

AGENDA ITEM 3

STC 21/2/26

TOWN COUNCIL
29 JANUARY 2026

MINUTES of the TOWN COUNCIL MEETING of the SWANSCOMBE & GREENHITHE TOWN COUNCIL held on THURSDAY 29 JANUARY 2026 at 7.00pm

PRESENT:

Councillor Dawn Johnston – Town Mayor
Councillor Emma Ben – Moussa
Councillor Lorna Cross
Councillor Ann Duke
Councillor Peter Harris
Councillor Lesley Howes
Councillor Richard Lees
Councillor Claire Pearce
Councillor Hazel Stephens
Councillor Graham Taylor

ALSO PRESENT:

Graham Blew – Town Clerk
Martin Harding – ATC/Responsible Financial Officer
Indigo Allred – Administration Officer
Revd. Charlie Lloyd – Evans
Dartford Borough Councillor Michael Brown
Mr P Crane
Ms D Butler
x3 Members of the public

ABSENT:

There were none

406/25-26. **ARRANGEMENTS AND CONSTRAINTS REGARDING FILMING OR RECORDING THE MEETING.**

The Town Mayor explained the arrangements and constraints relating to the filming or recording of the meeting.

407/25-26. **REVD. CHARLIE LLOYD-EVANS, PRIEST IN CHARGE AT ST MARY GREENHITHE & ST PETER AND ST PAUL SWANSCOMBE.**

The Town Mayor welcomed Revd. Charlie Lloyd-Evans to the meeting, Revd. Lloyd-Evans thanked the Town Council for the invitation and led the Council in prayer.

408/25-26. **APOLOGIES FOR ABSENCE.**

An apology for absence was received from Councillor Elizabeth Wickham, due to other commitments.

An apology for absence was received from Councillor Alan Reach, due to other commitments.

An apology for absence was received from Kent County Councillor Thomas Mallon due to other commitments.

An apology for absence was received from Dartford Borough Councillor Carol Gale due to other commitments.

An apology for absence was received from Dartford Borough Councillor David Mote due to other commitments.

RESOLVED:

That the reason/s for absence, for the above Town Councillors, be formally accepted and approved.

409/25-26. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.

There were none.

As per Standing Order 34 c) the Chairman adjourned the meeting at this point to allow members of the public to address the meeting in relation to the business being transacted at the meeting.

310/25-26. ITEMS DEEMED URGENT BY THE TOWN MAYOR / MATTERS ARISING FROM PREVIOUS MINUTES AND THEIR POSITION ON THE AGENDA.

There were none.

411/25-26. TO RECEIVE THE MINUTES OF THE MEETING HELD ON 8 JANUARY 2026.

RESOLVED:

That the Minutes of the Meeting held on 8 January 2026 and be confirmed as a true record and be signed.

412/25-26. MINUTES OF THE PLANNING, MAJOR DEVELOPMENT, TRANSPORTATION AND ENVIRONMENT COMMITTEE MEETING HELD ON 14 JANUARY 2026.

RESOLVED:

That the Minutes of the Planning, Major Developments, Transportation and Environment Committee Meeting held on 14 January 2026 be confirmed and the recommendations made therein be adopted.

413/25-26. MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 8 JANUARY 2026.

RESOLVED:

That the Minutes of the Finance & General Purposes Meeting held on 8 January 2026 be confirmed and the recommendations made therein be adopted.

413/25-26. KENT ASSOCIATION OF LOCAL COUNCILS (KALC) COMMUNITY AWARDS SCHEME (2026)

The Chief Executive of KALC had advised that they had launched the 2026 KALC Community Awards Scheme with a deadline for nominations of 30 January 2026.

Members had previously been provided with all the details on 17 September 2025.

As no nominations were forthcoming it was agreed not to take part in 2026 Scheme.

RESOLVED:

That the Town Council do not take part in the 2026 Scheme.

414/25-26. HONORARY FREEMAN.

Members considered the report, and after discussion, Councillor Lorna Cross proposed the Honorary Freeman be awarded. The proposal died for lack of a second.

RESOLVED:

That the proposal died for lack of a second.

415/25-26. COUNCIL TAX SUPPORT GRANT – CORRESPONDENCE, DARTFORD BOROUGH COUNCIL (DBC).

Further to minute 379/25-26 Members considered the response provided by the Head of Finance DBC.

RESOLVED:

That the item be noted.

416/25-26. LORRY PARK WORKING GROUP – UPDATE.

Members considered the notes from the Lorry Park Working Group meeting on 21 October 2026, and Councillor Graham Taylor summarised the outcome of the Working Group meeting with Jim Dickson MP on 23 January 2026.

RESOLVED:

That the update be noted.

418/25-26. **LORRY PARK WORKING GROUP – VACANCY,**

Councillor Elizabeth Wickham had requested to come off of the membership of the Working Group.

It was proposed, duly seconded and agreed:

RESOLVED:

That the item be deferred until the next meeting of the Town Council.

419/25-26. **REPORTS OF OUTSIDE REPRESENTATIVES**

Members were advised that this item provided an opportunity for Members appointed as representatives on outside bodies to provide a report at the meeting.

Ingress Park (Greenhithe) Management Limited (IPGM)

Councillor Peter Harris and Councillor Dawn Johnston are the Town Councils representatives on IPGM, IPGM have indicated that, although unable to supply any documentation, they would like a verbal update to be submitted to the Council.

Councillor Peter Harris advised that the accounts for 2024 – 2025 had now been submitted to the Auditors.

It was also noted that x2 large blocks were going to Right to Manage on 7 February 2026 and that x5 smaller blocks were also looking to apply for Right to Manage.

Whitecliffe Community Liaison Group (WCLG)

Councillor Dawn Johnston is the Town Councils representatives on the WCLG. As previously agreed, the agenda from the meeting on 21 January 2026 was available for inspection.

Councillor Dawn Johnston advised that she was unable to attend the last meeting.

Bluewater Forum (BF)

Councillor Dawn Johnston is the Town Councils representatives on the BF.

Unfortunately, Councillor Dawn Johnston advised that she was unable to attend the most recent meeting as it was being held at the same time as the Swanscombe and Greenhithe Town Council meeting 29 January 2026.

420/25-26. REPORT FROM KENT COUNTY COUNCILLOR.

Unfortunately, Kent County Councillor for Swanscombe and Greenhithe, Mr Thomas Mallon, was unable to attend the meeting.

The Town Mayor read out an update report submitted by KCC Thomas Mallon regarding the ASB Parking at manor Community Primary School and the implementation of a yellow box no parking junction in front of the gates to attempt to overcome this. This was able to be enforced by KCC as it was on private land.

RESOLVED:

That the report be noted.

421/25-26. REPORT FROM DARTFORD BOROUGH COUNCILLORS.

Unfortunately, Dartford Borough Councillor Carol Gale was unable to attend, but had advised that she had been in contact with the Environment Agency regarding Swanscombe Peninsula and was awaiting authorisation to provide an update at the next meeting.

Dartford Borough Councillor Michael Brown provided an update that included: the launch of a consultation on the budget and council tax setting, both the December and January Development Control Board meetings had been cancelled, Cabinet Advisory Panel A had discussed the replacement of a pedestrian bridge and the delays relating to the Orchard Theatre, upcoming Cabinet decisions regarding The Pavilion CIL funding bid and the purchase of 47 new builds in Greenhithe, Local Government Reorganisation a launch consultation on all x5 submitted proposals in early February running for 7 weeks.

Dartford Borough Councillors Emma Ben-Moussa and Claire Pearce provided an update that included: the regular Ward walks were continuing to report fly tipping etc., currently dealing with multiple reports of abandoned vehicles in Gunn Road, Moor Road and Broad Road, and this had been passed to the Police. ASB Parking on the High Street was still ongoing and it was scheduled for the DBC Cabinet Member, Councillor Richard Wells to attend on site.

There were issues with the standard being provided by the new contractor for DBC Housing repairs and this has been raised to the Head of Housing.

The Joint Transportation Board had again been working with KCC and Fastrack to try to resolve the issues with the F service on Ingress Park.

RESOLVED:

That the reports be noted.

422/25-26. SEALING OF DOCUMENTS.

There were none

423/25-26. TOWN MAYORS ANNOUNCEMENTS.

The Town Mayor, Councillor Dawn Johnston, updated the meeting on her upcoming Mayoral events including:

- The recent Burns Night Quiz and Poetry Night had raised £465 for the mayors Charity Fund.
- Charity Fashion Show, in partnership with Ellenor, was scheduled to be held in The Swanscombe Centre on 28 February 2026

424/25-26. CO-OPTION OF TOWN COUNCILLOR FOR THE SWANSCOMBE WARD.

Further to minute 329/25-26 x3 Expressions of Interest had been received.

Unfortunately, Dr S J Dunn was unable to attend the meeting but, in accordance with the Co-Option Policy had provided additional information.

The Chairman thanked the candidates for expressing their interest in serving the community and invited them to address the meeting.

In accordance with the Co-Option Policy and Standing Order 6 b) Members voted. At this stage the candidate with the least votes dropped out and Members then voted again and it was duly carried.

RESOLVED:

That Denise Butler be co-opted on to the Town Council for the Swanscombe Ward.

There being no further business to transact the Meeting closed at 7.45 pm.

Signed: _____

(Chairman)

Date: _____

**CALCULATION OF COUNCIL TAX 2026/27 AS REQUIRED BY
SWANSCOMBE & GREENHITHE TOWN COUNCIL**

AGENDA ITEM

STC 9/2/26

5

Balance at Bank 1st April 2025	62,731
Plus Precept - 2025/26	470,622
Plus Government Grant 2025/26	14,435
	<u>547,788</u>

Less probable expenditure 2025/26	473,693
Less reserve account	30,020
Less working balance	25,000
Less Earmarked from 2025/26 Balances	0
Available Balance	<u>19,075</u>

Estimated expenditure 2026/27	538,807
Less available balance	19,075
	<u>519,732</u>

Less Government Grant	0
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Total Amount Required	<u>519,732</u>
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C NCIL TAX CALCULATION

Basic rate for calculation as provided by Dartford Borough Council
4820.78 properties

2025/2026
4743.69

Band	2026/27			Percentage	
A	£71.87				
B	£83.85				
C	£95.83				
D	£107.81	£99.21	£8.60		8.67
E	£131.77				
F	£155.73				
G	£179.68				
H	£215.62				

	2024/25 ACTUAL	2025/26 EST	2025/26 PROB	2026/27 EST	2027/28 FORE	2028/29 FORE
Cost Centre 1 Public Lighting						
Code Description						
1 Supply & Maintenance	1000	3150	2000	3308	3407	3509
3 Christmas Lighting	2200	4170	3500	4000	4120	4244
4 Repairs	0	500	500	525	541	557
5 Long Term Financial Risks	0	0	0	2000	500	500
Total Expenditure	3200	7820	6000	9833	8567	8809
7 Miscellaneous Income	1	1	1	1	1	1
Total Income	1	1	1	1	1	1
Total to Public Lighting Summary	3199	7819	5999	9831	8566	8808
Cost Centre 2 Grove Car Park						
Code Description						
20 Rates	2100	2100	2100	2205	2293	2385
21 Repairs & Maintenance	0	500	250	525	541	557
22 Long Term Financial Risks	0	0	0	1000	655	655
Total Expenditure	2100	2600	2350	3730	3489	3597
7 Miscellaneous Income	4252	1000	3000	1050	800	800
Total Income	4252	1000	3000	1050	800	800
Total to Car Parks Summary	-2152	1600	-650	2680	2689	2797
Cost Centre 4 Parks Establishment						
Code Description						
40 Wages	110000	108250	120000	123600	126690	129857
41 Equipment/Materials	32000	31000	28000	32550	33364	34365
42 New Grounds Maintenance Ec	0	0	0	0	0	0
43 Fuel	3000	2000	2000	2100	2153	2217
44 Fencing	0	3000	2000	2500	2563	2639
45 Telephone	0	250	100	263	269	277
45 Vehicles	2500	2000	1800	2100	2153	2217
47 Water Rates	2300	2575	2500	17704	18147	18691
48 Gas / Electricity	8000	3000	5000	5250	5381	5543
49 Playground Equipment & Maint	5000	5000	4000	5250	5000	5150
50 Training	1000	2000	1000	1500	1538	1584
51 Knockhall Changing Rooms	200	500	500	525	538	554
52 Parks Works Area	50	750	500	788	807	831
53 Vandalism	600	500	500	525	538	554
54 Trees	7000	3000	3000	3150	3000	3000
55 New Recreational Facilities	0	0	0	0	0	0
56 Unexpected/Emergency Work	200	750	750	788	807	831
57 Long Term Financial Risks	5000	5000	5000	6000	10500	10500
58 New Community Facility	0	0	0	0	0	0
Total Expenditure	176850	169575	176650	204592	213446	218811
66 Miscellaneous Income	500	500	500	525	500	500
Total Income	500	500	500	525	500	500
Total to Parks Summary	176350	169075	176150	204067	212946	218311

