

**Minutes of a Meeting of the Finance Committee  
held at Bishopstoke Methodist Church  
commencing at 7:30pm on 13 February 2024**

**Present:** Cllrs Winstanley (Chair), C McKeone and Thornton

**In Attendance:** Mr David Wheal (Clerk to Bishopstoke Parish Council)  
Mrs S Thorogood (RFO to Bishopstoke Parish Council)  
Cllr Francis

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

**FIN\_2324\_M05/**

**Public Session**

**36 Apologies for Absence**

36.1 Apologies were received from Cllrs Hillier-Wheal, Kirby, and Lyon.

**37 To adopt and sign Minutes of the Finance Committee meeting held on 12<sup>th</sup> December 2023**

37.1 The Minutes of the above meeting had been circulated prior to the meeting.

37.2 Proposed Cllr Winstanley, seconded Cllr Thornton, **RESOLVED** unanimously that the minutes of the Finance Committee meeting held on 12<sup>th</sup> December 2023 be adopted as a true record.

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

38.1 Cllr C McKeone declared an interest in the grant application from the Methodist Church and would not take part in the voting.

**39 To approve reports on Council finances**

39.1 The payments lists, statement of accounts and budget monitoring reports for December 2023 and January 2024 had been included with the document pack for the meeting.

39.2 Proposed Cllr Winstanley, Seconded Cllr Thornton, **RESOLVED** unanimously to approve the reports on Council finances.

**40 To approve grant requests from Disability Challengers, MHA Communities Hampshire West and Bishopstoke Methodist Church**

40.1 The grant applications had been included in the document pack for the meeting. Bishopstoke Methodist Church had emailed a request earlier on the day of the meeting asking for the Committee to consider an increased grant application of £1,500 instead of £1,000.

40.2 The RFO informed Councillors that the current unspent grant budget is £4,150 for the remainder of the year. The applications totalled £4,225. It was therefore suggested to reduce each grant by £25.

40.3 Proposed Cllr Winstanley, Seconded Cllr Thornton, **RESOLVED** that the Council awards a grant of £1,200 to Disability Challengers, a grant of £1,475 to MHA Communities Hampshire West, and £1,475 to Bishopstoke Methodist Church. Cllr C McKeone abstained from the vote.

**41 To receive the Internal Auditor's report following the interim audit on 25th January 2024**

41.1 The detailed Internal Auditor's report had been circulated to Councillors upon receipt, with the summary page of recommended actions included in the document pack for the meeting.

41.2 The report was noted.

**42 To recommend virements between nominal lines for play area equipment repairs and shoring work and tarmac driveway repairs at Underwood Road**

42.1 A memo detailing the recommended virements was included with the supporting papers for this meeting.

Recommendation for virements:

Play areas - £2,500 vired from Grounds Maintenance to Equipment Maintenance

- £2,000 vired from Additional Grounds Maintenance to Equipment Maintenance

- £3,000 vired from Trees to Equipment Maintenance

TOTAL - £7,500 vired into Equipment Maintenance

Allotments - £400 vired from Additional Grounds Maintenance to Works & Improvements

- £500 vired from Equipment Purchase to Works & Improvements

- £400 vired from Buildings to Works & Improvements

- £500 vired from Trees to Works & Improvements

TOTAL - £1,800 vired into Works & Improvements

42.2 Proposed Cllr Winstanley, Seconded Cllr C McKeone, **RESOLVED** unanimously that to vire unused budget lines as above.

**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 9<sup>th</sup> April at the Bishopstoke Methodist Church.

43.2 Agenda items with supporting papers to the RFO by Tuesday 2<sup>nd</sup> April.

*There being no further business, the Chair closed the meeting at 19:54pm*

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

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