**BUNWELL 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.

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

The Council will hold reserves for these three main purposes:

* A **working balance** 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 and the upfront payment of VAT prior to reclaiming
* A **contingency** to cushion the impact of unexpected events or emergencies
* **Earmarked reserves**:
	+ A means of building up funds, to meet known or predicted requirements
	+ Money held for specific purposes such as CIL (Community Infrastructure Levy)
	+ Money pledged but payments unmade

The Council’s specific requirements are detailed on appendix 1

Date Agreed ……………..March 2024……………….

Date for Review …………..March 2025 …………………

Appendix 1

**Working Balance**

The Council has considered the need for a working balance for 2019/20:

|  |  |  |
| --- | --- | --- |
|  | Use | Budget |
| Cash Flow | To enable the payment of invoices prior to the receipt of the precept payment | £1,000 |
| VAT payments | The payment of VAT prior to reclaim | £1,000 |
| **Total** |  | **£2,000** |

**Contingency**

The Council has considered the need for a contingency for 2019/20:

|  |  |  |
| --- | --- | --- |
|  | Use | Budget |
| Parish Council Assets  | To cover unexpected maintenance costs | £2,000 |
| Unexpected costs | To cover the cost of unexpected events or other community needs | £3,000 |
| **Total** |  | **£5,000** |

**Earmarked Reserves**

Current and anticipated earmarked reserves at the end of 2017/18:

CIL receipts - £2,909

Any further earmarked reserves identified before the year end will be shown in the end of year accounts.