

**BRAUNSTONE TOWN COUNCIL**  
**MINUTES OF POLICY & RESOURCES COMMITTEE**  
**HELD AT BRAUNSTONE CIVIC CENTRE**  
**THURSDAY 7<sup>th</sup> NOVEMBER 2024 AT 7.30PM**

**PRESENT:** Councillor Nick Brown (Chair) and Councillor Anthea Ambrose (Vice-Chair) and Councillors Andy Evans, Rebecca Lunn, Gary Sanders and Robert Waterton.

**Officers in Attendance:** Darren Tilley, Chief Executive & Town Clerk.

There were no members of the public present at the meeting.

**42. Apologies**

Apologies for absence were received from Councillors Shabbir Aslam, Leanne Lee, Sam Maxwell, Tracey Shepherd and Christiane Startin-Lorent.

**43. Disclosures of Interest**

There were no disclosures of any Disclosable Pecuniary or Non-Pecuniary Interests by members.

**44. Public Participation**

In accordance with Standing Order 3.6, members of the public may attend the meeting for the purpose of submitting a petition and/or making representations, giving evidence or answering questions in respect of any item of business included on the agenda.

There were no members of the public at the meeting.

**45. Minutes**

The Minutes of the meeting held on 12<sup>th</sup> September 2024 were circulated (item 4 on the agenda).

**RESOLVED** that the Minutes of the meeting held on 12<sup>th</sup> September 2024 be approved and signed by the Chairperson as a correct record.

#### 46. **Financial Comparisons**

The Committee received Financial Comparisons for the period 1<sup>st</sup> April 2024 to 30<sup>th</sup> September 2024 (item 5 on the agenda).

**RESOLVED** that the report be noted.

##### *Reason for Decision*

*While utilities expenditure was over budget, this would be partly off-set by a new tariff agreement later in the year. Staff salaries and on-costs were on target for the period, taking into account that the back pay for the pay rise would be paid later in the month. In addition, facilities income was higher. Therefore, the Council's net expenditure for the period was on target.*

#### 47. **End of Quarter Financial Position – Income, Expenditure, Cash and Balances**

The Committee received a summary of the Council's Income, Expenditure, Cash and Balances for the period 1<sup>st</sup> April 2024 to 30<sup>th</sup> September 2024 (item 6 on the agenda).

The Chief Executive & Town Clerk reported that the Council had £521,409 in cash at the bank on 31<sup>st</sup> October 2024. This was £38,216 higher than the £483,193 included in the Cash Flow Forecast considered by the Committee on 13<sup>th</sup> June and 12<sup>th</sup> September 2024.

##### **RESOLVED**

1. that the end of quarter financial position to 30<sup>th</sup> September 2024, as detailed in Appendices 1 to 3, be noted; and
2. that it be noted that *Cash at the Bank* remained on target compared to the projections considered by the Committee in June 2024 and September 2024, as detailed in the relevant section of the report.

##### *Reasons for Decision*

1. *There were no issues of concern with management of the Council's Finances.*
2. *The forecasts considered in June 2024 and September 2024 were on track; however, this was based on using cash reserves towards the end of the financial year prior to receipt of precept income.*

#### 48. **Cash Flow Forecast**

The Committee received an updated cash flow forecast, following the end of quarter financial position report to 30<sup>th</sup> September 2024, and considered appropriate contingency measures to address any overspend or loss of income (item 7 on the agenda).

The Chief Executive & Town Clerk reported that the actual closing cash balance on 31<sup>st</sup> October 2024 was £521,409, which was slightly higher than the £518,170 predicted when the revised Cash Flow forecast had been drafted.

## **RESOLVED**

1. that the position in respect of *Staff Salaries, Income and Expenditure*, and *Cash Flow Forecast*, be noted;
2. that detailed work be undertaken on the 2025/2026 staff salaries estimates (including employer national insurance contributions and employer pension contributions);
3. that provision be made in the 2025/2026 budget estimates for an increase in Insurance costs; and
4. that the updated Cash Flow Forecast, as set out at Appendix 1, be endorsed.

