



# Broadstairs & St Peter's Town Council

8 October 2025

To: Cllrs: J Bright, Farooki, Garner, Kemp, Orhan, Roberts & Rusiecki.

You are summoned to a meeting of the **Finance & General Purposes Committee** to be held on **Monday 13 October 2025 at 7pm in the Council Chamber at Pierremont Hall.**

A handwritten signature in black ink, appearing to read 'Kirsty Holroyd'.

Kirsty Holroyd  
Town Clerk

## AGENDA

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTEREST**

To receive from members of the Council and the Town Clerk declarations of interest in accordance with the Code of Conduct adopted by the Town Council on 29 July 2024.

**3. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE**

To approve the minutes of the meeting held on 21 July 2025.

**Attach 1**

**4. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE**

**5. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S**

To agree to suspend the meeting in accordance with Standing Orders 3e, 3f, and 3g which permit a maximum of three members of the parish to address the council for a maximum of three minutes each.

**6. GRANTS**

To receive a summary of grants awarded this financial year

**Attach 2**

To consider a request for funding from Thanet Wanderers

**Attach 3**

To consider a request from Thanet Disabled Riding Centre

**Attach 4**

**7. BUDGET 2025-26.**

To receive a summary report on spend to date and consider the half-year position.

**Attach 5**

**8. BUDGET 2026-27**

i) To receive a report from the Town Clerk and consider any major changes to the format of the next budget.

ii) To receive the reserves balance and consider the need to top up any reserves or create any new reserves. **Attach 6**

iii) To receive the NALC reports on precept and council tax levels for 2025/26 **Attach 7&8**

iv) To appoint a working group to work through the budget ready for scrutiny by the whole committee at the budget meeting of 8 December 2025

**9. LOCAL GOVERNMENT PENSION SCHEME**

i) To receive a response to the questions posed by the Committee at the last meeting. **Attach 9**

ii) To receive information regarding the draft Funding Strategy Statement and consider responding to the consultation. **Attach 10**

**10. COMMITTEE APPOINTMENT**

To receive a nomination for Cllr Leys to join the Committee and consider a recommendation to Council

**11. DATE OF THE NEXT MEETING - Monday 8 December 2025 at 7pm in the Council Chamber, Pierremont Hall**



# Broadstairs & St Peter's Town Council

## FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

**Monday 21 July 2025 at 7pm in the Council Chamber, Pierremont Hall**

Present: Councillors J Bright, M Garner, C Kemp, G Rusiecki & S Roberts.

Town Clerk: Kirsty Holroyd

### **200. ELECTION OF CHAIRMAN AND VICE CHAIRMAN FOR THE 2025-26 CIVIC YEAR.**

#### **RESOLVED:**

- i) That Cllr Rusiecki be appointed chairman of the committee.**
- ii) That Cllr Roberts be appointed vice chairman of the committee.**

### **201. APOLOGIES FOR ABSENCE**

Apologies with reason were accepted from Cllr Orhan.

*(Apologies with reason from Cllr Farooki were received after the meeting.)*

### **202. DECLARATIONS OF INTEREST**

None received.

### **203. TERMS OF REFERENCE**

#### **RECOMMENDATION:**

- i) That the word "bi-monthly" be changed to quarterly to match the new timetabling of the committee meetings.**
- ii) That a new clause "Make recommendations to Council for all grant applications over £5000" be added under Committee functions.**
- iii) That with these amendments the document can be approved by Council.**

### **204. MINUTES OF THE PREVIOUS MEETING**

Members considered the minutes of the meeting held on Monday 14 April 2025.

**RESOLVED: that the minutes be approved as a true record of the meeting and signed by the Chairman.**

### **205. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE**

Min 196: The Town Clerk reported that Paddle Media had provided satisfactory answers to the questions raised and had therefore been awarded the £5247 grant requested.



Min 198: The Town Clerk noted that the recommendation had not been picked up and approved at the subsequent Council meeting, so would need to be resubmitted at the next meeting:

**RECOMMENDATION: That Council minute 325 be extended to provide that the Town Clerk may also move money from the interest bearing account to the current account to cover day to day expenditure.**

**206. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S**

None

**207. GRANTS**

i) Members received an update on the applications received this year to date.

**RESOLVED: Members agreed to note.**

ii) Members received and considered a new application from Crampton Tower Museum.

**RESOLVED: That a grant of £4990 be awarded to enable a room to be refurbished and new hireable space to be created.**

**208. BUDGETS AND ACCOUNTS**

Members reviewed a summary of Council income and expenditure for the first quarter of 2025-26 and considered any virements which might be necessary. Members noted that payment of the annual subscription for the accountancy and booking software would take the training and subscriptions cost code over budget.

**RESOLVED:**

i) **That the invoice be paid.**

ii) **That there is no need to vire money from an underspent cost code.**

iii) **That the overspend will be highlighted and addressed in the new budget for 2026-27.**

Members noted that the works approved to the Christmas lights will cause this cost code to exceed its budget.

**RESOLVED:**

i) **That the works be undertaken.**

ii) **There is no need to vire money from another cost code**

iii) **That the overspend will be addressed in the 2026-27 budget.**

**209. LOCAL GOVERNMENT PENSION SCHEME**

Members received a report on the pooling of pension funds for Town and Parish Councils and considered any questions or comments for submission to KCC.

**RESOLVED: That KCC be asked to explain what is driving the change, what the risks are for larger Town Councils and a broad idea of the highest and lowest contribution rates which could arise as a result of any pooling.**

**210. RISK MANAGEMENT STATEMENT REVIEW**

Members received the updated document in line with Financial Regulation 2.2 considered commending it to Council.

**RESOLVED: That the risk of cyber attack be addressed in the document before resubmitting for Council approval.**

**211. STATEMENT OF INTERNAL CONTROL**

Members received and reviewed the updated document in line with Financial Regulation 2.4.

**RESOLVED: that the document can be commended to Council for approval.**

**212. ANNUAL GOVERNANCE STATEMENT**

Members received and reviewed the updated document in line with Financial Regulation 2.4.

**RESOLVED: that the document can be commended to Council for approval.**

**213. INDEPENDENT INTERNAL AUDITOR**

Members received a quote for work to undertake the 2025-26 mid-term and end of year internal audit.

**RECOMMENDATION: That David Bucket be appointed IIA for the 2026-7 financial year for a fee of £1459.40.**

**214. PREFERRED CONTRACTOR POLICY REVIEW**

i) Members received the document and considered whether it is still fit for purpose.

**RESOLVED: That the document is fit for purpose and can be commended to Council.**

ii) Members received and reviewed the updated list of preferred contractors.

**RESOLVED: That the list can be commended to Council. That any conflicts of interest should be noted.**

**215. DATE OF THE NEXT MEETING - Monday 13 October 2025 at 7pm in the Council Chamber, Pierremont Hall**

**Meeting closed at 19.30.**

Signed \_\_\_\_\_

Date\_\_\_\_\_

Attache 2.

[illegible]



Attach 3



# Broadstairs & St Peter's Town Council

## APPLICATION FORM FOR EVENT SPONSORSHIP

**PLEASE READ THESE NOTES BEFORE COMPLETING THIS FORM**

- a) Please complete the form carefully in readable CAPITALS in black ink or typed. The application needs to contain ALL the information requested and is required to be completed and returned with all relevant documentation. The grant-making criteria is on the Town Council's website at [www.broadstairs.gov.uk](http://www.broadstairs.gov.uk).
- b) Please enclose an up-to-date copy of the Constitution/Rules of your organisation.
- c) Please enclose a copy of the latest accounts for your organisation. Please be accurate about your budget and finances. If your funding application is approved, we may ask for evidence of quotes to back up your budget statement.
- d) Public sector funds are limited so we are seeking a clear account of how you meet the Council's priorities in putting on your event. Please ensure that you consider your answers carefully as the process is competitive and your application will be assessed in accordance with the Grant Criteria as set out on our website.
- e) If appropriate, the Council may require that a member of the organisation attend a meeting of the appropriate Committee to give a presentation about the request.
- f) If appropriate, the Council may require that a Member of the Town Council be appointed to the organisation requesting financial assistance.
- g) Should your organisation be successful in its grant application, the Town Council requires that you acknowledge its financial assistance in ALL publicity, publications and social media posts by using the Town Council crest, with text "Broadstairs & St. Peter's Town Council" under the crest. Please contact the office for a high-resolution copy of this.
- h) Any financial assistance is given on the understanding that your organisation complies with current legislation on Equalities and Diversity and Unlawful Discrimination.

