

MINUTES OF TROWSE WITH NEWTON PARISH COUNCIL

Finance Committee meeting held on Monday 16th February 2026 at 6.30pm, in The Manor Rooms, Trowse.

Present

Cllr King (Chair), Cllr Owen, Cllr Bowers, Cllr Cartner and Kate Leggett (Clerk).

074 (001) Apologies

None for this meeting.

075 (002) Declarations of Interest and Dispensations

None for this meeting

076 (003) Minutes of the previous meeting

Minutes of the meeting held on the 19th January were **agreed and signed**.

077 (004) Matters Arising from the previous minutes

Already listed on the agenda.

078 (005) Public Forum

None.

079 (006) Financial Procedures

6.1 Approval of payments and bank reconciliation for January 2026

a) The payments and bank reconciliation for January 2026 were agreed.

080 (007) Banking Matters

7.1 – Saving account. The Clerk gave members details of the new Nationwide savings account which is now set up and operational. The Clerk advised that signatories can now log on and enable internet banking.

081 (008) Other Financial Matters

8.1 – Budget v Actuals to date. Cllr Bowers took those present through the most recent Budget V Actual and detailed a forecast underspend of £16k on the budget. A discussion then took place about which unbudgeted items could potentially be purchased. These included an industrial vacuum for the Manor Rooms, and a generator for events and emergency planning.

8.2 – Ear Marked Reserves. The Clerk took members through the Ear Marked Reserves spreadsheet she had shared. It was agreed to recommend to Full Council the reallocation of EMR funds to a new Manor Rooms EMR for the sum of £14k.

8.3 – To appoint an internal auditor for 25/26 financial year. The Clerk gave information on the internal auditor. Members agreed that the IA for the 25/26 financial year be Sonya Blythe. **Clerk to action.**

8.4 - To review the asset register. The clerk had previously shared information about the asset register and this was reviewed and discussed. Resolved to accept the updated asset register. Proposed by Cllr King, seconded by Cllr Owen. All in favour.

8.5 – Insurance information. The Clerk gave those present an update on the insurance information given the recent handing back of the Manor Rooms to the Council. This will be reviewed again before renewal in May.

082 (009) Date and Time of next meeting.

Next meeting Monday 16th March 2026 at 6.30pm.

Meeting closed at 7.10pm

Decisions/Actions	Delegated to
Internal Auditor appointment.	Clerk

Sign:

Date: