To receive a report from the Finance Officer and consider any actions and associated expenditure

Report to:

Policy & Finance Committee

Date of Report:

3 November 2026

Officer Writing the Report:

Finance Officer

Purpose of the report:

To keep Members informed of the Town Council's finances. This enables ongoing monitoring and supports sound financial oversight of public funds.

Officer's Recommendations

To ask the members to note the information received in the report below.

Report Summary

1. **Precept planning for 2027/28**

   The budget planning process for 2027/28 has started. The Finance Officer has met with each department manager to discuss service requirements, planned expenditure and anticipated income for the forthcoming financial year.

   The budget-setting timetable is as follows:

   - Burial Authority, Joint Burial Board and Personnel Committee budgets have been reviewed and approved, to be recommended to Policy and Finance Committee.
   - The Policy and Finance Committee will consider its budget requirements at the 10 November 2026 Committee meeting.

- The Services Committee will meet on 12 November 2026 to consider the Guildhall, Maurice Huggins Room, Library, Services and Station budgets and recommend to Extraordinary Policy and Finance to be held on 24 November 2026.
- Budget recommendations from all Committees will be presented to the Policy and Finance Committee on 24 November 2026.
- Full Town Council will consider all budget recommendations, together with fees and charges, at the 3 December 2026 meeting. A report on the draft budget and precept will then be presented to Members as part of the formal precept process for 2027-28.

Although the Bank of England's inflation target remains at 2%, draft budgets have been prepared using the September Consumer Price Index (CPI) rate of 3.5% to provide a prudent and realistic basis for forecasting future expenditure.

The Autumn Budget announcement on 28 October 2026 did not identify any significant measures likely to materially impact the preparation of the Council's 2027/28 budgets.

Work will continue over the coming month to review the overall budget position and assess projected balances for General Reserves, the Contingency Reserve and Earmarked Reserves.

2. Debtors

Below is a summary of the current outstanding invoices as at 3 November 2026.

- **Cornwall Council invoice October 2026:**
  The October invoice relates to a room booking at Isambard House on 15 October 2026. An official purchase order has been received, and payment is due within 30 days of the room booking date.

All other outstanding invoices were issued within the current month and remain within normal payment terms and there are no concerns regarding payment.

Contact	Invoice Date	Total	Less than 1 Month	1 Month	2 Months & Older	Notes
Cornwall Council	01/10/2026	**£135.00**	£135.00	£0.00	£0.00	Isambard House room booking Oct 26
Martin & Sons	02/11/2026	**£56.00**	£56.00	£0.00	£0.00	Memorial Permit
Pengelley Funeral Services	30/10/2026	**£444.00**	£444.00	£0.00	£0.00	Interment Fees at Churchtown
Saltash Bowling Club	30/10/2026	**£94.63**	£94.63	£0.00	£0.00	Recharge of water meter costs
Saltash Co-operative Funeralcare	02/11/2026	**£111.00**	£111.00	£0.00	£0.00	Interment Fees at Churchtown
Saltash Probus	28/10/2026	**£63.20**	£63.20	£0.00	£0.00	Chamber room booking and refreshments Oct 26
We Are With You	28/10/2026	**£545.92**	£545.92	£0.00	£0.00	Maurice Huggins room booking October 2026
TOTAL		**£1,449.75**	**£1,449.75**	**£0.00**	**£0.00**	

3. CIL (Community Infrastructure Levy) Neighbourhood Parish Payments

The table below summarises the CIL income received from Cornwall Council. There was a receipt in October 2026 for £10,489.32, making the total amount received from 2021 to date of £44,754.11.

CIL 4th round for Saltash Waterside Improvement Project has been approved and STC have committed spending of £10k of the Neighbourhood Parish Payments. This will leave a budget left to spend of £34,754.11.

Cornwall Council's CIL Officer has confirmed that the funds awarded for April 2026 will not need to be returned if unspent by the five-year deadline.

