

**Minutes of the Full Council meeting  
held on Monday, 26 January 2026 at 19:30  
held in Kings Worthy Community Centre, Fraser Road**

**Attendees**

Councillors Luke Ainscough, Colin Cossburn, Ray Elliott, Ian Gordon, Mandy Hallisey, Dorry Lawlor, Charlotte Smith & Mark Sullivan.

**Clerk(s)**

Parish Clerk (Christopher Read)

**Apologies**

Councillor Emily Fish (the council resolved to approve Cllr Fish's reason for absence)  
Councillor Phillip Horne (the council resolved to approve Cllr Horne's reason for absence)

**County & City Councillor(s)**

Cllr Jackie Porter (Hampshire County Council/Winchester City Council) [HCC][WCC]  
Cllr Steve Cramoysan (Winchester City Council) [WCC]

**Members of the public**

One

**PC/26/006 – Public Question Time [Please note that this is the only time that the public are able to speak and is limited to 5 minutes per subject]**

Representative of Shorewood homes gave a summary of the plans for the site at Kings Worthy Court/House.

The Chair of Tubbs Hall Management Committee summarised the history of the community centre and asked for regular meetings to discuss the process of transferring to the Parish Council.

A vote was held with unanimous agreement for the final transfer to take place by 1<sup>st</sup> June 2026.

It was also unanimously agreed to write to Winchester City Council to request that the building is transferred to the Parish Council as an asset.

**PC/26/007 – Appointment of Councillor(s) onto committees**

It was agreed that Cllr Ainscough join the Recreation & Amenities and Planning & Highways committees.

**PC/26/008 – To receive reports from City & County Councillors and Parish Councillors following external meetings**

A copy of the City Councillor report had been circulated to Councillors before the meeting. Cllr Cramoysan (WCC) gave a summary of the report and drew attention to the meeting to discuss the future of Riverpark.

A copy of the County report had been circulated to Councillors before the meeting. Cllr Porter (HCC) highlighted the current situation with regards to the removal of the Henry Beaufort bus service.

**PC/26/009 – To agree and sign the Minutes of the meeting held on 24 November 2025**

A copy of the minutes had been published and circulated before the meeting. The minutes were agreed as a true record of the meeting with the following change:

PC/25/176 – Insertion of “with a salary in-line with Salary Scale Point 10 of the NJC pay scales. 9 Councillors voted in favour with 1 Councillor abstaining.

The minutes were then signed by the Chair.

**PC/26/010 – Matters arising from the meeting held on 24 November 2025**

None.

**PC/26/011 – To agree and sign the Minutes of the meeting held on 08 January 2026**

The minutes were not available in time for publication with the agenda and these will be deferred until the next meeting.

**PC/26/012 – Matters arising from the meeting held on 08 January 2026**

Defer as above.

**PC/26/013 – To review and approve the management accounts report for the period ending 31 December 2025**

A copy of the management accounts report had been published and circulated for review. They were approved with no changes made.

**PC/26/014 – To consider the Forecast Outturn (2025/26) & Budget (2027/28)**

A copy of the forecast outturn and budget (including an additional supplementary document) had been published and circulated to all Councillors before the meeting.

The Clerk noted that due to a number of last-minute invoices, some changes had been made. The Clerk gave an update on these changes and noted that due to the amount of time remaining before the end of the year and potential unknowns, the outturn will likely change further, particularly in relation to Kings Worthy Community Centre.

It was agreed to set a reserve target based on 4-months of non-capital spend, allowing for an additional 1-month general reserve as a contingency for Kings Worthy Community Centre. It was also agreed set aside an additional £2,000.00 to create a Tubbs Hall future maintenance reserve.

It unanimously agreed to set the precept for 2026/27 at £214,374.00.

**PC/26/015 – To review quotations for the planting of new hedging at Eversley Park and the Lovedon Fields allotment site.**

A quotation had been received from Green Smile to rotovate the area for a new hedge to be planted at Eversley Park (using granted plants). A price had also been obtained for the purchase of soil and bark for this planting scheme from Holm Products.

It was agreed to proceed at cost of £205.00 for the rotovation and £454.00 for soil & bark.

**PC/26/016 – To review the quotation for VAT advice related to the takeover of Kings Worthy Community Centre**

A quotation had been received from Parkinson Partnership for VAT advice at a total cost of £750.00. It was unanimously agreed to proceed with this quotation.

(Cllrs J. Porter & S. Cramoysan left the meeting at this point)

**PC/26/017 – To receive the minutes of the committees:**

- **Recreation & Amenities Committee – 08 January 2026** - A copy of the minutes had been circulated to all members. It was agreed for the litter pick dates to be added to the next agenda.
- **Finance, Administration & Remuneration Committee – 17 December 2025 & 14 January 2026 – including review of internal audit provision** - A copy of the minutes had been circulated to all members and no comments were raised.

Internal auditor provision – A revised letter of engagement had been received and it was agreed to appoint Do the Numbers Ltd as the auditor for the 2025/26 financial year.

- **Planning & Highways Committee – 18 November 2025 & 20 January 2026**

18 November 2025 – A copy of the minutes had been circulated to all members and no comments were raised.

20 January 2025 – These minutes will be deferred to the February meeting as they were not available in time to be published with the agenda.

**PC/26/018 – Lovedon Fields – Update on the allotment site including status of works**

Cllr Cossburn updated Councillors on the current status of the site including the CIL grant application which includes a potential community garden.

**PC/26/019 – To review and approve the Council's CCTV policy**

Councillors discussed the proposed policy and it was agreed for Cllr Sullivan to review the policy and share with Councillors and the Office.

**Action – Cllr Sullivan to review policy and share.**

**PC/26/020 – To review and approve the Council's Grievance and Disciplinary policies**

The Clerk noted the policy was based on a Hampshire Association of Local Council (HALC) template and he is unable to advise due to the nature of the policy.

Councillors discussed the proposed policy and it was agreed for Cllr Sullivan to review the policy and share with Councillors.

**Action – Cllr Sullivan to review policy and share.**

**PC/26/021 – Council Communications**

Bus grants for schools.

Litter picks.

**PC/26/022 – Update on Councillor training courses**

March course was already full before it could be booked. HALC have not yet published course dates for May onwards.

**PC/26/023 – Clerk’s Notices**

None.

**PC/26/024 – Chairman’s Notices**

None.

**PC/26/025 – Items for discussion at the next meeting on 23 February 2026**

None.

**Meeting Closed at 21:06**

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**Signed:**

**Date:**

## Kings Worthy Parish Council management accounts report for the period ending 31 December 2025

### Income

Income - Committee/Department	Current Budget	Year to Date Income	Forecast Outturn (2025/26)	Draft Budget (2026/27)
Community Infrastructure Levy (CIL)	£0.00	£0.00	£6,602.60	£6,602.60
Finance, Administration & Remuneration (FAR) committee	£213,840.45	£141,156.31	£160,903.52	-£19,747.21
Kings Worthy Community Centre (KWCC)	£11,397.64	£11,376.85	£1,647.00	-£9,729.85
Planning & Highways (P&H) committee	£0.00	£0.00	£0.00	£0.00
Recreation & Amenities (R&A) committee	£28,212.26	£22,583.22	£10,498.22	-£12,085.00
<b>Totals:</b>	<b>£253,450.35</b>	<b>£175,116.37</b>	<b>£179,651.34</b>	<b>-£4,534.97</b>

### Expenditure

Expenditure - Committee/Department	Current Budget	Year to Date Income	Forecast Outturn (2025/26)	Draft Budget (2026/27)
Community Infrastructure Levy (CIL)	£1,200.00	£0.00	£0.00	£0.00
Finance, Administration & Remuneration (FAR) committee	£112,342.56	£70,152.39	£59,412.23	-£10,740.16
Kings Worthy Community Centre (KWCC)	£24,323.88	£18,367.71	£12,118.94	-£2,686.73
Planning & Highways (P&H) committee	£10,354.00	£1,115.30	£3,802.03	£2,686.73
Recreation & Amenities (R&A) committee	£129,108.26	£75,695.29	£78,469.46	£2,774.17
<b>Totals:</b>	<b>£277,328.69</b>	<b>£165,330.69</b>	<b>£153,802.66</b>	<b>-£11,528.03</b>

Net surplus/deficit position:	Annual Budget	Budget YTD	Actual YTD	Variance YTD
Income minus expenditure	<b>-£23,878.34</b>	<b>£9,785.65</b>	<b>£25,848.68</b>	<b>£16,063.00</b>

