

Public Document Pack

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Policy and Finance Committee held at the Guildhall on Tuesday 11th November 2025 at 6.30 pm

PRESENT: Councillors: A Ashburn, J Brady, R Bullock, M Johns, S Martin, G McCaw, J Peggs, B Samuels, P Samuels (Chairman), B Stoyel and J Suter (Vice-Chairman).

ALSO PRESENT: 1 Member of the Public, S Burrows (Town Clerk / RFO), J Hughes (Administration Officer), W Peters (Finance Officer) and D Joyce (Office Manager / Assistant to the Town Clerk)

APOLOGIES: R Bickford, S Gillies, S Miller, L Mortimore and P Nowlan.

231/25/26 HEALTH AND SAFETY ANNOUNCEMENTS.

The Chairman informed those present of the actions required in the event of a fire or emergency.

232/25/26 DECLARATIONS OF INTEREST:

a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.

None received.

b. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None received.

233/25/26 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

234/25/26 TO RECEIVE AND APPROVE THE MINUTES OF THE POLICY AND FINANCE COMMITTEE HELD ON 23 SEPTEMBER 2025 AS A TRUE AND CORRECT RECORD.

Please see a copy of the minutes on the STC website or request to see a copy at the Guildhall.

It was proposed by Councillor P Samuels, seconded by Councillor Suter and **RESOLVED** that the minutes of the Policy and Finance Committee held on 23 September 2025 were confirmed as a true and correct record.

The Chairman announced the next item of business to be received is agenda item 21.

235/25/26 TO CONSIDER A COMMUNITY CHEST APPLICATION FROM OAKLANDS COMMUNITY CENTRE CC285.

The Vice Chairman reminded members of the original application discussed at the Policy and Finance meeting on 23 September and directed their attention to the additional documents included in the circulated report pack, which provide further support for the original application.

Members discussed the additional information received, and James Jenkins presented an overview of the project, highlighting its current benefits and long-term impact on the community.

It was proposed by Councillor P Samuels, seconded by Councillor Suter and **RESOLVED** to award £925 to Oakland's Community Centre.

236/25/26 TO REVIEW THE POLICY AND FINANCE BUSINESS PLAN DELIVERABLES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman advised Members that further consideration regarding the review of the new business plan deliverables received and contained within the circulated reports pack was required.

It was proposed by Councillor Suter, seconded by Councillor Brady and **RESOLVED** to defer to the Policy and Finance meeting to be held on 13 January 2026 to allow the Chairman and Vice Chairman additional time for review.

237/25/26 TO NOTE THAT ALL ACCOUNTS AND BANK ACCOUNTS ARE RECONCILED UP TO SEPTEMBER 2025.

It was **RESOLVED** to note.

238/25/26 TO NOTE THAT PETTY CASH IS RECONCILED UP TO OCTOBER 2025.

It was **RESOLVED** to note.

239/25/26 TO RECEIVE AND NOTE A REPORT ON VAT.

It was **RESOLVED** to note.

240/25/26 TO RECEIVE THE TOWN COUNCIL VAT PARTIAL EXEMPTION CALCULATION FOR THE FINANCIAL YEAR 2024-25 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

241/25/26 TO RECEIVE AND NOTE THE INTERIM INTERNAL AUDIT REPORT FOR THE YEAR ENDED 31 MARCH 2026.

It was **RESOLVED** to note

242/25/26 TO RECEIVE AND NOTE A REPORT ON INVESTMENTS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

243/25/26 TO NOTE THAT AN AUDIT ON RECENT SUPPLIER PAYMENTS WAS CONDUCTED BY THE CHAIRMAN OF POLICY & FINANCE IN LINE WITH THE COUNCIL'S FINANCIAL REGULATIONS. THERE ARE NO DISCREPANCIES TO REPORT.

It was **RESOLVED** to note.

244/25/26 TO RECEIVE THE CURRENT STC COMMITTEE BUDGET STATEMENTS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members received and reviewed the report and budget statement received and contained within the circulated reports pack.