	2024/25 ACTUAL	2025/26 EST	2026/27 PROB	2026/27 EST	2027/28 FORE	2028/29 FORE
Cost Centre 5 Swanscombe Park						
Cod: Description						
70 Bowls Pavilion Maintenance	0	0	0	0	0	0
Total Expenditure	0	0	0	0	0	0
75 Bowls	4272	4246	4425	4437	4373	4505
Total Income	4272	4246	4425	4437	4373	4505
Total to Parks Summary	-4272	-4246	-4425	-4437	-4373	-4505
Cost Centre 6 Knockhall Playing Field						
Cod: Description						
80 Rates	147	153	153	161	165	170
Total Expenditure	147	153	153	161	165	170
85 Football	6495	6240	6103	6396	6588	6786
Total Income	6495	6240	6103	6396	6588	6786
Total to Parks Summary	-6348	-6087	-5950	-6235	-6422	-6615
Cost Centre 7 Broomfield Sports Ground						
Cod: Description						
95 Football	9373	8600	8600	8815	9079	9352
96 Cricket	800	1000	1600	1025	0	2000
97 Miscellaneous Income	0	0	0	0	0	0
Total Income	10173	9600	10200	9840	9079	11352
Total to Parks Summary	10173	9600	10200	9840	9079	11352
Cost Centre 8 Churchyard - SP & SP						
Cod: Description						
110 Maintenance	600	2000	2000	4000	4120	4244
Total Expenditure	600	2000	2000	4000	4120	4244
Total to Parks Summary	600	2000	2000	4000	4120	4244
Cost Centre 9 Other Projects						
Cod: Description						
121 General Projects (inc Sum Etn	12000	10000	11000	10500	10815	11139
Total Expenditure	12000	10000	11000	10500	10815	11139
128 Miscellaneous Income	0	0	0	0	0	0
Total Income	0	0	0	0	0	0
Total to Parks Summary	12000	10000	11000	10500	10815	11139
Cost Centre 10 Bus Shelters						
Cod: Description						
130 Maintenance	0	250	0	263	300	300
Total Expenditure	0	250	0	263	300	300
128 Miscellaneous Income	0	0	0	0	0	0
Total Income	0	0	0	0	0	0
Total to Parks Summary	0	250	0	263	300	300
Cost Centre 19 Heritage Park						
Cod: Description						
100 Maintenance / Rent	0	500	500	525	500	500
101 Water Supply	0	0	0	0	0	0
102 Fencing	0	0	0	0	0	0
103 Changing Rooms	0	0	0	0	0	0
Total Expenditure	0	500	500	525	500	500
Total to Parks Summary	0	500	500	525	500	500

	2024/25 ACTUAL	2025/26 EST	2025/26 PROB	2026/27 EST	2027/28 FORE	2028/29 FORE
Codi Description						
146 Rates & Ins Rent - DBC	32500	32500	20812	21853	22508	23183
155 GCLL Management Fee	58000	58000	58000	58000	58000	58000
Total Expenditure	90500	90500	78812	79853	80508	81183
Total Income	0	0	0	0	0	0
Total To Leisure Centre Summary	90500	90500	78812	79853	80508	81183
Cost Centre 14 Allotments						
Codi Description						
210 Rents / Licences	220	245	245	257	265	273
211 Repairs / Maintenance	0	250	250	263	270	278
212 Water Supply	0	0	0	0	0	0
213 Long Term Financial Risks	0	0	0	1000	1000	0
Total Expenditure	220	495	495	1520	1535	551
218 Rent	5474	5230	5512	5361	6165	7090
Total Income	5474	5230	5512	5361	6165	7090
Total To Allotment Summary	-5254	-4735	-5017	-3841	-4630	-6538
Cost Centre 15 Administration						
Codi Description						
230 Wages	140000	142750	158000	162740	167622	172651
231 Furn (F&F) & Equipment	100	750	250	788	811	835
232 Photocopier	1000	1000	1000	1050	1082	1114
233 Stationery, Advertising, Postage	1300	1600	1600	1680	1730	1782
234 Telephone / Internet	10000	3700	3700	3885	4002	4122
235 Mileage Allowance	0	200	200	210	216	223
236 Insurance	15000	14000	15000	14700	15141	15595
237 Subscriptions / Publications	7000	5000	5000	5250	5408	5570
238 Civic Budget	1500	3000	3000	2000	2060	2122
240 Chains of Office	0	250	50	263	270	278
241 Legal Fees	2500	3000	2500	3150	3245	3342
242 External Audit Fees	1500	1400	1400	1470	1514	1560
243 Internal Audit Fees	210	350	250	368	379	390
244 Local Funding	1700	2000	2000	2100	2000	2000
245 Miscellaneous	6000	6000	3200	6300	6489	6684
246 Election Expenses	16000	2000	2000	2100	2000	2000
247 Training	300	1500	1000	1575	1622	1671
248 Member Training	400	1500	750	1575	1622	1671
249 IT Services	3950	4000	4500	4200	4326	4456
250 Handyman (including seasonal)	0	500	0	525	541	557
251 Council Offices Building Maint	20000	12000	11000	16000	16480	16974
252 Water Rates	4000	2000	2500	2625	2704	2785
253 Gas	4000	2750	3500	3675	3785	3899
254 Electricity	18000	6500	7000	7350	7571	7798
255 Rates (NNDR)	17500	17500	17500	18375	18926	19494
256 Long Term Financial Risks	0	0	0	6000	2000	2000
Total Expenditure	271960	235250	246900	269953	273545	281571
270 Photocopier Income	0	0	0	0	0	0
271 Miscellaneous	1500	1000	2000	1050	0	0
274 Bank Interest	3900	3000	3000	3150	3245	3342
Total Income	5400	4000	5000	4200	0	0
Total to Administration Summary	266560	231250	241900	265753	273545	281571

