



7 January 2026

To: All Members of Winwick Parish Council

Dear Councillor

A Special Meeting of the Parish Council will be held at the Winwick Community Centre on Tuesday, 13 January 2026 at 7.30 pm.

Yours sincerely

Julian Joinson
Clerk to the Parish Council

AGENDA

Part 1

- 1. Apologies for Absence**
- 2. Code of Conduct - Declarations of Interest**

Members are reminded of their responsibility to declare any disclosable pecuniary or non pecuniary interest which they have in any item of business on the agenda no later than when the item is reached.

The Clerk is available prior to the meeting to give advice and/or to receive details of the interest and the item to which it relates.

Declarations are a personal matter for each Member to decide. The Clerk can advise on the Code and its interpretation, but the decision to declare, or not, is the responsibility of the individual Member based on the particular circumstances.

Legislation is silent on the issue of Parish Councillors being able to speak and vote on the setting of a parish precept even though most, if not all of them, could have an interest in the decision as local residents. The Government takes the view that a dispensation is unnecessary in certain circumstances and that councillors do not have a disclosable pecuniary interest in decisions relating to the setting of council tax levels.

- 3. Parish Precept and Budget for 2026/27**

Attached are the Notes of the Operations and Finance Officer and the Precept Models for 2026/27. The report on the proposed Staff Pay Increases and potential options appears in Part 2 (the Confidential Section of the Agenda).

Note: Members may wish temporarily move the exclusion of the public and press for the duration of any discussions which may identify individual members of staff and their pay. However, the main Budget discussions must take place in public.

The Council Tax Base (CTB) notified to the Parish for 2026/27 is 1,439, which compares favourably to 1,422 for 2025/26. The CTB is the number of Band D equivalent dwellings in a local authority area. Hence, the amount payable for a Band D property for the Parish element of that household's Council Tax bill can be calculated by dividing the Parish Precept by the Council Tax Base figure.

Households in other bands pay a proportion of the Band D amount as follows:

Band	Proportion Payable
A	6/9
B	7/9
C	8/9
D	9/9
E	11/9
F	13/9
G	15/9
H	18/9

Calculation of the Precept

S.49A of the Local Government Finance Act 1992 sets out how the precept is to be calculated by the Parish. In summary, the Council must determine:

(a) Its Planned Expenditure and Requirement for Reserves

The aggregate of:

- An estimate of the expenditure required to carry out its functions in year
- An allowance for contingencies
- The reserves it intends to raise to meet future expenditure (ie. for 2026/27 or subsequent years)
- The reserves it estimates it will need to meet a deficit from the previous financial year.

(b) Its Income and Use of Existing Reserves

The aggregate of:

- Any income it expects to accrue during the year (not including the precept)
- An estimate of the amount of existing reserves which will be applied towards the meeting expenditure or contingencies mentioned at (a) above

If expenditure (a) exceeds income (b), the difference as calculated will be the Council Tax requirement for the year (ie. the Precept).

Relevant Considerations

Councillors are reminded of the following statement, which was included in the Other Matters section of the External Auditors Report and Certificate 2024/25:

“The smaller authority should give consideration to the level of reserves when setting its precept. As at 31 March 2025 the reserves balance was negative.”

Members are also requested to have regard to the Government’s Provisional Local Government Finance Settlement for 2026/2027, published on 17 December 2025. Paragraph 4.5.1 of the Consultation document states:

“To date, no referendum principles have been set for town and parish councils. This approach has been contingent on town and parish councils taking all available steps to mitigate the need for council tax increases. The government proposes to continue with this approach, and reminds these authorities to carefully consider the impact of their precepts on taxpayers.”

Subject to the final settlement announcement expected early in the New Year, it appears unlikely that the Government will require the triggering of a referendum on the precept where a parish council proposes a Council Tax increase above a specified level.

Information for Council Tax Bills

The Council is also reminded that if it chooses to set a precept greater than £140,000 it must provide a breakdown of its proposed expenditure to be distributed with the Council Tax bills.

