



Minutes of a Meeting of the Finance Committee held at Bishopstoke Methodist Church commencing at 7:30pm on 10th December 2024

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

In Attendance: Mr David Wheal (Clerk to Bishopstoke Parish Council)
Mrs Emma Earl (Admin Officer to Bishopstoke Parish Council)
Mr Mark Kirby (MHA)

Public Attendance: 0 members of the public were present.

FIN_2425_M04/

Public Session

Cllr Winstanley welcomed Mr Kirby to the meeting

34 Apologies for Absence

34.1 Apologies were received from Cllrs Hillier-Wheal and Mignot.

35 To adopt and sign the minutes of the Finance Committee meeting held on 8th October 2024

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

35.2 Proposed Cllr Winstanley, Seconded Cllr Thornton, **RESOLVED** unanimously that the amended minutes of the Finance Committee meeting held on 8th October 2024 be adopted as a true record.

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

36 Declarations of Interest and Requests for Dispensations

36.1 No declarations or requests were made.

37 To consider requests for Bishopstoke Parish Council grants

- **Disability Challengers**
- **Slice Hair Academy, Eastleigh**
- **MHA Communities Hampshire West**

37.1 Information on the grant applications had been provided to the Committee prior to the meeting.

37.2 Disability Challengers and Slice Hair Academy, Eastleigh. The Committee agreed that the requests were informative and gave all the required information. Cllr Thornton commented that he had seen the positive impact of programs like the one at Slice Hair Academy.

37.3 MHA Communities Hampshire West. Mr Kirby briefly outlined the work of MHA Communities and then explained where the grant money would be spent.

37.4 The Councillors thought that all of the requests were worthy of a grant and asked whether there were enough funds in reserve to increase the total grant pot. The Clerk noted that there were funds available in the budget to be transferred from the Admin budget to increase the grant fund. After discussion, the Councillors agreed to transfer £2,500 from the Admin budget to the grant fund to allow all of the grants to be approved. The Clerk also commented that Slice Hair Academy were willing to take the £2,000 requested in 2 payments – one from this financial year and one in April at the start of the new financial year. The Councillors agreed that this was a good idea and would give the opportunity to see the progress of the recipient.

37.5 Proposed Cllr Winstanley, Seconded Cllr Burcombe-Filer, **RESOLVED** unanimously that £2,500 be transferred from the Admin budget to the grants fund; that £1,344 be awarded to Disability Challengers; that £1,000 be awarded to Slice Hair Academy immediately with a further £1,000 transferred to an earmarked reserve to be accessed as needed and dependent on positive feedback from and about the recipient, and that £980 be awarded to MHA Communities Hampshire West.

Action: Clerk – to transfer £2,500 from the Admin budget to the grants fund.

Action: Clerk - Contact Disability Challengers, Slice Hair Academy and MHA Communities Hampshire West to request bank details and inform them of their grant.

Action: Clerk – place £1,000 in an earmarked reserve for Slice Hair Academy.

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

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

39 To approve the following financial reports:

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

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

39.2 Proposed Cllr Thornton, Seconded Cllr Burcombe-Filer, **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.

40 To amend and recommend the expenditure budget for 2025-26

40.1 A copy of the draft budget for 2025-26 was included with the supporting papers for this meeting.

40.2 The Clerk went through the budget summary with the Councillors. He explained the items that were fixed and couldn't change and the ones that could be adjusted if required. After discussion it was agreed that the grants budget should be raised from £6,000 to £8,000 as there is a greater need for extra funding from charities and community groups.

40.3 A proposal for the regeneration of Bishopstoke Beach had been sent to all Councillors prior to the meeting. Cllr Burcombe-Filer asked if this would need to be included in the budget. The Clerk explained that this was an Eastleigh Borough Council project but the Parish Council would look at and consider any requests for funding when they were needed.

40.4 Proposed Cllr Thornton, Seconded Cllr Burcombe-Filer, **RESOLVED** unanimously to amend the draft budget by increasing the proposed grant pot from £6,000 to £8,000

Action: Clerk – amend the draft budget by increasing the grant pot to £8,000.

40.5 Proposed Cllr Thornton, Seconded Cllr Burcombe-Filer, **RECOMMENDED** unanimously that Full Council adopt the amended expenditure budget for 2025-26.

Action: Clerk – add the expenditure budget to the next Full Council agenda.

41 To recommend the funding of the expenditure budget, including the precept request, for 2025-26

41.1 A copy of the draft budget for 2025-26 was included with the supporting papers for this meeting.

41.2 Cllr Thornton asked why the reserves had to be set at such a high percentage of the precept. The Clerk explained the legal requirements.

41.3 The Committee agreed that it was reasonable to anticipate £31,000 income from council business and £5,000 from interest on the Eastleigh Borough Council loan account. The remainder of the budget is funded by the precept request. Proposed Cllr Thornton, Seconded Cllr Burcombe-Filer, **RECOMMENDED** unanimously that Bishopstoke Parish Council request a 5% increase in precept to be raised via Council Tax. This will increase Council Tax for a band D house from £108.17 to £113.58 for the year 2025-26 and lead to a total precept of £405,133.05.

Action: Clerk – to include discussion of the funding of the expenditure budget 2025-26 to the next Full Council meeting.

42 To approve changes to the bank mandate

42.1 A memo explaining the required changes had been included with the supporting papers for this meeting.

42.2 Proposed Cllr Winstanley, Seconded Cllr Burcombe-Filer, **RESOLVED** unanimously to remove all those no longer associated with Bishopstoke Parish Council from the mandate and add the three new officers to the bank mandate.

Action: Clerk – make the approved changes to the bank mandate, contact all Cllrs to let them know of the new requirements and ask for volunteers to authorise payments.

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

43.1 The next meeting of the Finance Committee will take place at 7:30pm on Tuesday 11th February 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 4th February.

There being no further business, the Chair closed the meeting at 8.50pm

DRAFT

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____