

**Minutes of a Meeting of the Finance Committee  
held at Bishopstoke Methodist Church  
commencing at 7:30pm on 8<sup>th</sup> April 2025**

**Present:** Cllrs Winstanley (Chair), Burcombe-Filer (from para 55.1), Hillier-Wheal, Mignot, Thornton 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\_M06/**

**Public Session**

**52 Apologies for Absence**

52.1 No apologies were received.

**53 To adopt and sign the minutes of the Finance Committee meeting held on 11<sup>th</sup> February 2025.**

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

53.2 Proposed Cllr Toher, Seconded Cllr Winstanley, **RESOLVED** unanimously that the minutes of the Finance Committee meeting held on 11<sup>th</sup> February 2025 be adopted as a true record.

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

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

54.1 Cllr Thornton declared an interest in item 6 on the agenda as he is a Trustee of the Asian Welfare and Cultural Association.

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

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

*Cllr Thornton left the meeting.*

The Clerk also noted that he was currently pulling together all the documents required for the final audit and would have them sent by the end of the week.

*Cllr Thornton rejoined the meeting*

*Cllr Burcombe-Filer arrived at this point*

**56 To approve the following financial reports:**

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

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

56.2 The Clerk also noted that the Parish Council would be receiving £19,000 in VAT refunds this month. Cllr Thornton asked if this refund applied to all Councils and the Clerk answered that yes, it applies to all Parish Councils.

56.3 Proposed Cllr Mignot, Seconded Cllr Toher, **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.**

**57 To consider grant requests from the following:**

**Sporting Wessex – Walking Sport  
Life Education Wessex and Thames Valley  
Asian Welfare and Cultural Association – Eastleigh Mela**

57.1 Copies of the grant requests were included with the supporting papers for this meeting.

57.2 Sporting Wessex – Walking Sport. The Committee agreed that the request was informative and gave all the required information.

57.3 Proposed Cllr Toher, Seconded Cllr Thornton, **RESOLVED** unanimously that £878.47 be awarded to Sporting Wessex Sports Club.

**Action: Clerk - Contact Sporting Wessex Sports Club to request bank details and inform them of their successful grant application.**

57.4 Life Education Wessex and Thames Valley. Cllr Hillier-Wheal was concerned that they had received a grant for the last 4 years and the workshops they are delivering could be delivered by the teachers at Stoke Park Junior School. Life Education Wessex had not completed a grant application form and had only sent a letter. The Committee agreed that Life Education Wessex should complete a grant application form before the request would be considered. The Committee would also like some information from Stoke Park Junior School stating the added benefits of the workshops being delivered by Life Education Wessex rather than the teachers.

57.5 Proposed Cllr Burcombe-Filer, Seconded Cllr Thornton, **RESOLVED** unanimously to defer a decision on the grant request from Life Education Wessex and Thames Valley until they had received the requested information

**Action: Clerk – to contact Life Education Wessex and Thames Valley and ask them to fill out the grant application form. To contact Stoke Park Junior School and ask for information of the added benefits of the workshops being delivered by Life Education Wessex rather than the teachers.**

57.6 Asian Welfare and Cultural Association – Eastleigh Mela. The Committee agreed that the request was informative and gave all the required information. Cllr Winstanley also commented that a lot of people from Bishopstoke go to the Mela and it would benefit more than the 20 members from Bishopstoke.

57.7 Proposed Cllr Toher, Seconded Cllr Burcombe-Filer, **RESOLVED** with Cllr Thornton abstaining due to a declared interest that £250 be awarded to the Asian Welfare and Cultural Association for Eastleigh Mela

***Action: Clerk - Contact Asian Welfare and Cultural Association to request bank details and inform them of their successful grant application.***

**58 Date, time, place, and agenda items for next meeting**

58.1 The next meeting of the Finance Committee will take place at 7:30pm on Tuesday 10<sup>th</sup> June 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 3<sup>rd</sup> June.

*There being no further business, the Chair closed the meeting at 7.55pm*

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

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