### Your Details

**Name of Organisation:**

THANET WANDERERS. RUGBY UNION FOOTBALL CLUB LIMITED

**Grant amount requested:**

ONE THOUSAND POUNDS

#### FOR OFFICE USE ONLY

Date form received

29/9/25


Accounts Enclosed

✓

Copy of Constitution

on file

Grant Approved / Declined

|                                   |   |
|-----------------------------------|---|
| 1. Contact Name                   | PETER RURANSKI  |
| 2. Position                       | GRANTS & SPONSORSHIP MANAGER / TRUSTEE  |
| 3. Address                        | ST PETER'S RECREATION GROUND<br>CALLIS COURT ROAD<br>BROADSTAIRS<br>KENT<br><br>Postcode CT10 3AE       |
| 4. Telephone                      | 01843-868857 (CLUB)<br>01843-593142 (CLUB SECRETARY)  |
| 5. email                          | info@thanetwanderers.co.uk<br>peter.ruranski@gmail.com  |
| 6. Website                        | www.thanetwanderers.co.uk   |
| 7. Name & address<br>Of TREASURER | MRS KELLY SMITH<br> |

|  |  |
|--|--|
| 1. What is the name of your event? A working title is acceptable.<br>THANET WANDERERS SCHOOLS & COMMUNITY PROGRAMME  |  |
| 2. Where do you plan to hold your event? Do you own this land/property? If no, what is the name, address and contact telephone number of the owner? Have you received permission from the landowner to use the land? AT VARIOUS PRIMARY SCHOOLS IN BROADSTAIRS AND AT ST PETER'S RECREATION GROUND BROADSTAIRS WE DO NOT OWN THE LAND BUT WE HAVE PERMISSIONS TO USE THE LAND. WE ARE LEASEHOLDERS OF ST PETER'S RECREATION GROUND |  |
| 3. Which date(s) will your event be held on?<br>BETWEEN SEPT 2025 AND APRIL 2026<br>DURING SCHOOL TERM TIME AND IN<br>AFTER SCHOOL ACTIVITIES.<br>If you are applying for funding for a package of events then please outline these on a separate sheet and attach to this form.   | Please state the start date and time:<br>30th SEPTEMBER 2025<br><br>Please state the end date and time:<br>17th APRIL 2026 |



4. Is your event open to the public? If not, your event will not qualify for funding.

YES, OPEN TO ALL SCHOOL CHILDREN,

5. Please provide a general description of your event. Include things like where will your event be held, how it will be promoted and who you expect to attend.

TO PROVIDE RUGBY COACHING TO PRIMARY SCHOOL AGED CHILDREN IN BROADSTAIRS, PARTICULARLY SPECIAL EDUCATION NEEDS AND DISABILITY (SEND) CHILDREN BOTH AT THEIR SCHOOLS AND AT ST. PETER'S RECREATION GROUND.

6. How many times have you previously held this event? Is this the first time this event has been held?

THIS EVENT IS AN ONGOING SCHOOLS AND COMMUNITY PROGRAMME THAT IS NOW IN ITS FIFTH YEAR. THE SEND INITIATIVE IS PART OF THE GENERAL PROGRAMME.

7. Please confirm how your event will be promoted/marketed?

ALL PRIMARY SCHOOLS INCLUDING SEND SCHOOLS WILL BE CONTACTED DIRECTLY AND OFFERED TO JOIN THE SCHEME. WE HAVE ALREADY HAD A NUMBER OF SCHOOLS ACCEPT AND ALL AVAILABLE SPACES FOR THE AUTUMN TERM COACHING HAVE BEEN FILLED.

8. Please explain how the event links to at least one of the Council's 'Cleaner, Safer, Kinder' initiatives:

THE SCHEME LINKS TO THE SAFER INITIATIVE OF THE COUNCIL AS IT PROVIDES A SAFE ENVIRONMENT FOR YOUNG PEOPLE TO LEARN RUGBY TAUGHT BY FULLY QUALIFIED AND DBS ACCREDITED COACHES.

9. Why do you think the council should sponsor your event?

(i) How is the event going to support and promote Broadstairs & St. Peter's?

THE PROGRAMME OFFERS YOUNG PEOPLE OF BROADSTAIRS THE OPPORTUNITY TO LEARN A SPORT WHILE IMPROVING THEIR PHYSICAL AND MENTAL HEALTH. THE HELP OF THE COUNCIL WILL BE ACKNOWLEDGED ON THE CLUB'S WEBSITE AND ANY MATERIAL ADVERTISING THE SCHEME.

(ii) How will it support and benefit the local economy of Broadstairs & St. Peter's?

WHERE APPROPRIATE KIT AND EQUIPMENT WILL BE PURCHASED FROM LOCAL SUPPLIERS.

## Managing your Event

|  |                          |
|--|--------------------------|
| <b>10. Is anyone else financially contributing to your event? If yes, please give the details below:</b> |                          |
| <b>(a) Funding secured:</b>  |                          |
| <b>Name of funder:</b>   | <b>Amount secured:</b>   |
| AV MAN ENGINEERING LTD   | £1200                    |
| C & G HOSTING LTD  | £500                     |
|  |                          |
|  |                          |
| <b>(b) Funding applied for:</b>  |                          |
| <b>Name of funder:</b>   | <b>Amount requested:</b> |
|  |                          |
|  |                          |
|  |                          |
|  |                          |
| <b>(c) Funding being used from Reserves or Fundraising:</b>  | <b>Amount</b>            |
| <b>Details</b>   |                          |
| FROM FUNDRAISING   | £1500                    |
|  |                          |

|  |
|--|
| <b>11. If this would be your only source of funding, please explain why?</b><br><p style="text-align: center;">NOT APPLICABLE.</p> |
|--|

12. If this is a recurring event and you have received funding from the Town Council before, have you sought alternative funding from another funder? If not, why?

YES - RECURRING EVENT -  
YES - FUNDING RECEIVED FROM COUNCIL 2024  
YES - OTHER FUNDING SECURED - SEE ITEM 10.

13. Is your organisation VAT registered? If so, please supply your VAT number:

GB 399-9544-10

14. Do you have public liability insurance of not less than £5million to cover the event? If yes, please provide a copy with this application. If no then please outline below when you intend to secure it.

YES - COPY ENCLOSED

15. Do you employ anyone to help with your event? If yes, how many people do you employ?

YES - TWO.

16. Do you have any volunteers assisting your event? If yes, how many volunteers do you have?

YES - TEN.

17. Please give a brief outline of the skills, experience and/or training that your employees or volunteers have in managing or working on an event.

ALL COACHES HAVE QUALIFICATIONS TO TEACH RUGBY UP TO THE AGE LEVEL THAT THEY COACH AND HAVE BEEN INVOLVED WITH THE PROGRAMME FOR A WHILE, SOME SINCE ITS INCEPTION. ALL COACHES HAVE DBS. ACCREDITATION.

18. Is your event affiliated to any national or local support organisation? If yes, please provide full details:

YES - AFFILIATED AND RECOGNISED BY THE RUGBY FOOTBALL UNION (RFU) THE GOVERNING BODY OF RUGBY IN ENGLAND.  
WE ALSO WORK WITH WOODEN SPOON, THE RUGBY CHARITY FOR CHILDREN.  
THE PROGRAMME HAS RECEIVED A NUMBER OF AWARDS.



## Event Budget

Please provide a breakdown of your project's costs. Please note that this should be a breakdown of your total project costs

| Expenditure (eg Equipment, Transport etc)       | £         |
|---|-----------|
| TRAINING RUGBY BALLS,                           | £ 400.00  |
| TRAINING BIBS                                   | £ 220.00  |
| TAGS & MARKER CONES                             | £ 80.00   |
| KIT   | £ 1500.00 |
| COACHING COSTS. 80 HRS @ £25/HR.                | £ 2000.00 |
|   | £         |
| <b>Total expenditure</b>                        | £ 4200.00 |
| <b>Income (eg ticket sales, pitch hire etc)</b> | £         |
|   | £         |
| FROM SPONSORS & FUNDRAISING                     | £ 3200.00 |
|   | £         |
| <b>Total income</b>                             | £ 3200.00 |

Please provide the following details from your most recent annual accounts.


|  |              |
|--|--------------|
| <b>Total Income</b>                          | £ 170,666.84 |
| <b>Less Total Expenditure</b>                | £ 155,872.12 |
| <b>Surplus / Loss</b>                        | £ 14,794.72. |
| <b>Savings (Reserves, Cash, Investments)</b> | £ _____      |

## Your Declaration

Please complete the section below as the final part of your application.  
Failure to complete this declaration could result in a delay to your application.

Have you read and do you agree to comply with the Broadstairs and St. Peter's Town Council Criteria for the Awarding of Grants?

Yes: ☐ No: ☒

|  |                  |
|--|------------------|
| Are you an employee of the Town Council or Thanet District Council? Are you related to an employee or a Councillor at the Town Council or Thanet District Council?   |                  |
| NO   |                  |
| I am an Employee: Please record your job title, department and line-manager.   |                  |
| NOT APPLICABLE   |                  |
| My relative is: Please provide their name, your relationship to them, and the role/job that they play at the Council.  |                  |
| NOT APPLICABLE.  |                  |
| I certify that the information given on this form is correct, and understand that the form will provide the basis on which the grant application is considered. I enclose an up to date copy of the constitution or rules of the organisation and the latest accounts. |                  |
| SIGNED:   | DATE: 25/9/2025. |

**Please return the completed form – together with all appropriate attachments:**

**The Town Clerk  
Broadstairs & St. Peter's Town Council  
Pierremont Hall  
Broadstairs  
CT10 1JX**

[town.clerk@broadstairs.gov.uk](mailto:town.clerk@broadstairs.gov.uk)

## “CERTIFICATE OF EMPLOYERS’ LIABILITY INSURANCE (a)

(Where required by regulation 5 of the Employers’ Liability (Compulsory Insurance) Regulations 1998 (the Regulations), one or more copies of this certificate must be displayed at each place of business at which the policy holder employs persons covered by the policy)

Policy No YMM901598

Reference No

- |    |   |   |
|----|---|---|
| 1. | Name of policy holder                     | The Rugby Football Union for and on behalf of <ol style="list-style-type: none"> <li>1) Any rugby football club (other than premiership services, schools and student clubs) membership of The Rugby Football Union or any other club team group or subsidiary of them which carries the approval of The Rugby Football Union</li> <li>2) Rugby Football Referees Union Federated Referee Societies or Referee Society</li> <li>3) All Members and any Employee of the Insured club team or group which carries the approval of The Rugby Football Union</li> </ol> |
| 2. | Date of commencement of insurance policy. | 1 <sup>st</sup> July 2025   |
| 3. | Date of expiry of Insurance policy.       | 30 <sup>th</sup> June 2026  |

We hereby certify that subject to paragraph 2:-

1. the policy to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, the Isle of Man, the Island of Jersey, the Island of Guernsey and the Island of Alderney (b); and
2. (a) the minimum amount of cover provided by this policy is no less than £5 million (c).

