

**Minutes of a Meeting of the Finance Committee
held at Bishopstoke Methodist Church
commencing at 7:30pm on 13th October 2026**

Present: Cllrs Winstanley (Chair), Kirby (Vice-Chair), Burcombe-Filer and Toher

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

Public Attendance: 0 members of the public were present.

FIN_2627_M03/

Public Session

12 Apologies for Absence

12.1 No apologies were received. Cllr Thornton was absent.

13 To adopt and sign the minutes of the Finance Committee meeting held on 11th August 2026

13.1 The minutes of the above meeting were included with the supporting papers for this meeting.

13.2 Proposed Cllr Toher, Seconded Cllr Burcombe-Filer, **RESOLVED** unanimously that the minutes of the Finance Committee meeting held on 11th August 2026 be adopted as a true record.

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

14 Declarations of Interest and Requests for Dispensations

14.1 No declarations of interest or requests for dispensation were made.

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

15.1 The Clerk's report had been included with the supporting papers for the meeting and was noted. Cllr Winstanley asked when the maintenance work was due to start on the bus shelters. The Clerk said that he would check with the Assets Officer and confirm the start date to the Committee.

Action: Clerk – to check the start date of the maintenance work on the bus shelters with the Assets Officer and confirm the start date to the Committee

16 To receive the Financial Summary and approve the following financial reports:

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

16.1 The Budget Monitoring, Statement of Accounts, Payments Lists and Statement of Reserves had been included with the supporting papers for this meeting.

16.2 Budget Monitoring. Cllr Kirby asked if the Clerk could clarify what the -£30 under Burial Grounds (General) was. The Clerk will investigate the cause of the -£30 and report back to the Committee.

Action: Clerk – to investigate the cause of the -£30 shown under Burial Grounds (General) and report back to the Committee.

16.3 The Clerk advised the Committee that while the Whalesmead clock face had been away for repair, another problem had been discovered and there would be an extra cost of £110.

16.4 Proposed Cllr Winstanley, Seconded Cllr Kirby **RESOLVED** unanimously to receive and approve the Budget Monitoring, Statement of Accounts, Payments Lists and Statement of Reserves reports.

17 To approve the list of direct debit payees

17.1 A memo listing the direct debit payees had been included with the supporting papers for this meeting.

17.2 Proposed Cllr Winstanley, Seconded Cllr Toher **RESOLVED** unanimously to approve the list of direct debit payees.

18 To recommend the Financial Risk Assessment for 2026-27

18.1 A copy of the Financial Risk Assessment for 2026-27 had been included with the supporting papers for this meeting.

18.2 Proposed Cllr Winstanley, Seconded Cllr Toher **RECOMMENDED** unanimously to adopt the unchanged Financial Risk Assessment for 2026-27.

19 To consider the outline draft budget and suggest changes

19.1 A copy of the outline draft budget and a memo with key points had been included with the supporting papers for this meeting.

19.2 After discussion the Committee agreed that they would like the following information to be provided by the RFO:

- How different levels of inflation (ie 4%, 5%, 6% etc) would affect the precept and expenditure.
- Ongoing maintenance costs of Assets transfers including Bishopstoke Community Centre, the Planney and the Tree and Bee Network sites.
- The cost of continuing to support the Tree and Bee Network when the current funding runs out at the end of this financial year.

Action: RFO – to provide more information regarding the effect of different levels of inflation on the precept, ongoing maintenance costs of asset transfers and the cost of continuing to support the Tree and Bee Network

Initial: _____ Date: _____

19.3 Proposed Cllr Toher, Seconded Cllr Winstanley **RESOLVED** unanimously to vire £10,000 from the Allotments Site works line to Buildings; to vire £4,000 from the Neighbourhood Plan to recover the cost of a building survey for the Bishopstoke Community Centre; to vire £2,000 from the Neighbourhood Plan to cover room and storage hire costs; to vire £2,000 from the Neighbourhood Plan to Buildings; to vire £2,000 to cover necessary maintenance work to Shears Mill and room hire

Action: RFO – to make the necessary changes, listed above, to the budget

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

20.1 The next meeting of the Finance Committee will take place on Tuesday 8th December 2026 at 7:30pm at Bishopstoke Methodist Church. The Clerk reminded Cllrs that any agenda items should be provided, with any supporting papers, to the Clerk by Tuesday 1st December 2026.

There being no further business, the Chair closed the meeting at 8:07pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____