It was proposed by Councillor P Samuels, seconded by Councillor McCaw and **RESOLVED** to note the budget statement and approve the virement of £1,000.00 from budget code 6214 PF Health and Safety to budget code 6202 PF Civic Occasions (including Road Closures) to cover additional costs for the remainder of the financial year.

245/25/26 TO RECEIVE A REPORT FROM THE FINANCE OFFICER AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Finance Officer briefed members on the report received and contained within the circulated reports pack.

It was proposed by Councillor P Samuels and seconded by Councillor Brady and **RESOLVED** to note the report and that the Finance Officer be authorised to write off the two outstanding daily moorings invoices, totalling £90 plus VAT, at the end of the financial year should payment not be received.

246/25/26 TO RECEIVE AND NOTE A REPORT ON THE TOWN COUNCIL'S PROPERTY VALUATION.

The Finance Officer briefed Members on the report received and contained within the circulated reports pack, confirming that Company A, at a cost of £5,400, will be appointed to provide the valuations required to ensure Town Council assets are accurately valued and insured. However, sufficient funds are not available in budget code 6224 Professional Costs, and the Finance Officer requested approval for a virement to cover the cost.

It was proposed by Councillor P Samuels, seconded by Councillor Brady and **RESOLVED** to note the report and approve a virement of £5,400 from budget code 6273 PF EMF Legal Fees to budget code 6224 Professional Costs to fund the appointment of Company A.

**247/25/26 TO RECEIVE A REPORT ON CIVICA MODERN.GOV AND
CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Town Clerk briefed Members on the report received and contained within the circulated reports pack.

It was proposed by Councillor B Samuels, seconded by Councillor Johns and **RESOLVED** to:

1. Approve in principle the migration of the Town Council's Civica Modern.Gov associated data to their cloud-hosted platform, subject to final confirmation from the Town Council's IT consultant that the proposed solution meets all technical and operational requirements;
2. Budget for the migration and future cloud-hosting platform at a cost of £26,417 in the financial year 2026/27 against budget code 6208 PF Subscriptions;
3. Budget for future support and maintenance at a fixed cost of £16,209 for the remaining contract term (years 2 to 5) against budget code 6208 PF Subscription;
4. Delegate authority to the Office Manager / Assistant to the Town Clerk to work collaboratively with the Town Council's IT consultant and Civica Modern.Gov in identifying a suitable cloud-based Democratic Service software solution that mitigates associated risks, reporting back to a future meeting of the Policy and Finance Committee with the outcome.

248/25/26 TO RECEIVE A REPORT ON THE TOWN COUNCIL PHONE INFRASTRUCTURE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Town Clerk briefed Members on the report received and contained within the circulated reports pack.

It was proposed by Councillor B Samuels, seconded by Councillor Suter and **RESOLVED** to:

1. Approve the transition to the Wildix Communications system in the financial year 2026/27 to improve/future proof the Town Council phone infrastructure;
2. Delegate to the Office Manager / Assistant to the Town Clerk to recycle existing equipment;
3. Budget for the transitional upfront cost of £2,265 + VAT and annual cost of £1,504 + VAT to purchase telephone equipment, if required, against budget code 6300 PF Telephone;
4. Note there is potential cost savings due to some staff accessing the phone system via work mobile app.

249/25/26 TO SET THE POLICY AND FINANCE BUDGET FOR THE YEAR 2026/27 RECOMMENDING TO THE EXTRAORDINARY POLICY AND FINANCE COMMITTEE MEETING TO BE HELD ON 25 NOVEMBER 2025.

The Finance Officer provided an overview of the proposed budgets for the year 2026/27 received and contained within the circulated reports pack.

Members discussed the budget setting for the year 2026/27.

It was proposed by Councillor P Samuels, seconded by Councillor Brady and resolved to **RECOMMEND** to the Extraordinary Policy and Finance Committee meeting to be held on 25 November 2025:

Operating Income:

1. To delete budget code 4902 PF Insurance Claim;

Operating Expenditure:

2. To vire unspent funds from budget code 6202 PF Civic Occasions to budget code 6272 PF EMF Robes and Civic Regalia subject to there being an unspent balance available at the end of the year;
3. To increase budget code 6206 (PF Youth Council) from £4,000 to £6,000 to enable Saltash Youth Network to provide additional grants to affiliated organisations and individuals, and to support a crisis fund for families in need;
4. To increase budget code 6222 PF Commissioning Youth Work from £60,842 to £100,000 to meet the additional requirements of youth services in the town;
5. To budget the same amount of funding for codes 6210 Community Chest, 6220 Festival Fund;

EMF Expenditure:

6. To increase budget code 6273 EMF Legal Fees by £6,000 to cover legal cost as necessary;
7. To increase budget code 6285 PF EMF Twinning of £1,000 to support the 80 Anniversary celebrations;
8. To rename budget code 6224 PF Legal to PF Legal and Professional Costs;
9. To rename budget code ST PF Staff Clothing to ST PF Staff ID Badges;
10. To rename budget code 6300 PF Telephone to PF Telephone and Mobile;
11. To rename budget code 6301 PF Stationery to PF Stationery and Printing;
12. That the Policy and Finance Committee budget for the year 2026-27, as attached, be referred to the Extraordinary Policy and Finance Committee meeting on 25 November 2025.

250/25/26 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Nothing to report.

251/25/26 TO RECEIVE A REPORT ON FUNDING AWARDED TO SALTASH REGATTA FF127 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

252/25/26 TO RECEIVE A REPORT ON TOWN COUNCIL POLICIES AND PROCESSES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members received and reviewed the report contained within the circulated reports pack.

It was proposed by Councillor P Samuels, seconded by Councillor Peggs and **RESOLVED** to support the recommendation by delegating authority to the Town Clerk to explore options for outsourcing a full and comprehensive review of all Town Council policies and procedures reporting back at the Policy and Finance Committee meeting to be held on 13 January 2026.

253/25/26 TO RECEIVE AMENDMENTS TO THE HIRE OF TOWN COUNCIL PREMISES AND EVENTS POLICY AND CONSIDER ANY ACTIONS.

Members received and reviewed the report circulated in the reports pack.

It was proposed by Councillor P Samuels, seconded by Councillor B Samuels and resolved to **RECOMMEND** to Full Town Council:

1. To retire the existing Town Council Hire of Premises and Events Policy and associated Booking Form;
2. To adopt the revised Hire of Town Council Premises and Events Policy, Booking Form and Terms and Conditions of Hire;
3. Points 1 and 2 are subject to the Town Clerks final review.

254/25/26 TO RECEIVE A REPORT ON THE TOWN COUNCIL PRECEPT LEAFLET FOR THE YEAR 2026/27 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members received and reviewed the report circulated in the reports pack.

It was proposed by Councillor P Samuels, seconded by Councillor Brady and **RESOLVED** to:

1. Approve the design for the double-page newspaper spread, social media graphics, and bus stop advertisement, ensuring the bus stop text is more concise and impactful;
2. Approve advertising across the following channels: static bus stops (Gilston Road and Burraton Cross), a double-page newspaper spread in the Observer, social media platforms, the Guildhall, Library, public noticeboards, the Town Council website, and one pull-up banner;
3. Delegate authority to the Development and Engagement Manager and the Communications and Engagement Officer to finalise the approved designs and oversee distribution, with a progress report, including the final designs, to be presented at the Policy and Finance Committee meeting on 13 January;
4. Approve payment for the precept leaflet, allocating £1,800 from budget code 6301 PF Stationery/Postage/Printing and £210 from budget code 6230 PF Social Media Advertising, plus an additional £100 for a pull-up banner from budget code 6301PF Stationery/Postage/Printing

255/25/26 TO RECEIVE AND NOTE QUARTERLY REPORTS FOR THE COMMISSIONING OF PROFESSIONAL YOUTH WORK IN SALTASH:

a. Livewire;

It was **RESOLVED** to note Livewires quarterly report for the Commissioning of Professional Youth Work in Saltash.

b. The Core;

The Town Clerk informed Members that the report circulated in the reports pack is not The Core's quarterly report under the Professional Youth Work parameters – this was received at the last meeting.