	2024/25 ACTUAL	2025/26 EST	2025/26 PROB	2026/27 EST	2027/28 FORE	2028/29 FORE
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Cost Centre 16 Church Road Hall

Code Description

280 Wages	5000	5800	6400	6592	6790	6993
281 Repairs & Maintenance	500	500	500	525	541	557
282 Gas & Electricity	2000	850	1400	1470	1514	1560
283 Cleaning Materials	130	100	100	105	108	111
284 Furniture & Fittings	0	100	100	105	108	111
285 Rates (NNDR)	1200	1172	700	1231	1268	1306
287 Misc Expenditure	0	125	125	131	135	139
288 Long Term Financial Risks	0	0	0	1000	0	0
290 Telephone / Broadband	0	100	100	105	400	400
Total Expenditure	8830	8747	9425	11264	10864	11178

295 Hire Income	11500	6500	11000	6825	7030	3000
Total Income	11500	6500	11000	6825	7030	3000

Total To Community Halls Summary	-2670	2247	-1575	4439	3834	8178
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Cost Centre 17 Grove Hall

Code Description

301 Repairs & Maintenance	70	500	500	525	-59	-61
302 Gas & Electricity	400	100	200	105	108	111
Total Expenditure	480	610	710	641	60	62

315 Hire Income	0	0	0	0	0	0
Total Income	0	0	0	0	0	0

Total To Community Halls Summary	480	610	710	641	60	62
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Cost Centre 18 Heritage Community Hall

Code Description

320 Wages	0	0	0	0	0	0
321 Repairs & Maintenance	0	0	0	0	0	0
322 Gas & Electricity	0	0	0	0	0	0
323 Cleaning Materials	0	0	0	0	0	0
324 Furniture & Fittings	0	0	0	0	0	0
325 Rates (NNDR)	0	0	0	0	0	0
326 Water Rates	0	0	0	0	0	0
327 Misc Expenditure	0	0	0	0	0	0
328 Long Term Financial Risks	0	0	0	0	0	0
Total Expenditure	0	0	0	0	0	0

335 Hire Income	13794	13796	13796	14086	14508	14944
Total Income	13794	13796	13796	14086	14508	14944

Total To Community Halls Summary	-13794	-13796	-13796	-14086	-14508	-14944
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Cost Centre 20 Sports Pavilion

Code Description

340 Utilities	1200	700	1000	1250	0	0
343 Rates	4000	4000	5000	6000	0	0
345 Misc Expenditure	0	0	0	0	0	0
346 Professional Fees	0	0	0	0	0	0
425 Construction Costs	0	0	0	0	0	0
Total Expenditure	5200	4700	6000	7250	0	0

350 Rent	0	0	0	0	0	0
426 Grant Income	0	0	0	0	0	0
Total Income	0	0	0	0	0	0

Total To Community Halls Summary	5200	4700	6000	7250	0	0
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	2024/25 ACTUAL	2025/26 EST	2025/26 PROB	2026/27 EST	2027/28 FORE	2028/29 FORE
Cost Centre 21 Town Council Offices Community Hall						
Code Description						
360 Wages (Caretaker)	9000	8750	10000	10300	10609	10927
361 Repairs & Maintenance	250	420	420	441	454	468
362 Furniture, Fixtures and Fittings	0	100	100	105	108	111
363 Cleaning Materials	300	260	260	273	281	290
364 Miscellaneous	0	75	75	79	81	84
365 Long Term Financial Risks	0	0	0	1000	5185	4540
Total Expenditure	9550	9605	10855	12198	16719	16420
370 Rent	50000	47500	50000	49875	48925	50393
Total Income	50000	47500	50000	49875	48925	50393
Total To Community Halls Summary	-40450	-37895	-39145	-37677	-32206	-33973
Cost Centre 22 Old Fire Station Café						
Code Description						
380 Wages	21000	20800	28000	32400	33372	34373
381 Food/Supplies	8000	4000	8000	4200	4326	4456
382 F, F & Equipment (including le	500	500	500	525	500	500
383 Advertising	0	100	100	105	108	111
384 Rates (NNDR)	2400	2250	2250	2363	2433	2506
385 Electricity & Water	4000	1500	2000	2100	2163	2228
386 Cleaning Materials	100	120	130	126	130	134
387 DBC Maintenance Service Ch:	1500	1500	1500	1575	1622	1671
388 Telephone / Internet	0	500	500	525	541	557
389 Maintenance	0	500	500	525	541	557
390 Miscellaneous (and DBC Insura	700	500	500	525	541	557
391 Long Term Financial Risks	0	0	0	1000	0	0
392 Rent DBC	5600	5600	5600	5880	5768	5941
Total Expenditure	43800	37870	49580	51849	52045	53591
395 Café Income	22200	20500	25000	21525	20000	20000
Total Income	22200	20500	25000	21525	20000	20000
Total To Community Café Summary	21600	17370	24580	30324	32045	33591
Cost Centre 23 Ingress Park Community Centre						
Code Description						
400 Wages	0	6000	2000	7000	7210	7426
401 Repairs & Maintenance	0	500	500	600	515	530
402 Gas & Electricity	0	1500	500	2000	2060	2122
403 Cleaning Materials	0	500	100	500	515	530
404 Furniture & Fittings	0	500	100	500	515	530
405 Rates (NNDR)	0	1600	500	2000	2060	2122
406 Water Rates	0	600	200	600	618	637
407 Key Holder Security	0	0	0	600	618	637
408 Misc Expenditure	0	100	0	100	103	106
409 Long Term Financial Risks	0	0	0	1000	0	0
Total Expenditure	0	11300	3900	14800	14214	14640
415 Hire Income	0	14000	4000	14000	14000	14000
416 Commuted Sum	0	6000	13500	6000	6000	6000
417 Contingency Fund	0	10000	0	0	0	0
Total Income	0	30000	17500	20000	20000	20000
Total To Community Halls Summary	0	-18700	-13600	-5200	-5786	-5360
SUMMARY						
Street Lighting	3199	7819	5999	9831	8566	8808
Car Parks	-2152	1600	-650	2680	2689	2797
Parks	188503	181092	189475	198842	226965	234726
Leisure Centre	90500	90500	78812	79853	80508	81183
Allotments	-5254	-4735	-5017	-3841	-4630	-6538
Administration	266560	231250	241900	265753	273545	281571
Community Halls	-51234	-62834	-61406	-44634	-48607	-46037
Community Café	21600	17370	24580	30324	32045	33591
	511722	462062	473693	538807	571082	590102
Total Expenditure	511722	462062	473693	538807	571082	590102



