

**Minutes of a Meeting of the Finance Committee  
held at Bishopstoke Methodist Church  
commencing at 7:30pm on 14 June 2022**

**Present:** Cllrs A Dean, R Dean and C McKeone

**In Attendance:** Mr D Wheal (Clerk to Bishopstoke Parish Council)

**Public Attendance:** 0 members of the public were present.

**FIN\_2223\_M01/**

**Public Session**

**1 Election of Chair**

1.1 Cllr R Dean began the meeting and suggested that, as two of the five Committee members were not present, the election of both Chair and Vice Chair of the Committee be deferred until the following Committee meeting.

1.2 Proposed Cllr R Dean, Seconded Cllr C McKeone, **RESOLVED** unanimously that the election of Chair and Vice Chair be deferred until the next meeting of the Finance Committee.

1.3 Proposed Cllr A Dean, Seconded Cllr C McKeone, **RESOLVED** unanimously that Cllr R Dean be elected Chair for the meeting.

**2 Apologies for Absence**

2.1 Apologies were received and accepted from Cllrs Parker-Jones and Winstanley.

**3 To adopt as a true record, and sign, the Minutes of the Finance Committee meeting held on 8 Feb 2022**

3.1 The Minutes of the above meeting had been circulated prior to the meeting.

3.2 Proposed Cllr R Dean, Seconded Cllr A Dean, **RESOLVED** unanimously that the minutes of the Finance Committee meeting held on 8 Feb 2022 be adopted as a true record.

**4 Declarations of Interest and Requests for Dispensations**

4.1 No declarations of interest were made.

**5 To approve reports on Council finances**

5.1 The payments lists and statement of accounts for April had been included with the document pack for the meeting.

5.2 Proposed Cllr R Dean, Seconded Cllr C McKeone, **RESOLVED** unanimously to approve the reports on Council finances.

## 6 To recommend the adoption of the Finance Committee Terms of Reference

6.1 Proposed Cllr R Dean, Seconded Cllr A Dean, **RECOMMENDED** unanimously that the Council adopt the Finance Committee Terms of Reference.

6.2 The Committee requested the Clerk add a discussion of the £5,000 budgeted expenditure limit to the next agenda.

**Action: Clerk**

## 7 To consider grant requests

7.1 Details of the grant requests had been included with the document pack for this meeting.

7.2 The Clerk informed the Committee that the Bishopstoke Community Fund is still awaiting completion of its registration as a charity and that because of the financial limits in law it is recommended that the funding for defibrillators be deferred until confirmation of the registration with the Charity Commission.

7.3 Proposed Cllr R Dean, Seconded Cllr C McKeone, **RESOLVED** unanimously to approve the £7,000 for defibrillators but defer the payment until the Clerk receives notice of the completion of the registration of the charity with the Charity Commission.

7.4 Proposed Cllr R Dean, Seconded Cllr A Dean, **RESOLVED** unanimously that the following grant requests be approved:

|   |           |
|---|-----------|
| Bishopstoke History Society             | £192.13   |
| Life Education Wessex and Thames Valley | £485      |
| Asian Welfare and Cultural Association  | £1,560    |
| Eastleigh Gurkha Nepalese Association   | £1,015.76 |
| Victim Support                          | £150      |
| Eastleigh Citizens' Advice Bureau       | £765      |

7.5 The Clerk was requested to feed back to the Asian Welfare and Cultural Association, and the Eastleigh Gurkha Nepalese Association, that grants are available from other Parish Councils too.

## 8 To approve the Financial Systems Risk Assessment

8.1 The Financial Systems Risk Assessment had been included with the document pack for the meeting. The Clerk noted that the amount insured in cases of fraud and dishonesty had gone up to £500,000, and that the document had been updated to reflect the changes in Committee structure and the expiry of the current insurance.

8.2 Proposed Cllr A Dean, seconded Cllr R Dean, **RESOLVED** unanimously that the Financial Systems Risk Assessment be approved.

## 9 Date, time, place, and agenda items for next meeting

9.1 The next meeting of the Finance Committee will take place at 7:30pm on Tuesday 9<sup>th</sup> August at the Bishopstoke Methodist Church.

*There being no further business, the Chair closed the meeting at 7:41pm*

Chair's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Clerk's Signature: \_\_\_\_\_ Date: \_\_\_\_\_