

A meeting of the Finance Working Party was held in the Village Hall, Station Road, Countesthorpe, on Wednesday 8th July 2026

Present: Cllrs S Turner, M Gillespie, P Mount, K Pearce, W Read and M Smith.

Parish Council Manager: Miss J Leech

Assistant Parish Council Manager: Miss E Frost

1. Apologies for absence, if any

There were no apologies for absence.

2. To receive disclosures of interest

Cllr M Smith declared a non-pecuniary interest in item 3, specifically the payment to The Countesthorpe Herald.

3. To verify accounts for payment

It was recommended to approve the accounts for payment for the Parish Council and the Village Hall.

4. Budget and expenditure 2026/2027

The budget to 30th June 2026 was received and there were no items of concern. A copy of the budget report was made available to all Councillors on the members area of the website.

It was noted that the items allocated to the legal and professional fees heading had been checked and were correct.

A list of upcoming items of larger expenditure was noted including, memorial testing, HAVs testing, three yearly tree survey, lamppost testing, smoke detector in the ladies toilets, war memorial lettering painting and library door replacement.

Additional information would be obtained regarding recommendations from the recent health and safety inspection prior to the next meeting of the Finance Working Party, and further information would be obtained to review whether it would be more cost effective as to whether to continue to provide some services in-house.

Recommended for approval

Following a recent incident with the point of use water heater in the ladies toilets, to:

. Accept the quote from RCD Electrical for the replacement and repositioning of the water heater at a cost of £846

. Accept the quote from Secom for the installation of a smoke detector in the ladies toilets at a cost of £700

. Refer to the Village Hall Management Committee, for consideration, the recommendation to proceed with undertaking Fixed Appliance Testing, at a cost of £35 per item, totalling £535 for the required 15 fixed appliances, to be completed every three years

. Refer to the Village Hall Management Committee, for consideration, the recommendation to proceed with bringing forward the 5 yearly EICR, at a cost of £820

. Investigate testing/service requirements for the solar panels

Accept the quote from Earlsmere for HAVS testing to be undertaken on the grounds equipment, at a cost of 1207.50.

5. Budget headings review

The budget headings were discussed with a view to delete or merge some headings to prevent items consistently having a budget of £0 allocated to them. The headings would be further reviewed in September ahead of the first meeting at which the 2027/2028 budget is considered, in October.

6. Projects list including long term

The projects list was received however it was noted that the Village Hall Management

Committee and Library Committee were yet to receive it. This would be reconsidered at a later meeting once the remaining committees had conducted their review and all health and safety requirements had been met.

7. Quarterly finance reports as at 30th June 2026

The quarterly financial reports, including the detailed income & expenditure report, balance sheet and list of reserves to 30th June 2026 were received. The documents would be made available to all Councillors prior to the Parish Council meeting.

8. To verify bank reconciliations against bank statements and payments – for Cllr K McGovern to verify the bank reconciliations against the bank statements and payments for all accounts

Arrangements would be made for Cllr K McGovern to complete relevant checks of the bank statements and payments against bank reconciliations for the first quarter of the 2026/2027 financial year, to 30th June 2026.

9. To verify online bank statements against bank reconciliations – for Cllr C Ibbotson to verify the bank statements against bank reconciliations for all accounts

Arrangements would be made for Cllr C Ibbotson to complete relevant checks of the bank reconciliations against bank statements for the first quarter of the 2026/2027 financial year, to 30th June 2026.

10. Grant aid

There were no applications to consider.

11. S106 payment

There was nothing to discuss.

12. To receive any correspondence

There was no correspondence.

13. Matters arising for information purposes

There was nothing to raise.

14. Date of next meeting

The date of the next meeting is scheduled for Wednesday 12th August 2026.