

WEST MOORS TOWN COUNCIL

MINUTES of the FINANCE & GENERAL PURPOSES COMMITTEE held on THURSDAY 19th MARCH 2026 in the Pavilion, Fryer Field at 7.30pm.

PRESENT: Cllr C Way – Chair
 Cllr Mrs C Holmes Cllr Mrs N Senior Cllr D Shortell
 Cllr J Staig Cllr Mrs P Yeo

OTHERS PRESENT: Judi Weedon, Town Clerk

APOLOGIES: Cllr M Hawkes Cllr J Randall Cllr K Wilkes
 (reasons for absence were noted)

25/324 QUESTIONS FROM MEMBERS OF THE PUBLIC

None

25/325 DECLARATIONS OF INTEREST/DISPENSATIONS

None

25/326 TO RECEIVE THE CLERK'S REPORT

1. The internal auditor is due to visit on the 22nd April 2026.
2. All budget and precept information has been published on the Town Council website.
3. It was noted that a couple of comments had been received about the precept increase.

25/327 TO RECEIVE FINANCIAL INFORMATION

- a) Members received bank reconciliations up to 28th February 2026, as attached on page 3446 of the minutes.
- b) Internal Controls: Members received income reports for January and February. Bank statements and petty cash up to 28th February have been inspected and checked by the Chair, Cllr C Way.
- c) CCLA Information was noted.

25/328 ACCOUNTS FOR PAYMENT

It was

RESOLVED that the accounts for payment be approved as attached on page 3447 of the minutes. Cllr's Senior and Yeo to authorise the electronic payments.

Voting: Unanimous

25/329 GRANT APPLICATIONS:

a) Men's Shed West Moors

Members reconsidered an application from the Men's Shed after receiving additional information requested at the meeting held on the 22nd January. After discussion members wished to defer any decision on the amount of funding to award until after the organisation had its charitable status in place and a sound appropriate financial plan.

25/330 POLICIES AND PROCEDURES

a) Community Engagement Policy

Members reviewed the Community Engagement Policy and after a few minor amendments it was

RECOMMENDED that the Community Engagement Strategy be accepted with the proposed changes.

Voting: Unanimous

b) Complaints Procedure

Members reviewed the Complaints Procedure and after a few minor amendments it was

RECOMMENDED that the Complaints Procedure be accepted with the proposed minor changes.

Voting: unanimous

25/331 CORRESPONDENCE

None

25/332 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

The Chairman declared the meeting closed at 20:07hrs

The next meeting of the Finance and General-Purpose Committee is scheduled for 28th May 2026 at 19.30hrs

SIGNED DATE
Chair of Finance and General-Purpose Committee

West Moors Town Council**Bank reconciliation as at 28.02.2026**

Amount in bank as at 31/01/26	£298,004.29
Income during February	£5,913.33
Expenditure during February	£28,255.40
Amount in bank as at 28/02/26	£275,662.22

Bank Reconciliation as at 28/02/2026

Current	£3,611.42
Deposit	£247,019.98
CCLA PSDA	£25,000.00
Petty cash	£30.82

	£275,662.22
Less outstanding payments	£0.00
Plus unpresented receipts	£0.00

Total amount held in accounts	£275,662.22

Long Term Investment:

CCLA Property Fund	£122,360.36
(Nominal value at 28.02.26)	

Outstanding Loan Amount

Public Works Loan	(£31,648.16)
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Payment made in between meetings			
Payment method	Invoice amount	Invoice date	Details
EB 27.03	£5,191.75	09.03.26	Staff Salaries - Month 12
Payment list dated 26.03.26			
Payment method	Invoice amount	Invoice date	Details
EB 20.03	£3,889.20	27.02.26	David Ogilvie engineering - Benches for Petwyn
EB 20.03	£50.00	24.02.26	Cole Management Services - Window Cleaning and bus stop cleaning
EB 20.03	£120.00	02.03.26	Pristine Clean Exteriors - Council office gutter cleaning
EB 20.03	£46.31	01.03.26	XCS - Photocopier charges
EB 20.03	£72.00	01.03.26	Vision ICT - 3 hosted email accounts form May 2026 to April 2027
EB 20.03	£78.00	01.03.26	Vision ICT - biennial fee for domain name - May 2026 to April 2028
EB 20.03	£52.09	26.02.26	Source for Business - Water charges - Petwyn - 21.08.25 to 24.02.26
EB 20.03	£1,590.40	28.02.26	Terrafirma - Grounds Maintenance - Feb
EB 30.03	£2,008.89	09.03.26	HMRC - Tax and Ni - Month 12
EB 30.03	£1,830.66	09.03.26	Dorset Council - Pension Contributions - Month 12
EB 20.03	£283.20	09.03.26	Ashley Press - Feather Flags for Fun Run
EB 20.03	£647.18	06.03.26	Peter Ridley Waste - Food waste bags
EB 20.03	£479.88	18.06.26	IMS Group - Delivery of Westival programmes in 2025 (invoice never received in 2025)
EB 20.03	£45.60	06.03.26	Source for Business - Water charges - Park Way Toilets - 05.02.26 to 05.03.26
EB 20.03	£741.72	16.03.26	SCD Plumbing - repairs to Park Way Toilets
EB 20.03	£1,667.40	18.03.26	Verwood Cleaning services - Cleaning Park Way toilets and pavilion - Feb and March
TOTAL	£13,602.53		
Direct Debits and Debit Card payments			
Payment method	Invoice amount	Invoice date	Details
DD 23.03	£463.93	19.02.26	Source for Business - Water charges - Pavilion
DD 17.03	£73.58	03.03.26	British Gas - Electricity charges - floodlights - 04.02.26 to 03.03.26
DD 17.03	£10.60	11.02.26	Lloyds Bank - Bank charges - 10.01.26 to 09.02.26
DD 20.03	£102.43	06.03.26	British Gas - Electricity charges - Pavilion - 05.02.26 to 04.03.26
DD 07.03	£9.60	07.03.26	Mets - Facebook advertising for Fun Run
DD 09.03	£12.00	09.03.26	Sage - payroll software
DD 20.03	£139.30	01.03.26	1st Connect - Phone and broadband charges
DD 26.03	£34.94	12.03.26	British Gas - Electricity charges - Public toilets - 11.02.26 to 10.03.26
DC 03.03	£22.75	03.03.26	Crafty Cows - Allotment Plot Markers
DC 05.03	£198.48	05.03.26	Meadowmania - Wildflower seeds
Total	£1,067.61		