Expenditure</u></b>		
Website	(£544.30)	£250.00
Newsletter / Information Sheet	(£269.28)	£320.00
<b>Total Communications &amp; IT Expenditure</b>	<b>(£813.58)</b>	<b>£570.00</b>
<b><u>Miscellaneous</u></b>		
Grants	(£462.72)	£750.00
Community Projects	(£4,080.00)	£716.00
Christmas Trees	£0.00	£125.00
<b>Total Miscellaneous</b>	<b>(£4,542.72)</b>	<b>£1,591.00</b>
<b><u>TOTAL PAYMENTS</u></b>	<b>(£13,075.13)</b>	<b>£14,690.00</b>