



Burston and Shimpling Parish Council

Burston Community Group Fund

1. Background

Previously a group called Community Action Team (CAT) organised regular events in the parish. Post-COVID and with volunteers standing down or leaving the area, it was decided to disband the group. The balance of funds passed to the Parish Council.

The Burston Community Group formed in 2024 to organise the Open Gardens Event and it was agreed in the June 2024 meeting of the Parish Council to transfer the balance of the CAT fund to them.

Banks changed the rules for community accounts in Autumn 2024 and added a monthly charge. The Burston Community Group asked the Parish Council to hold the funds on their behalf. This was agreed at the March 2025 parish council meeting.

2. Processes

- 2.1. The Burston Community Group retain control of the funds and decide how to spend them
- 2.2. The fund is kept in a separate account from any Parish Council monies
- 2.3. The Burston Community Group nominate 2 people to authorise spending from the account and to notify the parish council. Nominated person(s) to be notified to the Clerk and RFO.
- 2.4. Invoices or written requests for payment need to clearly state bank details of who is to be paid. Cheques are not available, so BACS payments only.
- 2.5. The RFO will email a statement to the nominated persons monthly or on request
- 2.6. Any incoming funds to be notified to the RFO so the amount can be transferred to the correct account

3. Other Provisions

- 3.1. If a suitable bank is found in the future, and the Burston Community Group agree, the parish council will transfer the balance of the account to their chosen supplier.