Notification to the Billing Authority

The principal Council has asked to be notified of the parish precept, based on the Council Tax Base, by no later than Friday 23 January 2026

Recommended:

That the Council:

- (1) Determines its Precept requirement and its Budget for 2026/27 having regard to the information now provided.
- (2) Requests the Clerk to write to the principal authority to notify them of its Precept requirement by no later than 23 January 2026.

4. Request for Works on Hermitage Green Village Green

A request has been received via e-mail dated 16 December 2025 from Richard Ward, Chair of the Monument Working Group, in connection with the commissioning of a survey of the village green, to identify if any services are located under the ground of the village green in order to confirm the location for the Monument does not conflict with these services. A copy of the e-mail is attached, which sets out the background to the request.

In view of the stated preference to commence the survey as soon as possible, determination of the matter cannot await the next ordinary meeting of the Council on 27 January 2026.

Recommended:

That the Council:

- (1) Grants permission under the Open Spaces Act 1906 Section 10 and 15, to allow work to be carried out on behalf of the Battle of Winwick Society Monument Working Group by the appointed surveyors.
- (2) Confirms that the Parish Council permission, will also cover any person complaining the Battle of Winwick Society Monument Working Group and/or the surveyors are not accused of being "a nuisance" on the village green", under the Commons Act 1876 Section 29 and the Inclosure Act 1857 section 12.
- (3) Notes that, although, the survey is non-intrusive, it could be that survey items are placed on the village green or at a later stage inspection pits are necessary.
- (4) Notes that it is intended for the survey work to start in January 2026.

5. Date and Time of Next Meeting

- Tuesday, 27 January 2026, at 7.30pm

6. Chairman to move to Part 2

Part 2

In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Council may, by resolution, exclude the public (and press) from the following part of the meeting on the basis that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution (including the need to receive or consider recommendations or advice from sources other than members, committees or sub-committees) and arising from the nature of that business or of the proceedings.

CONFIDENTIAL MATTERS

7. Finance Officer's / Clerk's Report – Confidential Matters

- (a) Staff Pay Award

Notes for with precept draft models

Following the November meeting and the budget release the 1,2 and 3% models are no longer viable options.

All staff wages figures are based on the 6.7% increase on the Real living wage. Additional models are provided to show the difference in models if management level wages are set at the monetary rather than the percentage increase in line with the Real living wage.

The models for consideration break down as follows:

5% model – additional cost at the new tax base of £3.88 per annum (32p per month), which would generate a loss of £2,971.57 for the year at percentage model, and would generate a surplus of £1,888.10 at monetary model.

6% model – additional cost at the new tax base of £4.90 per annum (41p per month), which would generate a loss of £1,502.63 for the year at percentage model, and would generate a surplus of £3,357.04 at monetary model.

8% model – additional cost at the current tax base of £6.95 per annum (58p per month), which would generate a surplus of £1,435.25 for the year at percentage model, and would generate a surplus of £6,294.92 at monetary model.

The tax base increased from 1422 to 1439.

It would be my recommendation at this point to opt for the 8% model regardless of the pay model decided upon to ensure the reserves are provided for.

It is worth noting that failing a large amount of unexpected work the RFO post will also put approximately £13k back into the pot to either cover unexpected losses on the Centre or to add to the reserves.

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Agenda Item 3

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SAME % PAY AWARD APPLIED TO ALL STAFF

