



## **Wimborne Minster Town Council**

The Town Hall, 37 West Borough, Wimborne, Dorset, BH21 1LT

### **DRAFT Minutes of the Finance and Governance Committee 8 April 2025**

7pm in the Committee Room, Wimborne Minster Town Hall, 37 West Borough, Wimborne, Dorset BH21 1LT.

#### **Present:**

Councillors: B Jaggs, R Nash and S Wheeler (Chairman of the Committee). Officers: G Singleton (Finance Manager). Members of the public: none.

#### **FC/2024/47 Apologies for absence**

Apologies were received from Councillors J Billington (non-business), C Brown (non-business), J Hart (business), L Hector (non-business) and J Morgan (non-business). Councillor Nash proposed to approve apologies, seconded by Councillor Jaggs, all in favour. **Resolved**

#### **FG/2024/48 Declarations of interest and dispensations - none.**

#### **FG/2024/49 Public participation - none.**

#### **FG/2024/50 Committee minutes 18 March 2025**

Councillor Jaggs proposed to approve the minutes of 18 March 2025 as a correct record to be signed by the Chairman, seconded by Councillor Nash, all in favour. **Resolved**

#### **FG/2024/51 Finance document February 2025**

Councillor Nash proposed to approve the bank statements, reconciliation and payments and receipts for February 2025 and initialled by the Chairman, seconded by Councillor Jaggs, all in favour. **Resolved.** The income and expenditure report from 1 April 2024 to 28 February 2025 and Ear Marked Reserves reports were noted.

#### **FG/2024/52 Wimborne Cemetery insurance review**

The work by the Cemetery Manager to obtain quotes was discussed and Councillor Nash proposed to retrospectively approve the insurance at a cost of £1,760, seconded by Councillor Jaggs, all in favour. **Resolved.** The Cemetery Manager was thanked for her work on this matter and obtaining a lower than anticipated insurance costs for the site.

#### **FG/2024/53 Practitioners' Guide 2025**

The Guide was noted.

#### **FG/2024/54 Policies and procedures**

Councillors expressed concerns around reviewing all the policies and procedures in time and accessing the electronic system for reviewing the documents. The Finance Manager confirmed the links to the documents would be re-circulated.

#### **FG/2024/46 Close of meeting**

The Chairman closed the meeting at 7.24pm.

**Signature of Chairman:** .....

**Date:** .....