

Gunthorpe with Bale Parish Council

Reserves Policy

Introduction

The Council is required, under statute, to maintain adequate financial reserves in order to meet the needs of the organization and their responsibilities in the local community.

The Council's policy on the establishment, maintenance and adequacy of reserves and balances will be considered annually.

- A **working balance** is maintained to help cushion the impact of uneven cash flows, such as the time lag between the start of the new financial year and the receipt of the first precept payment, the upfront payment of VAT prior to reclaiming and the timing of receipt of contractual invoices.

This is currently accounted for in the budget.

The Council may hold reserves for these three main purposes:

- **Contingency Funds**
to cushion the impact of unexpected events or emergencies.

The Council needs to ensure that the level of its reserves fully cover unexpected liabilities. This would cover unexpected repairs and maintenance to its assets, such as the Village Sign.

It could also cover changes in law requiring additional funding – for example: the Council's obligations under the Biodiversity Act 2021 and the current proposals to digitize Parish Council meetings may require the purchase of IT equipment for Clerk and Councillors' use.

Contingency funding is recommended to be approximately 9 months (or three-quarters) of the Council's expected annual income.

- **Earmarked reserves:**
A means of building up funds, to meet known or predicted requirements.

The Council has £2,000 of its Reserves earmarked for the Village Sign, Defibrillator and SAM2

- **Capital reserves:**
Money for capital projects (the purchase of buildings or land)

The Council have no Capital projects and are currently not looking to build reserves for a capital project.

Notes to the Annual Accounts will detail the movement of reserves during the financial year.

Approved November 2025

Next review November 2026