

PUCKLECHURCH PARISH COUNCIL

ACCOUNTS FOR YEAR ENDING 31ST MARCH 2026

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**PUCKLECHURCH PARISH COUNCIL INFORMATION FOR THE YEAR ENDING 31ST
MARCH 2026**

COUNCILLORS

Chair

Cllr. Gail Boyle

Vice chair

Cllr. Richard Dunning

Cllr Mike Pibworth

Cllr Andy Hemmings

Cllr Tina Symons

Cllr Jayne Hawkins

Cllr Dean Freestone

Cllr Helen Parker

Cllr Su Reid

Clerk and Responsible Financial Officer

Daphne Dunning

**PUCKLECHURCH PARISH COUNCIL INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2026**

	2026		2025	
Income	£	£	£	£
Precept	146960		121896	
Interest Received	2883.59		352.47	
Grants	40000		0	
Cemetery	1350		2150	
Allotments	680		600	
Rec Hire	995		1095	
Hall/Scout ground rent	5		5	
Wayleave	92.95		92.95	
CIL	1,856.61		1337.65	
S106 monies	0		104528.2	
Donation	627.52		0	
Compensation	0		500	
Neighbourhood plan grant	0		7566	
Scout hut rental	1170		0	
		196621		240123
Expenditure	£	£	£	£
Staff Costs	36330		33663	
home working/expenses	414.84		402	
Payroll Administration	208.68		196	
Bank fees	119.15		110	
Audit Fees	1140		920	
Consultancy fees	6420		8555	
Election costs	0		0	
Insurance	1539.24		785	
Print/Stationery/post	280.56		403	
Broadband	444.92		397	
Pucklechurch News	1435.52		1509	
office equipment & Software	1123.87		984	
Subscriptions	1584.73		1381	
Telephone	135.69		143	
Training	517		290	
Dog bins/ waste / litter	9736.57		10078	
Rent Shortwood	360		360	
Defibs	7267.9		157	
Room Hire	0		70	
Legal	750		2000	
Planned / capitol work	0		0	

Grants	2450	8727
Donations	759.6	0
Electricity defibs and lights	531.49	420
Ground Maintenance	9035.38	6104
Tree survey	850	850
Grass cutting / gardening	8763.24	7469
Play area maintenance	8318.91	7367
Maintenance contract	19085	18513
Scout hut maintenance	544.11	0
Scout hut electricity	694.27	0
Scout hut water	125.54	0
Scout hut cleaning	375	0
Scout hut equipment	76	0
Noticeboards		5213
Play equipment	58455.56	17472
Sports field improvements s106	63159	0
	243032	134537
SURPLUS (DEFICIT) FOR THE YEAR	-46411	105587

**PUCKLECHURCH PARISH
COUNCIL
BALANCE SHEET AS AT
31.03.26**

	2026	2025
	£	£
CURRENT ASSETS		
Unity Bank T2	13950.34	244038.85
Unity Bank savings	91676.60	0.00
Hinkley and Rugby BS	76206.99	0.00
Debtors	17486.95	1558.16
	199320.9	245597.01
CURRENT LIABILITIES (Creditors)		
Amounts falling due within one year	2157	2022
CURRENT NET ASSETS	197164	243575
TOTAL ASSETS LESS CURRENT LIABILITIES		

REPRESENTED BY

Income & Expenditure a/c	243575	137989
Bal, B/fwd		
Add surplus (Deficit) f	-46411	105587
	197164	243575
RESERVES		
Earmarked reserves	196329	240458
Income and Expenditure account	835	3117
	197164	243575


These statements of accounts represent fairly the financial position of the Council as at 31 March 2026 and reflects its income and expenditure for the year

The accounts have been approved by the Council on 13th May 2026



Cllr Gail Boyle
Chair

Date: 13/05/26



Daphne Dunning
Responsible Financial Officer

Date:13/05/26

PUCKLECHURCH PARISH COUNCIL BANK RECONCILIATION

Table 1 Bank reconciliation to 31st March 2026

Name of smaller authority: PUCKLECHURCH PARISH COUNCIL

County area (local councils and parish meetings only): AVON

**Financial year ending 31
March 2026**

Prepared by (Name and Role): Daphne Dunning Clerk and Responsible Financial Officer