It was proposed by Councillor Martin, seconded by Councillor Stoyel and **RESOLVED** to note the report, release the next instalment of £10,140, and to thank The Core for their ongoing dedication to delivering youth services in the town, and that the Town Council remains fully committed to supporting and strengthening this vital service.

256/25/26 TO RECEIVE REPORTS FROM WORKING GROUPS AND OUTSIDE BODIES:

a. Neighbourhood Plan Steering Group;

Nothing to report.

b. Saltash Team for Youth;

Councillor Martin led on the report received and contained within the circulated reports pack.

It was proposed by Councillor P Samuels, seconded by Councillor Martin and **RESOLVED** to:

1. Thank Livewire and The Core for their ongoing dedication to delivering youth services in the town, and that the Town Council remains fully committed to supporting and strengthening this vital service for those who need it;
2. Approve updating the 2026/27 Professional Youth Work Tender Specification from a 12-month bid to a three-year bid to support the long-term sustainability of both youth centres.

c. Section 106 Panel

Nothing to report.

257/25/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

258/25/26 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

259/25/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

To resolve that the public and press be re-admitted to the meeting.

260/25/26 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

It was proposed by Councillor Suter, seconded by Councillor Martin and **RESOLVED** to issue the following press and social media releases:

1. Tech and infrastructure – Saltash Town Council in the 21st century;
2. Community Chest – Oakland's Community Centre;
3. Revised hire policy, promoting Town Council facilities (Subject to Full Council approval of minute 253/25/26).

DATE OF NEXT MEETING

Tuesday 25 November 2025 at 6.30 pm

Rising at: 8.55 pm

Signed: _____
Chairman

Dated: _____

Policy & Finance (P&F) Committee - P & F Budget 2025-26
Saltash Town Council
For the 6 months to September 2025

Black text - budget assumptions
Red text - Further Actions (TBA)
Purple text - new codes/rename
Blue text - recommend virements