For emergencies, please contact your:
Water wholesaler: Thames Water
Waste wholesaler: Southern Water
Visit business-stream.co.uk/emergencies

COPY

SWANSCOMBE & GREENHITHE TOWN
TOWN COUNCIL OFFICES
THE GROVE
SWANSCOMBE
DA10 0GA

Customer reference / invoice no

~~2795713 / 9789284~~

Invoice / tax point date: 26 January 2026

Supply address: Swanscombe Park, Park Road, Kent, SWANSCOMBE, DA10 0JJ

Supply point ID: water / waste water:
3010215215W18 / 3010215215S15

Our VAT number: 945 8508 85

Page 1 of 3

Ways to save



We're here to help you cut costs wherever we can. View our ways to save page for support in reducing your water costs at business-stream.co.uk/ways-to-save

Your water services invoice

26 December 2025 - 25 January 2026 (31 days, average £605.30 per day)

Your account summary

Your previous balance	£123.63	
Payments received	£123.63	CREDIT
Your balance brought forward	£0.00	

Your charges this period (see page 2 for details)

Water services charges	£18,764.30
VAT	£0.00
Total charges this period	£18,764.30

Your new account balance £18,764.30

Your water consumption and carbon emissions



The year to date (YTD) water consumption for your site is 2,941.25m³. Based on the billing period and using UK Government statistics, your annual carbon emissions are 11,739.84kgCO₂e/yr.



Thanks for paying by Direct Debit. You don't need to do anything - we'll collect £18,764.30 from your account on 9 February 2026.

Ways to pay



Direct Debit

Paying by Direct Debit is the quickest and easiest way to pay your bills. Visit business-stream.co.uk/direct-debit or call us on 0330 123 2000.

Online

Visit business-stream.co.uk/payonline with your debit or credit card details.

By phone

Call 0330 123 2000 to pay over the phone using your debit or credit card details.

By bank transfer

Sort code: 30-00-02.
Account number: 03029919.
Account name: Business Stream Revenue Account. Please include this reference number: 2795713 / 9789284

You can also find other ways to pay at business-stream.co.uk/ways-to-pay

PO Box 17381, Edinburgh, EH12 1GT | business-stream.co.uk

Naturally different.

Scottish Water Business Stream Limited trading as Business Stream. Registered in Scotland. Company no. SC294924. Registered office address and principal place of business: 1-3 Lochside Crescent, Edinburgh, EH12 9SE. Ofwat, the Water Services Regulation Authority, is the regulator of the water sector in England and Wales. For more information visit ofwat.gov.uk. Unless otherwise agreed, Scottish Water Business Stream Ltd provides services to you in accordance with our standard terms and conditions, a copy of which is available at business-stream.co.uk/terms. Copies are also available on request. Through your continued receipt and acceptance of our services, you are deemed to have accepted our standard terms and conditions.

Your charges in detail

Meter number / meter size: 131021506 / 25mm

Water charges		Units	Rate	VAT	Charge
Volumetric water charge					
Actual reading	6 Jan 26	2860			
Estimated reading	26 Dec 25	179			
= volume used this period		2681 m ³			
Estimated reading	26 Jan 26	3000			
Actual reading	6 Jan 26	2860			
= volume used this period		140 m ³			
Charges	26 Dec 25 - 5 Jan 26	2681 m ³	2.6722	Z	£7,164.17
Charges	6 Jan 26 - 25 Jan 26	140 m ³	2.6722	Z	£374.11
Total water charges					£7,538.28

This is a charge for the amount of water you've used, as recorded by your water meter. The rate you are charged can vary based on your location and your water consumption.

Waste water & drainage charges		Units	Rate	VAT	Charge
Volumetric waste water charge					
Charges	26 Dec 25 - 5 Jan 26	2546.95 m ³	4.1745	Z	£10,632.24
Based on 95% of water usage figure					
Charges	6 Jan 26 - 25 Jan 26	133 m ³	4.1745	Z	£555.21
Based on 95% of water usage figure					

This is the amount of water that we estimate goes down your drain based on a proportion of the water consumption recorded by your water meter. In general, waste water is charged between 90% and 100% of your recorded water use.

Surface water drainage		Units	Rate	VAT	Charge
Charges	26 Dec 25 - 25 Jan 26	31 days		Z	£36.66
Based on the annual charge of £431.69					

This is a fee for the cost of collecting rain water which goes in to the public sewerage system from your premises.

Highway drainage		Units	Rate	VAT	Charge
Charges	26 Dec 25 - 25 Jan 26	31 days		Z	£1.91
Based on the annual charge of £22.48					

This is a fee for the upkeep of the public roads drainage system and road flooding prevention.

Total waste water and drainage charges **£11,226.02**

Subtotal **£18,764.30**
Total charges this period **£18,764.30**

**CALCULATION OF COUNCIL TAX 2026/27 AS REQUIRED BY
SWANSCOMBE & GREENHITHE TOWN COUNCIL**

GRT V1

09/02/2026

Balance at Bank 1st April 2025	62,731	CIL Balance brought forward 1st April 2025	48,197
Balance Premium ac 1st April 2025	3,346	CIL Receipts	27,078
Balance of CCLA Investment 1st April 2025	25,000	CIL Expenditure to date	<u>35,996</u>
Plus Precept - 2025/26	470,622	CIL Balance carried forward to date	<u>39,279</u>
Plus Government Grant 2025/26	14,435		
Plus estimated Premium account interest	42	Probable total expenditure 2025/26	603,247
Plus CIL Receipts 2025/26	<u>27,078</u>	Less CIL expenditure to date	<u>35,996</u>
	<u>603,255</u>	Probable core expenditure 2025/26	<u>567,251</u>
Probable core expenditure 2025/26	567,251	2025/26 Estimates	468,812
CIL Expenditure to date	35,996	Variance	-98,439
Total Reserves Carried Forward 31/03/2026***	<u>8</u>	General Reserves	0
	<u>603,255</u>	Variance	8
		CIL	0
		Variance	-39,279
*** In practice some of 2025/26 expenditure may have to be delayed until an advance on our precept is forwarded by DBC in the first week of April. It is possible that some further economies can be made in Feb and Mar to prevent this scenario and reduce expenditure		General Reserve brought forward 1st April 2025	42,881
		Less Contribution from reserves to expenditure 2025/26	42,881
		Plus estimated surplus transferred to reserves 2025/26	<u>0</u>
		Estimated General Reserve carried forward 31/03/2026	<u>0</u>
Estimated core expenditure 2026/27	625,610		
Plus planned surplus transfer to Reserves 2027/28	<u>55,000</u>	CIL	39,279
	<u>680,610</u>	Reserve	15,721
		Less Variance	8
Government Grant	0		
Total Amount Required	<u>680,610</u>		15,729
			2.77%

