

Oakington & Westwick Parish Council

Payments & Income Schedule – December 2025

Invoices	Details	Net	VAT	Total
EE	Mobile phone 11.11.25 – 10.12.25	31.81	4.36	26.17
SSE Electric	Street lighting energy 1.10.25 – 31.10.25	30.41	1.52	31.93
Vision ICT Ltd	Website accessibility MOT	145.00	29.00	174.00
Vision ICT Ltd	New councillor email address	8.33	1.67	10.00
Replay Maintenance Ltd	3G Revive visit 1/3	300.00	60.00	360.00
Replay Maintenance Ltd	3G drag brush visit 20/22	150.00	30.00	180.00
Brookfield Contracting Ltd	Grass cutting October 25	475.00	95.00	570.00
Unity Trust Bank	Service charge	8.40		8.40
Salaries	Salaries (net)	1095.61		1095.61
	Expenses	15.00		15.00
HMRC	PAYE/NI	154.45		154.45
NEST	Pensions	154.99		154.99
Charge Card				
Lloyds Bank	Monthly charge card fee	3.00		3.00
Totals		2572.00	221.55	2783.55
Income				
Southgate of Newmarket	Interment fee	200.00		200.00
Total		200.00		200.00



www.connectionsbusproject.org.uk

07887 947 748 | admin@connectionsbusproject.org.uk

10 November 2025

Dear Parish Councillors

Youth Work Provision for 2026/27

The past twelve months have been both productive and exciting as we oversaw the successful conversion of our two youth buses, supported by grant funding from The National Lottery Community Fund, the Foyle Foundation, and Joanies Fund. After gradually introducing the buses and resolving initial challenges, we launched a full programme of youth clubs, mobile sessions, and courses in September.

We are now delivering services in 16 communities each week, with a further two locations due to come online once recruitment is completed. Each week, we engage with more than 300 young people. Our recent annual user survey continues to show excellent outcomes, demonstrating the value young people place on our provision and the positive impact of their participation.

Our Babysitting and Generation Game courses (www.connectionsbusproject.org.uk/courses) have also become a popular addition to our open-access sessions. If the Parish Council is interested in offering these opportunities locally, we would be very happy to discuss this further.

The charity's trustees have now reviewed and agreed the fees that will take effect from 1 April 2026. Taking into account anticipated increases in the National Living Wage and rising operational costs, a 5% adjustment has been approved. This will bring the cost per youth bus/club session in Oakington to £311.

We kindly ask that you continue to consider the needs of your young people and the importance of the support we provide. Please let me know by 16 January 2026 how you wish to proceed from April 2026.

If you have any questions or would like to discuss future plans, please do not hesitate to get in touch.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Alan Webb', with a stylized flourish at the end.

Alan Webb
Project Manager
[PO Box 344, Histon, Cambridge, CB24 9WZ](mailto:PO.Box.344.Histon.Cambridge.CB24.9WZ)

registered charity 1168343



OAKINGTON & WESTWICK PARISH COUNCIL					
BUDGET 2026-27					
Details	Budget 2025-26	Predicted YE	Budget 2026-27		
Income		As at 31 March 26			
Precept	67356.00	67356.00			
Interest	1500.00	1778.00	1700.00		
Grant - Football Foundation (3G)	520.00	520.00	0.00		
Grant - Net Zero Villages (solar PV)	0.00	20395.00	0.00		
Cemetery	1000.00	1790.00	1800.00		
Misc	50.00	1230.00	50.00		
Totals	70426.00	93069.00	3550.00		
Expenditure	2025-26	As at 31 March 26	2026-27		
Clerk's salary (Gross)	15010.00	15200.00	15730.00		
Employer NI	1530.00	1550.00	1600.00		
Clerks expenses/mileage	50.00	50.00	50.00		
Pensions	2300.00	2300.00	2380.00		
Grounds Maintenance (Grass/Cemetery)	8200.00	6565.00	8000.00		
Grounds Maintenance contingency	2000.00	2000.00	5000.00	includes 'Open Spaces' project work	
Tree works	2000.00	2000.00	2000.00		
Orchards	200.00	200.00	200.00		
Youth Work	11550.00	11388.00	12000.00	Quote received £311 per session	
Training	500.00	300.00	300.00		
Insurance	3000.00	2494.00	2500.00		
Chair's Allowance	200.00	200.00	200.00		
Pavilion maintenance, CCTV	2200.00	27973.00	2000.00		
3G maintenance	4500.00	3750.00	3200.00		
Play area inspection (accompanied)	150.00	150.00	150.00		