### *Reasons for Decision*

1. *The 2024 Salary settlement had been approved and overspends on utilities were being offset by increased facilities income.*
2. *To ensure that annual increments, national insurance increases and a likely increase in employer pension contributions, were all taken into account.*
3. *The cost of Insurance had typically risen by around 5%.*
4. *The forecast had been revised taking into account the actual income and expenditure against the budget, for the first 6 months of the financial year.*

## **49. Options for Reducing Expenditure and Increasing Income**

The Committee considered options for increasing income and reducing expenditure for the period up to April 2025 (item 8 on the agenda).

## **RESOLVED**

1. that the £6,000 of further expenditure savings, identified in the *Proposed Contingency Plans* section of the report be approved and then reviewed in January 2025 following the end of the third quarter (31<sup>st</sup> December 2024); and
2. that the approach to proactively promote regular available slots in the Council's Community Centres be endorsed.

### *Reasons for Decision*

1. *To identify expenditure which could be paused while the direction of travel concerning the Council's income, expenditure and cash balances was monitored.*
2. *To maintain and further increase facilities income.*

## 50. **Medium Term Priorities and Financial Planning**

The Committee received a report, which set out the context for the Council's medium-term priorities and financial planning, alongside the Treasury Management, Investment and Reserves Strategies (item 9 on the agenda).

The Committee noted that interest rates had been cut from 5% to 4.75%; while inflation had fell below the Bank of England's 2% target in the year to September 2024. However, the Bank expected CPI inflation to be between 2% and 3% over the next couple of years.

The Committee also noted that Employer's National Insurance contributions would rise by 1.2% to 15% in April 2025, along with a lowering of the threshold at which payments were made from £9,100 per annum to £5,000. While the Employment Allowance had been increased, this did not apply to public bodies. An initial estimate of the additional costs to the Council was approximately £2,500 in 2025/2026, which had been built into the projection at Appendix 1 of the report.

### **RESOLVED THAT IT BE RECOMMENDED TO COUNCIL**

1. that the current projections attached at Appendix 1, based on known financial pressures identified in the report, be approved;
2. that the Council's Strategic Aims, Delivery Objectives and Committee/Service Objectives, attached at Appendix 2, be used as the basis for calculating the annual budget and any external funding sought;
3. that once the revenue reserve reaches the equivalent of three months' net expenditure; the additional funds be earmarked to invest in infrastructure and assets, as identified in the Capital Plan at Appendix 3, and in the development and remodelling of services, including the Town Council's operations;
4. that the Financial, Treasury Management and Investment Strategies, as set out in the report, be adopted;
5. that the Reserves Policy, attached at Appendix 4, be approved; and
6. that the Earmarked Reserves be confirmed, as set out at Appendix 5.

### *Reasons for Decision*

1. *To provide a foundation for preparing budget estimates for 2025/2026 and beyond.*
2. *To ensure the Council focusses its activity and spending on its key priorities and objectives given the current financial constraints and future financial uncertainties.*
3. *To maintain the standard of the council's facilities and open spaces and to ensure the highest possible standards within the resources available in the future.*
4. *To effectively manage the Council's cash flows, borrowing and investments, taking into account the associated risks.*
5. *To ensure the financial resilience of the Council, that it would be able to function, invest in its assets and deliver services to residents; while avoiding*

*significant increases in council tax precept in future years.*

6. *To ensure that reserves earmarked relate only to a commitment or a restricted use; maximising the level of funds to replenish the revenue (general fund) reserve.*

## **51. Carbon Reduction Initiative: installation of Solar PV Battery Storage**

The Committee considered options, proposals, costs, financial savings and the impact on the Council's Carbon footprint of installing battery storage for the Solar PV (item 10 on the agenda).

The Chief Executive & Town Clerk advised that the cost of installing battery storage for the Solar PV at Braunstone Civic Centre was £21,000. An application would need to be made to National Grid and therefore, it was anticipated that installation would take place in January 2025.

### **RESOLVED**

1. that the proposals concerning *Battery Storage* for Braunstone Civic Centre's Solar PV system, as set out in the respective section of the report, along with the proposed design detailed at Appendix 1, be approved;
2. that the position with the *Finance*, as set out in the relevant section of the report be received and noted and that the installation saving, and balance of Public Works Loan, of £18,789, be put towards the costs of battery storage; and
3. that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Leader and Deputy Leader of the Council, to approve a scheme for installing battery storage to the solar PV panels at the Council's facilities, as appropriate, provided the total cost of the scheme did not exceed £25,000 (excluding VAT).