Signed on behalf of Royal & Sun Alliance Insurance Ltd (Authorised Insurer)



Ken Norgrove  
Chief Executive Officer, UK & International  
Royal & Sun Alliance Insurance Ltd

### Notes

- (a) Where the employer is a company to which regulation 3(2) of the Regulations applies, the certificate shall state in a prominent place, either that the policy covers the holding company and all its subsidiaries, or that the policy covers the holding company and all its subsidiaries except any specifically excluded by name, or that the policy covers the holding company and only the named subsidiaries.
- (b) Specify applicable law as provided for in regulation 4(6) of the Regulations.
- (c) See regulation 3(1) of the Regulations and delete whichever of paragraphs 2(a) or 2(b) does not apply. Where 2(b) is applicable, specify the amount of cover provided by the relevant policy.  
paragraph 2(b) does not apply and is deleted.

**THIS IS YOUR CERTIFICATE OF EMPLOYERS' LIABILITY INSURANCE.**

**A copy of the certificate must be displayed at all places where you employ persons covered by the policy. THE EMPLOYERS' LIABILITY (COMPULSORY INSURANCE) (AMENDMENT) REGULATIONS 2008 permits the display of this certificate in an electronic form, provided persons covered by this policy have reasonable access to it.**

**The employer is strongly encouraged to retain all records related to this insurance.**



# Financial Report

**Thanet Wanderers Rugby Union Football Club / Thanet Wanderers RUFC Ltd**

**For the Financial Year Ending 30/06/2024**

## 1. Introduction

This report outlines the financial performance and position of Thanet Wanderers Ruffc Ltd for the period 01.07.2023 to 30.06.2024. The club has maintained financial stability throughout the year, with continued support from members and prudent management of funds.

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## 2. Summary of Financial Position

| Item                | Amount      |
|---------------------|-------------|
| Total Income        | £170,666.84 |
| Total Expenses      | £155,872.12 |
| Surplus / (Deficit) | £14,794.72  |

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## 3. Financial Report Summary

### Income

| Source                       | Amount (£) |
|------------------------------|------------|
| Charitable Activities        | 220.00     |
| Combination Membership       | 600.00     |
| Community Donation           | 12,000.00  |
| Donation                     | 18,210.34  |
| Donation - Player            | 1,450.00   |
| Grant                        | 7,500.00   |
| International Tickets        | 11,906.00  |
| Junior Player Membership     | 23,226.00  |
| Kit                          | 8,256.67   |
| Parent Social                | 561.94     |
| Schools & Community Donation | 1,685.00   |
| SenD                         | 11,973.00  |

| <b>Source</b>             | <b>Amount (£)</b>  |
|---------------------------|--------------------|
| Senior Player Membership  | 21,403.00          |
| Services                  | 1,466.67           |
| Sponsorship               | 44,483.34          |
| Vice President Membership | 5,724.88           |
| <b>Total Income</b>       | <b>£170,666.84</b> |

### **Gross Profit**

- **£170,666.84**

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### **Expenses**

#### **Key Categories:**

| <b>Category</b>             | <b>Amount (£)</b>  |
|-----------------------------|--------------------|
| Advertising                 | 3,982.65           |
| Bank Charges (incl. fees)   | 1,508.62           |
| Clubhouse Costs             | 36,954.72          |
| Computer & Delivery         | 1,076.14           |
| Insurance                   | 5,358.00           |
| Kit (Purchased & Sponsored) | 19,237.73          |
| Legal & Professional Fees   | 1,098.96           |
| Payroll                     | 3,120.00           |
| Rates                       | 284.70             |
| Repairs & Maintenance       | 5,442.58           |
| Rugby Costs (all items)     | 36,590.32          |
| Schools & Community         | 1,725.34           |
| SEND Expenses               | 8,175.30           |
| Subscriptions               | 5,230.26           |
| Team Kit Costs              | 1,324.34           |
| Travel & Misc.              | 632.10             |
| <b>Total Expenses</b>       | <b>£131,855.06</b> |

### **Net Operating Income**

- **£38,811.78**

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## Other Income

- £0.00
- 

## Other Expenses

| Description                 | Amount (£)        |
|-----------------------------|-------------------|
| Charitable Donation         | 2,249.00          |
| Event Expense               | 5,291.95          |
| International Tickets Cost  | 11,044.00         |
| Sponsorship Cost            | 5,432.11          |
| <b>Total Other Expenses</b> | <b>£24,017.06</b> |

## Net Other Income

- -£24,017.06
- 

## Net Income (Final Profit)

- £14,794.72
- 

## 4. Notes and Observations

### . Membership Revenue

During the financial year:

- **Senior Player Membership** revenue increased by **31%**, this would likely relate to an increase in senior player engagement.
- **Vice President Membership** revenue remained **stable**, showing little change from the previous year.
- **Junior Player Membership** revenue saw a **decrease of approximately 13%**, likely due to changes in participation or enrolment.



Despite the contrasting movements between senior and junior memberships, the overall **total membership revenue** remained largely **unchanged** compared to the previous year.

#### Operational Cost

- The **total cost to maintain and run the clubhouse** was **£36,954**, representing a **31% reduction** compared to the previous year.
- The **total cost associated with the playing and participation in rugby** amounted to **£36,590**, reflecting a **25% decrease** from the prior year.

These significant cost savings were achieved through careful review of expenditure across all operational areas, with targeted reductions implemented where feasible to improve financial efficiency without compromising core activities.

#### Additional Notes.

- An additional cost incurred this season was the refurbishment of the ladies' toilet facilities. This project was successfully completed through the support of grants and donations, with the total expenditure this season amounting to **£5,000.00**

It should be noted that part of the costs associated with this project were accounted for in the previous year's financial statements. As such, the **total cost of the project was £8,000.00**

The club maintained a surplus this season and, at the end of the financial year, had no outstanding debts. Overall, the club remains in a good financial position.

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## 5. Conclusion

The club's financial health remains good and stable and we are well-positioned for the next financial year. Thank you to all members and sponsors for their continued support.

---

#### Prepared by:

Kelly Smith  
Treasurer, Thanet Wanderers RFC Ltd  
16.05.2025



## APPLICATION FORM FOR FUNDING FOR GROUPS AND ORGANISATIONS

PLEASE READ THESE NOTES BEFORE COMPLETING THIS FORM

- a) Please complete the form carefully in readable CAPITALS in black ink, or typed. The application needs to contain ALL the information requested and is required to be completed and returned with all relevant documentation. The grant-making criteria is on the Town Council's website at [www.broadstairs.gov.uk](http://www.broadstairs.gov.uk).
- b) Please enclose an up-to-date copy of the Constitution/Rules of your organisation.
- c) Please enclose a copy of the latest accounts for your organisation. Please be accurate about your budget and finances. If your funding application is approved we may ask for evidence of quotes to back up your budget statement.
- d) Public sector funds are limited so we are seeking a clear account of how you meet the Council's priorities in putting on your event. Please ensure that you consider your answers carefully as the Panel of Councillors will have a scoring sheet and be assessing your application in accordance with the Grant Criteria as set out on our website.
- e) If appropriate, the Council may require that a member of the organisation attend a meeting of the appropriate Committee to give a presentation about the request.
- f) If appropriate, the Council may require that a Member of the Town Council be appointed to the organisation requesting financial assistance.
- g) Should your organisation be successful in its grant application, the Town Council requires that you acknowledge its financial assistance in ALL publicity, publications and social media posts by using the Town Council crest, with text "Broadstairs & St. Peter's Town Council" under the crest. Please contact the office for a high-resolution copy of this.
- h) Any financial assistance is given on the understanding that your organisation complies with current legislation on Equalities and Diversity and Unlawful Discrimination.

