

WEST MOORS TOWN COUNCIL

**MINUTES of the FINANCE & GENERAL PURPOSES COMMITTEE held on
THURSDAY 18th SEPTEMBER 2025 in the Pavilion, Fryer Field at 7.30pm.**

PRESENT:

Cllr C Way – Chair		
Cllr M Hawkes	Cllr Mrs C Holmes	Cllr J Randall
Cllr Mrs N Senior	Cllr D Shortell	Cllr J Staig
Cllr Mrs P Yeo		

OTHERS PRESENT: Judi Weedon, Town Clerk
3 members of the public

APOLOGIES: Cllr K Wilkes
(reasons for absence were noted)

25/149 QUESTIONS FROM MEMBERS OF THE PUBLIC

None

25/150 DECLARATIONS OF INTEREST/DISPENSATIONS

Cllr Randall declared an interest in agenda item 7a, Grant for West Moors Youth Club as he is a volunteer at the club.

25/151 GRANT APPLICATIONS:

a) West Moors Bowling Club

Members reconsidered an application from the bowls club, after turning down an application for funds in March 2025. A representative from the bowls club was present and put forward a case for the grant application. After listening to the representative and expressing their views

It was

RESOLVED that a grant of £1,500 be awarded to the West Moors Bowls Club to assist with the cost of a replacement irrigation system for the bowls green

Voting: unanimous

b) Lola Smith

Members considered an application from a local Girlguiding Ranger to assist with funding for a travel to India to help address period poverty.

Lola was present at the meeting and spoke to councillors about the selection process she went through to get chosen to go to India, and the work she has done to raise funds.

Members were very impressed with the commitment shown and after discussion it was

RESOLVED that Lola Smith be awarded £600 to help with travel costs to India to address period poverty in the country.

Voting: unanimous

c) West Moors Youth Club

It was

RESOLVED that the annual revenue grant of £20,000 be paid to the youth club

Voting: unanimous

d) Sturts Farm

Members considered an application for funding to expand the hen house project. It was agreed that Sturts and Gulliver's Farm provide a valuable resource in the community. After discussion it was

RESOLVED that a grant of £1,000 be awarded to Sturts Farm for the Hen House project.

Voting: unanimous

25/152 TO RECEIVE THE CLERK'S REPORT

- a) Annual asset checks have been completed by councillors. The document to be used to help when budget setting.

25/153 TO RECEIVE FINANCIAL INFORMATION

- a) Members received bank reconciliations up to 31st August 2025, as attached on page 3374 of the minutes.
- b) Internal Controls: Members received income reports for July and August. Bank statements and petty cash up to 31st August have been inspected and checked by the Chair, Cllr C Way.
- c) CCLA Information was noted.

25/154 ARTIFICIAL INTELLIGENCE POLICY

Members reviewed a draft AI Policy.

After discussion it was

RECOMMENDED that the Artificial Intelligence (AI) policy be adopted by Council.

Voting: unanimous

25/155 CORRESPONDENCE

None

25/156 STAFF MATTERS

Members received:

- a) Sickness Report: The contents were noted
- b) Overtime Report: The contents were noted
- c) Annual Leave Report: The contents were noted

25/157 ACCOUNTS FOR PAYMENT

It was

RESOLVED that the accounts for payment be approved as attached on page 3375 of the minutes. Cllr's Senior and Yeo to authorise the electronic payments.

Voting: Unanimous

The Chairman declared the meeting closed at 20:12hrs

The next meeting of the Finance and General-Purpose Committee is scheduled for 13th November 2025 at 19.30hrs

SIGNED DATE
Chair of Finance and General-Purpose Committee

West Moors Town Council**Bank reconciliation as at 31.08.2025**

Amount in bank as at 31/07/25	£290,143.07
Income during August	£3,220.59
Expenditure during August	£27,779.39
Amount in bank as at 31/08/25	£265,584.27

Bank Reconciliation as at 31/08/2025

Current	£2,488.22
Deposit	£238,041.76
CCLA PSDA	£25,000.00
Petty cash	£24.29

	£265,554.27
Less outstanding payments	£0.00
Plus unpresented receipts	£30.00

Total amount held in accounts	£265,584.27

Long Term Investment:

CCLA Property Fund	£122,502.21
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(Nominal value at 31.07.2025)

Outstanding Loan Amount

Public Works Loan	(£31,648.16)
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Payments made in between meetings			
EB 26.09	£5,214.31	16.09.25	Staff Salaries - Month 6 - Sep
Total	£5,214.31		
Payment list dated 28.08.25			
Payment method	Invoice amount	Invoice date	Details
EB 29.09	£132.97	04.09.25	Aquacare - Water hygiene testing at Pavilion - September
EB 29.09	£4.64	21.08.25	Source for Business - Water charges - Petwyn 19.02.25 to 20.08.25
EB 29.09	£200.25	27.08.25	Npower - Unmetered electricity supply for Xmas lights
EB 29.09	£1,590.40	30.08.25	Terrafirma - Grounds maintenance for August
EB 29.09	£50.00	02.09.25	Cole Management - office window cleaning and bus stops
EB 29.09	£150.00	10.09.25	King Georges Field Charity - Line marking football pitches
EB 29.09	£117.30	08.09.25	Source for Business - Water charges - Public toilets 07.08.25 to 09.09.25
EB 29.09	£1,422.00	08.09.25	Verwood Cleaning Services - public toilet and pavilion cleaning August
EB 29.09	£35.68	01.09.25	XCS - Photocopy charges 01.06.25 to 31.08.25
EB 30.09	£1,975.49	15.09.25	HMRC - Tax and NI - Month 6
EB 30.09	£1,830.66	15.09.25	Dorset Council - Pension contributions - Month 6
TOTAL	£7,509.39		
Direct Debits and Debit Card payments			
Payment method	Invoice amount	Invoice date	Details
DD 18.09	£420.00	20.08.25	BNP Paribas Leasing - Photocopier rental charges - 18.09.25 to 17.12.25
DD 22.09	£124.35	03.09.25	Source for Business - Water charges - Allotments - 02.08.25 to 02.09.25
DD 09.09	£12.00	09.09.25	Sage - Payroll software 09.09.25 - 08.10.25
DD 16.09	£49.00	11.08.25	Lloyds Bank - Service charge - 10.07.25 -09.08.25
DD 29.09	£41.05	15.09.25	British Gas - Electricity Charges - Public toilets - 12.08.25 to 11.09.25
DD 26.09	£10.12	12.09.25	British Gas - Electricity Charges - Pavilion - 01.09.25 to 05.09.25
DD 29.09	£10.44	15.09.25	British Gas - Electricity charges - Floodlights - 01.09.25 to 13.09.25
DD 25.09	£124.83	01.9.25	1st Connect - phone and broadband charges - Sep
Total	£791.79		