### *Reasons for Decision*

1. *To deliver the Council's Climate Change & Environmental Objectives, reduce the Council's Carbon footprint, make savings and generate revenue.*
2. *To note the underspend from the installations in 2023 was allocated to battery storage options to further reduce the Council's carbon footprint.*
3. *To fully assess the options, proposals, costs, financial savings and impact on the Council's carbon footprint, and to ensure installation works could be carried out without further delay.*

## **52. Improvements to Walking and Cycle Routes**

The Committee received an update on the delivery of proposals for improvements to the connections between walking and cycling routes (item 11 on the agenda).

**RESOLVED** that the updated programme for the delivery of improvements to the connections between walking and cycling routes, be noted.

*Reason for Decision*

*The scheme would provide improvements for pedestrians and cyclists connecting facilities, amenities and communities across Braunstone Town, Meridian and Thorpe Astley.*

**53. Thorpe Astley Park Culvert**

The Committee received an update on interim works to address safety, and timescales for the works to replace the culvert and pedestrian bridge over Lubbesthorpe Brook at Thorpe Astley Park (item 12 on the agenda).

**RESOLVED**

1. that an update be obtained from Persimmon Homes regarding their plans to undertake further work to the culvert bridge in the 2025/2026 financial year;
2. that investigations be undertaken to confirm the ownership of the culvert and bridge over Lubbesthorpe Brook at Thorpe Astley Park and the transfer of the Thorpe Astley Park from Blaby District Council to Braunstone Town Council; and
3. that a report, detailing the:
  - a) legal position with both the park and culvert,
  - b) nature of the flooding and drainage problems on the lower part of the site (adjacent to the new parkland),and setting out options and proposals, be submitted to a meeting of Policy & Resources Committee by April 2025 for consideration.

*Reasons for Decision*

1. *To confirm if Persimmon Homes propose to carry out further work to the culvert bridge.*
2. *To ensure that the Town Council's desire to complete the transfer of Thorpe Astley Park, a significant asset that should be owned by the Town Council, without further delays and additional cost.*
3. *To ensure that the Council had fully investigated ownership, risks and implications, including the flooding and drainage issues, prior to commencing transfer negotiations.*

**54. Park & Open Spaces Winter Works Programme 2024/2025**

The Committee considered items on the Winter Works Programme for 2024/225 for the Councils Parks, Open Spaces and Grounds (item 13 on the agenda).

**RESOLVED** that the Winter Works Programme 2024/2025, attached at Appendix 1, be approved.

*Reason for Decision*

*To ensure that parks and open spaces in Braunstone Town and Thorpe Astley were maintained to a high level.*

**55. Enabling remote attendance and proxy voting at local authority meetings – Consultation**

The Committee received details of a consultation by the Department of Housing Communities and Local Government concerning remote attendance and proxy voting at local authority meetings; and determined whether the Town Council should submit a response to the consultation (item 14 on the agenda).

**RESOLVED** that the following consultation response be submitted to the Department of Housing Communities and Local Government:

1	In what capacity are you responding to this consultation?	b) A council body: Town or Parish Council
2	Do you agree with the broad principle of granting local authorities powers to allow remote attendance at formal meetings?	Yes
3	If you answered 'Yes' to question 2, do you think that there should be specific limitations on remote attendance?	d) Individual Councils should be given the power to decide whether to permit remote attendance and determine how it would work. The Council's Constitution / Standing Orders should clearly set out the circumstances and the process.
4	If you are an elected member, can you anticipate that you personally may seek to attend some of your council meetings remotely?	I am not an elected member
5	If you are responding to this consultation on behalf of a council as a whole, what proportion of the council's current elected members are likely to seek to attend council meetings remotely over the course of a year?	Less than 10%
6	The government recognises that there may be cases in which it is necessary for councils to hold meetings fully remotely. Do you think there should be limitations placed on the number of fully remote meetings councils should be able to hold?	The circumstances and arrangements should be set out clearly in the Standing Orders / Constitution.