Account	Prior Year 2024/25	EMF Balances B/F 2024/25	Budget 2025/26	Actual YTD 2025/26	Budget Available 2025/26	Precept 2026/27	Notes	Budget 2027/28	Budget 2028/29	Budget 2029/30	Budget 2030/31
P&F Operating Income											
4901 PF Bank Interest Received	111,088	0	38,255	28,515	9,740	58,700	Estimated interest is based on the projected future cash flow and assumes a 1% reduction in the current investment interest rate for prudence (23/24 £72k, 24/25 £111k)	58,700	58,700	58,700	58,700
4908 PF Misc Income	135	0	0	0	0	0	No income planned 2024/25 HMRC VAT interest received £36. Available training space reinvociced to neighbouring council £95	0	0	0	0
4902 PF Insurance Claim (Code to be deleted)	0	0	0	37,563	(37,563)		No income planned - Delete this code	0	0	0	0
Total P&F Operating Income	111,223	0	38,255	66,079	(27,824)	58,700		58,700	58,700	58,700	58,700
P & F Operating Expenditure											
6200 PF Bank Charges	1,187	0	1,922	504	1,418	1,995	Current Year Budget + CPI	2,071	2,150	2,232	2,317
6201 PF Audit	3,300	0	4,000	0	4,000	4,000	Same as Current Budget - no increase required BDO £2,100. Steve Hudson £1,200 fixed for 2026/27 = £3,300	4,152	4,310	4,474	4,644
6202 PF Civic Occasions (including Road Closures)	4,182	0	9,500	602	6,398	5,000	2026/27 Remembrance £2k, Mayor Making £500, Freeman £1.5k, Additional civic service £1k 2025/26 included budget for VE Day £6k Recommend virement to 6272 PF EMF Robes & Civic Regalia for any unspent funds at Year End	5,190	5,387	5,592	5,804
6203 PF Mayors' Allowance	5,418	0	5,581	2,232	3,349	5,912	Current Year Budget + CPI + Employers National Insurance	6,137	6,370	6,612	6,863
6204 PF Councillors' Allowance	1,679	0	3,946	0	3,946	4,096	Current Year Budget (£246.60) + CPI	4,252	4,414	4,582	4,756
6205 PF Insurance	17,642	0	30,510	11,496	25,014	27,836	Committed cost 2026/27 Zurich £17,190 fixed for 3 years + CPI Other insurances assumptions based on: Actual 2024/25 Fleet £2,457 + 50% Pontoon £2,770 + 50% Cyber £1,435 + 50%	28,894	29,992	31,132	32,315
6206 PF Youth Council	4,726	0	4,000	0	4,000	6,000	Members agreed increase to £6k to be drawn down by 2 installments	6,228	6,465	6,711	6,966
6208 PF Subscriptions	15,980	0	16,869	18,513	(1,644)	37,650	Based on Actual + 10% Civica - 5 year fixed contract Year 1 (2026/27) £26,417 Year 2 - Year 5 £16,209 pa	30,759	31,928	33,141	34,400
6210 PF Community Chest	4,015	0	10,300	2,355	7,945	10,300	Members agreed no increase required	10,691	11,097	11,519	11,957
6211 PF Website Maintenance	746	0	1,030	145	885	1,069	Current Year Budget + CPI	1,110	1,152	1,196	1,241
6213 PF Councillor Training & Expenses	274	0	1,100	1,378	1,222	1,142	Current Year Budget + CPI	1,185	1,230	1,277	1,326
6214 PF Health & Safety	6,462	0	9,127	4,308	4,819	9,474	Current Year Budget + CPI	9,834	10,208	10,596	10,999
6217 PF Data Protection	80	0	206	73	133	1,700	increase to include Data Protection annual audit	1,765	1,832	1,902	1,974
6220 PF Festival Fund	15,088	0	15,450	10,575	4,875	15,450	Members agreed no increase required	16,037	16,646	17,279	17,936
6221 PF Town Messenger	3,630	0	4,378	1,320	3,058	4,544	Current Year Budget + CPI	4,717	4,896	5,082	5,275
6222 PF Commissioning Youth Work	59,069	0	60,842	20,280	40,562	100,000	Members agreed increase to £100k	103,800	107,744	111,838	116,088
6224 PF Legal & Professional Costs (Rename)	5,969	0	5,000	5,762	1,738	10,000	For unknown projects & professional advice	10,380	10,774	11,183	11,608
P&F IT/Office Costs	37,361	0	33,776	16,083	17,693	40,245	See table below for detail	41,774	43,361	45,009	46,719
6650 ST PF Parking Space	286	0	320	284	36	332	Current Year Budget + CPI	345	358	372	386
6653 ST PF Staff Clothing ID Badges (Rename)	36	0	252	12	240	50	For new staff	52	54	56	58
6655 ST PF Staff Travelling Expenses	209	0	252	144	108	750	Increase to 2025/26 due to planned travel for conferences	779	809	840	872
6230 PF Social Media Advertising	0	0	1,000	45	955	1,000	Same as current year budget	1,038	1,077	1,118	1,160
Total P & F Operating Expenditure	187,342	0	219,361	96,112	130,749	288,545		291,190	302,254	313,743	325,664
Total P&F Operating Surplus/ (Deficit)	(76,119)	0	(181,106)	(30,033)	(158,573)	(229,845)		(232,490)	(243,554)	(255,043)	(266,964)
P&F EMF Expenditure											