Play Area repairs/maintenance	6000.00	6100.00	6000.00	Wetpour edging repairs	
General Admin	1500.00	1410.00	1500.00		
Street Lighting energy	250.00	356.00	400.00		
LHI Scheme	0.00	0.00	0.00		
Website	700.00	700.00	1000.00		
Contrib to journal costs	500.00	500.00	500.00		
Audit	605.00	655.00	700.00		
Subscriptions	1000.00	1100.00	1200.00		
Community grant fund	1000.00	795.00	1000.00		
Accounting software	400.00	400.00	500.00		
Container replanting	740.00	740.00	750.00		
Caretaker duties (site checks)	500.00	500.00	500.00		
Information boards (EAG) ?	0.00	3115.00	0.00		
Solar panels grant contribution	0.00	6174.00	0.00		
Reserves fund for Pavilion & MUGA	5000.00	0.00	2500.00	£28,400 in EM reserves	
Biodiversity projects	0.00	0.00	0.00	5K in EM reserves	
3G surface	1060.00	1060.00	0.00		
Contingency-contracted admin	4000.00	200.00	0.00		
Orchards notice boards	250.00	250.00	0.00		
Stocks Green			5000.00	£10,420 in earmarked reserves.	
Pavilion Committee shortfall underwrite			5000.00		
Pavilion external woodwork			2350.00	Quote approved 13.10.25	
2026 PC Elections			2000.00	In case of contested election in May 26	
Budget Totals	76895.00	100175.00	86210.00		
Bank CF as at 1 April 2025			110974.00		
Add projected income 2025-26			93069.00		
Less projected exp 2025-26			-100175.00		
Projected bank as at 31 March 2026 (excluding VAT recovery)			103868.00	130,080 as at 30.11.25	

Earmarked Reserves End of 25-26	Earmarked Reserves as at 31 Oct 25				
Pavilion/MUGA maintenance S106	3399.00	Solar PV, PC contrib £6,174 - transfer to Pavilion (Gen Res), Leaving £3,399			
Pavilion/MUGA sinking fund	25000.00	Including underwrite of Pavilion Committee shortfall			
Section 106 - Indoor Provision	175.51	TV purchased May 25 - £525, leaving £176			
Stocks Green Renovation	10420.00	Leylandii remove, fence install - 4580.00, leaving £10,420			
LHI Oakington 20mph contrib from 2022-23	2484.96	Not required			
Highways - Westwick 20mph	20000.00	Not required			
Highways - Solar speed units - (LHI 24-25)	6000.00	Awaiting CCC inv for 2nd solar unit			
EAG-Information Boards (£600 23-24, 2K 24-25)	0.00	Materials purchased July 25 - £3115. Over spend £515. Vire from 3K 20mph contribution			
Biodiversity Projects	5000.00	Transfer to general reserves as not used?			
Total Earmarked Reserves	72479.47				
Precept Calculation					
Estimated bank as at 31 March 2026	103868.00				
Less Earmarked Reserves	-72480.00				
Less Budget 2026-27	-86210.00				
Add est income 2026-27	3550.00				
Precept requirement (excl general reserves)	-51272.00				
Precept set (incl 15K general reserves)	66272.00				
Est general reserves as at 31 March 2027	20000.00				
25-26	26-27				
Band D equiv 610.0	Band D equiv 612.0				
67356/610.0 - approx £110.42 PA	66272/612.0 - £108.28 PA				



Mrs Laura Lawrence
Oakington & Westwick Parish Council
clerk@oakingtonandwestwick-pc.gov.uk

Our ref: **Parish Precepts 2026.27**

20 November 2025

Contact email:
accountancy@scambs.gov.uk

Dear Sir/Madam

Re: Local Government Finance Act 1992 – Parish Precepts

This letter is sent to all Town Councils, Parish Councils and Parish Meetings in South Cambridgeshire.

