

# DUNSFOLD PARISH COUNCIL

Unit 3, The Orchard  
Chiddingfold Road  
Dunsfold  
GU84PB

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## **Minutes**

Minutes of the Finance Committee Meeting held on Monday 24<sup>th</sup> November 2025 at 7.30pm in the Nugent Room, Winn Hall, Dunsfold.

### Cllrs Present:

Cllr Chris Lindesay (Chairman)  
Cllr Philip Travis  
Cllr Nigel Waterson

Cllr Roy Enticknap  
Cllr Tigi Singhateh

Clerk: Mrs J Nagy

Public: 1

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## **27 Public Participation**

There were no questions from members of the public.

It was noted that Cllr Griffiths was in attendance as a member of the public.

## **28 Apologies**

There were no apologies, all members being present.

## **29 Declarations of Interest**

There were no declarations of interest at this point of the meeting.

## **30 Minutes**

It was proposed by Cllr Waterson seconded by Cllr Enticknap and agreed by all present that the Minutes of the meeting held on 27<sup>th</sup> October 2025 were a true and correct record.

## **31 Chairman's Announcements**

There were no announcements.

## **32 Accounts & Financial Matters**

### Payments List

The payments list totalling £240.10 ex VAT was AGREED by all present

### Bank Mandates

Lloyds has finally replied to the submission of the second mandate form sent on 7<sup>th</sup> October, asking for a different form to be completed.

The Clerk now intends to make a formal complaint about this process, which has been ongoing now for some months.

In the meantime, Unity Trust has confirmed the opening of a new account; they will be writing to advise of the account details.

Once set up, the Clerk intends to use Unity as the main bank account.

Councillors NOTED this information.

It was proposed by Cllr Lindesay, seconded by Cllr Waterson and agreed by all present to transfer £10,000 from the Lloyds current account to the new Unity account.

### **33 Draft Budget**

The Clerk referred to the following spreadsheets previously circulated, and invited questions.

- a) DPC Draft as at November 2025 – this has been created from Scribe data.
- b) DPC Draft Summary – this is a simplified version with cost centres only
- c) KGV Draft, which with a grant of £4000 from DPC, shows a deficit of £2831.00.

The Band D tax base for 2026/2027 has been issued by Waverley BC, which is 617.4 an increase on the 2025/2026 figure of 611.6.

The Internal Audit report notes that the general reserves balance is low at around £23,000 (including the £7000 in "General Fund EMR) which will reduce to £10k to £12k at end of year. Guidance suggests that general reserves at year end should be between £15k and £50k, and that this should be considered during 2026/2027 budgetary discussions.

Discussion took place, but no recommendation on the precept was agreed to submit to Full Council for consideration.

The Clerk will approach Waverley BC for an extension to the submission deadline.

### **34 Date of the next Meeting**

Monday, 26<sup>th</sup> January 2026 at 7.30pm in the Nugent Room, Winn Hall, Dunsfold.

**The meeting closed at 8.50pm**

Chair of the Finance Committee ..... Dated.....