



SHAVINGTON
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**Shavington-cum-Gresty Council
Finance & Strategy Committee meeting**
Main Road,
Shavington, Crewe
CW2 5DP
www.shavingtononline.co.uk

16 April 2026

To: **Members of the Finance & Strategy Committee**

Dear Councillor,

You are summoned to attend the meeting of the **Finance & Strategy Committee** to be held at **7:30PM on Wednesday 22 April 2026** at **Shavington-cum-Gresty Village Hall, Main Rd, Shavington, CW2 5DP.**

Your sincerely,

Holly Marshall
Parish Clerk

AGENDA

1	To receive and consider apologies for absence.
2	To note declarations of Members' interests.
3	To confirm and sign the minutes of the Finance & Strategy Committee Meeting held on 28 January 2026 (attached)
4	Public Participation <i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i>
5	To review the year-to-date expenditure for the Council as a whole for 2025/26 financial year and to consider Month-End reconciliation statements (attached)
6	To review and consider a proposal for KPIs (key performance indicators) for financial year 2026/27 (attached)
7	To note the date of the next Finance & Strategy Committee Meeting – TBC at May meeting



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Finance & Strategy Committee meeting
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MINUTES of the meeting held on
Wednesday 28 January 2026 at 7:30PM

In attendance: Cllrs C. Wain, K. Gibbs, S. Randle, B. Gibbs and S. Jones

ScG/FS/03/01	To receive and consider apologies for absence. Apologies were received from Cllr Galt
ScG/FS/03/02	To note declarations of Members' interests. Cllr S. Randle declared an interest in items 5 & 6
ScG/FS/03/03	To confirm and sign the minutes of the Finance & Strategy Committee Meeting held on 12 November 2025 RESOLVED: that the minutes of the previous meeting held on 12 November 2025 are approved and signed as an accurate record.
ScG/FS/03/04	<i>Public Participation</i> <i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i> No members of the public were present
ScG/FS/03/05	To review the year-to-date expenditure for the Council as a whole and to consider Month-End reconciliation statements Members NOTED the Parish Council YTD financial position. The month-end reconciliations statements ending 31 October, 30 November and 31 December 2025 were checked and signed by Cllr C. Wain

ScG/FS/03/06	<p>To review the forecast of the Council's financial position as of 31 March 2026 (attached) and discuss any necessary corrective actions</p> <p>The forecast of the Council's financial position was NOTED</p>
ScG/FS/03/07	<p>To consider and inform the business plan for 2026/27 financial year (attached)</p> <p>Members RECOMMENDED the 2026/27 business plan to Full Council with the following amendments:</p> <p>The Clerk is asked to:</p> <ul style="list-style-type: none">• Highlight our key priorities for the year• Add a section to each point on the plan to show what this will achieve• Add to the Heritage section beginning a new book• Add to the environment section beginning to look for new land to acquire• Add to the making the council work better section developing KPIs for the council
ScG/FS/03/08	<p>To receive and consider the draft MTFP 2025-2029</p> <p>The committee NOTED the MTFP and asked the Clerk to continue developing a 3 year road map to go alongside it to aid future financial decisions.</p>
ScG/FS/03/09	<p>To note the date of the next Finance & Strategy Committee Meeting – 22 April 2026 7:30PM</p> <p>Members NOTED the date of the next meeting.</p>

Chair: Cllr C. Wain
Clerk: H. Marshall
Meeting closed: 2115hrs



Report Statement

Meeting: Finance & Strategy Committee

Report Purpose: Consideration of a KPI Framework for 2026-27

Version Control: v1

Author: Holly Marshall

1. Report Summary

To present a proposed Corporate KPI Framework for 2026–27 for consideration and to seek approval to recommend the framework to Full Council for adoption.

2. Background

The Business Plan 2026–27 sets out the Council’s key priorities for the year as communications strategy, Neighbourhood Plan refresh, Village Hall sustainability, heritage programme, wellbeing and skills, and better governance. It also states that delivery should be supported by a small set of KPIs, and quarterly review of performance.

