



DURRINGTON TOWN COUNCIL

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MEETING OF THE FINANCE AND HR COMMITTEE

Held on 14th April 2026 at 6.00 pm in the Robinson Room, Village Hall

Attendance:

Cllr Smith (Chair)
Cllr Galan-Bamfield (Vice Chair)
Cllr Rennie
Cllr Wright
Cllr Paul
Clerk – Jo Tudor

No members of the public were in attendance
Meeting opened at 6pm.

FHR 74.25: Apologies

All members were present.

FHR 75.25: Approval of Minutes of the Previous Meeting

The minutes of the meeting held on 17th March were approved.

FHR 76.25: Declarations of Interest

There were no declarations of interest.

FHR 77.25: Review of the year end Accounts and AGAR for 2025/26

The committee reviewed the year end accounts and AGAR.

The committee was satisfied with the figures and accounts.

Durrington Town Council – Finance and HR Committee Meeting on 14th April 2026 Minutes approved as a true and accurate record and signed as so by the Committee Chairman presiding.

SignedDate.....

FHR 78.25: Review of the Internal Auditors Report

The committee reviewed the report from the Internal Auditor. The Chair thanked the Clerk for her work obtaining a clean audit. It was recommended that when a councillor routinely checks the invoices, they check the petty cash at the same time.

FHR 79.25: Note the need to appoint a new internal auditor

The Committee noted a new internal auditor is now needed and the clerk will obtain recommendations for the committee to approve.

FHR 80.25: To consider a fuel account

The committee considered the administration and possible costs for a fuel account to allow staff members to obtain fuel for the cemetery machinery. The committee felt the amount of fuel to be minimal and wondered if an account was necessary. The Chairman asked what the SLCC advises for such expenses, the Clerk advised that members of staff should not be purchasing goods from their own accounts on behalf of the council. VAT cannot be reclaimed and while the amount is small it is not good practice. The Clerk will ascertain the cost if any of a fuel account and consider using petty cash as an alternative. The Clerk will report back findings at the next meeting.

FHR 81.25 Review of funding in High Interest Accounts

The FSCS has increased from £85,000 to £120,000 and the committee considered whether or not to take advantage of the increase and add to the accounts. The committee considered waiting until the proposed pump track expenses have been met when there is a clearer idea of the available funds. It would like to make interest on all the funds it can in the future. The committee is aware the Bond will need reinvesting in August 2026.

FHR 82.25: Note the award of a National Lottery Community Fund Grant

The Clerk applied for a grant from the National lottery in December 2025 and the Grant has been accepted with the Council receiving £19,999 towards the pump track project. The Chair thanked the Clerk for obtaining the grant.

FHR 83.25 To consider the Transfer of Funds from The Staff Contingency EMR

The committee considered the Staff contingency fund and accepted the internal auditors' comments that this reserve is not a capital project and any staff emergency funds should strictly come from General reserves. The committee asked the Clerk to

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implement the transfers of EMR agreed in December 2025 and to place the remaining amount from the staff EMR into the general fund. It also requested that the election EMR be transferred into the general fund. The EMR for legal fees will be revisited after some accounts have been paid from this reserve.

FHR 84.25 Date of the next meeting – 23rd June 2026 6pm

Meeting finished at 6.34pm,

DRAFT

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