

WILLITON PARISH COUNCIL

Minutes of the Finance and Administration Committee Meeting held on
Monday 28th April 2025 at 6.30pm, in the Parish Office, 2 Killick Way, Williton.

Attendees:

Councillors Payne (Chairman), Aldridge and Hooper
Public None
Other Mrs Michelle Francis (Parish Clerk & RFO)

Apologies:

Councillors Angell, Denton and Whetlor

24/147A The Chairman advised the meeting would be recorded

24/148A **Apologies as noted above**

24/149A **Declarations of Interest**

Name	Agenda Item	Interest	Action
Cllr Payne	24/154A	Other non-registerable interest	Did not vote on personal reimbursement

24/150A **Approval of Minutes of the Finance & Administration Committee Meeting held on 17th March 2025.**

- **Resolution:** To approve the minutes.
Proposed Cllr Aldridge, seconded Cllr Hooper unanimously resolved

24/151A **Matters from the Minutes – for the purpose of report only**

There were none

24/152A **Budget**

24/152.1A It was unanimously **resolved** to approve the detailed Receipts and Expenditure Analysis as at 31st March 2025

24/152.2A It was unanimously **resolved** to approve the Financial Reserve Estimated Provisions, as at 31st March 2025

24/153A **Bank Reconciliation**

It was unanimously **resolved** Cllr Whetlor would carry out the bank reconciliation for March 2025. Proposed Cllr Hooper, seconded Cllr Aldridge.

24/154A **Accounts for Payment**

Members were advised of an issue with cleaning of the public conveniences on the first day and that N Ridge undertook one day emergency clean.
Thanks, would be given to N Ridge for covering the situation.

It was **resolved** to agree the payments on the attached list, with Cllr Payne abstaining from personal re-imbursement

Proposed Cllr Hooper, seconded Cllr Aldridge

24/155A **Matters for the next meeting to be held on Monday 19th May 2025**

Extra SID Device

Meeting closed at 6.51pm

Signed as a true and correct record ... Cllr Payne Dated ... 19th May 2025