



Bishopstoke Parish Council

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**Members of the Finance Committee are summoned to attend a meeting on
Tuesday 8th April at 7:30pm at Bishopstoke Methodist Church, Sedgwick Road.
This meeting is open to the public.**

AGENDA

PUBLIC SESSION – Residents are invited to give their views and question the parish council on issues on this agenda, or raise issues for future consideration at the discretion of the chair. Members of the public may not take part in the meeting itself.

1. Apologies for Absence
2. To adopt and sign the minutes of the Finance Committee meeting held on 11th February 2025
3. Declarations of Interest and Requests for Dispensations
4. To receive the Clerk's report, including all areas delegated to the Committee
5. To approve the following financial reports:
 - Budget Monitoring
 - Statements of Accounts
 - Payments Lists
 - Statement of Reserves
6. To consider grant requests from the following:
 - Sporting Wessex – Walking Sport
 - Life Education Wessex and Thames Valley
 - Asian Welfare & Cultural Association – Eastleigh Mela
7. Date, time, place and agenda items for next meeting

D L Wheal
Clerk to Bishopstoke Parish Council
2nd April 2025

**Minutes of a Meeting of the Finance Committee
held at Bishopstoke Methodist Church
commencing at 7:30pm on 11th February 2025**

Present: Cllrs Winstanley (Chair), Burcombe-Filer, Hillier-Wheal, Mignot and Toher

In Attendance: Mr David Wheal (Clerk to Bishopstoke Parish Council)
Mrs Emma Earl (Admin Officer to Bishopstoke Parish Council)

Public Attendance: 0 members of the public were present.

FIN_2425_M05/

Public Session

44 Apologies for Absence

44.1 Apologies were received from Cllr Thornton.

45 To adopt and sign the minutes of the Finance Committee meeting held on 10th December 2024.

45.1 The minutes of the above meeting had been included with the Document Pack for the meeting.

45.2 Proposed Cllr Winstanley, Seconded Cllr Mignot, **RESOLVED** with 2 abstaining that the minutes of the Finance Committee meeting held on 10th December 2024 be adopted as a true record.

Action: Clerk and Chair – to sign and publish the minutes and document pack

46 Declarations of Interest and Requests for Dispensations

46.1 No declarations or requests were made.

47 To receive the Clerk's report, including all areas delegated to the Committee

47.1 The Clerk's report had been included with the supporting papers for the meeting and was noted.

48 To approve the following financial reports:

**Budget Monitoring
Statements of Accounts
Payments Lists
Statement of Reserves**

48.1 The financial reports had been included with the supporting papers for the meeting.

48.2 Proposed Cllr Winstanley, Seconded Cllr Burcombe-Filer, **RESOLVED** unanimously to approve the budget monitoring, statements of accounts, payments lists and statement of reserves.

Action: Clerk – Provide copies of the reports and bank reconciliation for the Chair of Finance to sign; Publish approved reports on the website.

49 To amend and recommend the new financial regulations

49.1 A copy of the new financial regulations was included with the supporting papers for this meeting.

49.2 Cllr Toher commented that section 4.8 had a typo. The Clerk agreed and will delete one of the “and must” from that section. Cllr Winstanley asked about section 2.6 and the Clerk explained that the section highlighted in green would replace the section highlighted in red.

Action: Clerk – to amend section 4.8 of the new financial regulations.

49.4 Proposed Cllr Winstanley, Seconded Cllr Toher, **RECOMMENDED** unanimously that Full Council adopt the amended financial regulations.

Action: Clerk – add the adoption of the amended financial regulations to the next Full Council agenda.

50 To recommend adopting the Finance Committee Terms of Reference

50.1 A copy of the Finance Committee Terms of Reference was included with the supporting papers for this meeting.

50.2 Cllr Toher suggested that section 1.1 should be amended to allow for members to be appointed throughout the year. The Clerk agreed that the wording would be changed to:

“The Committee membership shall comprise up to seven members, with appointments initially at the Parish Council AGM in May, and subsequent appointments made as necessary.”

Action: Clerk – amend section 1.1 of the Finance Committee Terms of Reference to the agreed wording.

50.3 Proposed Cllr Winstanley, Seconded Cllr Toher, **RECOMMENDED** unanimously that Full Council adopt the amended financial regulations.

Action: Clerk – add the adoption of the Finance Committee Terms of Reference to the next Full Council agenda

51 Date, time, place, and agenda items for next meeting

51.1 The next meeting of the Finance Committee will take place at 7:30pm on Tuesday 8th April at the Bishopstoke Methodist Church. The Clerk reminded Cllrs that any agenda items should be provided, with any supporting papers, to the Clerk by Tuesday 1st April.