The Strategy 2024–2029 provides the wider framework for this work; the strategy forms the basis for detailed yearly plans and budgets, helping the Council monitor progress, stay accountable and respond to opportunities. It also highlights community engagement, transparency and openness, fiscal responsibility, health and wellbeing, and continuous improvement as core elements of how the Council should operate.

3. Position

The proposed KPI framework is intended to provide a way for the Council to assess whether it is delivering the agreed Business Plan and making progress against the Strategy. In particular, the KPI framework is intended to:

- support regular and transparent reporting to members and residents;
- provide a quarterly view of progress across the Council’s most important priorities;
- focus attention on measurable outcomes and delivery;
- support earlier identification of issues requiring corrective action;
- strengthen accountability and continuous improvement.

In developing the proposed KPI framework, the intention has been to keep the set focused, usable and proportionate. The framework has been designed to avoid an excessive number of measures or measures that are too operational for member-level reporting.

The following principles have been applied:

- each KPI should link directly to a clear strategic or business plan priority;

- each KPI should be capable of being measured using data the Council can reasonably obtain;
- the set should give balanced coverage across our strategic priorities
- the framework should support quarterly reporting and straightforward RAG assessment;
- the set should include financial stewardship, reflecting the Council's core value of fiscal responsibility and the business plan commitment to balance spending with income and build financial resilience.

Proposed Corporate KPI Framework for 2026–27

The proposed Corporate KPIs are:

- Resident communications reach
- Community events delivered with partners
- Neighbourhood Plan refresh milestones achieved
- Village Hall utilisation
- Heritage events / activities delivered
- Wellbeing Wednesday average attendance
- Clean team sessions delivered
- Silver accreditation milestones achieved
- Youth engagement activity delivered
- Budget performance within approved budget

These measures reflect the Council's agreed focus in the Business Plan.

- Resident communications reach supports the business plan commitment to develop a communications strategy with clear, consistent and accessible updates and feedback routes.
- Community events delivered with partners reflects the commitment to hold two community events with other organisations and the wider strategic emphasis on partnership working and bringing the community together.
- Neighbourhood Plan refresh milestones achieved reflects the business plan priority to complete a comprehensive review of the Neighbourhood Plan and the strategy commitment to keep the plan relevant and advocate effectively in planning matters.
- Village Hall utilisation provides a clear measure of Village Hall sustainability. The Village Hall should operate on a break-even basis, so utilisation is a useful leading indicator of whether it is being well used.



- Heritage events / activities delivered aligns with the commitment to hold at least three heritage evenings and events and to broaden participation in local heritage work.
- Wellbeing Wednesday average attendance reflects the business plan commitment to deliver weekly Wellbeing Wednesday fitness classes and grow participation. It also aligns with the strategy theme of improving health and wellbeing.
- Clean team sessions delivered directly reflects the commitment to hold at least six clean team sessions during the year, supporting cleaner spaces, visible pride and community involvement.
- Silver accreditation milestones achieved reflects the business plan commitment to progress from Bronze to Silver in the Local Council Award Scheme and the wider emphasis on strong governance and continuous improvement.
- Youth engagement activity delivered reflects the commitment to find new ways to involve the younger generation and capture their views, and the strategy's commitment to ensure younger residents have opportunities to engage with the community.
- Budget performance has been included to reflect the business plan commitment to prioritise activities and balance spending with income to build financial resilience, alongside the strategy's core value of fiscal responsibility.

Reporting arrangements

It is proposed that the KPI framework be used for quarterly reporting during 2026–27.

The reporting approach would be:

Q1 to establish baselines for measures where historic data is not yet available;
each quarter to report target, current position, RAG status, trend and commentary;
corrective action to be identified where a KPI is off track;
Finance & Strategy Committee to review the quarterly KPI report and refer it onward to Full Council as appropriate.

4. Equality Impact

N/A

5. Sustainability Impact

N/A

6. Community Impact

N/A

7. Governance

The proposed KPI framework supports the Council's governance objectives by providing a clearer basis for performance reporting, transparency, accountability and continuous improvement. It also supports the business plan commitment to KPI development and progress toward Silver accreditation.