7	Do you think there are there any necessary procedural measures that would help to ensure a remote or hybrid attendance policy is workable and efficient?	<p>a) Councils should be required to publish a list of attendees joining the meeting remotely and give notice if a meeting is being held with full remote attendance.</p> <p>b) Councils should be required to ensure that standard constitutional arrangements are followed for hybrid and fully remote meetings</p> <p>c) Councils should be required to make arrangements to ensure restricted items (where a council decision is taken in private to protect confidentiality) are managed appropriately and to require remotely attending members to join from a private location</p> <p>d) The members in attendance will ultimately need to be satisfied that confidentiality can be maintained. Standing Orders should clearly set this out.</p>
8	Do you think legislative change to allow councillors to attend local authority meetings remotely should or should not be considered for the following reasons?	<p><b>Should be considered because:</b></p> <ul style="list-style-type: none"> <li>• It is a positive modernising measure</li> <li>• It would likely increase the diversity of people willing and able to stand for election in their local area, making councils more representative of the communities they serve</li> <li>• Councils would be more resilient in the event of local or national emergencies which prevent in-person attendance</li> </ul>
		<p><b>Should not be considered because:</b></p> <ul style="list-style-type: none"> <li>• It would be more difficult for councillors to build personal working relationships with colleagues, and engage with members of the public in attendance at meetings</li> </ul>



9	In your view, would allowing councillors to attend formal local authority meetings remotely according to their needs particularly benefit or disadvantage individuals with protected characteristics? For example, those with disabilities or caring responsibilities.	It would benefit members
<b>Proxy voting</b>		
10	In addition to provisions allowing for remote attendance, do you consider that it would be helpful to introduce proxy voting?	No
11	If yes, for which of the following reasons which may prohibit a member's participation in council meetings do you consider it would be appropriate?	N/A
12	Are there circumstances in which you feel proxy voting would not be appropriate?	All circumstances. A Councillor should consider the debate and discussions, including the advice of officers, prior to making a decision and voting. While the meeting papers and recommendations will be sent out in advance (not all parish councils will have a system of reports and officer recommendations); the question being put to the vote will not necessarily be the same following discussion and debate.
13	If you think proxy voting is appropriate, are there any limitations you think should be placed upon it?	N/A

## 56. **Complaints Monitoring**

The Committee received details of formal complaints dealt with and determined as a result whether policy or procedural changes are required to ensure that future reoccurrence is minimised (item 15 on the agenda).

**RESOLVED** that the report be noted.

*Reason for Decision*

*The Procedure by including all complaints, whether minor or major, simple or complex, and providing for the informal stage, to deal with these as appropriate, results in complaints being resolved and/or closed effectively.*

**57. Officers' Code of Conduct**

The Committee considered, following consultation, proposed revisions to the Council's Officers' Code of Conduct to ensure that it remained fit for purpose (item 16 on the agenda).

**RESOLVED** that the proposed revisions to the Officers' Code of Conduct, attached at Appendix 1 of the report, be approved and implemented from Monday 11<sup>th</sup> November 2024.

*Reason for Decision*

*To ensure the highest standards of conduct from all Town Council employees. The Code outlines existing law, regulations and conditions of service and provides further guidance to assist managers and employees in their day-to-day work.*

**58. Review of Lone Working Policy & Procedure**

The Committee considered proposed amendments to the Lone Working Policy & Procedure and to approve these for consultation (item 17 on the agenda).

**RESOLVED**

1. that, subject to paragraph 6a reading "people in fixed establishments where only one person works on the premises, who work separately from others and who work outside normal office hours....", the proposed revisions to the Lone Working Policy & Procedure, attached at Appendix 1 of the report, be approved for consultation with staff, Councillors and the Council's HR Advisor, as detailed in the *Timescales and Implementation* section of the report; and
2. that any proposed amendments be presented to the next meeting of Policy & Resources Committee, proposed for 16th January 2025 for consideration and approval.