Date: 08/04/2026

Balance per bank statements as at 31/3/26

	£	£
--	---	---

Unity Bank T2 account	13,950.34	
Unity Bank Instant Access account	91,676.60	
Hinkley and Rugby BS Local Council 90 day notice account	<u>76,206.99</u>	
		181,833.93

Petty cash float (if applicable) -

Less: any un-presented cheques as at 31/3/26 (enter these as negative numbers)

	<u>0.00</u>	-
--	-------------	---

Add: any un-banked cash as at 31/3/26 -

Net balances as at 31/3/26 181,833.93

What is the figure in Box 8 in the Accounting Statement? 181,834.0

Does the bank reconciliation above agree to Box 8? Yes

RECONCILIATION BETWEEN BOX 7 AND BOX 8 IN SECTION 2

Table 2 reconciliation between box 7 and box 8 in section 2

	2025		2026	
	£	£	£	£
Box 7: Balances carried forward		243,575.00		197,164.00
Deduct: Debtors (enter these as negative numbers)				
VAT		-1,558.16		-17,486.95
		<u>(1,558.16)</u>		<u>(17,486.95)</u>
Deduct: Payments made in advance (prepayments) (enter these as negative numbers)				
		0.00		
		<u>-</u>		<u>-</u>
Total deductions		(1,558.16)		(17,486.95)
Add: Creditors (must not include community infrastructure levy (CIL) receipts)				
C Hall		180		180
AS Hall and Sons		612		510
NEST		134.42		144.37
HMRC		676.14		701
BT		39.73		45.87
Dodington Parish Council		20		0
At all things clean		0		180
EDF		0		35.76
		<u>1,662.29</u>		<u>1,797.00</u>
Add: Receipts in advance (must not include deferred grants/loans received)				
Plot 3		20.00		20.00
Plot 19a		-		20.00
Plot 15		20.00		
Plot 4				20.00
Plot 20		20.00		
Plot 9a		-		20.00
Plot 10		20.00		20.00
Plot 11				20.00
Plot 9b		20.00		20.00
Plot 5a		20.00		20.00

Plot 6b	-	20.00	
Plot 17	-	20.00	
Plot 12	-	20.00	
Plot 21c	20.00	20.00	
Plot 18a	20.00	20.00	
Plot 6a	20.00	20.00	
Plot 1	20.00	20.00	
SW Springer Spaniel event	100.00		
Plot 13	20.00		
Plot 23	20.00		
Plot 18b	20.00		
Plot 15	-	20.00	
Plot 21a	-	20.00	
Plot 16	-	20.00	
	<u>360.00</u>	<u>360.00</u>	
Total additions		2,022.29	2,157.00
Box 8: Total cash and short term investments		<u>244,039.13</u>	<u>- 181,834.05</u>

EXPLANATION OF VARIANCES

Table 3 Explanation of variances

	31-Mar-25	31-Mar-26	Variance £	Variance %	Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.	
1. Balances brought forward	137,989.00	243,575.00			Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year	
2. (+) Precept or Rates and Levies	121,896.00	146,960.00	25064	21%	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.	Please explain within the relevant tab
3. (+) Total other receipts	118,227.00	49,661.00	-68566	-58%	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.	Please explain within the relevant tab
4. (-) Staff costs	33,663.00	36,330.00	2667	8%	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.	No explanation required
5. (-) Loan interest/capital repayments	-	-	0	0%	Total expenditure of payments of capital and interest made during the year on the authority's borrowings (if any).	No explanation required
6. (-) All other payments	100,874.00	206,702.00	105828	105%	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).	Please explain within the relevant tab
7. (=) Balances carried forward	243,575.00	197,164.00			Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).	Please explain in the Reserves tab
Bal c/f checker	243,575.00	197,164.00				
8. Total value of cash and short term investments	244,039.00	181,834.00			The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March - to agree with bank reconciliation.	