### Your Details

Name of Organisation:

Thanet Disabled Riding Centre

Grant amount requested:

£3000

FOR OFFICE USE ONLY

Date form received

18 Sept 2025

Accounts Enclosed

Yes

Copy of Constitution

on file

Grant Approved / Declined

1. Contact Name

Robin Putney

2. Position

Trustee

3. Address

Thanet Disabled Riding Centre

Broadstairs, KENT

Postcode CT10 3AH

4. Telephone

07887560257

5. email

Robin.tdrc@btinternet.com

6. Website

www.disabledridingcentre.com

7. Name & address  
Of TREASURER

Mrs Donna Hill  
Thanet Disabled Riding Centre  
Broadstairs  
Kent  
CT10 3AH

8. If your organisation has a management committee, how is it appointed?  
If not, how is your organisation managed? Does your group/organisation have constitutional rules?

The Riding Centre is a Registered Charity NO. 1104103. It is Managed by Nora Setterfield MBE and two assistant managers. It is structured in accordance with the Charity Commission with associated Trustees. It has a written constitution with associated policies e.g. Child and Adult Protection which are available on request

**9. What are the aims / objectives of your organisation?**

Thanet Disabled Riding Centre provides individual tailored riding and therapy sessions to children and adults with many different physical and mental disabilities, vulnerabilities, and special educational needs. Our motto is "if we have the right horse, we will take the rider, no matter the disability" We challenge our riders to do things they wouldn't usually do. Riding sessions build physical strength and confidence through fun/educational games in the paddock and confidence/awareness on the road. Therapy sessions build confidence and support for mental health sufferers in a safe and confidential environment. The Centre works with individuals from the community and local schools (St Mildred's, Stone Bay, Life Skills Manor, Bromstone and Foreland Fields) it has 55 riders and 19 therapy clients, with more on a waiting list. We are dependent on volunteers and are lucky to have 35+. Some of these have disabilities/special educational needs themselves. NB. These numbers we have managed to increase from last year. The Centre has 4 working ponies and a retired tea drinking shetland pony who ventures out for the odd therapy session. It is situated in the ground of Maurice House a British Legion Care Home.

**10. How does your organisation benefit the local community of Broadstairs & St. Peter's?**

The Riding Centre is based in the heart of Broadstairs and St Peter's and although we serve Thanet approximately one third 18 of our riders/clients are Broadstairs and St Peter's residents We have been serving the disabled and those with special needs in the community for a 50 years. 2025 is the 50<sup>th</sup> anniversary of Nora Setterfield MBE running the centre.

**11. Approximately how many people benefit from the activities of your organisation?**

|  |                    |  |                     |
|--|--------------------|--|---------------------|
| Members: ...                                   | Non-members: ..... | Broadstairs & St.<br>Peter's<br>Residents: ...25.... | Visitors: ...49.... |
| <b>Approximate overall TOTAL: .....74.....</b> |                    |  |                     |

**12. Amount of grant being requested**  
*An amount must be stated*

**£3000**

**13. For what purpose will the grant be used?** *Please be specific.*

The Grant will be used to assist in funding the Riding and Therapy sessions for for our Disabled and SEN Broadstairs and St Peter's riders/clients. With each one attending weekly the grant will fund approximately £1.50 per riding session.



**14. Please explain how the project links to at least one of the Council's 'Cleaner, Safer, Kinder' initiatives:**

Thanet Disabled Riding Centre contributes daily to the Council's KINDER initiative. We are all about providing a safe and caring environment to enable our disabled and SEN riders and clients to enjoy and benefit from horse riding and therapy sessions. Indeed some of our volunteers themselves are disabled and have additional needs.

Being outside is so important for your health. We provide a space where our clients have fun whilst exercising and learning in a safe and secure, open-air environment, near the seaside – often riding the horses down towards the beach.

We work with individuals from local schools and the wider community, supported by more than 37 volunteers (an increase from last year), some with disabilities/special educational needs themselves who might find it difficult or impossible to succeed in a workplace without the right support.

Many families are on low incomes, and with the cost-of-living crisis hitting hard – especially disabled people and families with disabled children – we only suggest a small voluntary donation from our clients.

**15. Has your organisation previously received a grant from the Town Council? YES**  
**If YES, how much during the past financial year and when ?**

£ 2000

Date(s) Jan 2025

**16.** The money has been spent subsidising the rides for our SEND children.

**Please provide a breakdown of your project's costs. Please note that this should be a breakdown of your total project costs**

| <b>Expenditure (eg Equipment, Transport etc)</b>  | <b>£</b>         |
|---|------------------|
| Contribute to the weekly cost of each ride/therapy session of a Broadstairs and St Peter's client 20 riders x 50 weeks x £2 | £3,000.00        |
|   | £                |
|   | £                |
|   | £                |
|   | £                |
|   | £                |
| <b>Total Project Costs</b> This should match the Total funding required for your project                                    | <b>£3,000.00</b> |

Please provide the following details from your most recent annual accounts.

|                                       |             |
|---------------------------------------|-------------|
| Total Income                          | £112,150.17 |
| Less Total Expenditure                | £97,9349.22 |
| Surplus / Loss                        | £14,210.95  |
| Savings (Reserves, Cash, Investments) | £67,295.25  |

You should **also enclose the most recent set of accounts**. (See checklist on front page)

## Your Declaration

Please complete the section below as the final part of your application.

Failure to complete this declaration could result in a delay to your application.

|  |                              |
|--|------------------------------|
| Have you read and do you agree to comply with the Broadstairs and St. Peter's Town Council Criteria for the Awarding of Grants?  |                              |
| Yes: <input checked="" type="checkbox"/>   | No: <input type="checkbox"/> |
| Are you an employee of the Town Council or Thanet District Council? Are you related to an employee or a Councillor at the Town Council or Thanet District Council?<br>No and No  |                              |
| I am an Employee: Please record your job title, department and line-manager.   |                              |
| My relative is: Please provide their name, your relationship to them, and the role/job that they play at the Council.  |                              |
| I certify that the information given on this form is correct, and understand that the form will provide the basis on which the grant application is considered. I enclose an up to date copy of the constitution or rules of the organisation and the latest accounts. |                              |
| SIGNED: Robin Putney   | DATE: 18/09/2025             |

Please return the completed form – together with all appropriate attachments:

The Town Clerk  
Broadstairs & St. Peter's Town Council  
Pierremont Hall  
Broadstairs  
CT10 1JX

[town.clerk@broadstairs.gov.uk](mailto:town.clerk@broadstairs.gov.uk)

1. How much does a ride cost without subsidy?

This is not an exact science but as our sole purpose is to provide rides and therapy sessions to Disabled Children, Children with Special Educational Needs, Disabled Adults and Adults with Special Needs. Then we would simply take our annual costs and divide by the sessions. Approximate Annual Running Costs last year was £98000.

Approximately 55 rides and 19 therapy sessions per week, 50 working weeks in the year means a total of 3700 sessions per year. Each session costs around £27 each.

2. We understand riders usually pay a voluntary contribution. Do you find this is a barrier for some people? Do you find even with the voluntary donation you cannot cover costs?

We suggest just £10 per session as a voluntary donation, and this is purely voluntary. Some will donate £10 and some that cannot afford it do not donate. Some actually donate more than £10. We record riding donations as a total but not individually as we do not want people to feel they must donate. The voluntary donation is not a barrier as we aim to cover the shortfall by various forms of fundraising. Last year riding donations amounted to just over £15,000. So we need to raise approximately £83,000 per annum in addition to riding donations.

Note: We have taken the decision to raise the suggested voluntary donation to £15 going forward

Last financial year we received around £33,000 in voluntary donations, £37000 in grants we applied for, a further, £3200 from fundraising events, plus the £18,000 from riding donations. Based on the above figures we will need to raise approximately £35000 - £40000 again this financial year in Grants, We are at the start of Grant Applications for this financial year.

3. What will happen if you don't get the grant? Will the sessions cease?

This question is difficult to answer, but if we don't secure approximately £35,000 from grant applications this year we are in danger of folding or down sizing. We currently have sufficient money to operate for 6 months if this reduces to 3 months the trustees will have to take action possibly to close down or reduce activities.

| INCOME            |             | EXPENDITURE         |            |
|-------------------|-------------|---------------------|------------|
| Donations         | £70,598.06  | Insurance           | £6,134.05  |
| Fund Raising      | £3,221.92   | Feed/Hay            | £5,309.62  |
| Riding Donations  | £18,130.19  | Farrier             | £365.00    |
| Trsf from Savings | £20,000.00  | Vets                | £5,790.02  |
|                   |             | Equipment           | £9,876.72  |
|                   |             | Council Tax/Rent    | £437.50    |
|                   |             | Water Rates         | £778.57    |
|                   |             | Electricity         | £1,025.64  |
|                   |             | Telephone           | £471.18    |
|                   |             | Stables Consumables | £6,824.00  |
|                   |             | Wages               | £60,926.92 |
| TOTAL             | £112,150.17 | TOTAL               | £97,939.22 |

TOTAL INCOME

£112,150.17

TOTAL EXPENDITURE

£97,939.22

INCOME OVER EXPENDITURE

£14,210.95

Nationwide Business Saver

30/06/25

£36,268.67

NatWest Current Account

30/06/25

£31,026.58



## Summary of Receipts and Payments

All Cost Centres and Codes

Attach 5.

