

Carlton Parish Council

FOR THE ATTENTION OF MEMBERS OF THE FINANCE COMMITTEE

You are hereby summoned to attend the meeting of Carlton Parish Council Finance Committee on 17th March 2026 at 7.30pm at Carlton Methodist Church

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press may attend the meeting.

According to the Openness of Local Bodies Regulations 2014, recording, including filming, audio recording, taking photographs, blogging, tweeting, and using other social media websites is permitted at Parish Council meetings which are open to the public – however, anyone wishing to do so must speak to the clerk prior to the meeting as there are rules that must be followed.

Helen Phillips - Clerk to Carlton Parish Council

Agenda

17. Apologies for Absence

To receive apologies for absence and consider the reasons for absence.

18. Declarations of Interest

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

19. To receive the Minutes of the Finance Committee Meeting held on 18th November 2025. (for information only) (pages 2-3)

20. Accounting Records

- i) To consider the Income and Expenditure and Budget Monitoring reports, Bank Statements, and Reconciliation, up to 28th February 2026.
- ii) To consider the Council's Annual Insurance Policy renewal cost, premium due on 1st April 2026.
- iii) To consider the Groundworks contract proposal of increases in cost for 2026-2027.

21. Projects - Finance

- i) To receive a verbal update from the clerk on costs and permissions to install a new bus shelter adjacent to the former High School.
- ii) To consider any further action that may be required relating to potential S106 funds from the old bus Depot, Low Street, Carlton.

22. Community Funding Applications

To consider any applications received for Community Funding.

23. Date of next meeting

Tuesday 12th May 2026 at 7.30pm.

Item 19.

Minutes for the meeting of Carlton Parish Council Finance Committee held on 18th November 2025 at 7.30pm at Carlton Methodist Church

Present: Cllrs Taylor, Clayton, Land, Lowes, and Quinn.

In attendance: H Phillips – Clerk.

9. Apologies for Absence

No apologies for absence or reasons for absence were received.

10. Declarations of Interest

There were no disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

11. Infrastructure

- i) The Committee reviewed the future streetlighting improvements schedule, and related finances.

A discussion was held, and it was agreed that the future streetlighting improvement schedule would consist of exchanging the remaining eleven 'SOX's' lanterns for LED lanterns. North Yorkshire Council (NYC) are aware of this schedule and will action as soon as possible.

It was noted that invoices for 2023-2024 have still not been received from NYC, and should be chased up by the clerk.

Costs for the future works are included in the 2026-2027 Budget, and the Reserves Policy.

Resolved: That the clerk chase invoices relating to lighting expenditure from 2023-2024.

- ii) The Committee considered the village bus shelter facilities, presently and for the future.

A discussion was held, and it was agreed that as the St. Mary's Close/ Station Road shelter is to be replaced by NYC; additional provision would be assessed and reviewed by the Parish Council at a future meeting.

Provision is included within the Council's Reserves Policy for this potential additional cost.

12. Accounting Records

The Committee considered the Income and Expenditure and Budget Monitoring reports, Bank Statements, and Reconciliation up to 31st October 2025.

Resolved: That the accounting records be approved.

13. Budget 2026-2027

- i) The Committee considered the draft Budget for 2026-2027 presented by the clerk.

After discussion provision was made to cover the potential cost of a new laptop for the clerk should it be required, as the present laptop is aged. This was the only amendment made to the draft document.

- ii) The Committee considered the Precept demand for 2026-2027 in relation to the draft budget for 2026-2027.

The presented figure was amendment accordingly due to the additional funds noted at 13i).

Recommendation to Council: That the draft budget and Precept Demand for 2026- 2027 be considered for approval.

14. Document Review

- i) The Committee reviewed the Council's Asset register.
- ii) The Committee reviewed the Council's Reserves Policy, and made appropriate quantitative amendments.
- iii) The Committee reviewed the Council's Financial Risk Assessment, adding phrase relating to the suspending/ cancelling of lost bank cards.

Recommendation to Council: That the reviewed Asset Register, Reserves Policy, and Financial Risk Assessment be considered for approval.

15. Community Funding Applications

The Committee considered the application received for Community Funding.

Carlton Cricket Club - this included additional costing information received from the applicant after query was raised at the Parish Council meeting held on 28th October 2025.

Recommendation to Council: That the funding application received from Carlton Cricket Club be considered for approval.

16. Date of next meeting

Tuesday 17th March 2026 at 7.30pm.