9. Total fixed assets plus long term investments and assets	170,482.00	235,811.00	65329	38%	The value of all the property the authority owns - it is made up of all its fixed assets and long term investments as at 31 March.	Please explain within the relevant tab
10. Total borrowings	-	-	0	0%	The outstanding capital balances as at 31 March of all loans from third parties (including PWLB).	No explanation required

Precept

Table 4 Box 2 Precept

Precept or rates and levies

2025 2026

Difference

% Change Yes explain

Use the table below to breakdown your explanation

	2025 £	2026 £	Difference	Explanation (Ensure each explanation is quantified)
	5000	2000	-3000	smaller increase in reserves for ash die back in woodland
	5000	15000	10000	Play areas reserves to replace aging equipment
	0	10000	10000	Scout hut reserves as parish council took over ownership in July 2025
	0	8000	8000	community centre reserves
			0	
Total	10000	35000	25000	

Other Receipts

Table 5 Box 3 receipts

Other receipts

2025	118227	2026	49661
		Difference	-68566
		% Change	-58%

yes explain

Use the table below to breakdown your explanation

(consider any fixed assets that have been sold and ensure reflected in explanation in box 9 fixed assets)

Please ensure you complete the value for both years, please do not provide the movement only.

	2025 £	2026 £	Difference	Explanation (Ensure each explanation is quantified)
	7566	0	-7566	Neighbourhood planning grant
	17254.46	0	-17254.46	S106 funds
	87273.71	0	-87273.71	S106 funds
	0	40000	40000	Suez grant
	352.47	2883.59	2531.12	bank interest
	2150	1350	-800	cemetery
	0	1170	1170	Scout hut hire
	0	627.52	627.52	Donations
			0	
			0	
			0	
			0	
			0	
			0	
			0	
Total	114596.64	46031.11	-68565.53	

Payments

Table 6 Box 6 All other payments

All other payments

2025 2026

Difference

% Change Yes explain

Use the table below to breakdown your explanation

(consider any fixed assets that have been purchased and reflect in explanation in box 9 fixed assets)

Please ensure you complete the value for both years, please do not provide the movement only.

	2025 £	2026 £	Difference	Explanation (Ensure each explanation is quantified)
	0	58,455.56	58455.56	S106 funds for St Aldams active play area
	0	63129	63129	S106 funds for sports field and drainage improvements at the Recreation ground
	17,471.50	0	-17471.5	Accessible roundabout on the Recreation ground
	0.00	1814.9	1814.9	scout hut spending
			0	
			0	
Total	17471.50	123399.46	105927.96	

Reserves

Table 1 Reserves

Reserves

Box 7 197164 Precept 146960

	£	£	£
Earmarked reserves:			
CIL	£1,856.61		
Play equipment Reserve	£50,000.00		
Neighbourhood Plan	£2,000.00		
Village hall project reserve	£22,500.00		
Woodland/ tree/ash die back	£4,000.00		
Professional /legal fees	£4,000.00		
Financial contingency	£55,000.00		
Parkfield turning circle	£12,000.00		
Recreation ground sports project S106	£29,472.71		
Environmental monies	£500.00		
Scouts hut	£15,000.00		
			£196,329.32
General reserve	£834.68		
			£834.68
Total reserves (must agree to Box 7)			197164

Fixed Asset

Table 8 Fixed assets

Total fixed assets inc. long term investments

2025	170482	2026	235811	
		Difference	65329	
		% Change	38%	Yes explain

Use the table below to breakdown your explanation

(include any new additions or sold assets which should be reflected in other receipts or other payments)

Fixed assets

2025 £	2026 £	Difference	Explanation (Ensure each explanation is quantified)	Is this asset movement reflected in Box 3 or Box 6	If No please explain why
0	2260.21	2260.21	New goal post Parkfield	Y	
0	58,455.56	58455.56	St Aldams active play equipment	Y	
974.95	1150	175.05	Disposal of old defib and replacement with new Bexen cardio Reanibex defibrillator Old Dairy	Y	
1311.65	749	-562.65	Replacement and disposal of Cabinet Old Dairy café removed as broken	Y	
974.95	1150	175.05	Disposal of old defib and replacement with new Bexen cardio Reanibex defibrillator village hall	Y	
974.95	1150	175.05	Disposal of old defib and replacement with new Bexen cardio Reanibex defibrillator PVSSC	Y	
974.95	1150	175.05	Disposal of old defib and replacement with new Bexen cardio Reanibex defibrillator Shortwood	Y	
974.95	1150	175.05	Disposal of old defib and replacement with new Bexen cardio Reanibex defibrillator Parkfield	Y	
0	890	890	Heartsafe Cabinet Eagle Crescent	Y	
0	480	480	New bench burial ground	Y	
0	2930.00	2930	New Springer Recreation ground	Y	
Total	6186.4	71514.77	65328.37		