8. Financial Impact

The inclusion of a specific budget performance KPI is intended to strengthen member oversight of financial resilience and provide a simple high-level indicator of whether the Council remains within its approved budget, or whether variances need active management.

9. Resource Impact

Clerk time for reporting, within normal working hours

10. Consultation/Engagement

N/A

11. Wards Affected

All

12. Consideration sought

The proposed KPI framework provides a practical and proportionate way to monitor delivery of the Business Plan 2026–27 and support the Council's wider Strategy 2024–2029. It has been designed to remain small, strategic and suitable for quarterly member review, while still covering the Council's key priorities in communications, planning, Village Hall sustainability, heritage, wellbeing, environment, governance, youth engagement and financial stewardship.

The Finance & Strategy Committee is asked to:

- approve the proposed Corporate KPI Framework for 2026–27;
- approve quarterly KPI reporting using the draft reporting template;
- recommend to Full Council that the KPI framework be adopted for 2026–27.



Appendix 1

Proposed KPI set

Ref	KPI	Linked priority / theme	2026–27 target	Frequency	Owner
KPI 1	Resident communications reach	Communications / Building a United Community	Improvement from Q1 baseline	Quarterly	Parish Clerk/ Communication and Events Officer
KPI 2	Community events delivered with partners	Community engagement / Building a United Community	At least 2 by year-end	Quarterly	Parish Clerk / Community Manager
KPI 3	Neighbourhood Plan refresh milestones achieved	Planning influence / Building a United Community	Milestones completed to timeline outlined	Quarterly	Parish Clerk / Working Group
KPI 4	Village Hall income	Community assets / Building a United Community	Total income reaches budget	Quarterly	Parish Clerk/ Bookings Officers
KPI 5	Heritage events / activities delivered	Celebrating Our Heritage	At least 3 by year-end	Quarterly	Parish Clerk/ Community Manager
KPI 6	Wellbeing Wednesday average attendance	Improving Health & Wellbeing	Improvement from Q1 baseline	Quarterly	Parish Clerk/ Community Manager
KPI 7	Clean team sessions delivered	Protecting Our Environment	At least 6 by year-end	Quarterly	Parish Clerk
KPI 8	Silver accreditation milestones achieved	Making the Council Work Better	Milestones completed to agreed timetable	Quarterly	Parish Clerk
KPI 9	Youth engagement activity delivered	Building a United Community	Minimum 2 meaningful engagement activities by year-end	Quarterly	Parish Clerk / Communications and Events Officer
KPI 10	Budget performance within approved budget	Making the Council Work Better / Financial resilience	Remain within approved overall budget	Quarterly	Parish Clerk / Finance & Strategy Committee



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Notes on use

This KPI framework is intended to sit alongside, rather than replace, the Council's detailed delivery plan. The delivery plan should continue to track individual actions, milestones, and responsibilities. The KPI framework is intended to provide a smaller corporate-level view for member review and public reporting.

Baselines

For KPIs where the Council does not yet have a robust historic measure, Quarter 1 should be used to establish the baseline. This is likely to apply in particular to:

- resident communications reach,

Once Q1 baselines are established, the remaining quarters can be reported against an agreed improvement trajectory.



Appendix 2

Quarterly KPI Reporting Template 2026–27

Quarter: [Q1 / Q2 / Q3 / Q4]

Report author: Parish Clerk

Committee: Finance & Strategy Committee

Report date: [insert date]

KPI	Target	Current position	RAG	Trend	Commentary	Corrective action
Resident communications reach	Improvement from Q1 baseline					
Community events delivered with partners	At least 2 by year-end					
Neighbourhood Plan refresh milestones achieved	Milestones completed to timeline outlined					
Village Hall utilisation	Total income reaches budget					
Heritage events / activities delivered	At least 3 by year-end					
Wellbeing Wednesday average attendance	Improvement from Q1 baseline					
Clean team sessions delivered	At least 6 by year-end					
Silver accreditation milestones achieved	Milestones completed to agreed timetable					
Youth engagement activity delivered	Minimum 2 meaningful engagement activities by year-end					
Budget performance within approved budget	Remain within approved overall budget					