

**Minutes of a Meeting of the Finance Committee
held at Bishopstoke Methodist Church
commencing at 7:30pm on 10th February 2026**

- Present:** Cllrs Toher (Vice-Chair), Burcombe-Filer (from para 45), Hillier-Wheal and Thornton
- In Attendance:** Mr David Wheal (Clerk to Bishopstoke Parish Council)
Mrs Emma Earl (Admin Officer to Bishopstoke Parish Council)
- Public Session:** 1 member of the public was present.

The Chair welcomed the member of the public and asked if they had any questions for the Committee. The member of the public had no questions at that time.

FIN_2526_M05/

41 Apologies for Absence

41.1 Apologies were received from Councillor Winstanley.

42 To adopt as a true record, and sign, the minutes of the Finance Committee meeting held on 9th December 2025

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

42.2 Proposed Cllr Thornton, Seconded Cllr Toher, **RESOLVED** unanimously that the minutes of the Finance Committee meeting held on 9th December 2025 be adopted as a true record.

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

43 Declarations of Interest and Requests for Dispensations

43.1 No declarations or requests were made.

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

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

Cllr Burcombe-Filer arrived

45 To receive the Financial Summary and approve the following financial reports:

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

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

45.2 Proposed Cllr Burcombe-Filer, Seconded Cllr Hillier-Wheal **RESOLVED** unanimously to receive and approve the Budget Monitoring, Statement of Accounts, Payments Lists and Statement of Reserves reports.

46 To review the Finance Committee terms of reference

46.1 A memo recommending that no changes are currently needed to the Terms of Reference had been included with the supporting papers for this meeting.

46.2 Proposed Cllr Thornton, Seconded Cllr Toher **RECOMMENDED** unanimously that the Terms of Reference for the Finance Committee be re-adopted unamended.

47 To review the Financial Regulations

47.1 A memo recommending that no changes are currently needed to the Financial Regulations had been included with the supporting papers for this meeting.

47.2 Proposed Cllr Burcombe-Filer, Seconded Cllr Hillier-Wheal, **RECOMMENDED** unanimously that the Financial Regulations be re-adopted unchanged.

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

48.1 The next meeting of the Finance Committee is expected to take place at 7:30pm on Tuesday 14th April 2026 at the Parish Office on Sewall Drive. The Clerk reminded Cllrs that any agenda items should be provided, with any supporting papers, to the Clerk by Tuesday 7th April.

49 Motion for Confidential Business

49.1 Proposed Cllr Toher, Seconded Cllr Hillier Wheal that in view of the confidential nature of the business about to be discussed, it is advisable in the public interest that the public be excluded, and for the record the business be regarded as confidential.

50 Underwood Road Allotment Buildings

50.1 The Committee agreed on oversight measures that will be put in place for all future projects.

Action: Clerk – to ensure that the oversight measures are put in place for all future projects.

There being no further business, the Chair closed the meeting at 8:27pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____