PUCKLECHURCH PARISH COUNCILLOR ATTENDANCE AT MEETING BETWEEN 01/04/25 – 31/03/26

Table 10: councillor attendance 2025-2029

Date	Cllr G Boyle	Cllr M Pibworth	Cllr R Dunning	Cllr H Parker	Cllr A Hemmings	Cllr T Symons	Cllr D Freestone	Cllr J Hawkins	Cllr S Reid
06/04/25	<i>In attendance</i>	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>	<i>Apologies</i>	<i>Apologies</i>
16/04/25	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>
21/05/25	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>	<i>In attendance</i>
18/06/25	<i>Apologies</i>	<i>In attendance</i>	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>
16/07/25	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>
20/08/25	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>
17/09/25	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>
15/10/25	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>
20/10/25	<i>Apologies</i>	<i>Apologies</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>
19/11/25	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>
10/12/25	<i>In attendance</i>	<i>Absent</i>	<i>In attendance</i>	<i>Apologies</i>	<i>Apologies</i>	<i>Apologies</i>	<i>In attendance</i>	<i>In attendance</i>	<i>Apologies</i>
05/01/26	<i>In attendance</i>	<i>Absent</i>	<i>In attendance</i>	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>Apologies</i>
21/01/26	<i>In attendance</i>	<i>Absent</i>	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>Apologies</i>	<i>In attendance</i>
18/02/26	<i>Apologies</i>	<i>Absent</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>Absent</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>
09/03/26	<i>In attendance</i>	<i>Absent</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>Apologies</i>
18/03/26	<i>In attendance</i>	<i>Absent</i>	<i>Apologies</i>	<i>In attendance</i>	<i>Absent</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>	<i>In attendance</i>

GENERAL INFORMATION FOR 2025-2026

Interest and investment interest

	2025	2026
	£	£
Interest income – general funds	352.47	2883.59

Tenancies

During the year the Council did not hold any tenancies

Publicity

Under section 5 of the Local Government Act 1986 the council did not incur any expenditure for publicity.

Pension

	2025	2026
	£	£
Contributions made on behalf of employees	714.47	760.29

Freedom of information

The Council received no requests under the freedom of information for the period 01/04/25 – 31/03/26.

Staffing Costs

The total staffing costs for the year amounted to £36330 (2025: £33662.59).

Crime and disorder

Pucklechurch Parish council has considered the impact of its functions and decisions on crime and disorder within the parish throughout the year.

Biodiversity

Pucklechurch parish council has continued to work towards conserving and enhancing the biodiversity of the Council's area including:

- Highlighting the impact on biodiversity in its responses to the Regulation 19 consultation on the South Gloucestershire Local Plan.
- Policies in support of biodiversity have been incorporated in the Pucklechurch neighbourhood plan.
- Continue working with allotment committee to encourage controls that promote and increase biodiversity.
- Continue to manage the burial ground to improve biodiversity.
- Ensuring environmentally friendly practices or low impact / nature positive practices are applied by anyone including contractors undertaking work on parish council land
- Encouraging residents and other organisations within the parish to engage in activities to enhance and promote biodiversity such as bulb planting.
- Continue to raise public awareness of biodiversity issues through the website and newsletters
- Work with South Gloucestershire Council to protect, promote and enhance biodiversity within the council area.

