



Bishop's Waltham Parish Council
Minutes of the Meeting of the Parish Council Finance, Policy and Resources
Committee held in the Ruby Room of the Jubilee Hall, Bishop's Waltham
on Tuesday 3rd June 2025 at 7pm.

Present:

Cllr Homer	Vice Chairman of the Committee
Cllr Jones	Chairman of the Committee (and Rep for P&H)
Cllr Marsh	(Representative for CEC and WHCMC)
Cllr Nicholson	
Cllr Webb	(Representative for H&G)
Cllr Williams	(Representative for WHCMC)

Non-Committee Member: Cllr Conduct Coopted for the Meeting

In Attendance: Mrs E McKenzie Executive Officer

Members of the Public: 1

FPR01/25 To elect a Chairperson of the Committee
Nomination of Cllr Jones proposed by Cllr Marsh with no other nominations made.
Resolved: To elect Cllr Jones as Chairperson of the Committee
Proposed: Cllr Marsh
Seconded: Cllr Nicholson
All in favour

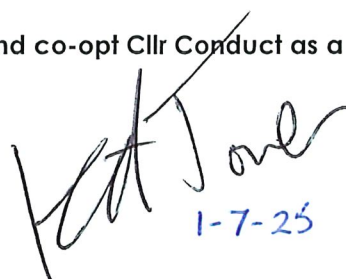
FPR02/25 To elect a Vice Chairperson of the Committee
Nomination of Cllr Homer proposed by Cllr Nicholson with no other nominations made.
Resolved: To elect Cllr Homer as Vice Chairperson of the Committee
Proposed: Cllr Nicholson
Seconded: Cllr Marsh
All in favour

FPR03/25 To appoint Sub-Committees and Working Groups of the Committee

Task	Working Group Members
Bowls Club Lease Renewal	Cllr Latham, Cllr Marsh
Cricket Club Lease Renewal	Cllr Homer, Cllr Marsh, Cllr Stallard
Land Investigation Project	Cllr Jones, Cllr Smith, Cllr Williams
Policies – updates/draft preparation	Cllr Jones, Cllr Stallard
Staffing Sub-Committee	Cllr Conduct, Cllr Jones, Cllr Marsh, Cllr Webb
Well House – arrangements for sale of	Cllr Jones, Cllr Williams

Resolved: To appoint Sub-Committees and Working Groups of the Committee as above
Proposed: Cllr Nicholson
Seconded: Cllr Williams
All in favour.

FPR04/25 To receive and accept apologies for non-attendance
Cllr Stallard – work commitment
Resolved: To accept apologies for non-attendance and co-opt Cllr Conduct as a substitute member of Committee for the evening
Proposed: Cllr Nicholson
Seconded: Cllr Homer
All in favour


1-7-25

- FPR05/25** To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda - None.
- FPR06/25** To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda – Cllr Marsh – agenda item 23 - FPR23/25.
- FPR07/25** **Public Session**
No members of the public present.
- FPR08/25** To approve the minutes from the meeting of the Finance, Policy and Resources Committee – 6th May 2025
Resolved: to approve minutes of the Finance, Policy and Resources Committee – 6th May 2025
Proposed: Cllr Marsh
Seconded: Cllr Jones
All in favour who were at the meeting of 6th May 2025
- FPR09/25** **Actions arising from the meeting of the Finance, Policy and Resources Committee – 6th May 2025**
The Executive Officer provided updates on actions in progress.
- FPR10/25** **Report from Finance Manager**
The Finance Manager had offered her apologies for non-attendance at the meeting and her written report was duly noted. Thanks were given to the ACSO for his assistance
- FPR11/25** **Finance matters:**
i) **Payments Schedule**
Resolved: to approve the payments tabled to a total amount of £84,769.83.
Proposed: Cllr Williams
Seconded: Cllr Marsh
All in favour
- ii) **Bank Account Reconciliation Month 1**
Resolved: to note the review of the Bank Account Reconciliations Month 1 by the Chairman.
Proposed: Cllr Webb
Seconded: Cllr Conduct
All in favour
- iii) **Parish Council Balance Sheet**
Resolved: to note the Parish Council Balance Sheet
Proposed: Cllr Nicholson
Seconded: Cllr Marsh
All in favour
- iv) **Income and Expenditure Forecast**
Resolved: to note the Income and Expenditure Forecast
Proposed: Cllr Jones
Seconded: Cllr Nicholson
All in favour
- v) **Ear Marked Reserves**
Noted.
- FPR12/25** **Capital Control Report**
Noted. Reminder to Committee Chairpersons to focus on capital projects for 2025/26.
- FPR13/25** **Annual Governance and Accountability Return for Financial Year ending 31 March 2025**
Noted and referred to Full Council.

