Bishopstoke Parish Council

Listening to you

Minutes of a Meeting of the Finance Committee held at Bishopstoke Methodist Church commencing at 7:15pm on 11th August 2026

Present: Cllrs Burcombe-Filer, Kirby, Thornton, Toher and Winstanley

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.

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Public Session

2 Election of Chair

2.1 Cllr Toher, as Chair of Bishopstoke Parish Council, asked for nominations to be Chair of the Finance Committee for the coming year, 2026-27.

2.2 Proposed Cllr Kirby, Seconded Cllr Toher, **RESOLVED** unanimously that Cllr Winstanley be elected to Chair the Finance Committee for the year 2026-27.

3 Election of Vice Chair

3.1 The Chair asked for nominations to be Vice Chair of the Finance Committee for the coming year, 2026-27.

3.2 Proposed Cllr Thornton, Seconded Cllr Winstanley, **RESOLVED** unanimously that Cllr Kirby be elected to Vice Chair the Finance Committee for the year 2026-27.

4 Apologies for Absence

4.1 No apologies were received. All Committee members were present.

5 To adopt and sign the minutes of the Finance Committee meeting held on 9th June 2026

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

5.2 Proposed Cllr Winstanley, Seconded Cllr Toher, **RESOLVED** unanimously that the minutes of the Finance Committee meeting held on 9th June 2026 be adopted as a true record.

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

6 Declarations of Interest and Requests for Dispensations

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

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

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

8 To receive the Financial Summary and approve the following financial reports:
Budget Monitoring
Statements of Accounts
Payments Lists
Statement of Reserves

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

8.2 Cllr Toher asked the Clerk if the cost of reinstating the verge that was damaged by Southern Water could be reimbursed by Southern Water.

Action: Clerk – to contact Southern Water and enquire if the cost of reinstating the verge damaged by Southern Water can be reimbursed.

8.3 Cllr Kirby enquired about the annual cost of maintaining the bus shelters. The Clerk replied that it was approximately £2,000 per year. After a short discussion about the work covered by the grant received by the Parish Council to help maintain bus shelters, the Clerk said that he would advise the Cllrs on when the maintenance work would start on the bus shelters.

Action: Clerk – to contact Eastleigh Borough Council and enquire about the start date of the planned maintenance work on the bus shelters owned by the Parish Council

8.4 Proposed Cllr Thornton, Seconded Cllr Toher **RESOLVED** unanimously to receive and approve the Budget Monitoring, Statement of Accounts, Payments Lists and Statement of Reserves reports.

9 To consider the Council's internal audit arrangements

9.1 A memo outlining the Council's current audit arrangements had been included with the supporting papers for this meeting.

9.2 Proposed Cllr Winstanley, Seconded Cllr Thornton **RESOLVED** to seek to appoint Mulberry & Co as the internal auditors on a three year contract.

Action: Clerk – to contact Mulberry & Co and advise them of the Councils decision to appoint Mulberry & Co as their internal auditors on a three year contract

10 To consider a grant application from The Romsey Show

10.1 A copy of the grant application from The Romsey Show had been included with the supporting papers for this meeting.

10.2 Proposed Cllr Toher, Seconded Cllr Kirby **RESOLVED** to not grant The Romsey Show the sum of £1,000.

Action: Clerk – to contact The Romsey Show and advise them that their grant application had been unsuccessful.

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

11.1 The next meeting of the Finance Committee is expected to take place at 7:30pm on Tuesday 13th October 2026 at the Parish Office, Sewall Drive. The Clerk reminded Cllrs that any agenda items should be provided, with any supporting papers, to the Clerk by Tuesday 6th October.

There being no further business, the Chair closed the meeting at 7:30pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____