

## Agenda Item 8

### For Decision – Changes to Financial Regulations

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#### Summary

The Financial Regulations are usually reviewed at each Council Matters May meeting. This May 2020 annual review is being presented at Council's virtual May meeting.

Changes are proposed to two sections of the Financial Regulations which reflect the Council's current working practices and needs:

- 4.5 Increasing the unexpected amount that can be spent between meetings from £10,000 to £20,000. This happened recently when Council ratified at the last meeting an unexpected expenditure of a £16,000 loan to a local organisation.
- 5.3 Earmarked Reserves – it is proposed that EMR's shall also be reviewed at the meeting which approves the Annual Return and Year End accounts for the previous year, not just at the January meeting which approves next year's budget. It is during the year end work in April each year that the identification of unspent funds which may be ear marked for future use (creating a new EMR) or added to an existing EMR is finalised.
- 8.7 Limits for batch BACS payments – it is proposed to increase the limit of a batch of BACs payments every three days to £150,000 from £100,000. This will enable payments to be made in one week covering both regular suppliers and potential payments for Phase II works.

These changes appear in track change format in [Appendix 10](#).

#### Recommendation

Approve the proposed changes to the Financial Regulations.