*Reason for Decision*

1. *To ensure that staff, Councillors and the Council's HR Advisor could input into the proposed changes to the Lone Working Policy & Procedure to ensure that it would be practical and fit for purpose.*
2. *To raise awareness of the risks presented by lone working, to identify the responsibilities each person had in this situation, and to give guidance on how to manage such risks.*

**59. Sexual and General Harassment Policy & Procedure**

The Committee considered a proposed Sexual and General Harassment Policy & Procedure for interim implementation and consultation, subject to consideration and adoption at the next scheduled meeting (item 18 on the agenda).

**RESOLVED**

1. that the proposed Sexual & General Harassment Policy & Procedure, attached at Appendix 1 of the report, subject to the following amendments:
  - a) the word “professional” in paragraph 17 reading “professionally”, and
  - b) the reference in paragraph 26 to the above named person, referencing paragraph 25,be approved for interim adoption with immediate effect;
2. that the interim Policy & Procedure, attached at Appendix 1, as amended, be the subject of consultation, as detailed in the *Consultation* section of the report; and
3. that a post-consultation version of the Sexual & General Harassment Policy & Procedure be submitted to the next meeting of Policy & Resources Committee, proposed for 16th January 2025, for consideration and adoption.

*Reasons for Decision*

1. *To take steps to reduce the risk of harassment taking place in the workplace.*
2. *To ensure that that policy & procedure, was practical and fit for purpose and met the needs of staff, reducing the risk of harassment in the workplace.*
3. *To ensure that the Council had robust Policies, Procedures and measures in place and raised awareness; including defining what constituted harassment, steps to take should the problem arise, protection the Organisation would provide to those reporting it, and sanctions against offenders.*

**60. External Audit 2023/2024**

The Committee noted that the External Audit was completed on the 20<sup>th</sup> September 2024 and confirmed that for the year ended 31<sup>st</sup> March 2024, the Town Council’s Annual Governance and Accountability Return was in accordance with the Proper Practices and that relevant legislation and regulatory requirements had been met (item 19 on the agenda).

**RESOLVED**

1. that it be noted that the External Audit 2023/2024 was completed on 20<sup>th</sup> September 2024 and that no matters were raised concerning the Town

- Council's accounts and governance arrangements for the year ended 31st March 2024; and
2. that the comments of the External Auditor in respect of the Reserves be received and considered as part of the Council's annual review of its Medium Term Financial Planning and the setting of the annual budget and council tax precept.

*Reasons for Decision*

1. *An unqualified opinion was given by the External Auditor, Moore East Midlands, on the Council's Annual Governance and Accountability Return 2023/2024.*
2. *The Council had noted that its reserves were getting lower and had identified this as a potential risk to the Town Council's ability to maintain its current level of operations and services; the Council's Medium Term Priorities and Financial Strategy and Reserves Policy set out the framework for restoring the level of general fund cash reserves.*

**61. Outside Bodies Report**

The Committee received reports from members of Outside Bodies:

**a) Leicestershire & Rutland Association of Local Councils**

No Report due to no recent meeting.

**b) Shakespeare Park Sports Pavilion Management Association**

No Report due to no recent meeting.

**62. Approval of Accounts**

The Committee considered payments from 4<sup>th</sup> September 2024 until 29<sup>th</sup> October 2024 (item 21 on the agenda).

**RESOLVED** that the list of Approved Expenditure Transactions for the period 4<sup>th</sup> September 2024 until 29<sup>th</sup> October 2024 be approved.

*Reason for Decision*

*To authorise payments in accordance with the Accounts & Audit Regulations and the Council's Financial Regulations.*

**63. Mossdale Meadows Flood Alleviation and Drainage Improvements**

**RESOLVED** that in view of the special / confidential nature of the business to be transacted, it is recommended that the press/public be excluded and they be instructed to withdraw (Standing Orders 3.5 and 3.7 apply). *Reasons for exception – Commercial Interest*

The Committee received an update on timescales and proposed financing for rebuilding the Culvert and carrying out flood alleviation and drainage improvements to Mossdale Meadows (item 22 on the agenda).

A summary of the public consultation responses received, regarding the proposals and priorities, was circulated (filed with these minutes).

## **RESOLVED**

1. that the comments received from the public consultation be collated and considered and, where appropriate, included in the proposed works,
2. that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Leader and Deputy Leader of the Council to:
  - a) determine the detailed arrangements, timings and work schedules,
  - b) make minor modifications to the design and installation proposals within the delegated spending limits allowed under paragraph 11.1i of the Financial Regulations,
  - c) award the contract; and
3. that the updated draft timeline for required work be approved.

