

A meeting of the Finance Working Party was held in the Village Hall, Station Road, Countesthorpe, on Wednesday 7th October 2026

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

Parish Council Manager: Miss J Leech

Assistant Parish Council Manager: Miss E Frost

Also present was Cllr B Gulyas.

1. Election of Chairman

It was resolved to elect Cllr M Gillespie as Chair of the Finance Working Party.

2. Apologies for absence, if any

There were no apologies for absence.

3. To receive disclosures of interest

There were no disclosures of interest.

4. To verify accounts for payment

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

5. Budget and expenditure 2026/2027

The budget to 30th September 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.

Recommended for approval

To support the following recommendations of the Estates Working Party:

- *To repair the failed memorials which had been tested, at an estimated minimum cost of £1800, should no plot owners come forward*
- *To purchase a 40 litre plastic dog waste bin at a cost of up to £260*

6. Quarterly finance reports as at 30th September 2026

The following quarterly financial reports, to 30th September, were received. They would be made available to all councillors prior to the Parish Council meeting.

- a. Quarterly Summary Income and Expenditure Report
- b. Quarterly Budget Report
- c. Review Reserves
- d. Balance Sheet for Reserves

7. Cemetery fees review

This item was deferred until it had been first reviewed by the Estates Working Party.

8. Budget 2027/2028

A draft budget for 2027/2028, along with potential financial costs for next year, was initially discussed and would be further reviewed at the next meeting of the Finance Working Party, scheduled for 11th November 2026. All Committees and Working Parties would be asked to consider any items which they would like to be included by the Finance Working Party when setting the 2027/2028 budget.

9. To review the internet bank signatories

a. New signatories

Recommended for approval

To approve Cllrs V Armstrong and S Palmer to be bank signatories.

b. To remove existing signatories

Arrangements would be made for existing out of date signatories to be removed from the banking system.

10. Practitioners' Guide 2026/27

It was noted that the 2026/27 Practitioners' Guide had been published with no procedural changes.

11. Review of Reserves Policy

Recommended for approval

For the Reserves Policy to be adopted by the Parish Council with no changes having been proposed, following its circulation to all councillors for review.

12. To verify bank reconciliations against bank statements and payments – to note that Cllr K McGovern had verified the bank reconciliations against the bank statements and payments for all accounts

It was noted that Cllr K McGovern had verified the bank reconciliations against bank statements and payments for all accounts for the second quarter of the 2026/27 financial year, to 30th September 2026.

13. To verify online bank statements against bank reconciliations – to note that Cllr C Ibbotson had verified the bank statements against bank reconciliations for all accounts

It was noted that Cllr C Ibbotson had verified the bank statements against bank reconciliations for all accounts for the second quarter of the 2026/27 financial year, to 30th September 2026.

14. Grant aid

There were no grant aid applications to consider.

15. S106 payment

There was nothing to be discussed.

16. To receive any correspondence

There was no correspondence.

17. Matters arising for information purposes

There were no matters arising.

18. Date of next meeting

The date of the next meeting is scheduled for Wednesday 11th November 2026.