GRANTS AND DONATIONS FOR THE YEAR ENDING 31/03/26

Table 2 Breakdown of grants and donations as at 31/03/26

Pucklechurch Community Association Sports Club	Grant for 1 picnic table/bench	£450.00
Tower playgroup	Grant towards insurance	£500.00
Pucklechurch Revel	Grant towards Revel 75	£500.00
Citizens Advice South Gloucestershire	Grant towards outreach service at Cadbury Heath	£500.00
Pucklechurch cricket club	Grant towards playing shirts	£500.00
		£2450.00

BANK STATEMENTS AS AT YEAR END 31/03/26

Unity Trust account

Table 3 Unity Trust current account as at 31/03/26

25/03/2026	Credit		£0.00	£20.00	£19,112.53
27/03/2026	Credit		£0.00	£20.00	£19,132.53
27/03/2026	Credit		£0.00	£20.00	£19,152.53
27/03/2026	Credit		£0.00	£20.00	£19,172.53
30/03/2026	Faster Payment Debit	B/P to: Proludic	£5,310.84	£0.00	£13,861.69
31/03/2026	Fee	Manual Credit Handling Charge	£0.30	£0.00	£13,861.39
31/03/2026	Credit		£0.00	£20.00	£13,881.39
31/03/2026	Credit		£0.00	£20.00	£13,901.39
31/03/2026	Credit		£0.00	£60.00	£13,961.39
31/03/2026	Fee	Service Charge	£11.05	£0.00	£13,950.34

Figure 11 Unity Bank savings account as at 31/03/26

Your Instant Access account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
28/02/2026		Balance brought forward	£0.00	£0.00	£91,206.20
31/03/2026	Credit Interest	Credit Interest	£0.00	£470.40	£91,676.60

Figure 212 Hinkley and Rugby savings account as at 31/03/26



Savings Accounts Summary

Pucklechurch Parish Council

Local Council 90 Day Notice Interest rate: 2.8 %
17011058069

Available balance **Pending balance**
£76,206.99 **£76,206.99**



FIXED ASSETS OWNED BY PUCKLECHURCH PARISH COUNCIL AS AT 31.03.26

Table 10 list of fixed assets

Fixed Assets owned by Pucklechurch Parish Council as at 31st March 2026

Date Acquired	Description	Value at time of purchase	Value for Insurance purposes	Land	Description /comments
11.12.1998	St Aldam's Drive land Received from HM Prison Services	1.00		1.00	
09.07.1968	Burial Ground Purchased from Vicarage	2150.00	see Rec	2150.00	
17.07.1958	Parkfield Rank Land used for play area date and value taken from only Registration documents found on file	50.00		50.00	
18.08.1936	Recreation Field	945.00	see street furniture and walls, gates & fences	945.00	Market Appraisal £150-175000 July 2024
	Scout Hut (No deeds found)	1.00	£300,000.00		Ownership transferred to parish council 11/07/25
	Village Hall (no deeds found)	1.00	Valued and insured by leaseholder Pucklechurch Community Association		Leased
07.07.1980	Land Received from Secretary of Defence Eagle Crescent	1500.00		1500.00	
01.12.1895	Allotments & Woodlands (no deeds found)	1.00		1.00	
	2 planters	582.80	part of Street furniture		See street furniture below
	Bus shelter Abson Road O/S Church	5540.55	part of Street furniture		See street furniture below
	Bus shelter Oaktree Avenue South Side	5540.55	part of Street furniture		See street furniture below

Approved by Council 16/07/25. Revised March 2026

	Bus shelter Abson Road O/S Village hall	5320.48	part of Street furniture	See street furniture below	
	Bus shelter Oaktree Avenue North Side	5320.48	part of Street furniture	See street furniture below	
	Bus shelter Shortwood Road	2640.89	part of Street furniture	See street furniture below	
	Bus shelter Shortwood Road	2640.89	part of Street furniture	See street furniture below	
	Bus shelter Main Road Shortwood	2640.89	part of Street furniture	See street furniture below	
	Bus shelter Goldfinch Way	4913.50	part of Street furniture	See street furniture below	
	Bus shelter Kestrel Drive/Merlin	4492.16	part of Street furniture	See street furniture below	
	Community Defibrillator & Box Village hall	2286.60	part of Street furniture	See street furniture below	
	Community Defibrillator & Box Village Café	2286.60	part of Street furniture	See street furniture below	
	Community Defibrillator & box Pucklechurch Social Club	2286.60	part of Street furniture	See street furniture below	
	Community Defibrillator, stand & box Eagle Crescent	3286.60	part of Street furniture	See street furniture below	
01/10/2022	Community Defibrillator broken and removed from service Eagle Crescent	-974.95			
	Community Defibrillator & Box Shortwood	2286.60	part of Street furniture	See street furniture below	
	Community Defibrillator, stand & box Parkfield Rank	3286.60	part of Street furniture	See street furniture below	

