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|  | Great Horwood Parish Council  |
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| EARMARKED FINANCIAL RESERVES POLICY – VILLAGE HALL REFURBISHMENT |
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| This Earmarked Financial Reserves Policy was adopted by resolution of the Council at its Meeting held on 11 September 2023 |

**Policy Statement**

Great Horwood Parish Council resolved to adopt its Financial Reserves Policy on 9 March 2020. That Policy sets out the basis for General and Earmarked reserves. The purpose of this Policy is to establish the basis for an Earmarked reserve for the Village Hall refurbishment.

**The purpose of this reserve**

At the meeting of Great Horwood Parish Council on 12 December 2022 it was agreed that the plans for the upgrade of the Green would be abandoned in view of the lack of support from parishioners. It was further agreed that the £10,000 in that reserve should be transferred to a new Earmarked Reserve for the refurbishment of the Village Hall, and the sum increased.

It was resolved at he Parish Council’s meeting on 13 February 2023 that an Earmarked Reserve of £20,000 would be established for this project.

It was resolved at the Parish Council’s meeting on 10 July 2023 that this amount would be increased to £42,000. This was in anticipation of a grant of £22,000 from Fox Covert Solar Farm Ltd that will be received by the Parish Council once the Solar Farm is operational.

**How and when the reserve can be used**

Once plans for the refurbishment are approved by the Village Hall Trustees, the reserve can be used solely in payment of invoices for approved expenditure on the Village Hall Refurbishment.

The reserve must not be used to augment Village Hall funds, and must not be called upon until all other sources of funds have been used up.

**Procedures for the management and control of the reserve**

The Parish Council will maintain a dedicated Earmarked Reserve within its General Reserves account.

All expenditure from the reserve must be approved by resolution of the full Parish Council.

The Clerk will keep separate records of all income and expenditure on this project, as well as copies of the invoices.

**Review of the reserve to ensure continuing relevance and adequacy**

The level of this earmarked reserve will be reviewed as part of the annual budget preparation, drawing on the estimate of expenditure provided by the Councillor responsible for the project.

Should the review conclude that there is an over-provision of funds, the excess, on a resolution of the Council, may be transferred to other budget headings within the revenue budget or to General Reserves or to one or more Earmarked Reserves.

Once the Village Hall Refurbishment is complete this Earmarked reserve will be closed and all remaining funds will be returned to the General Reserve.