Agenda Item 3

Income/ Expenditure predictions Winwick Parish Council

				0 increase	1.00%	2.00%	3.00%
	Budget 25/26	Sept 25 ytd	Factored budgets	25/26 budget	25/26 budget	25/26 budget	25/26 budget
Income							
Litter picker income	24000	12171.5	24291.5	24600	24600	24600	24600
Advertising income	300	60	120	400	400	400	400
Precept	£146,894.00	146894	146894	146894	148362.94	149831.88	151300.82
Total Income	£171,194.00	£159,125.50	£171,305.50	£171,894.00	£173,362.94	£174,831.88	£176,300.82
Less Cost of Sales							
Total Cost of Sales	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Gross Profit	£171,194.00	£159,125.50	£171,305.50	£171,894.00	£173,362.94	£174,831.88	£176,300.82
Less Operating Expenses							
Administration expenses	£1,300.00	329.4	658.8	1000	1000	1000	1000
payzone	£450.00	263.23	526.46	600	600	600	600
Alarms	£500.00	0	0	500	500	500	500
Advertising & Marketing	£1,000.00	143.41	286.82	1000	1000	1000	1000
Audit & Accountancy fees	£1,700.00	1595	1595	1700	1700	1700	1700
external audit	£900.00	840	840	900	900	900	900
RBL	£210.00	0	0	210	210	210	210
xmas tree	£300.00	0	0	300	300	300	300
Insurance	£3,000.00	0	0	3000	3000	3000	3000
Bank Fees	£4,200.00	1953.31	3906.62	4200	4200	4200	4200
Clerk's salary	£11,320.40	5660.22	11320.44	12084.8	12084.8	12084.8	12084.8
Election expenses	£6,000.00	0	0	6000	6000	6000	6000
Grass cutting	£3,700.00	0	0	3700	3700	3700	3700
Grounds Maintenance	£2,000.00	975	1950	2000	2000	2000	2000
cctv	£800.00	413.43	826.86	850	850	850	850
Pension costs	£17,200.00	8332.92	16665.84	18346.75	18346.75	18346.75	18346.75
Legal / Licencing Expenses	£3,000.00	969.14	1938.28	3000	3000	3000	3000
Litter Pick Costs (Shared)	£24,242.40	12210.04	24420.08	25877.8	25877.8	25877.8	25877.8
litter pick vehicle	£10,000.00	0	0	10000	10000	10000	10000
Loan charges	£9,000.00	4847.54	9695.08	9000	9000	9000	9000
PAYE Payable	£9,600.00	4690.26	9380.52	10373.91	10373.91	10373.91	10373.91
play equipment maintenance	£1,500.00	410	820	1500	1500	1500	1500
Payroll	£2,500.00	1190	2380	2500	2500	2500	2500
Training	£500.00	0	0	500	500	500	500
professional fees	£800.00	400	800	800	800	800	800
hogweed treatment	£1,000.00	0	900	1000	1000	1000	1000
feasibility study	£0.00	0	0	0	0	0	0
tree maintenance	£1,500.00	0	0	1500	1500	1500	1500
repairs and maintenance	£2,000.00	433.72	867.44	2000	2000	2000	2000
traffic management	£500.00	0	0	500	500	500	500
RFO Salary (and NI)	£43,284.80	20976.25	41952.5	46196.8	46196.8	46196.8	46196.8
Subscriptions	£600.00	294.84	589.68	600	600	600	600
planters	£1,000.00	1070	1200	1200	1200	1200	1200
Swan green, winwick park, radley comn	£3,500.00	1780	3560	3700	3700	3700	3700
Total Operating Expenses	£169,107.60	£69,777.71	£136,950.42	£176,640.06	£176,640.06	£176,640.06	£176,640.06
LC deficit				-5570.21	-5570.21	-5570.21	-5570.21
Balance remaining	£2,086.40	£89,347.79	£34,355.08	-£4,746.06	-£3,277.12	-£1,808.18	-£339.24
				-£10,316.27	-£8,847.33	-£7,378.39	-£5,909.45

	Current at new tax base	1% increase	2% increase	3% increase
Precept per household	£103.30	£103.10	£104.12	£105.14
Per household uplift	£0.00	-£0.20	£0.82	£1.84
Monthly uplift (12mth payment plan)		-£0.02	£0.07	£0.15
Precept	£146,894.00	£148,362.94	£149,831.88	£151,300.82