	Telephone Box Shortwood	1.00	part of Street furniture	See street furniture below	
	Play Equipment Shortwood	1.00	part of play equipment	see playground below	
	Play equipment St Aldams	1.00	part of play equipment	see playground below	
	Play equipment Recreation field	1.00	part of play equipment	see playground below	
	Play equipment Eagle Crescent	1.00	part of play equipment	see playground below	
	Concrete shed	3700.34	3700.34		
	Memorials Millennium stone	1.00	part of Street furniture	See street furniture below	
	Safer surfaces (was insured for) and play equipment	25070.08	part of ground surfaces	See ground surfaces below	
22.01.15	Community Centre and Shortwood Noticeboards	0.00	0.00		
05.09.18	Tree seat Recreation ground	890.00	part of Street furniture	See street furniture below	
27/08/2021	Playground signage	927.75	part of Street furniture	See street furniture below	
20/09/2022	Eagle Crescent play equipment	62525.00	part of play equipment	see playground below	
19/10/2022	Replacement defibrillator Eagle Crescent	974.95	part of Street furniture	See street furniture below	
19/12/2022	Signage Parkfield turning circle	240.00	part of Street furniture	See street furniture below	
27/03/2023	HP laptop FQ4006NA and printer 7220 bundle	620.00	part of contents	See contents below	
09/05/2023	Dog bin Partridge Road	618.50	part of Street furniture	See street furniture below	
22/05/2024	Single bay noticeboard Parkfield play area	1280.49	part of Street furniture	See street furniture below	



22/05/2024	Single bay noticeboard Shortwood	1280.49	part of Street furniture	See street furniture below	
22/05/2024	Double bay noticeboard community centre	2321.81	part of Street furniture	See street furniture below	
18/07/2024	Accessible roundabout and safer surfacing	11000.00	part of play equipment	see playground below	
18/06/2025	Active Play equipment at St Aldams	58,455.56	part of play equipment	see playground below	
02/07/2025	Goal post Parkfield	2260.21	part of play equipment	see playground below	
23/07/2025	Community Defibrillator Village Café removed as out of date	-974.95	part of Street furniture	See street furniture below	
23/07/2025	Cabinet Old Dairy café removed as broken	-1311.65	part of Street furniture	See street furniture below	
23/07/2025	Community Defibrillator Village hall removed as out of date	-974.95	part of Street furniture	See street furniture below	
23/07/2025	Community Defibrillator Pucklechurch Social Club removed as out of date	-974.95	part of Street furniture	See street furniture below	
23/07/2025	Community Defibrillator Shortwood removed as out of date	-974.95	part of Street furniture	See street furniture below	
23/07/2025	Community Defibrillator Parkfield Rank removed as out of date	-974.95	part of Street furniture	See street furniture below	
23/07/2025	Heartsafe Cabinet Old Dairy	749.00	part of Street furniture	See street furniture below	
23/07/2025	New Bexen cardio Reanibex defibrillator Old Dairy	1150.00	part of Street furniture	See street furniture below	
23/07/2025	New Bexen cardio Reanibex defibrillator village hall	1150.00	part of Street furniture	See street furniture below	
23/07/2025	New Bexen cardio Reanibex defibrillator PVSSC	1150.00	part of Street furniture	See street furniture below	



23/07/2025	New Bexen cardio Reanibex defibrillator Shortwood	1150.00	part of Street furniture	See street furniture below	
23/07/2025	New Bexen cardio Reanibex defibrillator Parkfield	1150.00	part of Street furniture	See street furniture below	
17/10/2025	New bench burial ground	480.00	part of Street furniture		
03/02/2026	Heartsafe Cabinet Eagle Crescent	890.00	part of Street furniture		
04/03/2026	New Springer Recreation ground	2930.00	part of Street furniture		

Total Assets

235810.62



ACTION PLAN 2025-26

Pucklechurch parish council as the first tier of local government deals with local parish issues and helps ensure the collective voice of the community is heard. In addition, it provides a range of public services to our residents from litter and dog bins to open spaces and play areas as well as offering allotment gardens, operating a burial ground and giving grants to support local groups who benefit Pucklechurch parish.