There being no further business, the Chair closed the meeting at 7.39pm

DRAFT

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

Finance Committee - Clerk's report 8th April 2025

Actions from previous meetings

FIN_2425_M05/45 Regarding minutes
The minutes were signed and published.

FIN_2425_M05/48 Regarding financial reports
The reports were provided to the Chair and published on the website.

FIN_2425_M05/49 Regarding the financial regulations
The regulations were amended and were discussed at Full Council.

FIN_2425_M05/50 Regarding the terms of reference
The terms of reference were amended and were discussed at Full Council.

FIN_2425_M05/45 Regarding minutes
The minutes were signed and published.

Recommendations from previous meetings

FIN_2425_M05/49 Regarding the financial regulations
Full Council adopted the amended financial regulations in March.

FIN_2425_M05/50 Regarding the terms of reference
The Finance Committee terms of reference, in common with other Committee's Terms of Reference, were further amended and then adopted by Full Council in March.

Overtime Report (Financial)

Overtime costs for the year 2024-25 were £4,123.97 in actual salary, plus associated HMRC and Pension costs. However, the total **underspend** for the year on salary, HMRC and Pension costs is £27,397.41. The Clerk continues to average 2-3 hours of overtime per week. The remaining officers have all averaged fewer hours overtime per week and have mostly been using those hours for time off in lieu rather than being paid. Overtime in recent weeks has increased as the additional projects and events are being worked on.

GRANT AID APPLICATION COUNCIL SHEET

Name of Organisation	Sporting Wessex Sports Club
Objectives and Member Criteria	To bring sport to the community in a safe and inclusive manner. Our proposal brings Walking Sport (Football, Cricket and Rugby) to Bishopstoke, using the fantastic facilities already available (The Hub) that may be underused during the day in term time. Participants register to take part, but no formal member ship is required.
Total Membership Proportion in BStoke	100+ of which 20+ are Bishopstoke residents. However, this is for the existing Sporting Wessex Football teams. The Walking Sport is designed for Bishopstoke residents and will grow over time.
Total Grant	£878.47 for all three sport set-ups. Please see additional sheet.
Grant Purpose	The grant would be used to provide reliable and safe sporting equipment to allow me to bring Walking Football, then Walking Cricket and eventually Walking Rugby to Bishopstoke. The money would be spent immediately on football (as this is already under way) and as the Cricket (summer time) and Rugby (autumn time) was launched.
Estimated income of organisation	£5000-£5500
Estimated expenditure of organisation	£5000
Other funding	Participants pay £3 a session. I am hoping that the numbers will increase so that the sessions are self-funding and no extra funding will be necessary going beyond the initial set-up period (10 weeks).

Mission & Aims	I believe this project would work on behalf of Bishopstoke residents to help create a great place to live, work and visit. Aim 1 - To improve, and protect, our environment for residents and wildlife: <i>By using the facilities at the Recreation Ground, we help to maintain its relevance to the village and help to keep it as a greenbelt area between us and Eastleigh.</i> Aim 2 - To promote better health & well-being outcomes for all. <i>We would be providing organised and safe sport in the village, specifically targeting more elderly residents.</i> Aim 3 - To strengthen a sense of place. <i>This will help to put Bishopstoke on the map, particularly as Walking Cricket and especially Rugby are underprovided for in the country.</i> Aim 4 - To encourage residents to become more involved in the life of the village. <i>I hope the new venture will be supported by Bishopstoke residents.</i>
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Grant application considered on	
By the	
The decision was to	
Minute reference	
Signed by the Chair of the meeting	
Signed by the Clerk / RFO	
Payment made on	



Life Education

Wessex & Thames Valley

Helping children make healthy choices

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Andrew Lovell

Company Secretary:
Paul Petrides

19/3/25

Bishopstoke Parish Council

Dear Councillors

We are writing to request that you kindly consider Life Education Wessex & Thames Valley (LEW&TV) for a grant towards our work of providing health and wellbeing education to approximately 355 children at Stoke Park Junior School when we visit them on 6/5/25 for 2 days.

The cost to deliver our workshops to schools is £540 a day; schools contribute approximately 70% of this, and we need to raise the shortfall. We will be spending 2 days visiting the school, which equates to a shortfall of **£430**. We do not expect your Council to contribute the whole of the difference, but obviously that would be fantastic if you were able. Nevertheless, any contribution you could make would make a real difference to outcomes for local children and families.