### *Reasons for Decision*

1. *To ensure that the residents were fully informed and able to comment on any proposed work to be undertaken by the Town Council.*
2. *To ensure that the work to the Flood Alleviation Scheme could be undertaken in a timely manner.*
3. *To provide a plan of works to be carried out and target dates to work towards.*

## **64. Improvements to Impey Close Play Area and Open Space**

**RESOLVED** that in view of the special / confidential nature of the business to be transacted, it is recommended that the press/public be excluded and they be instructed to withdraw (Standing Orders 3.5 and 3.7 apply). *Reasons for exception – Commercial Interest.*

The Committee received financing options for the refurbishment and enhancement of Impey Close Play Area and received an update concerning options for refurbishment and enhancement of Impey Close Open Space (item 23 on the agenda).

## **RESOLVED**

1. that grant funding sources be investigated to help towards the cost of the proposed work on the Impey Close Playground Refurbishment;
2. that investigations be undertaken for the hire of equipment to repair gravel paths at Impey Close open space by Braunstone Town Council staff; and
3. that the amended timescales for the project be approved.

*Reasons for Decision*

1. To ensure that all sources of funding towards the cost of the project would be considered.
2. To note that no tender applications had been received from appropriate contractors to undertake repairs to the gravel path but suitable equipment may be available to hire for Council staff to undertake the work.
3. To provide a suitable timescale for the project to be undertaken.

**65. Land adjacent to the New M1 Bridge, Thorpe Astley**

**RESOLVED** that in view of the special / confidential nature of the business to be transacted, the press/public be excluded and they be instructed to withdraw (Standing Orders 3.5 and 3.7 apply). *Reason for exception – Commercial Interest and Legal Advice.*

The Committee received an update concerning proposals for transferring the land adjacent to the new road and bridge at Thorpe Astley to the Town Council (item 24 on the agenda).

**RESOLVED**

1. that it be noted that the land transfer process was underway; and
2. that the risk assessment of site, including the boundary with the Motorway, and identified mitigating actions, be approved.

*Reasons for Decision*

1. Both parties had appointed solicitors who had commenced the transfer process.
2. To ensure that the Council assessed the level of risk to public safety and took mitigating action where necessary.

**66. Wayleave/Easement – Thorpe Astley Community Centre and Park**

**RESOLVED** that in view of the special / confidential nature of the business to be transacted, the press/public be excluded and they be instructed to withdraw (Standing Orders 3.5 and 3.7 apply). *Reason for exception – Commercial Interest and Legal Advice.*

The Committee received an update on Wayleave/Easement Consent for an underground high voltage cable under Thorpe Astley Community Centre Car Park and Thorpe Astley Park (item 25 on the agenda)

**RESOLVED**

1. that the principle of entering into an agreement with Applegreen to install an underground high voltage cable at Thorpe Astley Community Centre and Park be on the basis of the *Approved Way Forward*, as set out in the relevant section of the report, and subject to terms and conditions; be

- reaffirmed;
2. that the *Correspondence to Blaby District Council*, as set out in the relevant section of the report, be supported and form the basis of the Town Council's proposed way forward; and
  3. that delegated authority be given to the Chief Executive & Town Clerk, in consultation with the Leader and Deputy Leader of the Council, to undertake negotiations on terms and conditions for an agreement.

#### *Reasons for Decision*

1. *To facilitate proposals for the installation of Electric Vehicle Rapid Chargers at Leicester Forest East Service Station.*
2. *To ensure that the Council delivers its responsibilities to improve and enhance public services at Thorpe Astley.*
3. *To enable an acceptable solution to be agreed, without delay.*

The meeting closed at 9.30pm.

#### NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.

#### EQUALITIES ACT 2010

Braunstone Town Council has a duty in carrying out its functions to have due regard to:-

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and;
- foster good relations between different groups

To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

These issues were considered in connection with each of the above decisions. Unless otherwise stated under each item of this report, there were no implications.

*These minutes are a draft and are subject to consideration for approval at the next meeting scheduled on 16<sup>th</sup> January 2025.*