clerk	21.77	23.23861111	
rfo	20.81	22.21384921	
litter	12.6	13.45	1.067460317

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Agenda Item 3

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Precept	£146,894.00	146894	146894	146894	154238.7	155707.64	158645.52
Total Income	£171,194.00	£159,125.50	£171,305.50	£171,894.00	£179,238.70	£180,707.64	£183,645.52
Less Cost of Sales							
Total Cost of Sales	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Gross Profit	£171,194.00	£159,125.50	£171,305.50	£171,894.00	£179,238.70	£180,707.64	£183,645.52
Less Operating Expenses							
Administration expenses	£1,300.00	329.4	658.8	1000	1000	1000	1000
payzone	£450.00	263.23	526.46	600	600	600	600
Alarms	£500.00	0	0	500	500	500	500
Advertising & Marketing	£1,000.00	143.41	286.82	1000	1000	1000	1000
Audit & Accountancy fees	£1,700.00	1595	1595	1700	1700	1700	1700
external audit	£900.00	840	840	900	900	900	900
RBL	£210.00	0	0	210	210	210	210
xmas tree	£300.00	0	0	300	300	300	300
Insurance	£3,000.00	0	0	3000	3000	3000	3000
Bank Fees	£4,200.00	1953.31	3906.62	4200	4200	4200	4200
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Election expenses	£6,000.00	0	0	6000	6000	6000	6000
Grass cutting	£3,700.00	0	0	3700	3700	3700	3700
Grounds Maintenance	£2,000.00	975	1950	2000	2000	2000	2000
cctv	£800.00	413.43	826.86	850	850	850	850
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litter pick vehicle	£10,000.00	0	0	10000	10000	10000	10000
Loan charges	£9,000.00	4847.54	9695.08	9000	9000	9000	9000
PAYE Payable	£9,600.00	4690.26	9380.52	10373.91	10373.91	10373.91	10373.91
play equipment maintenance	£1,500.00	410	820	1500	1500	1500	1500
Payroll	£2,500.00	1190	2380	2500	2500	2500	2500
Training	£500.00	0	0	500	500	500	500
professional fees	£800.00	400	800	800	800	800	800
hogweed treatment	£1,000.00	0	900	1000	1000	1000	1000
feasibility study	£0.00	0	0	0	0	0	0
tree maintenance	£1,500.00	0	0	1500	1500	1500	1500
repairs and maintenance	£2,000.00	433.72	867.44	2000	2000	2000	2000
traffic management	£500.00	0	0	500	500	500	500
RFO Salary (and NI)	£43,284.80	20976.25	41952.5	46196.8	46196.8	46196.8	46196.8
Subscriptions	£600.00	294.84	589.68	600	600	600	600
planters	£1,000.00	1070	1070	1200	1200	1200	1200
Swan green, winwick park, radley comi	£3,500.00	1780	3560	3700	3700	3700	3700
Total Operating Expenses	£169,107.60	£69,777.71	£136,950.42	£176,640.06	£176,640.06	£176,640.06	£176,640.06
LC deficit				-5570.21	-5570.21	-5570.21	-5570.21
Balance remaining	£2,086.40	£89,347.79	£34,355.08	£4,746.06	£2,598.64	£4,067.58	£7,005.46
				-£10,316.27	-£2,971.57	-£1,502.63	£1,435.25

	Current at new tax base	5% increase	6% increase	8% increase
Precept per household	£103.30	£107.18	£108.21	£110.25
Per household uplift	£0.00	£3.88	£4.90	£6.95
Monthly uplift (12mth payment plan)		£0.32	£0.41	£0.58
Precept	£146,894.00	£154,238.70	£155,707.64	£158,645.52

clerk	21.77	23.23861111		
rfo	20.81	22.21384921		9240.96127
litter	12.6	13.45	1.067460317	2014.529557
				1386.14419

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Agenda Item 3

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LOWER MONETARY MANAGEMENT PAY AWARD