## Admin &amp; Office Costs

| Code      | Title                    | Receipts |        |          | Payments  |           |           | Net Position         |
|-----------|--------------------------|----------|--------|----------|-----------|-----------|-----------|----------------------|
|           |                          | Budgeted | Actual | Variance | Budgeted  | Actual    | Variance  | +/- Under/over spend |
| 10        | Stationery               |          |        |          | 1,000.00  | 222.12    | 777.88    | 777.88 (77%)         |
| 11        | Printer/Photocopier      |          |        |          | 1,700.00  | 624.05    | 1,075.95  | 1,075.95 (63%)       |
| 12        | Licences                 |          |        |          | 7,000.00  | 6,995.53  | 4.47      | 4.47 (0%)            |
| 13        | IT                       |          |        |          | 3,200.00  | 2,131.74  | 1,068.26  | 1,068.26 (33%)       |
| 15        | Insurance & Audit        |          |        |          | 11,500.00 | 781.19    | 10,718.81 | 10,718.81 (93%)      |
| 16        | Professional Fees        |          | 21.50  | 21.50    | 20,000.00 | 12,387.96 | 7,612.04  | 7,633.54 (38%)       |
| 17        | Training & Subscriptions |          |        |          | 4,000.00  | 2,867.76  | 1,132.24  | 1,132.24 (28%)       |
| 18        | Equipment & Furniture    |          |        |          | 3,000.00  |           | 3,000.00  | 3,000.00 (100%)      |
| 20        | Elections                |          |        |          |           |           |           | (N/A)                |
| 101       | Phones and Internet      |          |        |          | 7,500.00  | 3,419.65  | 4,080.35  | 4,080.35 (54%)       |
| 102       | Office sundries          |          |        |          | 2,000.00  | 959.57    | 1,040.43  | 1,040.43 (52%)       |
| 103       | Finance costs            |          |        |          | 1,000.00  | 149.40    | 850.60    | 850.60 (85%)         |
| 104       | Container hire           |          |        |          | 1,200.00  | 526.24    | 673.76    | 673.76 (56%)         |
| 105       | Council business rates   |          |        |          | 3,750.00  | 3,992.00  | -242.00   | -242.00 (-6%)        |
| SUB TOTAL |                          |          | 21.50  | 21.50    | 66,850.00 | 35,057.21 | 31,792.79 | 31,814.29 (47%)      |

## Amenities

| Code      | Title               | Receipts |          |          | Payments  |          |           | Net Position         |
|-----------|---------------------|----------|----------|----------|-----------|----------|-----------|----------------------|
|           |                     | Budgeted | Actual   | Variance | Budgeted  | Actual   | Variance  | +/- Under/over spend |
| 4         | Bandstand Kiosk     |          | 2,586.41 | 2,586.41 | 2,000.00  | 417.32   | 1,582.68  | 4,169.09 (208%)      |
| 27        | Notice Boards       |          |          |          | 1,000.00  | 19.16    | 980.84    | 980.84 (98%)         |
| 29        | Defibrillators      |          |          |          | 2,500.00  | 1,871.77 | 628.23    | 628.23 (25%)         |
| 30        | Street Furniture    |          |          |          | 2,000.00  |          | 2,000.00  | 2,000.00 (100%)      |
| 35        | Decorative Lighting |          |          |          | 22,000.00 | 4,677.86 | 17,322.14 | 17,322.14 (78%)      |
| 37        | Flagpole            |          |          |          | 1,000.00  | 325.00   | 675.00    | 675.00 (67%)         |
| SUB TOTAL |                     |          | 2,586.41 | 2,586.41 | 30,500.00 | 7,311.11 | 23,188.89 | 25,775.30 (84%)      |

## Civic Costs

| Code      | Title                 | Receipts |        |          | Payments  |          |           | Net Position         |
|-----------|-----------------------|----------|--------|----------|-----------|----------|-----------|----------------------|
|           |                       | Budgeted | Actual | Variance | Budgeted  | Actual   | Variance  | +/- Under/over spend |
| 19        | Councillor Allowances |          |        |          | 9,000.00  |          | 9,000.00  | 9,000.00 (100%)      |
| 24        | Town Mayor            |          |        |          | 8,626.00  | 1,912.54 | 6,713.46  | 6,713.46 (77%)       |
| 25        | Civic Events          |          |        |          | 2,500.00  | 1,126.00 | 1,374.00  | 1,374.00 (54%)       |
| SUB TOTAL |                       |          |        |          | 20,126.00 | 3,038.54 | 17,087.46 | 17,087.46 (84%)      |

## Community

| Code | Title                      | Receipts |        |          | Payments  |           |           | Net Position         |
|------|----------------------------|----------|--------|----------|-----------|-----------|-----------|----------------------|
|      |                            | Budgeted | Actual | Variance | Budgeted  | Actual    | Variance  | +/- Under/over spend |
| 38   | Neighbourhood Plan         |          |        |          |           |           |           | (N/A)                |
| 39   | Community Payback          |          |        |          | 2,000.00  | 636.40    | 1,363.60  | 1,363.60 (68%)       |
| 53   | Beach Security             |          |        |          | 25,000.00 | 31,807.00 | -6,807.00 | -6,807.00 (-27%)     |
| 905  | Dickens House Matchfunding |          |        |          | 5,000.00  |           | 5,000.00  | 5,000.00 (100%)      |

## Summary of Receipts and Payments

All Cost Centres and Codes

|                      |  |                  |                  |                 |                       |
|----------------------|--|------------------|------------------|-----------------|-----------------------|
| 919 Youth Activities |  | 6,883.00         | 700.20           | 6,182.80        | 6,182.80 (89%)        |
| <b>SUB TOTAL</b>     |  | <b>38,883.00</b> | <b>33,143.60</b> | <b>5,739.40</b> | <b>5,739.40 (14%)</b> |

## Earmarked reserves

| Code             | Title                      | Receipts |        |          | Payments         |                  |                 | Net Position<br>+/- Under/over spend |
|------------------|----------------------------|----------|--------|----------|------------------|------------------|-----------------|--------------------------------------|
|                  |                            | Budgeted | Actual | Variance | Budgeted         | Actual           | Variance        |                                      |
| 921              | Retort car park repairs    |          |        |          |                  |                  |                 | (N/A)                                |
| 922              | VAT liability              |          |        |          |                  |                  |                 | (N/A)                                |
| 923              | New van purchase           |          |        |          |                  |                  |                 | (N/A)                                |
| 931              | Viking Bay Boardwalk       |          |        |          |                  |                  |                 | (N/A)                                |
| 935              | Electricity reimbursements |          |        |          | 35,788.18        | 29,823.49        | 5,964.69        | 5,964.69 (16%)                       |
| <b>SUB TOTAL</b> |                            |          |        |          | <b>35,788.18</b> | <b>29,823.49</b> | <b>5,964.69</b> | <b>5,964.69 (16%)</b>                |

## Events

| Code             | Title                      | Receipts         |                  |                | Payments         |                  |                  | Net Position<br>+/- Under/over spend |
|------------------|----------------------------|------------------|------------------|----------------|------------------|------------------|------------------|--------------------------------------|
|                  |                            | Budgeted         | Actual           | Variance       | Budgeted         | Actual           | Variance         |                                      |
| 40               | Bandstand entertainment    | 11,800.00        | 9,166.67         | -2,633.33      | 16,500.00        | 16,179.76        | 320.24           | -2,313.09 (-8%)                      |
| 41               | Summer Theatre             |                  |                  |                | 5,000.00         | 3,500.00         | 1,500.00         | 1,500.00 (30%)                       |
| 42               | Punch & Judy               |                  |                  |                | 3,000.00         | 3,240.00         | -240.00          | -240.00 (-8%)                        |
| 43               | visitor information kiosk  |                  |                  |                |                  |                  |                  | (N/A)                                |
| 44               | November Fireworks         |                  |                  |                | 8,500.00         |                  | 8,500.00         | 8,500.00 (100%)                      |
| 46               | Broadstairs in Bloom       | 1,000.00         | 625.00           | -375.00        | 20,000.00        | 7,237.92         | 12,762.08        | 12,387.08 (58%)                      |
| 401              | VE Day 80th Commemorations |                  |                  |                | 2,500.00         | 2,366.00         | 134.00           | 134.00 (5%)                          |
| 402              | Misc. events               |                  |                  |                | 1,000.00         |                  | 1,000.00         | 1,000.00 (100%)                      |
| 912              | Christmas Event            |                  | 1,850.02         | 1,850.02       | 1,500.00         | 83.73            | 1,416.27         | 3,266.29 (217%)                      |
| 916              | Community Event            |                  | 275.00           | 275.00         | 3,000.00         | 2,973.36         | 26.64            | 301.64 (10%)                         |
| 932              | event marketing            |                  |                  |                | 2,865.00         | 937.99           | 1,927.01         | 1,927.01 (67%)                       |
| <b>SUB TOTAL</b> |                            | <b>12,800.00</b> | <b>11,916.69</b> | <b>-883.31</b> | <b>63,865.00</b> | <b>36,518.76</b> | <b>27,346.24</b> | <b>26,462.93 (34%)</b>               |