COUNCIL TAX CALCULATION

Basic rate for calculation as provided by Dartford Borough Council 2025/2026
4820.78 properties 4743.69

Band	2026/27				
A	£94.12				
B	£109.81				
C	£125.50				
D	£141.18	£99.21	£41.97	Percentage	42.31
E	£172.56				
F	£203.93				
G	£235.30				
H	£282.37				

For comparison Stone Town Council set a precept of £129.47 for 2025/26 which was an increase of 10.21% on 2024/25 if they increase their precept by 9% this year it will equal ours

- This version eliminates the following spending:
- Hanging Baskets
 - Summer Entertainment
 - Christmas Lights
 - Civic Reception

It also halves the amount of grant we can give to other organisations to £1000

**This exceeds the original £18,000 Long Term Financial risk which if we keep to budget will result in a £55,000 surplus to rebuild reserves The majority of this will restore the CIL balance to that published and the rest will go any derrefferd bills and then to General Reserve This also means that there will be £55,000 CIL + reserves available to use as working balance at the start of April 2027 until the precept is paid In future years we canwork towards including a proper £45,000 working balance as part of the General Reserve

AGENDA ITEM 5
STC 9/2/26 V2

		2024/25	2025/26		2026/27	2027/28	2028/29
		ACTUAL	EST	PROB	EST	FORE	FORE
Cost Centre 1	Public Lighting						
Code	Description						
1	Supply & Maintenance	2182	3200	2117	2223	2290	2358
3	Christmas Lighting	1591	4200	3891	0	0	0
4	Repairs	0	500	1465	525	541	557
5	Long Term Financial Risks	0	0	0	0	0	0
	Total Expenditure	3773	7900	7473	2748	2830	2915
7	Miscellaneous Income	1	1	609	1	1	1
	Total Income	1	1	609	1	1	1
Total to Public Lighting Summary		3772	7899	6864	2747	2829	2914
Cost Centre 2	Grove Car Park						
Code	Description						
20	Rates	2121	2500	2007	2107	2192	2279
21	Repairs & Maintenance	0	500	190	200	206	212
22	Long Term Financial Risks	0	0	0	0	0	0
	Total Expenditure	2121	3000	2197	2307	2398	2491
7	Miscellaneous Income	822	1000	800	800	800	800
	Total Income	822	1000	800	800	800	800
Total to Car Parks Summary		1299	2000	1397	1507	1598	1691
Cost Centre 4	Parks Establishment						
Code	Description						
40	Wages	148080	112000	169853	178353	182812	187382
41	Equipment/Materials	32220	31000	46384	32550	33364	34365
42	New Grounds Maintenance Equipmen	7801	0	14388	0	0	0
43	Fuel	3149	2200	2638	2770	2839	2924
44	Fencing	0	3000	2199	2500	2563	2639
45	Telephone	0	250	0	0	0	0
45	Vehicles	10470	2000	2572	2701	2768	2851
47	Water Rates	2318	3000	3200	17704	18147	18691
48	Gas / Electricity	9429	3500	4000	4200	4305	4434
49	Playground Equipment & Maintenance	5037	5000	6483	5250	5000	5150
50	Training	1122	2000	520	1000	1025	1056
51	Knockhall Changing Rooms	120	500	200	210	215	222
52	Parks Works Area	39	750	100	110	113	116
53	Vandalism	610	500	150	500	513	528
54	Trees	16546	3000	1110	3000	3000	3000
55	New Recreational Facilities	0	0	0	0	0	0
56	Unexpected/Emergency Works	185	750	760	788	807	831
57	Long Term Financial Risks	0	7000	0	0	0	0
58	New Community Facility	0	0	0	0	0	0
	Total Expenditure	237126	176450	254557	251635	257469	264189
66	Miscellaneous Income	5939	500	21790	525	500	500
	Total Income	5939	500	21790	525	500	500
Total to Parks Summary		231187	175950	232767	251110	256969	263689

		2024/25	2025/26		2026/27	2027/28	2028/29
		ACTUAL	EST	PROB	EST	FORE	FORE
Cost Centre 5	Swanscombe Park						
Code	Description						
70	Bowls Pavilion Maintenance	30	0	1564	500	515	530
427	Bowls Club Electricity	0	0	410	431	443	457
	Total Expenditure	30	0	1974	931	958	987
75	Bowls	4600	4382	4425	4579	4513	4649
	Total Income	4600	4382	4425	4579	4513	4649
Total to Parks Summary		-4570	-4382	-2451	-3649	-3555	-3662
Cost Centre 6	Knockhall Playing Field						
Code	Description						
80	Rates	147	160	175	184	189	195
	Total Expenditure	147	160	175	184	189	195
85	Football	6525	6500	5820	5966	6144	6329
	Total Income	6525	6500	5820	5966	6144	6329
Total to Parks Summary		-6378	-6340	-5645	-5782	-5955	-6134
Cost Centre 7	Broomfield Sports Ground						
Code	Description						
95	Football	9369	8875	8100	8303	8552	8808
96	Cricket	657	0	1585	1625	1673	1724
97	Miscellaneous Income	0	0	0	0	0	0
	Total Income	10026	8875	9685	9927	10225	10532
Total to Parks Summary		-10026	-8875	-9685	-9927	-10225	-10532
Cost Centre 8	Churchyard - SP & SP						
Code	Description						
110	Maintenance	550	2000	1475	3500	3605	3713
	Total Expenditure	550	2000	1475	3500	3605	3713
Total to Parks Summary		550	2000	1475	3500	3605	3713
Cost Centre 9	Other Projects						
Code	Description						
121	General Projects (Inc Sum Etment)	21713	11000	13444	0	0	0
	Total Expenditure	21713	11000	13444	0	0	0
128	Miscellaneous Income	6850	0	1325	0	0	0
	Total Income	6850	0	1325	0	0	0
Total to Parks Summary		14863	11000	12119	0	0	0
Cost Centre 10	Bus Shelters						
Code	Description						
130	Maintenance	0	250	0	250	258	265
	Total Expenditure	0	250	0	250	258	265
128	Miscellaneous Income	0	0	0	0	0	0
	Total Income	0	0	0	0	0	0
Total to Parks Summary		0	250	0	250	258	265
Cost Centre 19	Heritage Park						
Code	Description						
100	Maintenance / Rent	-3000	500	-700	525	541	557
101	Water Supply	0	0	0	0	0	0
102	Fencing	0	0	0	0	0	0
103	Changing Rooms	0	0	0	0	0	0
	Total Expenditure	-3000	500	-700	525	541	557
Total to Parks Summary		-3000	500	-700	525	541	557
Cost Centre 11	Leisure Centre						
Code	Description						
146	Rates & Ins Rent - DBC	36621	35000	32050	38851	40016	41217
155	GCLL Management Fee	58000	58000	58000	58000	58000	58000
	Total Expenditure	94621	93000	90050	96851	98016	99217
	Total Income	2495	0	3710	0	0	0
Total To Leisure Centre Summary		92126	93000	86340	96851	98016	99217

