

# RADWAY PARISH COUNCIL

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12, Meadow Way, Fenny Compton, Southam, Warwickshire, CV47 2WD  
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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

	<u>2025- 2026 Budget Figures</u>	<u>2025-26 Actual Spend to Nov</u>	<u>Budget Consumption Percentage</u>	<u>Proposed Budget 2026-27</u>
<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>Receipts</u>	<u>Actual</u>	<u>Budget</u>
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>

#### **Administration**

##### **Staff costs:**

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>

#### **Village Maintenance**

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>

#### **Hall Hire & Playground**

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>

#### **Communications & IT Expenditure**

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>

#### **Miscellaneous**

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>

#### **TOTAL PAYMENTS**

**(£13,075.13)** **£14,690.00**