## Grants

| Code             | Title  | Receipts |        |          | Payments          |                  |                  | Net Position<br>+/- Under/over spend |
|------------------|--------|----------|--------|----------|-------------------|------------------|------------------|--------------------------------------|
|                  |        | Budgeted | Actual | Variance | Budgeted          | Actual           | Variance         |                                      |
| 26               | Grants |          |        |          | 100,000.00        | 63,247.59        | 36,752.41        | 36,752.41 (36%)                      |
| <b>SUB TOTAL</b> |        |          |        |          | <b>100,000.00</b> | <b>63,247.59</b> | <b>36,752.41</b> | <b>36,752.41 (36%)</b>               |

## Income

| Code | Title              | Receipts   |            |          | Payments |        |          | Net Position<br>+/- Under/over spend |
|------|--------------------|------------|------------|----------|----------|--------|----------|--------------------------------------|
|      |                    | Budgeted   | Actual     | Variance | Budgeted | Actual | Variance |                                      |
| 1    | Precept            | 893,160.00 | 893,160.00 |          |          |        |          | (0%)                                 |
| 2    | Grants             |            |            |          |          |        |          | (N/A)                                |
| 3    | Bank Interest      | 15,000.00  | 22,399.88  | 7,399.88 |          |        |          | 7,399.88 (49%)                       |
| 5    | B in B Sponsorship |            |            |          |          |        |          | (N/A)                                |
| 7    | VAT Refund         |            | 2,538.94   | 2,538.94 |          |        |          | 2,538.94 (N/A)                       |
| 8    | Sundry Income      |            |            |          |          |        |          | (N/A)                                |

## Summary of Receipts and Payments

All Cost Centres and Codes

917 Overpayment

(N/A)

## SUB TOTAL

908,160.00

918,098.82

9,938.82

9,938.82 (1%)

## Open Spaces

## Receipts

## Payments

## Net Position

| Code      | Title                        | Budgeted | Actual   | Variance | Budgeted  | Actual    | Variance  | +/- Under/over spend |
|-----------|------------------------------|----------|----------|----------|-----------|-----------|-----------|----------------------|
| 34        | Traffic Initiatives          |          |          |          | 10,000.00 |           | 10,000.00 | 10,000.00 (100%)     |
| 47        | Allotments                   | 1,336.00 | 1,000.31 | -335.69  | 2,500.00  | 772.12    | 1,727.88  | 1,392.19 (36%)       |
| 48        | Culmers Amenity Land         |          |          |          | 10,500.00 | 4,661.47  | 5,838.53  | 5,838.53 (55%)       |
| 49        | Mocketts Wood                |          |          |          | 7,500.00  | 3,656.05  | 3,843.95  | 3,843.95 (51%)       |
| 50        | Tree Survey & Works          |          |          |          | 3,500.00  | 800.00    | 2,700.00  | 2,700.00 (77%)       |
| 51        | Tree planting budget         |          |          |          | 5,000.00  |           | 5,000.00  | 5,000.00 (100%)      |
| 52        | Environmental Initiatives    |          |          |          | 9,307.00  | 5,637.03  | 3,669.97  | 3,669.97 (39%)       |
| 86        | town maintenance (van costs) |          | 63.47    | 63.47    | 1,000.00  | 138.95    | 861.05    | 924.52 (92%)         |
| 87        | Facilities Team sundry items |          |          |          | 2,500.00  | 1,618.27  | 881.73    | 881.73 (35%)         |
| 924       | Victoria Gardens             |          |          |          | 6,000.00  | 1,174.92  | 4,825.08  | 4,825.08 (80%)       |
| SUB TOTAL |                              | 1,336.00 | 1,063.78 | -272.22  | 57,807.00 | 18,458.81 | 39,348.19 | 39,075.97 (66%)      |

## Phase 3 - Basement

## Receipts

## Payments

## Net Position

| Code      | Title             | Budgeted | Actual | Variance | Budgeted  | Actual    | Variance  | +/- Under/over spend |
|-----------|-------------------|----------|--------|----------|-----------|-----------|-----------|----------------------|
| 925       | Professional fees |          |        |          | 88,000.00 | 21,748.55 | 66,251.45 | 66,251.45 (75%)      |
| SUB TOTAL |                   |          |        |          | 88,000.00 | 21,748.55 | 66,251.45 | 66,251.45 (75%)      |

## Pierremont Annual Maintenance

## Receipts

## Payments

## Net Position

| Code | Title                            | Budgeted | Actual   | Variance | Budgeted  | Actual    | Variance | +/- Under/over spend |
|------|----------------------------------|----------|----------|----------|-----------|-----------|----------|----------------------|
| 601  | Algae and gutter clearance       |          |          |          | 1,350.00  | 1,125.00  | 225.00   | 225.00 (16%)         |
| 602  | Bathroom items                   |          |          |          | 1,000.00  | 594.46    | 405.54   | 405.54 (40%)         |
| 603  | Waste removal                    |          |          |          | 3,000.00  | 1,839.79  | 1,160.21 | 1,160.21 (38%)       |
| 604  | Hygiene services                 |          |          |          | 2,000.00  | 1,628.22  | 371.78   | 371.78 (18%)         |
| 605  | cleaning                         |          |          |          | 13,000.00 | 5,872.74  | 7,127.26 | 7,127.26 (54%)       |
| 606  | Drain Clearance                  |          |          |          | 3,310.00  | 900.00    | 2,410.00 | 2,410.00 (72%)       |
| 607  | electricity                      |          | 3,727.72 | 3,727.72 | 20,000.00 | 10,364.92 | 9,635.08 | 13,362.80 (66%)      |
| 608  | EICR                             |          |          |          |           |           |          | (N/A)                |
| 609  | Fire alarms and emergency lighti |          |          |          | 698.00    | 1,335.39  | -637.39  | -637.39 (-91%)       |
| 610  | Fire doors and extinguisher chec |          |          |          | 987.00    | 595.00    | 392.00   | 392.00 (39%)         |
| 611  | Fire drills and assessments      |          |          |          | 595.00    | 445.00    | 150.00   | 150.00 (25%)         |
| 612  | Glass Door maintenance           |          |          |          | 334.00    | 330.17    | 3.83     | 3.83 (1%)            |
| 613  | Grounds Maintenance              |          |          |          | 10,635.00 | 6,246.90  | 4,388.10 | 4,388.10 (41%)       |
| 614  | intruder alarm                   |          |          |          | 673.00    | 159.54    | 513.46   | 513.46 (76%)         |
| 615  | Legionnaires testing             |          |          |          | 839.00    | 419.50    | 419.50   | 419.50 (50%)         |
| 616  | PAT testing                      |          |          |          | 360.00    |           | 360.00   | 360.00 (100%)        |
| 617  | Roof inspections                 |          |          |          | 2,000.00  | 550.00    | 1,450.00 | 1,450.00 (72%)       |
| 618  | Site security                    |          |          |          | 11,000.00 | 4,710.00  | 6,290.00 | 6,290.00 (57%)       |
| 619  | Water rates                      |          |          |          | 2,000.00  | 815.28    | 1,184.72 | 1,184.72 (59%)       |
| 620  | Window cleaning                  |          |          |          | 1,800.00  | 770.00    | 1,030.00 | 1,030.00 (57%)       |

## Summary of Receipts and Payments

All Cost Centres and Codes

933 Water Heater servicing

(N/A)

## SUB TOTAL

3,727.72

3,727.72

75,581.00

38,701.91

36,879.09

40,606.81 (53%)

## Pierremont Events

## Receipts

## Payments

## Net Position

| Code      | Title                          | Budgeted  | Actual    | Variance   | Budgeted | Actual   | Variance  | +/- Under/over spend |
|-----------|--------------------------------|-----------|-----------|------------|----------|----------|-----------|----------------------|
| 45        | Commercial Events - Marketing  |           | 329.19    | 329.19     | 2,500.00 | 2,028.48 | 471.52    | 800.71 (32%)         |
| 200       | Events - Catering              |           |           |            |          |          |           | (N/A)                |
| 201       | Events -Bar                    |           | 5,673.84  | 5,673.84   |          | 1,962.92 | -1,962.92 | 3,710.92 (N/A)       |
| 204       | Events - Equipment             |           | 463.32    | 463.32     |          | 385.92   | -385.92   | 77.40 (N/A)          |
| 903       | Events Room Hire               | 40,000.00 | 24,090.98 | -15,909.02 |          | 162.39   | -162.39   | -16,071.41 (-40%)    |
| 904       | Room Hire - Refundable Deposit |           | 458.33    | 458.33     |          | 208.33   | -208.33   | 250.00 (N/A)         |
| 929       | Stripe Fee                     |           |           |            |          | 71.70    | -71.70    | -71.70 (N/A)         |
| 930       | Stripe Return                  |           |           |            |          |          |           | (N/A)                |
| SUB TOTAL |                                | 40,000.00 | 31,015.66 | -8,984.34  | 2,500.00 | 4,819.74 | -2,319.74 | -11,304.08 (-26%)    |