I am writing to advise you of our estimates for the tax base for your parish for 2026-27. This is an opportunity for you to check our estimates of your tax base before we formally set the tax base in December 2025. Please note that there have been some difficulties in forecasting the tax base this year, due to the impact of the uncertain economic environment and new charges which will come into force. This will consist of the introduction of second home charges and the changes to levies for empty properties.

If you have any feedback, please respond by no later than **17 December 2025**. We are currently undertaking additional work to establish the number of properties on larger developments which may affect the final numbers. Those effected will be contacted directly with any changes.

We are also seeking to obtain from you the precept information we need to finalise our budgets.

Appendix A is a consultation document setting out proposals for payment of Parish Precepts by the District Council in 2026-27. If you would like to comment on this document, please do so by **17 December 2025**.

Please answer the following questions:

Question 1

Do you wish to comment on the enclosed consultation document Appendix A?

*If yes, please reply to dawn.graham@scambs.gov.uk before **17 December 2025**, otherwise see question 2.*

Question 2

How much will your Council require by way of precept in 2026-27? Please state your requirements as an amount of money.

Please reply to accountancy@scambs.gov.uk by **30 January 2026**, including **nil** precepts by completing the form **Appendix D**.

The Council is working in conjunction with Cambridgeshire County Council and the Fire and Police Authorities to produce a combined information pack which will be available from the Council's website by the time the Council Tax bills are sent out. Your answers to Question 2 above will provide us with the information required for this information pack to be prepared.

Some Parishes find it helpful to have details of the estimated tax base for the Parish when they determine their precept.

Appendix B is a schedule showing the estimated tax base for all the Parishes for 2026-27.

Appendix C is explanatory information on how the Council Tax Base is calculated.

Appendix D should be completed and returned by ALL parishes with your precept request – even for NIL requests.

Where local councils request £140,000 or more, they are required to provide details of their spending plans by using the template at the bottom of Appendix D. This information is made available to Council Taxpayers in the Council Tax leaflet distributed with the annual bills.

Payment will be made directly to the Parish Council bank account via BACS. If your Parish has changed its bank details in the last year, please complete **Appendix E** and return it with your precept request. The remittance advice will be sent via email – please complete the details in Appendix D.

If you have any queries, please do not hesitate to contact me.

Yours faithfully

Farzana Ahmed

Head of Finance

Aide-memoire:

Task	Due Date	Completed
Comments/Feedback regarding Consultation (Appendix A) - <i>Optional</i>	17/12/2025	
Comments/Feedback regarding Tax Base to dawn.graham@scambs.gov.uk (Appendix B) – <i>Optional</i>	17/12/2025	
Parish Precept Requirement (Appendix D) - <i>Essential</i> Please return to accountancy@scambs.gov.uk by:-	30/01/2026	
Submission of Bank Details (Appendix E) – <i>If changed</i> .	30/01/2026	

APPENDIX A

LOCAL GOVERNMENT FINANCE ACT 1992

PARISH PRECEPTS

1. CONSULTATION

1.1 The consultation relating to the payment of precepts covers the: -

- i. frequency of payment.
- ii. dates on which payments are to be made; and
- iii. calculation of each amount.

1.2 Regulations provide that at least 50% of the precept must be paid within 30 days of the start of the financial year and the remaining 50% within 6 months of the start of the financial year. Payment of precepts issued after the beginning of the financial year will be delayed.