However, they have appropriately requested an update on the anticipated delivery timeline for the project, which has now been provided.

Date Received	Amount Received	Amount Committed CIL 4th round	Balance to Spend	5 Year Deadline	Planning Ref	Planning Address
07/04/2021	£1,395.00	£1,395.00	£0.00	06/04/2026	PA19/09168	Land off 28 Castlemead Drive, Saltash
17/04/2021	£189.06	£189.06	£0.00	16/04/2026	PA20/05475	Land Adjacent To Polmear, Homer Park, Saltash, PL12 6HJ
15/11/2021	£385.99	£385.99	£0.00	14/11/2026	PA19/09772	Old Churchtown Farm Farm Lane St Stephens Saltash Cornwall PL12 4AR
15/11/2021	£840.00	£840.00	£0.00	14/11/2026	PA18/09294	Land On The North Side Of 1 Castle View, St Stephens, Saltash, PL12 4RD
07/10/2022	£2,434.67	£2,434.67	£0.00	06/10/2027	PA21/06948	Land East Of 16 Castle View, St Stephens, PL12 4RD
07/10/2022	£815.63	£815.63	£0.00	06/10/2027	PA21/03745	Land South of Old Churchtown Farm Lane, Stephens, PL12 4AR
19/04/2023	£1,372.84	£1,372.84	£0.00	18/04/2028	PA20/10644	12 Sunningdale Road, St Stephens, Saltash, PL12 4BN
19/04/2023	£2,246.66	£2,246.66	£0.00	18/04/2028	PA22/09842	Land East of 62 St Stephens Road, Saltash, PL12 4BJ
19/04/2023	£943.29	£320.15	£623.14	18/04/2028	PA21/03745	Land South of Old Churchtown Farm Lane, Stephens, PL12 4AR
18/10/2023	£8.82		£8.82	17/10/2028	PA20/10644	12 Sunningdale Road, St Stephens, Saltash, PL12 4BN
18/10/2023	£2,246.66		£2,246.66	17/10/2028	PA22/09842	Land East of 62 St Stephens Road, Saltash, PL12 4BJ
18/04/2024	£341.79		£341.79	17/04/2029	PA21/05336	Land West Of The Stables, Farm Lane, St Stephens, Saltash, PL12 4AR
14/10/2024	£1,034.93		£1,034.93	14/10/2029	PA21/05336	Land West Of The Stables, Farm Lane, St Stephens, Saltash, PL12 4AR
10/04/2025	£3,821.13		£3,821.13	08/04/2030	PA21/05314	118-120 North Road, Saltash, Cornwal,l PL12 6BQ
10/04/2025	£746.65		£746.65	08/04/2030	PA23/03710	18 Churchtown Drive, St Stephens, Saltash, Cornwal.l PL12 4FB
16/10/2025	£2,908.10		£2,908.10	14/10/2030	PA23/04774	62A St Stephens Road, Saltash, Cornwall. PL12 4BJ
21/04/2026	£11,304.01		£11,304.01	19/04/2031	PA25/02445	Land South Of Lucas Tenement, Broad Lane, Trematon. PL12 4RU
21/04/2026	£245.91		£245.91	19/04/2031	PA25/07609	Yellow Tor Villa, Fairmead Road, Saltash, Cornwall. PL12 4QE
21/04/2026	£983.65		£983.65	19/04/2031	PA25/02068	The Old Mission Hall, Pill Lane, North Pill, Saltash, Cornwall. PL12 6LQ
26/10/2026	£10,489.32		£10,489.32	24/10/2031	TBC	TBC
	£44,754.11	**£10,000.00**	**£34,754.11**			

Note: The Town Council have five years from receipt to spend the income on infrastructure projects within the area that meet the criteria set out in CIL Regulation 59C.The relevant dates are provided in the table for reference

Signature of Officer:

Finance Officer