Agenda Item 3

Income/ Expenditure predictions Winwick Parish Council

				0 increase	1.00%	2.00%	3.00%
	Budget 25/26	Sept 25 ytd	Factored budgets	25/26 budget	25/26 budget	25/26 budget	25/26 budget
Income							
Litter picker income	24000	12171.5	24291.5	24600	24600	24600	24600
Advertising income	300	60	120	400	400	400	400
Precept	£146,894.00	146894	146894	146894	148362.94	149831.88	151300.82
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Less Cost of Sales							
Total Cost of Sales	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Gross Profit	£171,194.00	£159,125.50	£171,305.50	£171,894.00	£173,362.94	£174,831.88	£176,300.82
Less Operating Expenses							
Administration expenses	£1,300.00	329.4	658.8	1000	1000	1000	1000
payzone	£450.00	263.23	526.46	600	600	600	600
Alarms	£500.00	0	0	500	500	500	500
Advertising & Marketing	£1,000.00	143.41	286.82	1000	1000	1000	1000
Audit & Accountancy fees	£1,700.00	1595	1595	1700	1700	1700	1700
external audit	£900.00	840	840	900	900	900	900
RBL	£210.00	0	0	210	210	210	210
xmas tree	£300.00	0	0	300	300	300	300
Insurance	£3,000.00	0	0	3000	3000	3000	3000
Bank Fees	£4,200.00	1953.31	3906.62	4200	4200	4200	4200
Clerk's salary	£11,320.40	5660.22	11320.44	11762.4	11762.4	11762.4	11762.4
Election expenses	£6,000.00	0	0	6000	6000	6000	6000
Grass cutting	£3,700.00	0	0	3700	3700	3700	3700
Grounds Maintenance	£2,000.00	975	1950	2000	2000	2000	2000
cctv	£800.00	413.43	826.86	850	850	850	850
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planters	£1,000.00	1070	1200	1200	1200	1200	1200
Swan green, winwick park, radley comn	£3,500.00	1780	3560	3700	3700	3700	3700
Total Operating Expenses	£169,107.60	£69,777.71	£136,950.42	£174,634.02	£174,634.02	£174,634.02	£174,634.02
LC deficit				-2716.58	-2716.58	-2716.58	-2716.58
Balance remaining	£2,086.40	£89,347.79	£34,355.08	-£2,740.02	-£1,271.08	£197.86	£1,666.80
				-£5,456.60	-£3,987.66	-£2,518.72	-£1,049.78

	Current at new tax base	1% increase	2% increase	3% increase
Precept per household	£103.30	£103.10	£104.12	£105.14
Per household uplift	£0.00	-£0.20	£0.82	£1.84
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Precept	£146,894.00	£148,362.94	£149,831.88	£151,300.82

clerk	21.77	22.62	
rfo	20.81	21.66	
litter	12.6	13.45	0.85

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LOWER MONETARY MANAGEMENT PAY AWARD

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Income/ Expenditure predictions Winwick Parish Council

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Grounds Maintenance	£2,000.00	975	1950	2000	2000	2000	2000
cctv	£800.00	413.43	826.86	850	850	850	850
Pension costs	£17,200.00	8332.92	16665.84	18027.07	18027.07	18027.07	18027.07
Legal / Licencing Expenses	£3,000.00	969.14	1938.28	3000	3000	3000	3000
Litter Pick Costs (Shared)	£24,242.40	12210.04	24420.08	25877.8	25877.8	25877.8	25877.8
litter pick vehicle	£10,000.00	0	0	10000	10000	10000	10000
Loan charges	£9,000.00	4847.54	9695.08	9000	9000	9000	9000
PAYE Payable	£9,600.00	4690.26	9380.52	10153.95	10153.95	10153.95	10153.95
play equipment maintenance	£1,500.00	410	820	1500	1500	1500	1500
Payroll	£2,500.00	1190	2380	2500	2500	2500	2500
Training	£500.00	0	0	500	500	500	500
professional fees	£800.00	400	800	800	800	800	800
hogweed treatment	£1,000.00	0	900	1000	1000	1000	1000
feasibility study	£0.00	0	0	0	0	0	0
tree maintenance	£1,500.00	0	0	1500	1500	1500	1500
repairs and maintenance	£2,000.00	433.72	867.44	2000	2000	2000	2000
traffic management	£500.00	0	0	500	500	500	500
RFO Salary (and NI)	£43,284.80	20976.25	41952.5	45052.8	45052.8	45052.8	45052.8
Subscriptions	£600.00	294.84	589.68	600	600	600	600
planters	£1,000.00	1070	1070	1200	1200	1200	1200
Swan green, winwick park, radley comi	£3,500.00	1780	3560	3700	3700	3700	3700
Total Operating Expenses	£169,107.60	£69,777.71	£136,950.42	£174,634.02	£174,634.02	£174,634.02	£174,634.02
LC deficit				-2716.58	-2716.58	-2716.58	-2716.58
Balance remaining	£2,086.40	£89,347.79	£34,355.08	-£2,740.02	£4,604.68	£6,073.62	£9,011.50
				-£5,456.60	£1,888.10	£3,357.04	£6,294.92

