

# EASTHAM PARISH COUNCIL RESERVES POLICY MAY 2023

Eastham Parish Council (EPC) is required to maintain adequate Financial Reserves to meet the needs of EPC. The purpose of this policy is to set out how EPC will determine and review the level of Reserves.

## General Reserves

General Reserves are funds which do not have any restrictions as to their use. These reserves cushion the impact of uneven cash flows, offset budget requirements or can be held in case of unexpected events or emergencies.

Setting the level of General Reserves is agreed with the Annual Budget usually at the January Meeting.

## Restricted Reserves

Restricted Reserves are held for many reasons and can only be used for the purpose for which they were created **unless** agreed otherwise by EPC at a meeting.

Decisions to set up Restricted Reserves are made by EPC at a meeting.

Where the purpose of Restricted Reserves becomes obsolete, or where there is an over-provision of funds, the excess may, on the approval of EPC, be transferred to other budget headings within the budget.

## Management and Control of Reserves

Movement of Reserves will be agreed at EPC meetings and decisions will be entered in the minutes.

The level of **all Reserves** shall be reviewed on an annual basis during the annual budgetary review and agreed by the Parish Council.

The minimum level of General Reserves shall be recommended to the Parish Council by the Clerk. This will form part of the recommendations for the Annual Budget and Precept request by EPC.

## Current level of Financial Reserves held on 31<sup>st</sup> March 2023 are below

**Transparency Fund Grant** - is for PCs software and cannot be used for other purposes

**Defib balance** - is to be used for Defib only and cannot be used for other purposes.

<b>RESERVES - 31st March 2023</b>		
<b>Contingency see Risk Assessment</b>		
Reserves for unexpected events	<b>5500</b>	
Grant to Eastham Memorial Hall (for rebuild)	<b>0</b>	
NEW Memorial Hall expenses	<b>0</b>	
Seat/noticeboards	<b>1500</b>	
Defib contingency	<b>610</b>	
Audit fee	<b>600</b>	
Sick Pay	<b>210</b>	
Election	<b>1200</b>	
WCC salt/grit refills/grit boxes	<b>420</b>	
Clerks Computer (transparency grant) (R)	<b>584.63</b>	
Training budget	<b>475</b>	
<b>Total contingency</b>	<b>11,099.63</b>	