	2024/25 ACTUAL	2025/26 EST	2025/26 PROB	2026/27 EST	2027/28 FORE	2028/29 FORE
Cost Centre 14 Allotments						
Code Description						
210 Rents / Licences	217	245	217	257	265	273
211 Repairs / Maintenance	7000	250	0	250	258	265
212 Water Supply	0	0	432	454	467	481
213 Long Term Financial Risks	0	0	0	0	0	0
Total Expenditure	7217	495	649	961	990	1019
218 Rent	12475	5230	5512	5650	6497	7472
Total Income	12475	5230	5512	5650	6497	7472
Total To Allotment Summary	-5258	-4735	-4863	-4689	-5508	-6452

	2024/25 ACTUAL	2025/26 EST	2025/26 PROB	2026/27 EST	2027/28 FORE	2028/29 FORE
Cost Centre 15 Administration						
Code Description						
230 Wages	184191	150000	176285	181574	187021	192632
231 Furn (F&F) & Equipment	67	750	25	100	103	106
232 Photocopier	2564	1000	3680	3864	3980	4099
233 Stationery, Advertising, Postage	1313	2000	1808	1898	1955	2014
234 Telephone / Internet	10627	3700	9113	9569	9856	10151
235 Mileage Allowance	0	200	100	100	103	106
236 Insurance	15829	15000	15028	15779	16253	16740
237 Subscriptions / Publications	7916	5000	5179	5438	5601	5769
238 Civic Budget	3084	3000	409	459	473	487
239 Civic Reception	593	0	1525	1602	1650	1699
240 Chains of Office	0	250	40	263	270	278
241 Legal Fees	2450	3000	3700	3150	3245	3342
242 External Audit Fees	1680	1400	1680	1764	1817	1871
243 Internal Audit Fees	210	350	210	368	379	390
244 Local Funding	1700	2000	2000	1000	2000	2000
245 Miscellaneous	8372	6000	5852	6145	6329	6519
246 Election Expenses	16943	2000	0	0	20000	0
247 Staff Training	293	1500	422	500	515	530
248 Member Training	378	1500	100	500	515	530
249 IT Services	10004	4500	8450	8873	9139	9413
250 Handyman (including seasonal Park st	0	500	0	500	515	530
251 Council Offices Building Maintenance	22373	12000	28728	16000	16480	16974
252 Water Rates	4908	2500	2330	2447	2520	2595
253 Gas	5596	3500	5900	6195	6381	6572
254 Electricity	18249	7500	19825	20816	21441	22084
255 Rates (NNDR)	17590	18000	17225	18900	19467	20051
256 Long Term Financial Risks	0	2000	0	0	0	0
Total Expenditure	336930	249150	309614	307802	338006	327486
270 Photocopier Income		0	0	0	0	0
271 Miscellaneous	2988	1000	4401	1050	1082	1114
274 Bank Interest	3798	3000	2347	2464	2538	2614
Total Income	6786	4000	6748	3514	3620	3728
Total to Administration Summary	330143	245150	302866	304287	334386	323758

	2024/25 ACTUAL	2025/26 EST PROB		2026/27 EST	2027/28 FORE	2028/29 FORE
Cost Centre 16 Church Road Hall						
Code Description						
280 Wages	6740	7500	5861	6037	6218	6404
281 Repairs & Maintenance	1991	500	1080	1134	1168	1203
282 Gas & Electricity	3004	2000	1476	1550	1596	1644
283 Cleaning Materials	136	100	25	100	103	106
284 Furniture & Fittings	0	100	0	100	103	106
285 Rates (NNDR)	1173	1172	900	945	973	1003
287 Misc Expenditure	538	125	754	131	135	139
288 Long Term Financial Risks	0	500	0	0	0	0
290 Telephone / Broadband	0	100	0	0	0	0
423 Water Rates	336	0	353	371	389	409
Total Expenditure	13581	12097	10449	9997	10297	10605
295 Hire Income	11454	6500	11104	11000	11330	11670
Total Income	11454	6500	11104	11000	11330	11670
Total To Community Halls Summary	2127	5597	-655	-1003	-1033	-1064
Cost Centre 17 Grove Hall						
Code Description						
301 Repairs & Maintenance	70	500	380	500	515	530
302 Gas & Electricity	382	300	284	298	307	316
305 Rates (NNDR)	0	0	480	504	519	535
308 Water Rates	0	0	184	193	199	205
Total Expenditure	452	810	1338	1506	1551	1598
315 Hire Income	0	0	0	0	0	0
Total Income	0	0	0	0	0	0
Total To Community Halls Summary	452	810	1338	1506	1551	1598
Cost Centre 18 Heritage Community Hall						
Code Description						
320 Wages	0	0	0	0	0	0
321 Repairs & Maintenance	0	0	0	0	0	0
322 Gas & Electricity	0	0	0	0	0	0
323 Cleaning Materials	0	0	0	0	0	0
324 Furniture & Fittings	0	0	0	0	0	0
325 Rates (NNDR)	0	0	0	0	0	0
326 Water Rates	0	0	0	0	0	0
327 Misc Expenditure	0	0	0	0	0	0
328 Long Term Financial Risks	0	0	0	0	0	0
Total Expenditure	0	0	0	0	0	0
335 Hire Income	13794	14072	14070	14365	14796	15240
Total Income	13794	14072	14070	14365	14796	15240
Total To Community Halls Summary	-13794	-14072	-14070	-14365	-14796	-15240
Cost Centre 20 Sports Pavilion						
Code Description						
340 Utilities	1311	2000	946	993	1023	1054
341 Water Rates	0	4000	369	387	399	411
343 Rates	5475	0	5492	5767	5940	6118
345 Misc Expenditure	0	0	1210	1271	1309	1348
346 Professional Fees	243	0	3000	0	0	0
425 Construction Costs	0	0	575	0	0	0
Total Expenditure	7029	6000	11592	8418	8670	8930
350 Rent	0	0	0	0	0	0
426 Grant Income	0	0	0	0	0	0
Total Income	0	0	0	0	0	0
Total To Community Halls Summary	7029	6000	11592	8418	8670	8930
Cost Centre 21 Town Council Offices Community Hall						
Code Description						
360 Wages (Caretaker)	9177	10000	8693	8954	9223	9499
361 Repairs & Maintenance	197	420	1943	441	454	468
362 Furniture, Fixtures and Fittings	0	100	100	105	108	111
363 Cleaning Materials	325	260	177	273	281	290
364 Miscellaneous	0	75	281	79	81	84
365 Long Term Financial Risks	0	500	0	0	0	0
Total Expenditure	9699	11355	11194	9852	10147	10452
370 Rent	49043	48925	45713	51371	52912	54500
Total Income	49043	48925	45713	51371	52912	54500
Total To Community Halls Summary	39344	-37570	-34519	-11520	-12765	-44048

