West Horsley Parish Council

Meeting of the Finance Committee on 26 October 2026

Present
Cllrs F King (Chairman), E Best, P Dodgson, S Skinner; J McClung, Clerk/RFO

26/F/026 **Apologies for Absence**
None

26/F/027 **Declarations of Interest**
- Cllr King at agenda item 26/F/031

26/F/028 **Minutes of the Previous Meeting of the Committee** *Appendix 1*
The minutes of the meeting on 13 July 2026 were approved by the Committee and signed by the Chairman as a true and accurate record.

26/F/029 **Financial Matters** *Appendices 2-4*
a) Members received and reviewed the bank reconciliation to 30 September 2026. It was agreed that £20,000 would be transferred to the Skipton Building Society account to accrue more interest.
b) Members received and reviewed a detailed report on expenditure against budget to 30 September 2026. It was noted that the Planning budget is mostly unspent. However, it was agreed that given the revised NPPF it was anticipated that several sizeable planning applications would come forward in 2027-28 and therefore a reasonable budget should be maintained.
c) Members received a report on reserves on 30 September 2026. It was agreed that the EMR for Horsleys' CAN (£62.73) would be cleared as the Great Big Litter Pick project for which the grant was awarded has completed. The EMR for the HHG (£193.05) will be retained until after the HHG's meeting to discuss becoming an independent community group.

26/F/030 **Strategic Documents for Review** *Appendix 5-7*
Members received and reviewed the following documents.
a) Financial Risk Assessment
b) Financial Risk Policy Statement
c) Fixed Asset Capitalisation Policy.

It was agreed that the above documents would be presented to Full Council in November for final approval.

26/F/031 **Early Draft Budget 2027-28**
Members received and discussed the first draft of the Council's budget for 2027-28. The draft as presented will be submitted to Full Council for review in November; the final draft to be approved by Full Council in December.

26/F/032 **Committee Members Training**
Members discussed the importance of both the clerk/RFO and committee members undertaking regular finance training, including courses on budgeting, internal controls and procurement. It was agreed that existing and new Committee members should be encouraged to:

- Attend the online Surrey ALC Councillor Forums and Legal Updates
- Register to receive and to read the Surrey ALC and NALC newsletters
- Read The Good Councillor's Guide to Finance
- Complete the Mulberry Finance for Councillors training session

It was also agreed that if possible, a committee member should join the clerk/RFO at the Mulberry Finance Conference on 8 July 2027.

26/F/033 **WHPC Community Grants** *Appendix 6*

a) Members received and considered grant applications received to 14 October 2026.
b) Members agreed to recommend the following awards to Full Council:
   - Horsley Football Club: To award £593 towards the first stage of its project to build a full-size astroturf pitch with additional parking
   - Grace and Flavour Community Garden: To award £1000 towards an extension of its irrigation infrastructure.

26/F/034 **Horsley Heritage Group (HHG)**

The HHG will meet on 10 November to discuss the feasibility of becoming an independent community group. HHG will report back to Full Council on 17 November.

26/F/035 **Proposed Dates of the 2027 Finance Committee Meetings**

Members agreed the dates for 2027 as:

- Monday 11 January at 8.45am
- Monday 12 April at 8.45am
- Monday 12 July at 8.45am
- Monday 25 October at 8.45am

26/F/036 **Dates of the Next Meeting**

Monday 11 January at 8.45pm, to be held in the Rubin Room, West Horsley Village Hall.

26/F/037 **Any Other Matters to Note**

None

The meeting was closed at 9.43am.

Signed by the Chairman of the Finance Committee as a true and accurate record:

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Date: .....

Chairman's Initials: _____