WINTERBORNE WHITECHURCH PARISH COUNCIL

13 Stileham Bank, Milborne St Andrew, Dorset, DT11 0LE
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www.winterbornewhitechurchparishcouncil.gov.uk

Dear Councillor,

You are summoned to attend meeting(s) of the **Parish Council** to be held on **Wednesday 21st January 2026 at 7.00pm** in **The Old School Room**
Absence should be given to the Clerk/Chair prior to the meeting.

Wayne Lewin
Parish Clerk and Responsible Finance Officer

The meeting is open for members of the public and press to attend. Members of the public are invited to ask questions of the Council concerning Agenda items or other matters. During the meeting, with permission of the Chair, any member of the public may comment on an issue being debated by the Council to provide information or clarification. This facility will normally be limited to a maximum of three minutes per person on the subject being debated.

Full Council

1. Apologies for absence
2. Declarations of pecuniary or other interest
3. Minutes of the previous meeting held on **19th November 2025**
4. Clerk's report
5. Chair's update
6. Public participation – items on the agenda only
7. Dorset Councillors report

8. Planning

9. Financial matters
   a. Payments for authorisation
   b. Q3 budget report
   c. Q3 reserves report
   d. Bank reconciliation

10. Parish History – looking back and moving forward (GE)
11. Review of grass cutting contract (JT)
12. Grant request for grass cutting at the church (JT)
13. Dorset Transport Community Grant with Lady Baily Bus Shelter update (WL)
14. Meetings with Simon Hoare MP and Dorset Council – questions and attendees (WL)
15. Play Park inspection report and maintenance proposals (LD)
16. Application request from Solar Fund for traffic management (JT)
17. Setting the Precept for 26/27 (WL)

18. Public participation – items not on the agenda for discussion or update only

19. Items and date for the next meeting **17th February 2026**

W LEWIN **Parish Clerk** **14th January 2026**

WINTERBORNE WHITECHURCH PARISH COUNCIL
Minutes

Wayne Lewin – Clerk to the Parish Council
13 Stileham Bank, Milborne St Andrew, Dorset, DT11 0LE
Phone: 07419 136735
Email: clerk@winterbornewhitechurchparishcouncil.gov.uk

Minutes of Full Council held on **Wednesday 19th November 2025** in The Old School Room
Meeting commenced at 7.00 pm

Councillors in attendance:
Julien Turner, Liam Deeney, Geoff Eaton, Ricky Trim, Alan Holford-Walker and Chris Royle

There were 2 members of the public in attendance
Cllr Emma Parker (Dorset Council)

FULL COUNCIL

1. Apologies for absence
All members were present.

2. Declarations of pecuniary or other interest
Cllr Deeney declared an interest in agenda item 14.

3. Minutes of the previous meeting held on 15th October 2025
These were agreed as a true and accurate record of the meeting.

4. Clerk's report
The Clerk had no matters that were not on the agenda.

5. Chair's update
The Chair was content that all projects were going ahead as planned.

6. Public participation – items on the agenda only
There were no questions at this point.

7. Dorset Councillors report
Cllr Parker confirmed that the fence on Dorchester Hill had been approved by planning under a discharge of condition.
In addition, a Highways Safety Officer had visited the site and saw no issues as it was within the 30mph zone.

Cllr Parker confirmed that no Ward Councillors had been made aware or been invited to any matters to do with devolution of assets or the 'Fresh Start Project' led by DAPTC.

8. Planning
There were no new planning applications.

9. Financial matters
a. Payments for authorisation
There were **6** payments (**PV's 47-52**), totalling **£1424.24**, that were approved and authorised for payment.

10. Solar park funding – appointment of Parish Council representative (as maybe required)

It had been agreed by the public, that 8 independent members of the community would make up the committee on 12th November, therefore, a Parish Council representative was not now needed. The Clerk would liaise with the Chair of the Solar Panel as to available funds - as and when needed.

11. Solar park funding – due diligence requirements for release of funds

Members agreed to the minimum documentation in order to satisfy legal requirement as per the UK audit regulations and guidance 2025.

Solar Fund application form
Minutes of meeting
Copy of paid invoice or original invoice (if paid to a third party)

A vote of thanks was given to Helen Hakimzadeh for her continued leadership on this matter.

12. Traffic Management measures update

Dorset Council had confirmed that a nominated Highways Improvement Officer would be delegated to this project in the New Year.
A minimum of 8 weeks lead time was given for any designs to be drawn from this date.
It was noted that the self-seeded bush by the drainage (as observed by Dorset Council staff) had been removed thus providing a clearer line of sight.

13. Procurement of shelter opposite Lady Bailey caravan park

The Parish Council had received 4 quotes (and 2 non replies).
It was agreed to purchase from shelters4less, at a cost of £ 1973.00 + VAT.
All this subject to legal agreements with the landowner.
Installation fees would be discussed once this had been settled.