## Pierremont Hall

## Receipts

## Payments

## Net Position

| Code      | Title                            | Budgeted  | Actual    | Variance   | Budgeted  | Actual   | Variance  | +/- Under/over spend |
|-----------|----------------------------------|-----------|-----------|------------|-----------|----------|-----------|----------------------|
| 54        | Planned building works           |           |           |            | 10,000.00 | 1,471.87 | 8,528.13  | 8,528.13 (85%)       |
| 55        | Tenants' rent and service charge | 68,000.00 | 17,960.09 | -50,039.91 |           |          |           | -50,039.91 (-73%)    |
| 56        | Tenants' parking                 | 6,500.00  | 2,250.00  | -4,250.00  |           |          |           | -4,250.00 (-65%)     |
| 57        | Annual maintenance schedule      |           |           |            | 5,000.00  | 1,967.17 | 3,032.83  | 3,032.83 (60%)       |
| 59        | Contribution to 7 year paint     |           |           |            |           |          |           | (N/A)                |
| 60        | Water                            |           |           |            |           | 552.27   | -552.27   | -552.27 (N/A)        |
| 61        | Rates                            |           |           |            | 4,500.00  |          | 4,500.00  | 4,500.00 (100%)      |
| 62        | Unplanned building works         |           |           |            | 4,000.00  | 4,271.95 | -271.95   | -271.95 (-6%)        |
| 64        | Licence                          |           |           |            | 550.00    | 548.67   | 1.33      | 1.33 (0%)            |
| 85        | Landscaping and planting         |           |           |            | 4,000.00  |          | 4,000.00  | 4,000.00 (100%)      |
| 88        | Furniture/equipment              |           |           |            | 1,000.00  |          | 1,000.00  | 1,000.00 (100%)      |
| 203       | Electricity                      |           |           |            | 1,000.00  | 580.21   | 419.79    | 419.79 (41%)         |
| 906       | Waste services                   |           |           |            |           |          |           | (N/A)                |
| 911       | EVCP                             |           |           |            |           |          |           | (N/A)                |
| 934       | Water heater servicing           |           |           |            |           |          |           | (N/A)                |
| SUB TOTAL |                                  | 74,500.00 | 20,210.09 | -54,289.91 | 30,050.00 | 9,392.14 | 20,657.86 | -33,632.05 (-32%)    |

## PWL B Loan

## Receipts

## Payments

## Net Position

| Code      | Title           | Budgeted | Actual | Variance | Budgeted  | Actual    | Variance  | +/- Under/over spend |
|-----------|-----------------|----------|--------|----------|-----------|-----------|-----------|----------------------|
| 75        | Loan Repayments |          |        |          | 35,824.00 | 17,911.97 | 17,912.03 | 17,912.03 (50%)      |
| SUB TOTAL |                 |          |        |          | 35,824.00 | 17,911.97 | 17,912.03 | 17,912.03 (50%)      |



## Summary of Receipts and Payments

All Cost Centres and Codes

## Retort House

| Code      | Title                       | Receipts  |        |            | Payments  |          |           | Net Position         |
|-----------|-----------------------------|-----------|--------|------------|-----------|----------|-----------|----------------------|
|           |                             | Budgeted  | Actual | Variance   | Budgeted  | Actual   | Variance  | +/- Under/over spend |
| 66        | Retort House Bookings       | 20,000.00 |        | -20,000.00 |           |          |           | -20,000.00 (-100%)   |
| 67        | Retort House Tenants        | 15,000.00 |        | -15,000.00 |           |          |           | -15,000.00 (-100%)   |
| 68        | Utilities                   |           |        |            | 4,000.00  | 713.13   | 3,286.87  | 3,286.87 (82%)       |
| 69        | Rates                       |           |        |            | 2,750.00  | 2,575.00 | 175.00    | 175.00 (6%)          |
| 70        | Annual maintenance schedule |           |        |            | 4,000.00  | 1,010.15 | 2,989.85  | 2,989.85 (74%)       |
| 72        | Licences                    |           |        |            | 500.00    |          | 500.00    | 500.00 (100%)        |
| 73        | Cleaning                    |           |        |            | 2,500.00  | 190.84   | 2,309.16  | 2,309.16 (92%)       |
| 81        | Unplanned building works    |           |        |            | 3,000.00  | 2,250.00 | 750.00    | 750.00 (25%)         |
| 83        | Equipment                   |           |        |            | 500.00    |          | 500.00    | 500.00 (100%)        |
| 909       | Tenant service charge       | 3,338.50  |        | -3,338.50  |           |          |           | -3,338.50 (-100%)    |
| 915       | Security                    |           |        |            | 1,250.00  | 750.00   | 500.00    | 500.00 (40%)         |
| 927       | Electricity - Retort        |           |        |            | 6,000.00  | 1,354.92 | 4,645.08  | 4,645.08 (77%)       |
| SUB TOTAL |                             | 38,338.50 |        | -38,338.50 | 24,500.00 | 8,844.04 | 15,655.96 | -22,682.54 (-36%)    |

## Staff Costs

| Code      | Title                  | Receipts |        |          | Payments   |            |            | Net Position         |
|-----------|------------------------|----------|--------|----------|------------|------------|------------|----------------------|
|           |                        | Budgeted | Actual | Variance | Budgeted   | Actual     | Variance   | +/- Under/over spend |
| 21        | Salaries               |          |        |          | 273,000.00 | 145,031.29 | 127,968.71 | 127,968.71 (46%)     |
| 22        | Pension                |          |        |          | 54,110.00  | 43,580.36  | 10,529.64  | 10,529.64 (19%)      |
| 23        | NI & Tax               |          |        |          | 126,352.00 | 29,164.85  | 97,187.15  | 97,187.15 (76%)      |
| 76        | Travel and Subsistence |          |        |          | 300.00     | 273.69     | 26.31      | 26.31 (8%)           |
| 78        | Payroll company        |          |        |          | 1,300.00   | 680.60     | 619.40     | 619.40 (47%)         |
| 79        | Eye tests and glasses  |          |        |          | 200.00     |            | 200.00     | 200.00 (100%)        |
| SUB TOTAL |                        |          |        |          | 455,262.00 | 218,730.79 | 236,531.21 | 236,531.21 (51%)     |

## YE Adjustments

| Code      | Title                     | Receipts |        |          | Payments |        |          | Net Position         |
|-----------|---------------------------|----------|--------|----------|----------|--------|----------|----------------------|
|           |                           | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 900       | Debtors                   |          |        |          |          |        |          | (N/A)                |
| 901       | Creditors                 |          |        |          |          |        |          | (N/A)                |
| 902       | Void transactions         |          | 10.43  | 10.43    |          |        |          | 10.43 (N/A)          |
| 913       | Receipts in advance 23-24 |          |        |          |          |        |          | (N/A)                |
| 914       | Receipts in advance 24-25 |          |        |          |          |        |          | (N/A)                |
| SUB TOTAL |                           |          | 10.43  | 10.43    |          |        |          | 10.43 (N/A)          |

## Summary

|             |              |              |            |              |            |            |                  |
|-------------|--------------|--------------|------------|--------------|------------|------------|------------------|
| NET TOTAL   | 1,075,134.50 | 988,651.10   | -86,483.40 | 1,125,536.18 | 546,748.25 | 578,787.93 | 492,304.53 (22%) |
| V.A.T.      |              | 73,368.47    |            |              | 38,440.61  |            |                  |
| GROSS TOTAL |              | 1,062,019.57 |            |              | 585,188.86 |            |                  |

**Broadstairs & St. Peter's Town Council**  
**Reserves Balance**  
**2025-2026**

Attach 6

| <u>Reserve</u>             | <u>OpeningBalance</u> | <u>Transfers</u>  | <u>Spend</u> | <u>Receipts</u> | <u>CurrentBalance</u> |
|----------------------------|-----------------------|-------------------|--------------|-----------------|-----------------------|
| <b>Capital</b>             |                       |                   |              |                 |                       |
| Seven yearly paint         | 100,000.00            |                   |              |                 | 100,000.00            |
| <b>Total Capital</b>       | <b>100,000.00</b>     |                   |              |                 | <b>100,000.00</b>     |
| <b>Earmarked</b>           |                       |                   |              |                 |                       |
| General Contingencies      | 50,548.00             | -35,788.18        |              |                 | 14,759.82             |
| Elections                  | 16,573.17             | 5,000.00          |              |                 | 21,573.17             |
| Pierremont Phase 3         | 350,000.00            |                   |              |                 | 350,000.00            |
| Pierremont contingencies   | 50,000.00             |                   |              |                 | 50,000.00             |
| Memory bench               | 3,800.00              |                   |              |                 | 3,800.00              |
| Retort House contingencies | 15,500.00             |                   |              |                 | 15,500.00             |
| Future asset refurbishment | 76,800.00             |                   |              |                 | 76,800.00             |
| six month's running costs  | 150,000.88            |                   |              |                 | 150,000.88            |
| New van (2024-5)           | 3,111.00              |                   |              |                 | 3,111.00              |
| <b>Total Earmarked</b>     | <b>716,333.05</b>     | <b>-30,788.18</b> |              |                 | <b>685,544.87</b>     |
| <b>TOTAL RESERVE</b>       | <b>816,333.05</b>     | <b>-30,788.18</b> |              |                 | <b>785,544.87</b>     |
| <b>GENERAL FUND</b>        |                       |                   |              |                 | 924,845.69            |
| <b>TOTAL FUNDS</b>         |                       |                   |              |                 | 1,710,390.56          |

26 AUGUST 2025

## **ANALYSIS OF COUNCIL TAX LEVELS OF LOCAL PRECEPTING AUTHORITIES 2025/26**

This briefing provides an analysis of council tax levels of local precepting authorities in 2025/26 published by the Ministry of Housing, Communities and Local Government (MHCLG). Figures shown are for 2025/2026. Where relevant, figures for previous years are shown in brackets.

