

# Annesley & Felley Parish Council

Parish Clerk: John Barlow  
1a Dorchester Drive  
Mansfield  
Nottinghamshire  
NG18 4QQ



E-mail: [clerk@annesleyparishcouncil.gov.uk](mailto:clerk@annesleyparishcouncil.gov.uk)

## **Financial Reserves Policy**

### **1. Purpose of the Reserves Policy.**

The Parish Council is required to maintain adequate financial reserves to meet foreseeable needs, planned projects/commitments and also to have finance available in the event of an emergency.

### **2. Reserve Components.**

#### **a. General Reserve.**

The use of this Reserve is not restricted, however It will mainly be used to smooth the impact of uneven cash flows, offset budget requirements and finance unexpected events or emergencies.

The Parish Council has adopted the following policy for this reserve:

- (1) To maintain the General Reserve at a level equivalent to the annual Precept.
- (2) If the balance is drawn down, replenishment will be provided for in the next annual budget.

#### **b. Earmarked Reserves.**

These are set up to meet known or predicted expenditure most of which are included in the Parish Plan.

### **3. Procedure Adopted for the Management of Reserves.**

- (1) Any decision to set up a reserve must be made and approved by the Full Council.
- (2) Any expenditure from reserves can only be approved by the Full Council on recommendation from the Clerk or Chairman.

### **4. Review Process.**

All reserves will be reviewed annually by the Full Council as part of the annual budgeting process.

The Clerk will maintain a detailed schedule of all reserves.

**Adopted September 2025 (Next Review 1<sup>st</sup> September 2027)**