



WINTERTON-ON-SEA PARISH COUNCIL

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Chairman: Mark Bobby, Vice-Chairman: Liam McMahon

Chair of Finance: Dawn Clegg

Responsible Financial Officer & Clerk to the Council: Jolene Towne

Minutes of the Winterton-on-Sea Parish Council Finance Committee Meeting held on Wednesday 10th June 2026 at 6:30 PM at the Village Hall

Councillors present: Mark Bobby, Liam McMahon, Dawn Clegg, Nigel Coe, Rachel Tooke,
John Smithson, Mark Shepperd

Public present: 0 members of the public,

Minutes taken by: Cllr. M. Shepperd

Cllr. D. Clegg welcomed everyone to the meeting & thanked them for their support.

1. To elect a Chair of the Finance Committee (period of one year)

Cllr. M. Shepperd proposed *Cllr. D. Clegg* for the role of Chair, which was seconded by *Cllr. N. Coe*. There were no other nominations and Cllr. D. CLEGG WAS UNANIMOUSLY ELECTED by all members present. *Cllr. D. Clegg* accepted the position

2. Apologies and Quorum determined.

- 2.1 Apologies received and ACCEPTED from *Cllr. R. Burrows & Clerk J. Towne*
- 2.2 Quorum was determined

3. Declarations of Interest

- 3.1 Councillors should declare any pecuniary or non-pecuniary interest on any agenda item. *Cllr. L. McMahon* and *Cllr. J. Smithson* declared an interest in the Grant application.
- 3.2 To consider any dispensation requests received. NONE RECEIVED

4. Minutes of the previous meeting

- 4.1 Councillors AGREED that the minutes of the Finance Council meeting held on Wednesday, 11th March 2026, were an accurate record of that meeting.
- 4.2 The Action Log from that meeting were reviewed – No Actions to review.

5. Accounting Processes from Financial Regulation

A copy of 2026-27 Budget Revision 1 is in the supporting information

- 5.1 *Cllr. D. Clegg* presented receipts and expenditure against the budget, year end to May 26. (Fin. Regs 4.8). There were no overspends to report. To NOTE the payment towards the new TROD was made from the earmarked reserves as planned. This was for the 50/50 award from the Parish Partnership Scheme.
- 5.2 The Bank Reconciliation to the end of May 2026 was reviewed by the committee and is recommended for approval at the next full council meeting. Cllr Smithson (who is not the Chair, nor any bank signatory, nor the RFO and / or the Clerk) verified against bank statements and payments / receipts and signed the bank

reconciliation as confirmation his agreement. *Cllr. J. Smithson* has continued to supply this internal control throughout the financial year. (Fin. Regs 2.2).

- 5.3 As per Fin. Regs 5.1, the committee reviewed the banking arrangements, mandate, and arrangements remain unchanged, including the signatories as *Cllr. D. Clegg*, *Cllr. L. McMahon* and *Cllr. N. Coe*. Banking arrangements with Unity Trust.
- 5.4 The Chair confirmed all invoices to date have been examined, verified, and certified as per Financial Regulations 5.3. No outstanding invoices reported. There were no withdrawn, or refunded invoices. *Cllr. D. Clegg* has reviewed and signed the payments and receipts presented this quarter.
- 5.5 The list of regular payments for 2026/27 was reviewed.
As per 5.7 of the Fin. Regs, the full payment list is reviewed each month at the full council meeting. Therefore, the list of regular payments was signed by *Cllr. M. Bobby* and *Cllr. L. McMahon*.

6. Housekeeping

- 6.1 The councillors reviewed the new electricity contract for the Changing Rooms. Currently with EON and consideration given to moving to OCTOPUS. £503 per year with EON, OCTOPUS £356 Councillors agreed to recommend to full council changing contracts to **OCTOPUS**.
- 6.2 The councillors reviewed the Storage Hire Charges. Different groups are charged different rates Quilters / Cadets. Discussion around fair charging. Decided no change given poor state of roof and likely that we will demolish this in the **NEAR** future. Consideration should be given to serving notice of our intention to change use of this store area in the future. There needs to be a discussion with NCC regarding future of building. Action: Clerk to put this on the agenda of the next full council meeting.

7. 2026-27 Budget review, revision and virement

- 7.1 The anticipated payments and receipts to end of June 2026 were reviewed
- 7.2 It was AGREED that no amounts need to be moved between current and savings accounts beyond the normal 'flow' of funds to ensure sufficient funds in the current account to cover payments, with the balance held in savings to optimise interest payments.
- 7.3 Discussion took place regarding recording expenditure for consumables at the changing rooms. Full council to consider setting a budget of £**250** Action: Clerk to agenda this item.
- 7.4 The reserves budgetary planning was examined. It is recommended we consider increasing the budget for Defibrillators and their consumables. Action: Clerk to agenda this item.

8. Consider recommendations to council to authorise expenditure against proposals,

- 8.1 The Concurrent Functions £1,300 to be paid to Church was CONFIRMED

9. 2026-27 Budget & Precept

The annual income and expenditure (without reserves and concurrent functions) were CONSIDERED with no changes recommended at this time.

10. To agree the Finance Committee Terms of Reference

The Terms of Reference were AGREED and will need to be recommended to the full Council for approval.

11. Any Other Business – NONE

12. Date of Next Meeting

It was AGREED that the next meeting of the Finance Committee will be held on Wednesday, 9th September 2026 at 6.30 pm in the Village Hall.

In accordance with the Public Bodies (administration to meetings) Act 1960, the meeting will RESOLVE to exclude the press and public during the following items due to their confidential nature.

- 13.1 Consideration was given to the grant application from Duffles Pond. Councillors approved the application. To be recommended to full Council for approval

Meeting Ends – 19:45