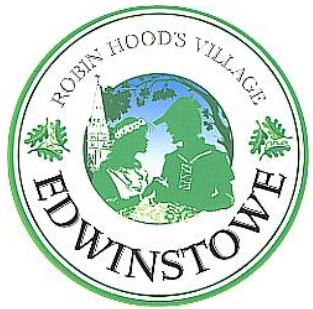


# Edwinstowe Parish Council

*Working to make a difference*

**Alice Dunn – Parish Clerk**



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Minutes of the Finance and Governance Committee Meeting of the Parish Council held on Tuesday 11<sup>th</sup> November 2025 at 6.00pm in the Council Chambers, Village Hall, Edwinstowe.

Present: Cllrs J Peck (Chair), Brooks, Callieu and Carlton

Apologies: Cllr Peacock

**25/FG/11 Welcome by the Chair**

The Chair opened the meeting and welcomed all present

**25/FG/12 Approval of Cllr Carlton to sit on Finance Committee**

Proposed Cllr Peck, seconded Cllr Brooks – agreed unanimously

**25/FG/13 Receive Apologies and Reasons for Absence**

Reasons were approved unanimously

**25/FG/14 Disclosures of Interests by Members**

None

**25/FG/15 Approve Minutes of Previous Finance Meeting – 16<sup>th</sup> July 2025**

Minutes were approved (by those who had been present) and signed by the Chair

**25/FG/16 Matters Arising – not on the agenda**

- Approval of Vexatious Complaints Policy  
The policy was reviewed and accepted by the committee. To be taken to Full Council for approval.
- Review of Standing Orders in relation to Public Participation  
Amendment, in line with new public participation policy, were approved. It was agreed to add the following point under Meeting Procedure Item 6 h.  
*If a member of the public wishes to ask a question, not on the agenda, they should submit it in writing addressed to either the Clerk or the Chair.* To be taken to Full Council for approval.  
*Once approved Public Participation Policy to be placed on website, FaceBook and in noticeboards.*
- Appointment of new Internal Auditor  
Our Internal Auditor is retiring. The clerk has found a replacement and will arrange audit for next year.

**25/FG/17      Review of Quarter 2 2025.26**  
Incomed and expenditure for the period to 31<sup>st</sup> October 2025 was reviewed and accepted.  
Clerk to look at high allotment water bill.

**25/FG/18      Review of Reserves**  
General reserves currently stands at £30,395. Good practice is to hold approximately 3 months of expenditure in general reserves – approximately £65k.

**25/FG/19      2026/27 Precept Calculation**  
Cllr Peck and the Clerk to meet once the Tax Base and number of occupied houses is received from NSDC in December.

**25/FG/20      Additional Amenity Hours During Summer Period**  
After a discussion, it was agreed to employ a seasonal worker for 20 hours per week from 1<sup>st</sup> June 2026 to 30<sup>th</sup> September 2026 to cover the watering season. Worker to be paid at the same rate as the Cemetery Groundsman.

**25/FG/21      Signing off the Wages Payments**  
The Chair signed off the wages payments previously authorised by Full Council.

**25/FG/22      Signing off the Bills for Payment and Late Bills for Payment**  
The Chair signed off the Bills for Payments and Late Bills for Payment previously authorised by Full Council.

**25/FG/23      Date of Next Meeting – 21<sup>st</sup> January 2026 @ 6.00pm – Noted**

Meeting closed at 7.15pm