RFO Report on the Year End accounts 2025-2026

BRUNDALL PARISH COUNCIL

The accounts are complete for the year ending 31st March 2026 and all the reports have been uploaded to the OneDrive folder. The headline figures are:

Income

Precept	£173,820
CIL	£ 83,941
NCC grant for bus shelter maintenance	£ 800
Delegated Function grass cutting	£ 4,225
Cemetery (EMR)	£ 5,723
Rent of cemetery car park	£ 2,555
Allotment (EMR)	£ 2,544
Newsletter advertising	£ 744
BDC Neighbourhood Plan grant	£ 4,500
Grants for a Countryside Park pond	£ 7,000
FF grant for the Sports Hub pavilion	£ 11,896
Persimmon refund of legal fees	£ 12,742
Interest	£ 10,408

Expenditure

Administration	£ 106,787
Sports Hub pavilion	£ 5,205
Newsletter	£ 435
Street Lighting	£ 4,184
Land Management	£ 7,695
Cemetery (EMR)	£ 2,209
Allotments (EMR)	£ 2,590
Countryside Park	£ 4,240
Cremer's Meadow	£ 1,557
Neighbourhood Plan	£ 198

Earmarked Reserves	**Opening balance 2025**	**Money Out**	**Transfers In**	**Closing balance 2026**
Staffing	8,041.48			8,041.48
Countryside Park pond	0.00		12,000.00	12,000.00
Land Management	5,940.94			5,940.94
Asset Management	100,305.56	(11,332.98)	30,000.00	118,972.58
Allotments	5,320.57	(2,613.04)	2,566.86	5,274.39
Cemetery	9,864.79	(2,209.35)	8,278.00	15,933.44
Cremer's Meadow	434.55			434.55
Cremer's Cable donation	123.09			123.09
Recreation and Wellbeing	500.00		750.00	1,250.00
Newsletter	0.00	(264.98)	774.00	509.02
Road Safety	34,412.08	(787.00)	9,000.00	42,625.08
Neighbourhood Plan	0.00	(4,111.70)	14,500.00	10,388.30
CIL Sports Hub	39,076.67	(11,945.21)	7,556.99	34,688.45
CIL Berryfields	11,655.70	(11,655.70)		0.00
CIL Brundall Meadows	0.00		63,712.24	63,712.24
CIL Miscellaneous	0.00	(22,257.33)	24,143.61	1,886.28
Total	**215,675.43**	**(67,177.29)**	**173,281.70**	**321,779.84**

The General Reserves were £49,632 at the start of April 2025 and finished the year at £65,983. The Reserves Policy requires at minimum of 3/12th's of the precept be retained in general reserves, which would be £43,455 for the 2025/26 year.

The Finance subgroup met on the 2nd June. In attendance were Cllrs Wilkins, Savory, and Abbott, and the Clerk/RFO. The following was discussed:

What is the maximum amount the Council should hold in the Asset Management earmarked reserve. The FG felt this should not be more than 10% of the amount listed on the Asset Register. This is currently £1.6m, therefore the Asset EMR should not be more than £160,000.

The RFO proposed turning the Land Management earmarked reserve into a Tree Management EMR for emergency tree works. The FG felt trees were an asset and therefore the LM EMR could be incorporated into the Asset EMR. The LM EMR has not been used for a number of years. This suggestion was discussed at the LM meeting on the 11th June and was agreed.

The RFO would like a net accrual of £30,000 to the Asset Management EMR and £9,000 to the Road Safety EMR. With the above suggestion this would mean an additional £5,392.04 of General Reserves into Asset Management EMR and £787 into Road Safety EMR.

A final suggestion from the FG was to accrue £6,250 from the surplus General Reserves for the Parish Partnership footpath at Cremer's Meadow.

The net result of the above would be General Reserves ending the year at £53,554, well above the minimum of £43,455.

Recommendations

Once reached the Asset Management EMR is capped at 10% of the value of all assets and will not be increased above that.

The Land Management EMR is incorporated into the Asset Management EMR.

£5,392.04 of General Reserves is allocated to the Asset Management EMR.

£787 of General Reserves is allocated to the Road Safety EMR.

An accrual of £6,250 is created for the Parish Partnership footpath at Cremer's Meadow.

Claudia Dickson

Clerk and RFO
19th June 2026