Background: LEW&TV is an independent and self-financing charity and delivers the UK's leading health and wellbeing education Workshops, 'Coram Life Education', to children (aged 3–11 years) across Dorset, Somerset, Devon & Cornwall, Hampshire & the Isle of Wight, and the Thames Valley (Buckinghamshire, Berkshire and Oxfordshire). In the 2023/24 financial year over 74,000 children experienced our workshops with another 43,400 benefitting from online resources available to their schools.

Our strap line is '**Helping Children Make Healthy Choices**' and the programmes address many of today's topical health and wellbeing issues. Our core programmes help children understand:

- how their bodies work
- what they need to do to look after themselves
- the adverse effects of drugs, including alcohol, tobacco and so-called legal highs
- and learn the skills and gain the confidence to make and implement healthy decisions

We also offer;

- Mental Wellbeing workshops that provide children with the skills and positive mental attitudes they need to be resilient and bounce back from setbacks, help them feel empowered and enable them to identify and articulate their needs and feelings.
- Relationship Education workshops that help children to be aware of their human/physical/sexual rights and know how to protect themselves or others, as well examining healthy and unhealthy relationships, human reproduction and changes at puberty.

Why Life Education is so vital: Children and young people face increasing pressure and temptation to damage their health and their futures.

Research shows that children who have better health and emotional well-being do better in life – both academically and socially. Children are also facing growing pressures at home, at school and with their friends, leaving many primary school pupils ill-equipped for life at secondary school and beyond.

- 41% of boys and 35% of girls aged 10-11 were either overweight or obese
(Source: Office of Health Improvement & disparities 2021/22)
- 18% of children aged 7-16 were identified as having a probable mental disorder, up from 16% in 2020
(Source: Mental Health of Children and Young People in England 2022)
- 9% of children aged 8-15 had ever used e-cigarettes or vaping devices, up from 7% in 2018
(Source: Health Survey for England 2021)
- 20% of 8-11 year olds who go online say they have seen something worrying or nasty
(Source: OFCOM Media Use & Attitudes Report 2023)

Early intervention can prevent mental health problems, obesity and substance misuse in children now and in later life and helps to prevent drug and alcohol-related crime and anti-social behaviour. Our work not only benefits children's health and their futures, but also promotes healthier families and safer communities.

Life Education workshops empower children with key thinking, learning and social skills to make healthy choices and stay safe online and in the real world. Children graduate with confidence, knowledge and resilience to cope with the stresses of secondary school and life beyond.

Workshop Delivery: Our workshops can be delivered in either in the schools' own classrooms, in the LifeSpace which is an innovative inflatable classroom, or via SCARF Live Online, which uses ZOOM virtual video technology. Workshops focus on the mental health and wellbeing of children.

Schools also have access to **SCARF**, a comprehensive, interactive and flexible set of online resources which supports the entire PSHE curriculum.

Through our annual visits, children progressively acquire the skills and knowledge to make their own healthy choices in life. As well as helping the children who participate, the benefits of this preventative education cascade out to the wider community, as children who make the right healthy choices grow up to become better citizens and make a positive contribution to society.

We look forward to hearing from you and hope that ***you will be able to continue helping us to help your local children make healthy choices.***

Yours sincerely,



John Clements
Administrative Assistant
john@lifeeducationwessex.org.uk

GRANT AID APPLICATION COUNCIL SHEET

Name of Organisation	Asian Welfare and Cultural Association
Objectives and Member Criteria	To further such charitable purposes for the benefit of the community in the borough of Eastleigh, Hampshire, as the charity determines from time to time, in particular, but not exclusively by:- 1. Promoting health and wellbeing 2. Advancing public education, in it's widest sense, in particular in the arts of traditional Asian music, drama and dance. 3. Advancing public education, in it's widest sense, in particular increasing understanding and awareness of different cultures. 4. The assistance of persons who are in need. Members need to support these aims.
Total Membership Proportion in BStoke	Total 141 Local to Bishopstoke 20
Total Grant	£250
Grant Purpose	Each year AWCA hold a Mela (a multicultural event in central Eastleigh). Last year over 10,000 people came and enjoyed that day from 11.00 to 6.00pm, where they could listen to music, join in dancing, watch displays such as the dragon dance. We need to cover performers and volunteers' expenses on the day such as refreshments, gloves, travel
Estimated income of organisation	We hope to raise in the region of £12,500
Estimated expenditure of organisation	£14,500
Other funding	We have applied to other parish councils, and seek sponsors.
Mission & Aims	Aim2 – the Mela team invite local health and social support charities and organisation to attend. Aim3 – our principle aim is to promote diversity in the area, hence our wide range of free activities (to allow anyone to take part) and mixed music and dance performers from Bhangra to Chinese Lions dances

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By the	
The decision was to	
Minute reference	
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Signed by the Clerk / RFO	
Payment made on	