Pucklechurch parish council aim to continually promote the best interests of all its communities by providing high quality parish facilities and amenities in the parish. The parish council strives to listen and respond to its community and needs. This action plan is informed and shaped by information gathered from engagement with the community. It reflects the priorities the community wishes to see developed over the next few years. As a living document it provides a roadmap of the specific steps, tasks and resources required to ensure informed, purposeful progress is made towards turning agreed goals into a reality.

This action plan aids transparency and accountability and enables the tracking of progress and milestones, ensuring appropriate resource allocation, budgeting and risk management helps achieve the desired outcomes. All actions are required to consider biodiversity, safeguarding and crime and disorder

The parish action plan has been developed based on identified community priorities which for 2025/26 are:

- upgrading or replacing existing play equipment
- safeguarding the future of the Scouts hut
- supporting improvements at the Community Centre.

In addition during 2025 the parish council will be embarking on S106 funded projects:

- to improve both the drainage and the sports pitches on the Recreation ground
- to reach agreement with South Gloucestershire Council to provide a new biodiverse woodland and community asset on their land to benefit the parish and wider South Gloucestershire both now and for the future.

Key: progress to date

	Completed
	Partial or ongoing progress
	Not started



1. Contributing to making the Parish a safe and pleasant place to live

Project/policy priority	Details of project	Agreed actions	Budget/financial implications	Timescales	By whom	Next steps/outcomes
Supporting community cohesion	Review of community grant scheme to support groups and organisations that provide services and opportunities to enhance and/or support parishioners	Working group to review grant scheme and present findings to council to ensure scheme offers best value to all	To ensure approved budget provides maximum benefits to the community	Report to council by September 2025. Approval and changes by October 2025	Grant working group/full council	Review and changes to be implemented before the scheme opens in November
Neighbourhood Plan	Ensure the Pucklechurch parish Neighbourhood plan which outlines the community's vision of their neighbourhood is 'made'	Working with South Gloucestershire Council, ensure draft plan moves through remaining regulations to examination and referendum until plan 'made'	circa £3000.00 in reserves.	2025-26	Council/NP group, Clerk and Consultant	Monitor progress throughout the year November 2025 at Regulation 16 March 2026 examination requested
Planning matters	i) Respond to on-going NPPF consultations ii) Respond to ongoing developments linked to/resulting from the emerging South Gloucestershire Council Local Plan	To raise awareness/inform of proposals within the parish and to respond on behalf of the community	Part of general responsibilities	Ongoing	Council	ongoing as required



Scout hut	Take on ownership of Scout hut to save as a community asset	Council ownership and improvements. Work with Pucklechurch Community Association (PCA) for consider future management	£10,000.00 in budget	2025	Council and Scout hut working group	Revamped community asset November 2025 condition survey received March 26 Electrical work commissioned
Pucklechurch Community Centre (village hall)	To work in partnership with the PCA to develop the community centre	Support PCA to develop, enhance and improve the long term viability of building	£5,000.00 in budget	Ongoing	Council, hall working group. PCA & Clerk	Future proofing this community asset

2. Improving Parish council governance

Project/policy priority	Details of project	Agreed actions	Budget/financial implications	Timescales	By whom	Next steps/outcomes
Website	Review of accessibility	Professional MOT of website	£200.00	Summer 2025	Clerk	Revised accessibility statement. Evidence website meets required standards as required by assertions in new AGAR
Data Protection	Review of all processes, policies and compliance	Commission external provider	£500	Ongoing throughout 2025-26	Clerk	Evidence of compliance as required assertions in new AGAR
Local Council Award Scheme	Re-apply following lapsed accreditation	Council to apply for Silver award	£400	By end 2025-26	Clerk	Evidence of professionalism and good standards of governance