### **Executive summary**

- The total amount raised by precepting local (parish and town) councils is now £856 million, an increase of £75 million or 9.68% on the 2024/25 figure of £781 million.
- The average Band D precept charged by local precepting bodies (including local councils) for 2025/26 is £91.22, an increase of £6.32 or 7.4% on the 2024/25 figure of £85.89.
- 150 local councils now raise a precept of at least £1 million, an increase of 26 on the 2024/25 figure of 124.
- Six local councils started raising a precept for the first time in 2025/26.
- The county area with the largest precept income is Wiltshire, where 274 local councils collectively raise £48 million, while the county areas with the smallest precept income are Cleveland, where 54 councils collectively raise £1.9 million and the Isle of Wight, where 33 local councils collectively raise £7.2 million.
- 37 county areas have at least one super council (a local council that raises a precept of at least £1 million).

### **Local precepting bodies**

There are 10,236 (10,235) local bodies which have the power to raise a precept (a small share of council tax) in England. This includes local (parish and town) councils, parish meetings, charter trustees and the Inner and Middle Temple.

Of these, 8,896 (8,887) or 86.91% (90.96%) are precepting parish and town councils and parish meetings and these are collectively referred to in this paper as precepting local councils.

**Kirsty Holroyd**

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**From:** kentpensionfundconsultation@kent.gov.uk  
**Sent:** 29 July 2025 15:40  
**To:** Kirsty Holroyd  
**Subject:** RE: Consultation on pooling of LGPS for Town and Parish Councils.

Dear Kirsty,

Thank you for your response to the consultation and allowing me time to consider and respond to your points.

I will take each point separately.

**What are the risks of pooling?**

Aside from the advantages of pooling certain groups of employers, a disadvantage, which could be seen as a risk of sorts is that employers will share experience and costs with other employers within the pool. The contributions that an employer pays will be driven by the experience of all employers in the pool and not just their own experience.

This means that some employers will benefit from being in the pool by paying less than if they were funded for individually, whilst others may pay more than if they were funded for individually.

As you may know the Fund is in the middle of its triennial valuation with new employer contributions being set from 1/4/2026. As this valuation is not yet complete, we can't give you the exact rates for pooling going forward. We can however give you the rate that would have been set if town and parish councils had been pooled at the last valuation in 2022.

The actuary has advised the Fund that the theoretical rate, had pooling of town and parish council taken place at the 2022 valuation, would have been set at 22.1% from 1/4/23 for 3 years. Currently parish councils in the Fund all pay their own rates and these range between 16% and 68%.

As mentioned above, we won't know what each employer rate will be at the next valuation or what the theoretical pooled rate will be. Therefore, the variances above might shift again but the purpose is to instil stability for the term these employers are in the Fund.

The theory is that it controls volatility of contributions and funding positions for employers and that is what the Fund aims to do overall. For those employers who see a potential increase in employer contribution rate, the Fund may offer a stepped rate of increase.

**What is driving the change?**

We have already seen the benefits of pooling certain categories of employers and have successfully implemented this in the Kent Pension Fund with Colleges and also Academies, both being in their own separate pools.

In addition, as we are currently in the middle of a triennial valuation cycle where the new rates are due to be effective from 1 April 2026, this is therefore an opportune moment to consider pooling as the rates for all employers are likely to change at that point.

The key reason for pooling employers is to minimise contribution rate volatility which is a stated aim in the LGPS Regulations. Stable employer contributions are also noted as the main purpose of pooling in the Fund's Funding Strategy Statement.

**What are the highest and lowest contribution rates we could be looking at?**

We don't yet know what the final pooled contribution rate will be for Town and Parish Council, should committee decide to proceed with pooling, however as explained above, if the pooling had taken place at the last valuation, it would have been 22.1%.

I hope this answers your questions, however if you have anything further you would like to know, please do come back to me.



Kind regards



**Senior Pension Fund Finance Officer (Employer Governance)**

Treasury & Investments Team | Chief Executive's Department | Sessions House | County Square,  
Maidstone, Kent, ME14 1XQ

TEL: 03000 413121

EMAIL: [kentpensionfundgovernance@kent.gov.uk](mailto:kentpensionfundgovernance@kent.gov.uk)

Website: [www.kentpensionfund.co.uk](http://www.kentpensionfund.co.uk)



**Kent Pension Fund**

**From:** Kirsty Holroyd <[bsptc@broadstairs.gov.uk](mailto:bsptc@broadstairs.gov.uk)>

**Sent:** 28 July 2025 09:03

**To:** Kent Pension Fund Consultation - ST <[kentpensionfundconsultation@kent.gov.uk](mailto:kentpensionfundconsultation@kent.gov.uk)>

**Cc:** Kirsty Holroyd <[bsptc@broadstairs.gov.uk](mailto:bsptc@broadstairs.gov.uk)>

**Subject:** Consultation on pooling of LGPS for Town and Parish Councils.

You don't often get email from [bsptc@broadstairs.gov.uk](mailto:bsptc@broadstairs.gov.uk). [Learn why this is important](#)

Hello,

My members considered your proposal at a recent meeting. However they found they could not make a meaningful decision without more detail on how it would affect larger councils in particular. Specifically they wish to know:

What are the risks of pooling? The benefits appear to be less fluctuation in the contribution rates, but there must be a down side too?

What is driving the change? Is it to purely to benefit smaller councils who will be able to budget more easily? Or is there another factor?

What are the highest and lowest contribution rates we could be looking at?

I look forward to hearing from you and being able to advise my members better.

Kind regards

Kirsty Holroyd

Town Clerk to Broadstairs and St Peter's Town Council.

**Kirsty Holroyd**

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**From:** kentpensionfundconsultation@kent.gov.uk  
**Sent:** 01 October 2025 10:56  
**To:** kentpensionfundconsultation@kent.gov.uk  
**Subject:** Kent Pension Fund Draft Funding Strategy Statement (FSS) -Formal Consultation-  
Deadline for responses 31 December 2025

Dear Scheme Employer and other interested parties,

Every three years, and as part of the Fund's triennial valuation, Kent County Council as the Administering Authority for the Kent Pension Fund prepares a revised draft Funding Strategy Statement (FSS), the latest being as at 31 March 2025.

### About the FSS

The FSS is one of the Kent Pension Fund's (the Fund) key policies, establishing how employers' pension liabilities are best met going forward.

The FSS for the Fund has been revised to take into account the national '[Guidance for preparing and maintaining a FSS](#)' issued in January 2025.

Regulation; 58 (1) and (3) of the [Local Government Pension Scheme \(LGPS\) Regulations](#) states:

“ 58. - (1) An [administering authority](#) must, after consultation with such persons as it considers appropriate, prepare, maintain and publish a written statement setting out its funding strategy.  
(3) The authority must keep the statement under review and, after consultation with such persons as it considers appropriate, make such revisions as are appropriate following a material change in its policy set out in the statement, and if revisions are made, publish the statement as revised.”

An Administering Authority (KCC in this instance) and its scheme employers must have regard to the FSS when carrying out their functions under the LGPS Regulations.

### About the consultation

There must be a formal period of consultation allowing scheme employers and other interested parties to comment and feedback on the draft FSS.

Sharing the draft FSS document with scheme employers and other interested parties today (1 October 2025) marks the start of the formal consultation period, which will **conclude at midnight on 31 December 2025**.

We would be grateful if you could take the time to review the draft FSS. KCC is hosting the consultation at [www.kentpensionfund.co.uk/fundingstrategystatement](http://www.kentpensionfund.co.uk/fundingstrategystatement) where the FSS can easily be located and we welcome your comments.

From this webpage you will find the draft FSS and consultation questionnaire. Please let us have any feedback, comments, and questions as soon as possible and by no later than the above closing date.

Consultation responses will be used to help finalise the FSS between January and March 2026. The final FSS will be ratified by KCC's Pension Fund Committee on 24 March 2026 and implemented on and from 1 April 2026.

For information, the **current** Funding Strategy Statement is on the Kent Pension Fund [website](#).


If you have any questions about the FSS, need any help taking part in the consultation, or if you are unable to respond via the consultation webpage, please email [kentpensionfundconsultation@kent.gov.uk](mailto:kentpensionfundconsultation@kent.gov.uk). or come back to us via post at -

Kent County Council  
Kent Pension Fund  
Treasury and Investments  
Sessions House  
County Road  
Maidstone Kent  
ME14 1XQ

This consultation is for employers (and their guarantors) of the Kent Pension Fund and not scheme members, though you may wish to share it with your active LGPS members at your discretion.

If your guarantor is not an employer in the Kent Pension Fund, please do share this consultation with them.

KCC looks forward to receiving your feedback as soon as possible.

 | Head of Pensions and Treasury | Kent County Council | Sessions House | County Square | Maidstone | Kent | ME14 1XQ |  
Website: [www.kentpensionfund.co.uk](http://www.kentpensionfund.co.uk) | LinkedIn: [Kent Pension Fund](#)



**Kent Pension Fund**



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