[Handwritten signature]
1-7-25

- FPR14/25** **Internal Auditor Report – Final Internal Audit 2024/25**
Noted and referred to Full Council.
- FPR15/25** **Reinvestment of Funds**
Resolved: to recommend to Full Council the reinvestment of £441,097.66 with Arbuthnot Latham for 3 months at 3.6%.
Proposed: Cllr Nicholson
Seconded: Cllr Conduct
All in favour **ACTION:** Executive Officer
- FPR16/25** **Policy Review**
Cllr Jones provided an update on the progress of the review.
ACTION: Refer matter regarding Policy Review to Full Council **ACTION:** Executive Officer
- FPR17/25** **Requests for future agenda items**
None at this time.
- FPR18/25** **Date of next meeting – Tuesday 1st July 2025**
Noted.
- FPR19/25** **Motion for confidential business:** The Chairman then moved:
That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.
- FPR20/25** **Debtors' List**
Noted. No concerns had been flagged by the Finance Manager.
- FPR21/25** **Well House**
Cllr Jones provided an update on the sale with information from the Estate Agent.
Resolved: To refer to Full Council for further consideration of the updates provided on offers for the property.
Proposed: Cllr Jones
Seconded: Cllr Marsh
All in favour **ACTION:** Executive Officer
- FPR22/25** **Meon Valley Bowls Club Lease – Draft and Update**
Noted.
- FPR23/25** **Land Transfers**
Noted.
- FPR24/25** **Lease for Land at Montague Road**
It was requested to check that the lease ensured original planting retained.
Resolved: To refer to Full Council for further consideration of the cost of drawing up the formal lease.
Proposed: Cllr Homer
Seconded: Cllr Williams
All in favour **ACTION:** Executive Officer
- FPR25/25** **Saturday Afternoon Usage of Priory Park Full-Size Football Pitch**
The recommendation from the Halls and Grounds Committee was carefully considered.
Resolved: As recommended by the Halls and Grounds Committee, to permit temporary approval, for 2025/26 only, to allow Bishop's Waltham Dynamos to sublet the one senior pitch at Priory Park on Saturday afternoons between September-May (licence period) with full responsibility and liability to remain with BWD.
Proposed: Cllr Jones
Seconded: Nicholson
All in favour. **ACTION:** Committees Officer

FPR26/25

Quotations for Refurbishment of Children's Toilets in the Coronation Hall

The recommendation from the Halls and Grounds Committee was duly considered.

Resolved: To approve the appointment of Regal Environmental Services Ltd to undertake the required refurbishment of children's toilets in the Coronation Hall at the within budget cost of £2,045.00, excluding VAT.

Proposed: Cllr Nicholson

Seconded: Cllr Webb

All in favour.

ACTION: Estates Manager

FPR27/25

Quotations for Southeast Priory Park Ditch alongside Martin Street/Bosworth Gardens

The recommendation from the Halls and Grounds Committee was carefully deliberated.

Resolved: To recommend to Full Council the ratification of the appointment of C & P Curran to undertake the required ditch works on the Southeast Priory Park Ditch alongside Martin Street/Bosworth Gardens at the cost of £1,600.00, excluding VAT.

Proposed: Cllr Jones

Seconded: Cllr Marsh

All in favour.

ACTION: Executive Officer

FPR28/25

Staffing Matters

An update was provided.

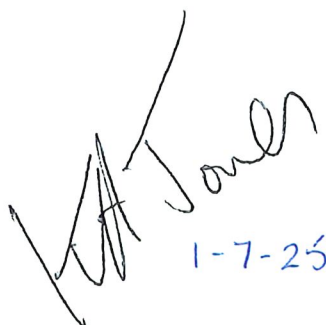
Resolved: To delegate any decision making required on Staffing Matters to Cllr Conduct, Cllr Nicholson and Cllr Jones.

Proposed: Cllr Jones

Seconded: Cllr Nicholson

All in favour

There being no further business the meeting ended at 8:25pm.


1-7-25