	2024/25 ACTUAL	2025/26 EST	2025/26 PROB	2026/27 EST	2027/28 FORE	2028/29 FORE
Cost Centre 22 Old Fire Station Café						
Code Description						
380 Wages	30276	24000	32344	33315	34314	35344
381 Food/Supplies	12578	6000	11730	12317	12686	13067
382 F, F & Equipment (including leased eq	2265	500	1823	500	500	500
383 Advertising	0	100	0	0	0	0
384 Rates (NNDR)	2478	2500	3170	3329	3428	3531
385 Electricity & Water	5944	2500	1820	1911	1968	2027
386 Cleaning Materials	92	130	0	100	103	106
387 DBC Maintenance Service Charge	1558	1500	1988	2087	2150	2215
388 Telephone / Internet	0	500	500	525	541	557
389 Maintenance	3098	500	877	921	949	977
390 Miscellaneous (and DBC Insurance)	706	500	501	526	542	558
391 Long Term Financial Risks	0	0	0	0	0	0
392 Rent DBC	0	5600	0	0	0	0
424 Water Rates	531	0	3803	3993	4113	4236
Total Expenditure	59528	44330	58556	59523	61294	63118
395 Café Income	22211	25000	21980	23079	23771	24485
Total Income	22211	25000	21980	23079	23771	24485
Total To Community Café Summary	37316	19330	36576	36444	37523	38633

Cost Centre 23 Ingress Park Community Centre						
Code Description						
400 Wages	0	6000	0	3000	6180	6365
401 Repairs & Maintenance	0	500	0	250	515	530
402 Gas & Electricity	0	2000	0	1000	2060	2122
403 Cleaning Materials	0	500	0	250	515	530
404 Furniture & Fittings	0	500	0	250	515	530
405 Rates (NNDR)	0	2000	0	1000	2060	2122
406 Water Rates	0	600	0	300	618	637
407 Key Holder Security	0	600	0	300	618	637
408 Misc Expenditure	0	100	0	50	103	106
409 Long Term Financial Risks	0	0	0	0	0	0
Total Expenditure	0	12800	0	6400	13184	13580
415 Hire Income	0	14000	4000	7000	14000	14000
416 Commuted Sum	0	13500	13500	0	0	0
417 Contingency Fund	0	10000	0	0	0	0
Total Income	0	37500	17500	7000	14000	14000
Total To Community Halls Summary	0	-24700	-17500	-600	-816	-420

SUMMARY						
Street Lighting	3772	7899	6864	2747	2829	2914
Car Parks	1299	2000	1397	1507	1598	1691
Parks	222626	170103	227880	236027	241638	247898
Leisure Centre	92126	93000	86340	96851	98016	99217
Allotments	-5258	-4735	-4863	-4689	-5508	-6452
Administration	330143	245150	302866	304287	334386	323758
Community Halls	-43530	-63935	-53814	-47565	-49189	-50245
Community Café	37316	19330	36576	36444	37523	38633
Total Expenditure	638495	468812	603247	625610	661292	657413
Total Expenditure	638495	468812	603247	625610	661292	657413

Less Expenditure allocated to CIL	81,000	2025/26 Variance on estimated
2024/25 Actual Core Expenditure	557495	-134,435
2024/25 Estimates Probable Expenditure	456,972	2025/26 Variance on estimated
Variance on Actual Core Expenditure	-100,523	after CIL Allocation
		-98,439
2025/26 Estimates quoted actual expenditure	511,722	
Variance on Actual Core Expenditure quoted above	-45,773	

S>C Historic Precepts both Actual and remodelled

Year	Actual Precept	Increase on previous year %	Remodelled Precept	Increase on previous year %	CPI Mar
2013/14	110.63		110.63		1.61%
2014/15	110.63	0.00	110.62	-0.01	-0.01%
2015/16	110.63	0.00	111.13	0.51	0.46%
2016/17	102.07	-8.56	113.71	2.58	2.32%
2017/18	102.07	0.00	116.50	2.80	2.46%
2018/19	96.48	-5.59	118.73	2.23	1.91%
2020/21	95.49	-0.99	120.53	1.80	1.52%
2021/22	94.49	-1.00	121.39	0.86	0.71%
2022/23	94.49	0.00	129.91	8.52	7.02%
2023/24	94.49	0.00	142.98	13.07	10.06%
2024/25	94.49	0.00	147.60	4.62	3.23%
2025/26	99.21	4.72	151.42	3.82	2.59%
2026/27	141.18	41.97	141.18	-10.24	2.4% Jan
Total		30.55		27.62%	