Training	Ongoing training of Councillors and Officers to ensure understanding, best practice and compliance with statutory and legislative requirements	Council commitment to training	Agreed training budget	Ongoing	Councillor and Officers	Evidence of professionalism and good standards of governance Ongoing training recorded on website
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3. Improving communications

Project/policy priority	Details of project	Agreed actions	Budget/financial implications	Timescales	By whom	Next steps/outcomes
Pucklechurch News	In house production of quarterly newsletter	Prioritise accessibility and improved content so Pucklechurch News informs and provides an information service for all residents	New contract budget up to £4,000.00	Ongoing Quarterly reviews	PN editorial group	Positive feedback and increased interest in providing articles/news

4. Protection of green spaces and environmental enhancement.

Project/policy priority	Details of project	Agreed actions	Budget/financial implications	Timescales	By whom	Next steps/outcomes
New woodland on land at Leigh Farm to support South Gloucestershire Council's (SGC) strategic	Project to develop community woodland and enhance biodiversity	To work with SGC to agree lease agreement. Source external funding. Develop community project to compliment SGC plans for the remaining land	S106 funds from Oaktree Avenue developments circa £60,500.00	2025-2027 Lease by end July 25 SGC liaison ongoing	Council, Woodlands, open spaces, Street Care & Allotments working group,	Develop partnerships to progress project with support from SGC Partner in South Gloucestershire

Green Infrastructure (GI) network		at Leigh Farm (Pucklechurch side of M4)			community groups and Clerk	Council's woodland project
Parish council owned land including burial ground	Continued enhancements to improve biodiversity	Ongoing research and approval of ideas to mitigate climate change and enhance nature. a) Install bug hotels b) Continued improvements to Westerleigh Road woodland c) Continued management of Ash die back d) monitor opportunities for community involvement such as tree planting e) consider future seed sharing project to benefit pollinators f) articles in Pucklechurch News and/or social media	To meet statutory requirements. Projects approved case by case using earmarked reserves – see budget	2025-26 Liaison with HMP Ashfield Inspection autumn 2025 Ongoing including annual inspections Ongoing Ongoing Ongoing	Council, Woodlands, open spaces, Street Care & Allotments working group and Clerk	Visible improvements to land. 2025 b) and c) work to address ash die back and manage woodland d) community involvement in tree planting at new Pucklechurch woodland f) articles in Pucklechurch News
Local climate and Nature plan	Develop plan for parish	Research and prepare draft	Officer's time	Ongoing	Woodlands, open spaces, Street Care &	Adopted plan and action plan

					Allotments working group & Clerk	Document not started Ongoing work across the parish to address climate change
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5. Wellbeing

Project/policy priority	Details of project	Agreed actions	Budget/financial implications	Timescales	By whom	Next steps/outcomes
St Aldams Active play project	Installation of an active play provision to help address the lack of physical activities in older children and especially girls	Commission approved project	Secure £40,000.00 funding from Suez Community Fund. Budget £20,00.00 from council funds.	30th June 2025	Clerk	New provision installed. Monitor feedback and regular use.
Council owned play areas	Research and developing proposals	Develop proposal and ideas for new provision and funding options at The Recreation ground and Parkfield	None at present	Ongoing long term	Play area working group	Viable proposal to develop into projects Building reserves
The Recreation ground sports improvements	Project to improve drainage and minimise impact of climate change, improved football pitch to ensure its continued use and redevelop the cricket wicket	Following approval by SGC year 1 of project	S106 funding from Oaktree Avenue developments £87273.71	Drainage by 31/3/26. Football pitch year 1 reseeded and aeration 31/8/25. Cricket wicket by 31/3/26	Lead Cllr, Council and Clerk	Improved drainage. Improved and sustainable football pitch condition . Level cricket wicket improving condition and longevity Drainage completed New cricket square



						Year 1 improvements to football pitch
The Recreation ground sports improvements Year 2	Continuing improvements to the football pitch and the cricket wicket	Year 2				Ongoing aeration work and grass improvements