1.3 The proposed schedule for the payment of precepts for 2026-27 are as follows: -

- a) The first instalment will be paid by Friday 24 April 2026. In the case of a precept of £25,000 or less, the full precept will be paid. In all other cases the amount of the first instalment will be £25,000 or 50% of the precept, whichever is greater.
- b) Any balance will be paid by 25 September 2026.

1.4 Please let me have any comments you wish to make by the 17 December 2025.

1.5 Please submit your Parish precepts no later than the 30 January 2026.

2. PARISH & TOWN COUNCIL ELECTIONS

2.1 All Parish (and Town) Councils in South Cambridgeshire will have elections in May 2026.

2.2 SCDC will invoice Parishes in respect of the costs of running 2026 parish elections. Parishes should ensure they have budgeted for these costs.

2.3 Parish elections in 2026 are scheduled to take place alongside District Council elections, and the costs will be shared as appropriate.

2.4 There has been some media speculation that due to Local Government Reorganisation (LGR) the government may decide to cancel District Council elections. We currently expect that district council elections will go ahead – if that position changes, we will let parish and town councils know as soon as possible. If the government do decide to cancel district elections, it is likely that parish and town council elections will still take place.

2.5 It is not possible to predict the exact cost of a Parish Council election. As a rule the costs of a contested election will be charged on the following basis (if combined with a district council poll):

- A 50% share of the costs where the charge relates to a shared cost, such as polling station rent, staffing costs and poll cards
- All costs where separate provision is made for the parish, such as nominations, postal voting costs and ballot paper printing

2.6 The costs of elections have increased significantly over the last few years. Assuming that any Parish Election is held alongside a contested District Council election, parishes may expect to see the below approximate recharge:

Parish, Town or Parish Ward Electorate	Potential approximate recharge
0 – 1000	£1,000 - £1,500
1001 – 2000	£2,000 - £2,500
2001 – 3000	£3,000 - £3,500
3001 – 4000	£4,000 - £4,500
4000+	Costs will rise in line with size of electorate

2.7 Many variable factors can affect the cost of running an election. The figures above are rough estimates only. If the election is not combined with a district council election, the cost will be higher

2.8 In the event of an uncontested Parish Council election (i.e. fewer candidates than seats), the Council will charge a nominal amount to cover the administration of nominations and the services of the Returning Officer. This charge will be £15 per parish seat

2.9 If a Parish has an unscheduled by-election in 2026, it is likely that 100% of the costs of that election will need to be recharged to the Parish Council

2.10 The Elections Team will be in touch with clerks early in the new year regarding procedural matters. In the meantime, any questions on 2026 elections should be directed to elections@scambs.gov.uk.

3. LOCAL COUNCIL TAX SUPPORT

3.1 It is expected that there will be some small changes to LCTS scheme which will improve the administration process. The current scheme will likely increase by CPI as at September 2025 (3.8%) from 1 April 2026.