## Balance Sheet for the month ending 31/12/2025

### Current Assets

<b>Asset</b>	<b>Balance</b>
Current account	£4,939.59
Instant access savings account	£175,883.90
Procurement cards account	£346.96
Debtors	£499.98
Prepayments (asset)	£0.00
<b>Total Current Assets</b>	<b>£181,670.43</b>

### Current Liabilities

<b>Liability</b>	<b>Balance</b>
Creditors	£4,098.67
Prepayments	£3.30
Retentions (including VAT)	£789.06
Received on account (including Precept)	£52,625.76
PAYE, National Insurance & Pension payments due	£1,753.01
VAT to be paid to HMRC	£0.00
VAT to be reclaimed from HMRC	-£5,959.65
VAT that been reclaimed but not yet received	£0.00
<b>Total Current Assets</b>	<b>£53,304.55</b>

**Total Current Asset minus Liabilities = £127,056.15**

### Earmarked funds in reserve

<b>Earmarked Reserve</b>	<b>Balance</b>
Play area maintenance reserve	£ 16,125.38
Aged Community Infrastructure Levy (CIL) reserve	£ 1,655.89
<b>Total Current Assets</b>	<b>£ 17,781.27</b>

### Net Assets

<b>Net Asset</b>	<b>Balance</b>
General reserve	£84,735.93
Profit & Loss year to date	£25,848.68
<b>Total Current Assets</b>	<b>£110,584.61</b>

## Draft Forecast Outturn (2024/25) & Draft Budget (2025/26) report – Summary

### Income

Income - Committee/Department	Current Budget	Year to Date Income	Forecast Outturn (2025/26)	Draft Budget (2026/27)
Community Infrastructure Levy (CIL)	£0.00	£6,602.60	£6,602.60	£0.00
Finance, Administration & Remuneration (FAR) committee	£213,840.45	£160,903.52	£213,841.63	£213,503.00
Kings Worthy Community Centre (KWCC)	£11,397.64	£1,647.00	£12,347.00	£10,421.52
Planning & Highways (P&H) committee	£0.00	£0.00	£0.00	£0.00
Recreation & Amenities (R&A) committee	£28,212.26	£10,498.22	£32,108.95	£13,189.18
<b>Totals:</b>	<b>£253,450.35</b>	<b>£179,651.34</b>	<b>£264,900.18</b>	<b>£237,113.70</b>

### Expenditure

Expenditure - Committee/Department	Current Budget	Year to Date Income	Forecast Outturn (2025/26)	Draft Budget (2026/27)
Community Infrastructure Levy (CIL)	£1,200.00	£0.00	£1,200.00	£0.00
Finance, Administration & Remuneration (FAR) committee	£112,342.56	£59,412.23	£91,569.14	£119,874.24
Kings Worthy Community Centre (KWCC)	£24,323.88	£12,118.94	£35,421.97	£21,877.68
Planning & Highways (P&H) committee	£10,354.00	£3,802.03	£9,970.59	£15,766.67
Recreation & Amenities (R&A) committee	£129,108.26	£79,932.49	£129,194.60	£100,534.62
<b>Totals:</b>	<b>£277,328.69</b>	<b>£155,265.69</b>	<b>£267,356.30</b>	<b>£258,053.21</b>

Net surplus/deficit position:	Current Budget	Year to Date Position	Forecast Outturn (2025/26)	Draft Budget (2026/27)
Income minus expenditure	<b>-£23,878.34</b>	<b>£24,385.65</b>	<b>-£2,456.12</b>	<b>-£20,939.51</b>

## Reserves Forecast

<b>General reserve forecast for end of 2025/26</b>	<b>£98,405.19</b>	As at 31/12/2025; includes play area reserve absorption
<b>General reserve requirement for 2026/27</b>	<b>£59,502.38</b>	Based on 3 months expenditure
<i>Adjustments to general reserve level</i>	£19,834.13	Additional 1 months for resilience due to change in Local Government and taking over of KWCC
<b>Revised general reserve requirement for 2026/27</b>	<b>£79,336.51</b>	

<b>Additional earmarked reserves to be created - Tubbs Hall future maintenance reserve</b>	<b>£2,000.00</b>
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<b>Total reserve funds needed</b>	<b>£81,336.51</b>
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<b>Forecast budget deficit for 2026/27</b>	<b>-£20,939.51</b>
<b>Variance on reserves after current deficit is funded</b>	<b>-£3,870.84</b>
<b>Precept required for a balance budget (with reserve increase)</b>	<b>£214,373.84</b>