



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

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

In Attendance: Mr David Wheel (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 11th 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 11th 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 joined the meeting

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 it is only 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** unanimously 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 10th 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 3rd June.

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

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____