

Carlton Parish Council

Minutes of the meeting of Carlton Parish Council Finance Committee held on 12th May 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.

Present: Cllr's Taylor, Clayton, Hawe, Lowes, and Quinn.

Attending: H. Phillips – clerk.

24. Apologies for Absence

No apologies for absence were received.

25. Declarations of Interest

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

26. The Committee received the Minutes of the Finance Committee Meeting held on 17th March 2026. (for information only)

27. Accounting Records

- i) The Committee considered the Year End Income and Expenditure and Budget Monitoring reports, Bank Statements, and Reconciliation, up to 31st March 2026.

Resolved: That the accounting records for 2025-2026 be approved.

- ii) The Committee received the draft Agar 2025-2026 documents to consider prior to the clerk presenting to the Parish Council.

A discussion was held regarding the explanation for variances against Box 3 (income) and Box 6 (expenditure) on the 'Annual Return Form 3' and Variance Report for the AGAR 2025-2026. An email received by the clerk from Cllr Taylor suggesting an alternative explanation was misinterpreted, and when face to face it was agreed that the explanations be amended accordingly; this gave a more balanced explanation of the variances between 2024-2025 and 2025-2026.

Resolved: That the Variance Report explanations be amended as discussed and agreed.

Recommendation to Council: That the AGAR 2025-2026 documents be presented to the Parish Council at the meeting scheduled for 19th May 2026 for approval.

- iii) The Committee considered the Internal Auditors report for the AGAR 2025-2026 presented at the meeting by the clerk.

Recommendation to Council: That the Internal Auditors report for the AGAR 2025-2026 be considered for approval.

- iv) The Committee considered the Income and Expenditure and Budget Monitoring reports, Bank Statements, and Reconciliation, up to 30th April 2026.

The clerk updated the Committee on a site meeting held on 12th May 2026 between her and the Public and Community Transport Officer regarding the

possibility of having an additional bus shelter adjacent to the new SEND school. The meeting was incredibly positive and the outcome being that they saw no objections to the shelter being installed, and that the NYC department would pay for the shelter and installation.

From that conversation it was agreed that the Finance Committee recommends to Council that two slatted wooden waste bins be purchased and placed alongside the St Mary's Close bus shelter, and the new bus shelter once installed. The recently received CIL funds (c. £1080.00) will cover the cost of the purchases.

Resolved: That the accounting records up to 30th April 2026 be approved.

Recommendation to Council: That the clerk arranges purchase of two new wooden slatted waste bins be approved.

28. Community Funding Applications

There were no Community Funding applications received.

29. Date of next meeting

Tuesday 22nd September 2026 at 7.30pm.