	Current at new tax base	5% increase	6% increase	8% increase
Precept per household	£103.30	£107.18	£108.21	£110.25
Per household uplift	£0.00	£3.88	£4.90	£6.95
Monthly uplift (12mth payment plan)		£0.32	£0.41	£0.58
Precept	£146,894.00	£154,238.70	£155,707.64	£158,645.52

clerk	21.77	22.62		
rfo	20.81	21.66		9010.56
litter	12.6	13.45	0.85	1964.30208 1351.584

153599.6 1650

11762.4

18027.074

25877.8

82693

-15000

67693

10153.95

45052.8

From: [Richard Ward](#)
To: [Julian Joinson](#)
Cc: [XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX](#)
Subject: Application Request for works on Hermitage Green Village Green
Date: 16 December 2025 15:29:14

Dear Julian,

Re: Application Request for works on Hermitage Green Village Green

After the Winwick Parish Council decision on 23 September 2025 and approval of the minutes on 28 October 2025 for a Monument, Information Board and Bench (Monument) to be erected on the village green at Hermitage Green.

The Battle of Winwick Society on 29 October 2025 created and approved the Monument Working Group to oversee the planning, development and construction for a Monument to be placed on the village green at Hermitage Green.

I, Richard Ward have been appointed Chair of the Monument Working Group (MWG).

The MWG have formally asked for Winwick Parish Council for a councillor to a member of the Group, Councillor James Herron has agreed to be a member of the MWG.

Application Request

The village green at Hermitage Green having been first registered in 1967, the land prior to that date there were two houses on the land known as 'The Hermitage', together with several houses and 'The Hermit Inn' in Hermitage Green vicinity.

These houses being connected with public services (electricity, gas, water, sewers and telecommunications), placed under to the Public Health Act 1848 and amendments, Warrington Waterworks 1855 and amendments (later taken over by Warrington Corporation), Electric Lighting Act 1882 and amendments and later Acts related to Telecommunication.

Therefore, it could be these services were placed under the ground on the land before the land was registered as a village green in 1967.

Then after the village green was registered in 1967, works to place new, maintain or replace these services will have had to have planning applications submitted to Warrington Borough Council and/or Winwick Parish Council (the owner of the village green).

The Monument Working Group's first step in the planning stage is to commission a survey of the village green, to identify if any services are located under the ground of the village green in order to confirm the location for the Monument does not conflict with these services.

Therefore:

A Request to Winwick Parish Council for permission under the Open Spaces Act 1906 Section 10 and 15, to allow work to be carried out on behalf of the Battle of Winwick Society Monument Working Group by the appointed surveyors.

The Parish Council permission, will also cover any person complaining

the Battle of Winwick Society Monument Working Group and/or the surveyors are not accused of being "a nuisance" on the village green", under the Commons Act 1876 Section 29 and the Inclosure Act 1857 section 12.

Although, the survey is non-intrusive, it could be survey items are placed on the village green or at a later stage inspection pits are necessary.

It is intended for the survey work to start in January 2026 is preferable.

If there is any further information, please do not hesitate to contact me.

Regards.

Richard Ward

Chair on the Battle of Winwick Society Monument Working Group