APPENDIX B

COUNCIL TAX BASE - 2026/27

Parish	Tax Base	Parish	Taxbase
Great Abington	486.6	Horningsea	167.1
Little Abington	271.1	Horseheath	224.1
Abington Pigotts	76.5	Ickleton	355.6
Arrington	174.9	Impington	1,638.3
Babraham	125.3	Kingston	143.3
Balsham	761.8	Knapwell	50.9
Bar Hill	1,501.4	Landbeach	415.3
Barrington	701.6	Linton	1,883.9
Bartlow	57.9	Litlington	364.0
Barton	390.7	Lolworth	78.1
Bassingbourn	1,272.8	Longstanton	1,193.7
Bourn	451.9	Longstowe	91.7
Boxworth	103.0	Madingley	119.9
Caldecote	947.7	Melbourn	2,257.8
Cambourne	4,678.0	Meldreth	857.4
Carlton	97.2	Milton	1,777.8
Castle Camps	286.4	Guilden Morden	470.8
Caxton	262.3	Steeple Morden	552.8
Childerley	11.6	Newton	193.2
Chishill	332.9	Northstowe	1677.8
Comberton	925.4	Oakington/Westwick	612.0
Conington	63.0	Orchard Park	877.8
Coton	386.3	Orwell	537.4
Cottenham	2,813.9	Over	1,281.0
Croxton	79.0	Pampisford	157.6
Croydon	112.6	Papworth Everard	1,448.0
Dry Drayton	335.7	Papworth St Agnes	32.9
Duxford	771.2	Rampton	210.5
Elsworth	314.9	Sawston	2,845.6
Eltisley	187.9	Great Shelford	2,093.7
Great Eversden	127.1	Little Shelford	399.3
Little Eversden	274.0	Shepreth	375.9
Fen Ditton	892.7	Shingay-cum-Wendy	77.4
Fen Drayton	423.9	Shudy Camps	151.8
Fowlmere	599.4	Stapleford	1,044.6
Foxton	578.5	Stow-cum-Quy	218.5
Fulbourn	2,127.0	Swavesey	1,101.0
Gamlingay	1,597.6	Tadlow	81.6
Girton	2,329.4	Teversham	1,189.8
Little Gransden	153.1	Thriplow	503.0
Grantchester	257.8	Toft	352.9
Graveley	95.1	South Trumpington	516.6
Hardwick	1,197.6	Waterbeach	2,126.2
Harlton	153.4	Weston Colville	207.8
Harston	853.0	West Wickham	199.3
Haslingfield	735.2	West Wrattling	234.9
Hatley	94.3	Whaddon	227.0
Hauxton	606.5	Whittlesford	837.0
Heydon	125.5	Great Wilbraham	296.8
Hildersham	99.6	Little Wilbraham	209.9
Hinxton	165.8	Willingham	1,760.8
Histon	1,822.8	Wimpole	152.3
		DISTRICT TOTAL	71,165.2

CALCULATION OF COUNCIL TAX BASE

1. All dwellings in the Parish are assessed by the Valuation Office, part of Revenue and Customs, and placed in the following bands:

<u>Valuation Band</u>		<u>Range of Values</u> <u>(at 1991 prices)</u>
A	up to	£40,000
B		£40,001 - £ 52,000
C		£52,001 - £ 68,000
D		£68,001 - £ 88,000
E		£88,001 - £120,000
F		£120,001 - £160,000
G		£160,001 - £320,000
H	more than	£320,000

2. The number of dwellings in each band is then adjusted to take account of:
- a) reductions in the number of dwellings
 - exempt dwellings
 - diplomats' dwellings (if any)
 - demolitions
 - b) additions to the number of dwelling
 - Ministry of Defence properties (if any)
 - Dwellings awaiting banding
 - New dwellings to be completed and occupied before the end of the next financial year
 - c) Adjustments
 - reductions in banding for disabled persons
 - 25% discount for single adults for Council Tax purposes

3. The adjusted number of dwellings in each band is then expressed as a single figure known as “band D equivalents” by multiplying by the relevant fraction:

<u>Valuation Band</u>	<u>Relevant Fraction</u>
A-	5/9
A	6/9
B	7/9
C	8/9
D	9/9
E	11/9
F	13/9
G	15/9
H	18/9

4. The District Council prudently estimates an allowance for losses on collection which is 0.6% for the next financial year. This percentage reduction is applied to the number of band D equivalents in the previous paragraph to arrive at the tax base for tax setting purposes.
5. The Parish precept divided by the tax base will give the Council Tax to cover Parish Council expenditure for a band D property occupied by two or more adults. The Council Tax for dwellings in other bands is calculated by multiplying by the relevant fractions in paragraph 3.
6. A similar calculation, using the same tax base, is also required for the District council, the County Council and the Police and Fire Authorities. Council Tax setting by the District involves the aggregation of all five calculations to arrive at the total Council Tax bill levied to meet the net expenditure of the Parish, District, County, Fire and Police.
7. The actual Council Tax payable will be reduced if discounts (paragraph 2c) and/or council tax benefits for persons on low incomes apply.
8. An illustration of the tax base calculation is shown on the next sheet:

Oakington & Westwick Parish Council**2026-27
Band D
Equivalents**

Number of Properties as at October 2025	650
Actual Tax Base on 06.10.2025	633.6
Expected New Properties Chargeable for whole year	1.1
Expected New Properties Chargeable for part of the year	0.0
Add changes to Discounts and Disregards	5.7
Less Discount under LCTS	-24.8
Less Provision for uncollectable (0.6%)	-3.6
Tax Base for the Year	612.0

Appendix D

Parish Precept Requirement 2026-27

(to be completed by **all** parishes and **returned by 30/01/2026** including where a **NIL** precept is set)

Please return to: - accountancy@scambs.gov.uk

Parish: Oakington & Westwick Parish Council

Amount required [words]:

Amount required [figures]: £

Name:

Position:

Please complete contact details for enquiries regarding the precept:

Telephone:

Email for remittance advice:

Where local councils request a precept of **£140,000 or more** from their taxpayers they are required to provide more detail of their spending plans, a template is provided below to assist you, this information will then be included in the Council Tax leaflet distributed to residents with the annual council tax bills.

Oakington & Westwick Parish Council	2025-26 Gross Expenditure £	2025-26 Net Expenditure £	2026-27 Gross Expenditure £	2026-27 Net Expenditure £
Cultural, Environmental and Planning				
Highways, Footpaths and Lighting				
Democratic Representation				
Corporate Management				
Capital Projects				
Total				
Contribution from balances				
Amount of Precept				

BANK DETAILS (*if changed*)

If the bank details change throughout the year, please advise: -

Accounts.payable@scambs.gov.uk

South Cambridgeshire District Council, Accountancy Service, Cambourne Business Park, Cambourne, Cambridge, CB23 6EA

Parish: Oakington & Westwick Parish Council

Address:

Bank/Building Society.....

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Sort Code

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Account no

E-mail address for remittance advice.....

Contact name.....

Contact telephone number.....

Fax number.....

Authorised signatories:

Signed.....

Position.....

Signed.....

Position.....

Date.....

OAKINGTON & WESTWICK PARISH COUNCIL

GRANT APPLICATION FORM

Please complete this form as clearly as possible and return it to the above address. *The application form (only) will be circulated to all Members of the Council for consideration.*

Please refer to the criteria in the policy before the completing this form.

Where * please delete as appropriate.

CONTACT DETAILS

Name of organisation, e.g. Club, Group or Organising Group (for Event):

Oakington & Westwick Neighbours

Contact person for this application:

Catherine Lambert

Position held (e.g. Chairman, Secretary or Treasurer):

Committee member

Correspondence address:

Email address:

Telephone number:

ABOUT YOUR ORGANISATION/GROUP

What type of organisation/group are you?

Unregistered community group/club/society*
Registered charity* -
Other (please state):
Community Group

Charity Registration No. (if applicable)

N/A

How long has the organisation/group been in existence?

10 years

Do you have a Constitution or a set of governing rules?

Yes
If yes, please provide copy with this application
If none available, please explain management structure on a separate sheet.

What area does your organisation/group cover?

The Council can only fund grants to organisations/groups who can demonstrate direct benefit to residents of Oakington or Westwick

Oakington & Westwick

Describe the people you mainly work with:

Residence of Oakington & Westwick

How often do you meet?	Committee meets once a month	
Where are meetings held?	At committee members houses	
How many members do you have?	At present we have 6 committee members and 34 volunteers	
What membership restrictions apply, if any?	N/A	
What percentage of these members are residents of the Oakington and Westwick Parish?	100%	
What is the normal membership fee? (Indicate if different fees apply to residents / non-residents)	Junior:	N/A
	Adult:	N/A
YOUR ORGANISATION'S FINANCES		
Financial year (please state):	To September 2025	
Income	0	
Expenditure	£561.78	
Reserves	£295.68 (grant)	
DESCRIBE THE PROJECT OR ACTIVITY THIS GRANT WOULD BE USED FOR		
Please provide a detailed description of the event for which you are seeking funding. <i>Detailed projected costings must also be supplied.</i>		
Cost for the annual insurance & running of the minibus that is used once a month to take people to Tesco's		
What is the total cost of the capital purchase/project?	£350	
For which element of the purchase/project is your organisation seeking funding?	Insurance & Minibus running costs	
Who will benefit from this capital purchase/project?	The community will benefit as take a number of people once a month to do shopping at Tescos	
Amount for which the organisation or group is seeking grant aid from the Parish Council	£350 £150 for insurance £200 for minibus, we are charged quarterly for the number of miles done at £1.05 per mile. The amount per quarter has beet between £46 & £52	
How much does the organisation or group expect to raise by its own efforts and how?		
How will the rest of the cost be financed?		
What other organisations may use the organisation or group's facilities?	N/A	
What other organisations will benefit from this	N/A	

project or scheme?	
What facilities have been previously provided or improved as a result of the organisation or group's own efforts?	Social events, home visits, weekly shopping for some and a monthly trip to Tesco's for those that are able to get out, this all helps to build the community and to help with loneliness.
Has the organisation or group previously applied for a grant from this Parish Council?	Yes – we applied to help towards the cost of our annual fundraising event - which had to be cancelled.
Has the organisation or group made any grant application to any other Authority or grant making body for funding support for this event, project or scheme?	<p><i>Date(s) of application(s): May 2025</i></p> <p><i>If result of application(s) known, amount of grant(s) received:</i></p> <p><i>£295.68</i></p>
<p align="center">PAYEE DETAILS FOR ANY FUNDING AWARD</p> <p align="center"><i>Grant funding will be paid by cheque or bank transfer</i></p>	
Name of payee organisation as it appears on bank account:	
Oakington & Westwick Neighbours	
Should the grant be made by bank transfer (if Yes details will be requested separately)	Yes
<p>Our funds are low at present as we were unable to hold the fundraising event in 2024 due to the venue not being available and the event in 2025 had to be cancelled last minute due to a severe weather warning.</p> <p>Our next fundraising event will hopefully be taking part in May 2026.</p>	

DECLARATION

This declaration must be signed by an authorised person within the organisation or group, e.g. Committee Member, Office Holder or Trustee.

- 1. I am authorised to make the application on behalf of the above organisation.**
- 2. I have read and noted the Council's criteria relating to this application and agree to abide by the conditions listed if a grant is awarded by the Council.**
- 3. I certify that the information contained in this application is correct.**
- 4. If the information in the application changes in any way, I will inform the Council.**
- 5. I give permission for the Council to record the details of my organisation electronically and to contact my organisation by phone, mail or email regarding this application.**
- 6. If the application is successful, I give permission for the Council to publicise the project/activity in the local media and on its website.**
- 7. I agree to provide a report, including photographs, to the Council, indicating how the grant awarded has been spent, within THREE MONTHS OF COMPLETION.**

Signed
Sent by email

Date
24 November 2025

CHECKLIST	
Please enclose the following with your application. We will only process your application when we have received them.	
	Please Tick
Signed application form, with every question answered	✓
Latest audited annual accounts (requests over £500 only)	NA
Constitution or set of rules (if not applicable please state so)	Latest 2017 Held on file
Copy of bank statements for past six months (requests over £500 only)	NA
Copies of written estimates/quotations for equipment/capital items	Insurance quote & latest minibus invoice
If possible, please email a copy of the grant application (only) to the Clerk	
<p align="center">Please send completed application form (with all supporting documentation) to:</p> <p align="center">Oakington & Westwick Parish Council 4 Meadow Farm Close Oakington Cambridge CB24 3AS</p>	
<p>If you have any queries, please contact the Clerk on:</p> <p>Tel: 07903 295860 Email: clerk@oakingtonandwestwick-pc.gov.uk</p>	
<i>You are advised to keep a copy of this application for your own records.</i>	
For internal admin use only:	
Date application received:	24 November 2025
Application reference no:	02/25-26
Application meets criteria:	Yes/ If no, give reasons: Second application for 25-26 – exceptional circumstances
Meeting Date/Minute No.	
Date applicant notified of outcome:	
Date grant paid to applicant:	