Account	Prior Year 2024/25	EMF Balances B/F 2024/25	Budget 2025/26	Actual YTD 2025/26	Budget Available 2025/26	Precept 2026/27	Notes	Budget 2027/28	Budget 2028/29	Budget 2029/30	Budget 2030/31
6271 PF EMF Election	450	25,909	30,000	15,206	39,203	20,000	Costs for 2025/26 Uncontested wards £883 Contested ward £14,324				
6272 PF EMF Robes & Civic Regalia	1,624	5,219	4,500	3,468	6,251	3,000	2026/27 planned spend - Replace TC & Town Crier £3k each + cleaning regalia £1,750. Total £7,750. Recommended virement from 6202 PF Civic Occasions (including Road Closures) at Year End				
6273 PF EMF Legal Fees	0	5,601	0	0	5,601	6,000	Members agreed to increase by £6k Committed spend £5,400 for virement for property valuations				
6275 PF EMF Neighbourhood Plan	195	5,650	2,500	77	8,073	15,000	Increase for new Neighbourhood plan based on prior years spend				
6278 PF EMF CIL Planning Income	0	14,255	0	0	18,823	0	Committed spend £10k subject to receiving CIL 4th round funding				
6280 PF EMF Town Vision	430	9,665	0	0	9,665		What are the plans for spending this budget?				
6281 PF EMF Town Vitality Funding Grant	58,617	(4,142)	0	29,444	0	0	This budget is for recording spend against received funding. No requirement for increase				
6282 PF EMF Funding Bids (Consultancy Fees)	9,880	10,201	0	0	10,201	0	No increase required				
6284 PF EMF Consultations	0	2,000	0	0	2,000	1,000	To support marketing and public consultations				
6285 PF EMF Twinning	0	500	0	0	500	1,000	Members agreed increase by £1k				
6287 PF EMF Website (Capital Expenditure)	0	0	6,000	0	6,000	6,000	Precept planning for 2025/26 included £6k for next 2 years	6,000			
6370 PF EMF Computer & Office Equipment Renewal	3,771	15,597	0	11,682	3,915	3,000	Planned spend - Replace MS/Rec & PGA laptop/hub/laptop case/screen risers £1,964 Recommend £1,000 for contingency				
Total P&F EMF Expenditure	74,967	90,455	43,000	59,877	110,232	55,000		6,000	0	0	0
Total P&F Expenditure (Operational & EMF)	262,308	90,455	262,361	155,989	240,981	343,545		297,190	302,254	313,743	325,664
Total P&F Budget Surplus/ (Deficit)	(151,085)	(90,455)	(224,106)	(89,911)	(268,804)	(284,845)		(238,490)	(243,554)	(255,043)	(266,964)

1. P&F IT/Office Costs

Nominal Code	Prior Year 2024/25	EMF Balances B/F 2024/25	Budget 2025/26	Actual YTD 2025/26	Budget Available 2025/26	Precept 2026/27	Notes	Budget 2027/28	Budget 2028/29	Budget 2029/30	Budget 2030/31
6300 PF Telephone & Mobile (Rename)	4,019	-	3,046	1,367	1,679	8,691	Phone line, usage, annual support & maintenance £4,486 Mobile contract (2 mobiles) £436 pa New telephone system - one off cost for implementation £2,265 & annual cost for 14 phones £1,504 = £3,769	9,021	9,364	9,720	10,089
6301 PF Stationery & Printing (rename)	4,239	-	3,090	551	2,539	3,506	Prior year includes £1.5k for printing precept leaflet & £506 for bus stop advert & £750 for video/edit. Estimate £1k - £1.5k for stationery	3,639	3,777	3,921	4,070
6303 PF Copier Maintenance	4,823	-	4,754	3,358	1,396	5,200	Actual 2025/26 Qtrly photocopiers £650 x 4 = £2,600 Mthly average printing £197 x 12 = £2,364 TOTAL £4,964 Note: 5 year contract ends Feb 2027	5,398	5,603	5,816	6,037
6305 PF Finance Software	3,793	-	4,362	2,349	2,013	3,620	Based on Actual, increase by 10% Actual 2025/26 Payroll software £452 Zahara £2,395 Xero £37 x 12 = £444 TOTAL £3,291	3,758	3,901	4,049	4,203
6306 PF IT Maintenance	19,444	-	18,524	8,458	10,066	19,228	Current Year Budget + CPI	19,959	20,717	21,504	22,321
TOTALS	36,318	-	33,776	16,083	17,693	40,245		41,775	43,362	45,010	46,720

Estimated CPI 3.8% based on July as reported by Office of National Statistics 20-08-25

Precept 2025/26

Precept 2026/27

Increase / (Decrease)

Difference as %

-224,106

-284,845

60,739

27.10%