

**Minutes of a Meeting of the Finance Committee  
held at Bishopstoke Methodist Church  
commencing at 7:30pm on 9<sup>th</sup> December 2025**

**Present:** Cllrs Winstanley (Chair), Burcombe-Filer and Toher

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

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

**FIN\_2526\_M04/**

**32 Apologies for Absence**

32.1 Apologies were received from Councillors Hillier-Wheal and Thornton.

**33 To adopt as a true record, and sign, the minutes of the Finance Committee meeting held on 14<sup>th</sup> October 2025**

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

33.2 Proposed Cllr Toher, Seconded Cllr Burcombe-Filer, **RESOLVED** unanimously that the minutes of the Finance Committee meeting held on 14<sup>th</sup> October 2025 be adopted as a true record.

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

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

34.1 No declarations or requests were made.

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

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

35.2 Cllr Toher updated the Committee on the Neighbourhood Plan. Having been in contact with Plan-et to determine the way forward for the final stages of the Plan there is now some doubt over whether this can happen. The removal of grants for Neighbourhood Plans may mean that it may not be possible to progress to public consultation. Cllr Toher stated that she would continue to update the Committee with any news. The Committee agreed it would be disappointing if all the hard work of those involved in the Neighbourhood Plan process did not come to fruition.

**36 To receive the Financial Summary and approve the following financial reports:**

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

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

36.2 Cllr Toher asked if the explanation for the Miscellaneous receipts in October (payments related to the Christmas Fayre) could be included in the Notes section. The Clerk agreed to make this change.

**Action: Clerk – amend the October Statement of Accounts to show the reasons for the miscellaneous receipts.**

36.3 Proposed Cllr Burcombe-Filer, Seconded Cllr Toher **RESOLVED** unanimously to receive and approve the Budget Monitoring, Statement of Accounts (as amended above), Payments Lists and Statement of Reserves reports.

**37 To amend and recommend the expenditure budget for 2026-27**

37.1 The draft expenditure budget had been included with the supporting papers for this meeting. The Clerk went through the details of changes that have been made since the Committee saw the previous draft. In particular the Clerk noted the reasons for a larger than anticipated recommended precept rise included increased officer hours, inclusion of a £10,000 contingency fund for the Neighbourhood Plan, anticipated costs associated with asset transfers over the next 18 months and the continued funding of both the new community building and the play area strategy. The Committee agreed that these additions were justified and that no changes were required to the planned expenditure for 2026-27 shown in the latest draft budget.

37.2 Proposed Cllr Toher, Seconded Cllr Burcombe-Filer **RECOMMENDED** unanimously that Full Council approve the expenditure budget for 2026-27.

**Action: Clerk – include the expenditure budget on the January Full Council agenda.**

**38 To recommend the funding of the expenditure budget, including the precept request, for 2026-27**

38.1 Papers detailing the expected income for 2026-27 from various sources had been included with the supporting papers for the meeting. Also included was a sheet showing the impact on Council Tax of various potential precept rises.

38.2 After discussion, the Council agreed that the planned funding from sources such as the burial board and allotments was reasonable. Various alternative precept rises were considered alongside their potential impact on future years. In order to meet the funding needs for 2026-27 and protect residents from large future rises it was agreed that the recommended range for the precept rise was appropriate.

38.3 Proposed Cllr Burcombe-Filer, Seconded Cllr Toher, **RECOMMENDED** unanimously that the 2026-27 planned expenditure be funded by earmarked reserves, grants received, the expected income from Council sources and VAT refunds with the remainder being funded by a rise in the Council Tax for a Band D dwelling of 9% from £116.82 to £127.33, giving a precept of £458,862.94.

**Action: Clerk – include the precept request on the Full Council agenda for the January meeting.**

**39 To recommend approval of the Financial Risk Assessment for 2025-26**

39.1 The updated Financial Risk Assessment for 2025-26 had been included with the supporting paperwork for the meeting.

39.2 Proposed Cllr Toher, Seconded Cllr Burcombe-Filer, **RECOMMENDED** unanimously that the Council approve the Financial Risk Assessment for 2025-26.

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

40.1 The next meeting of the Finance Committee will take place at 7:30pm on Tuesday 10<sup>th</sup> February 2026 with the venue to be confirmed. The Clerk reminded Cllrs that any agenda items should be provided, with any supporting papers, to the Clerk by Tuesday 3<sup>rd</sup> February.

*There being no further business, the Chair closed the meeting at 8:24pm*

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

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