From: Unity Trust Bank Plc <info@unity-email.co.uk>
Sent: 27 November 2025 10:27
To: clerk@oakingtonandwestwick-pc.gov.uk
Subject: We're changing our fees and charges

To view this email as a web page, click [here](#).



For Businesses. For Communities. For Good.



27/11/2025

We're changing our fees & charges

Dear Mrs Lawrence,

We're writing to let you know that we've been reviewing the fees & charges we apply to your account(s) and are making some changes. These will come into effect on 1 February 2026.

We're committed to providing services that support the needs of our customers, whilst maintaining clear and transparent pricing. Since our last fees and charges update, we've introduced a number of service enhancements designed to improve functionality, security and transparency, including:

- Expanded our Online Banking capabilities, enabling you to complete more activities online
- Integrated with accounting software providers such as QuickBooks, Sage and Xero
- Increased security for log-on and payment authorisation
- Introduced additional payment files
- Itemised monthly charging for greater transparency

- Launched additional savings products to improve customer choice

This is all supported by our UK-based customer service team and for eligible customers, a relationship manager.

Like many banks across the financial services sector, we're reviewing our pricing to reflect the rising costs of providing secure, resilient and compliant banking services. These changes help ensure we can continue to maintain high standards in fraud prevention and digital servicing.

You access our updated service tariff document with all the details of our new prices here, www.unity.co.uk/terms-and-conditions/

What's changing?

We're changing how much we charge for the following:

Service	Current Price	New price
Monthly Account fee	£6.00 per month	£7.00 per month
Cash deposits (per £100*)	60p (Post Office)	70p (Post Office and NatWest)
	50p (NatWest)	
Cheque deposits	30p each	40p each
Bacs	14p per transaction	15p per transaction
Bulk Faster Payments	30p per transaction	25p per transaction
International payments	£24.00	£20.00
CHAPS	£28.00	£25.00

* Cash paid in per £100 or part thereof, for each payment calculated monthly and charged quarterly.

If you're happy with the changes, you don't need to take any action and we'd like to thank you for continuing to bank with us.

If you don't wish to accept these changes and would prefer to close your account(s) before the charges change, you can do this by completing the [account closure form](#) on our website or calling us on the number below.

If you would like any further information about these changes, please visit unity.co.uk or call us on 0345 140 1000^.

Yours sincerely,


Unity Trust Bank plc

For Businesses. For Communities. **For Good.**



For Businesses. For Communities. For Good.

Email:  **us@unity.co.uk**

Phone:  **0345 140 1000***

Trade
Unions:
0345 245 0020*

Follow us on:



Please do not email a response to this message as the mailbox is unattended. You have received this email because you are registered as a contact for your Unity account. This service message is related to a regulatory requirement and cannot be unsubscribed from. The privacy and security of your personal information is very important to us. You can view our [privacy statement here](#).

*Our call centre opening hours are 9am - 5pm, Monday to Friday, excluding bank and public holidays in England or Scotland. Calls may be monitored and recorded for training, quality and security purposes. Calls to this number are charged at your local geographic rate, and calls from mobiles may be higher. Please contact your telephone provider for details. This email was sent by: Unity Trust Bank PLC, Four Brindleyplace Birmingham, West Midlands, B1 2JB, GB

Unity Trust Bank PLC is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank PLC is entered in the Financial Services Register under number 0204570. Registered Office: Unity Trust Bank PLC, Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales no. 1713124.