

# WITHERIDGE PARISH COUNCIL

pcmwfgp250619.docx

## Minutes of the Finance & General Purposes Committee held 19/06/25 19:00 at Witheridge Parish Hall

### MEMBERS PRESENT:

Cllr Harvey

Cllr Dorow

Cllr Fox

Cllr Cunningham

Cllr Goodwin

Parish Clerk

### 1. To Appoint Committee Chairman – 1<sup>st</sup> annual meeting.

**RESOLVED:** Cllr Harvey proposed, Cllr Dorow seconded and all were in favour Cllr Cunningham.

### 2. To Note Apologies.

Apologies noted from Cllr Richardson. Cllr Fox substituting for Cllr Richardson.

### 3. To consider Code of Conduct Matters:-

#### 3.1. Written councillor dispensation requests arising.

None.

#### 3.2. Declarations of Interests not declared in the Register of Interests.

(Members should leave for any item where they have a Pecuniary or Prejudicial Interest).

None.

### 4. To Approve the Minutes of the Previous Committee Meeting.

**RESOLVED:** Cllr Goodwin proposed, Cllr Harvey seconded and all were in favour approval 16/01/2025 minutes.

### 5. Quarter 1 Budget Review.

Budget papers appended to minutes.

Expenditure year to date reviewed against budget, supported by the accounts cash book report provided with meeting papers.

Projects committed expenditure reviewed against supporting quotes provided with meeting papers.

It was noted S106 funds drawn down to date in respect of the parish hall playground railings was in excess of the final bill and the difference detailed in the Projects Committed would be required to be returned to NDC.

Current earmarked funding (including 2025/26 budget allocations) reviewed.

**RECOMMENDATIONS:** Cllr Goodwin proposed, Cllr Cunningham seconded and all were in favour:-

- Earmarked Funding transfers:-
  - £8445 from General Reserve to Toilet Block.
  - £3555 from Strategic Planning to Toilet Block.
- Funding replacement council laptop/software (current laptop purchased 15/02/2013) budget £1500 from General Reserve prior to cessation of operating system support. (Current laptop not compatible with Windows 11; Microsoft support for Windows 10 ceases autumn 2025).
- Funding current clock quotation option 2 dated 29/05/2025 from the Parish Clock earmarked funding subject to any further costs being identified during the next booked engineer visit.

Meeting closed 21:00

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Expenditure Yr Ending				2025/26 Budget	Spend to 10/06/25
31/03/2023	31/03/2024	31/03/2025			
			<b>EXPENSES</b>		
£1,379	£1,781	£1,553	<b>Administration Total</b>	£1,929	<b>£443.00</b>
£30	£124	£21	<b>Chairman Allowance</b>	£200	<b>£35</b>
£126	£135	£0	<b>Defib</b>	£300	<b>£0</b>
£7,789	£10,059	£7,593	<b>Environment</b>	£15,000	<b>£2,415</b>
£927	£1,088	£1,580	<b>Grants:</b>	£0	<b>£0</b>
£1,752	£2,087	£1,771	<b>Insurance</b>	£1,751	<b>£0</b>
£0	£0	£0	<b>Election Costs</b>	£0	<b>£0</b>
£12,294	£13,782	£12,478	<b>Payroll</b>	£15,099	<b>£3,295</b>
£347	£758	£643	<b>Office/Store</b>	£500	<b>£0</b>
£8,777	£7,755	£7,154	<b>Public Conveniences</b>	£10,000	<b>£2,918</b>
£0	£0	£0	<b>Willow Rise Npos</b>	£500	<b>£0</b>
£354	£397	£524	<b>Subscriptions:</b>	£439	<b>£508</b>
£0	£315	£0	<b>Training</b>	£750	<b>£0</b>
£1,580	£1,094	£2,024	<b>December Celebration</b>	£2,000	<b>£0</b>
<b><u>£47,671</u></b>	<b><u>£39,375</u></b>	<b><u>£35,340</u></b>	<b><u>TOTALS</u></b>	<b><u>£48,468</u></b>	<b><u>-£9,614</u></b>

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<b>Cash Book Balances 10/06/25</b>					
Current	£24,128.69				
Deposit	£96,658.13				
<b>TOTAL</b>				<b>£120,786.82</b>	
<b>Income due to 31/03/26</b>					
Precept 2nd half yr	£21,500.00				
Office lease 9 months	£1,944.00				
<b>TOTAL</b>				<b>£23,444.00</b>	
<b>Projects Committed</b>					
Toilet block roof		£19,000.00			
Office lease legal fees		£1,000.00			
Parish Hall Tots Lease Legal Fees		£3,000.00			
Council Tots Lease Legal Fees €		£1,500.00			
Tots Railings		£12,500.00			
Balance Railings S106		£900.00			
Skate ramp repairs		£2,303.00			
Tots springer & playgrounds maint		£2,505.00			
Cable runway		£890.00			
Trampet		£220.00			
Chains (if req)		£420.00			
		<b>Totals</b>	£20,000.00		
			£24,238.00		
<b>TOTAL Committed Expenditure</b>				<b>-£44,238.00</b>	
<b>Budgeted Expenditure to 31/3/26</b>				<b>-£38,854.01</b>	
<b>Projected balance 31/3/2026</b>					<b>£61,138.81</b>

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**Minutes of the Finance & General Purposes Committee  
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<b>Earmarked Funding</b>				
<b>Current</b>		<b>Recommended transfers</b>	<b>Result</b>	
Cemetery Extension	£4,500.00		£4,500.00	
Election Reserve	£2,800.00		£2,800.00	
General Reserve	£14,638.00	-£8,445.00	£6,193.00	
Grants Fund	£2,000.00		£2,000.00	
Historical Archive	£447.36		£447.36	
PRoW	£2,972.00		£2,972.00	
Parish Clock Reserve	£6,732.00		£6,732.00	
Strategic Planning	£3,555.00	-£3,555.00	£0.00	
Street Furniture Maint	£4,224.00		£4,224.00	
Toilet Block	£8,962.00	£12,000.00	£20,962.00	
Youth & Childrens Projects	£29,715.00		£29,715.00	
<b>TOTAL Earmarked</b>				<b>£80,545.36</b>

Signature:

Chairman

Date:

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