

Chigwell Parish Council
To the Full Council
Date of meeting: 30 04 2026
Prepared by CPC Officer

Purpose of the report: To present the Council's financial position as at **31 March 2026**, and to seek Full Council approval for the carry forward of Earmarked Reserves (EMR), Capital Reserves, and allocation of remaining balances for the 2026/27 financial year.

The Council is requested to:

- To **APPROVE** recommendations **A–D**, and
- **CONSIDER** and determine allocation of the remaining **£27,000 (Recommendation E)**

to ensure effective financial management and delivery of Council priorities for 2026/27.

Background:

Full Council previously approved (Minute Ref: FC208/25) a total 26/27 allocation of **£145,000**, including a planned contribution of **£65,000** to the General Reserve and of **£135,000** to EMR, comprising:

- Cemetery Premises Refurbishment: £50,000
- The Implement Work (Habit S106): £50,000
- CPC Preservation of Chigwell Fund (Legal): £35,000

The total **Bank and Cash remaining balance as of 31 March 2026 is £175,448.63.**

Financial position:

Following prior commitments and approved allocations, balances are available for carry-forward and further allocation, as recommended below.

Recommendation:

A. EFDC CH/VH Project (EMR)

To **APPROVE** the carry forward of **£72,481.20** into 2026/27.

- The project deadline has been extended to **September 2026**.

B. Capital Reserve

To **APPROVE** the carry forward of **£19,000** into 2026/27.

C. Victory Hall Premises Refurbishment

To **APPROVE** the carry forward of **£20,319.80** for the 2025/26 financial year, with a **maximum allowance up to £28,435.13**.

D. Cemetery Projects

To **APPROVE** the carry forward of **£28,532.30** into 2026/27 for:

- Columbarium
- Composting works

E. Allocation of Remaining Balance

To **CONSIDER** the allocation of the remaining **£27,000** for the following Chigwell Parish Council projects:

- EMR – Corporate Branding: **£2,000**
- EMR – Victory Hall Fire Escape Pathway Remedial Works: **£6,000**
- EMR – Health & Safety Compliance Works: **£2,000**
- EMR – Cemetery Memorial Safety Programme (12-month action plan, Article 16 and Schedule 3 LACO): **£7,000**
- EMR – Cemetery Roadway Remedial Works (LACO – Article 4 obligation): **£10,000**

FINANCIAL IMPLICATIONS

The recommendations ensure:

- Continued delivery of approved and ongoing projects
- Compliance with statutory and health & safety requirements
- Appropriate allocation and management of Council reserves

LEGAL IMPLICATIONS

- Certain works (e.g. cemetery roadway under LACO Article 4 and memorial safety, Article 16, whilst Schedule 3 of LACO) are required to meet legal and statutory obligations.
- The Preservation of Chigwell Fund allocation includes provision for legal costs.

RISK MANAGEMENT

Failure to approve the proposed allocations may result in:

- Delays to critical infrastructure and refurbishment works
 - Non-compliance with health & safety regulations
 - Increased future costs due to deferred maintenance
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Chigwell Parish Council

BANK ACCOUNTS

HSBC - 40-30-25 - Account Number	
Berclays - Current - Account Number	
Cambridge Counties Bank - 60-95-4	
A Cash paid Control a/c	
CHQ / Cash Control Account	£580.00
Control account for Credit Note	
Unity Current Account T2	£18,752.50
Unity T Bank-Lloyds Debit Card Co	
Adjustments Control Account	
Charity Bank 40 Day Notice A/C at :	£5,945.93
Charity Bank 1 Year Fixed Rate A/c	£85,000.00
Stripe account	£29.35
Cambridge 1 Year Fixed Rate A/c 1:	£85,000.00
Virgin Money 120 Day Notice a/c 3:	
Instant Access Savings Account	£174,402.32
Cambridge 30 Day at 3.80%(3.73%	£85,732.71
Current T2 Payroll Unity 20548005	£5.82
Total in Banks	455,448.63
Cash	
GRAND TOTAL (Banks and Cash)	£455,448.63