14. Grant funding for children's Christmas Party

Members agreed to award a s137 payment of £300 towards the party.

15. DAPTC membership

Members agreed to continue membership, with a review to take place in a years' time.

16. Initial 2026 budget and project discussion

The Clerk produced a draft budget of £17000, which would be cost neutral to the previous year.

17. Public participation – items not on the agenda for discussion or update only

There were no further matters.

18. Items and date for the next meeting **21st January 2026**

There being no further business the meeting closed at **1954 hours.**

Julien Turner _____ Chair of Winterborne Whitechurch Parish Council

Dated _____

14/01/2026

Winterbourne Whitchurch Parish Council Payments 2526

Date	Payee Details	Item	PV	Chq no	Amount	Wages	Expenses	Admin	Insurance	Pro fees	Community Fund	Community Assets	Grants	Traffic Calming	Green Spaces	VAT	Reserves	Total
21/05/2025	Lloyds	Service Charge	1	PAY	4.25			4.25										4.25
21/05/2025	Mr W Lewin	April 25 Salary	2	725	407.75	397.75	10.00											407.75
21/05/2025	NEST	April 25 Pension	3	DD	86.42	86.42												86.42
21/05/2025	Lloyds	Service Charge	4	PAY	7.25			7.25										7.25
21/05/2025	Mrs H Hakimzadeh	VE Day 80 Grant	5	724	163.00						163.00							163.00
21/05/2025	Mr W Lewin	May 25 Salary	6	725	410.25	397.55	12.70											410.25
21/05/2025	NEST	May 25 Pension	7	DD	86.42	86.42												86.42
21/05/2025	Mr Cox	Grass Cutting	8	726	390.00										390.00			390.00
21/05/2025	DAPTC Ltd	Annual Membership	9	727	381.84					381.84								381.84
21/05/2025	DAPTC Ltd	Email Subsciption	10	728	47.75			47.75										47.75
16/07/2025	Mr W Lewin	June 25 Salary	11	729	433.65	397.55	10.00			26.10								433.65
16/07/2025	NEST	June 25 Pension	12	DD	86.42	86.42												86.42
16/07/2025	Nite Mode	Band Costs for FODS	13	730	200.00						200.00							200.00
16/07/2025	Lloyds	Service Charge	14	PAY	4.75			4.75										4.75
16/07/2025	HMRC	Employers NI	15	VISA	55.41	55.41												55.41
16/07/2025	HMRC	PAYE and NI	16	VISA	298.21	298.00		0.21										298.21
16/07/2025	Mr Cox	Grass Cutting	17	731	195.00										195.00			195.00
16/07/2025	Lloyds	Service Charge	18	PAY	6.75			6.75										6.75
16/07/2025	JP Consultants	Internal Audit	19	732	70.00					70.00								70.00
16/07/2025	Friends of Dunbury	Grant	20	733	100.00								100.00					100.00
16/07/2025	Grays Stores	Stamps	21	VISA	13.60			13.60										13.60
16/07/2025	Mr Cox	Grass Cutting	22	BACS	390.00										390.00			390.00
17/09/2025	Mr W Lewin	July 25 Salary	23	BACS	410.25	397.55	12.70											410.25
17/09/2025	NEST	July 25 Pension	24	DD	86.42	86.42												86.42
17/09/2025	Lloyds	Service Charge	25	PAY	7.25			7.25										7.25
17/09/2025	Mr W Lewin	August 25 Salary	26	BACS	475.63	465.63	10.00											475.63
17/09/2025	NEST	August 25 Pension	27	DD	89.20	89.20												89.20
17/09/2025	Zurich	Insurance Premiums	28	BACS	507.00				507.00									507.00
17/09/2025	Mr Cox	Grass Cutting	29	BACS	195.00										195.00			195.00
17/09/2025	Hugo Fox	Email Subsciption	30	DD	20.99			17.50								3.49		20.99
17/09/2025	Lloyds	Service Charge	31	PAY	4.25			4.25										4.25
17/09/2025	Community Heartbeat	Defibrillator Support	32	BACS	162.00							135.00				27.00		162.00
17/09/2025	BDO	External Audit	33	BACS	252.00					210.00						42.00		252.00
17/09/2025	Unity Trust Bank	Service Charge	34	PAY	6.00			6.00										6.00
17/09/2025	Mr T Cox	Groundwork and Grass	35	BACS	360.00										195.00		165.00	360.00
17/09/2025	Mr W Lewin	September 25 Salary	36	BACS	423.19	410.49	12.70											423.19
17/09/2025	NEST	September 25 Pension	37	DD	89.20	89.20												89.20
17/09/2025	HMRC	PAYE and NI Q2	38	BACS	386.81	386.81												386.81
15/10/2025	Lloyds	Service Charge	39	PAY	4.25			4.25										4.25
15/10/2025	Unity Trust Bank	Service Charge	40	PAY	6.00			6.00										6.00
15/10/2025	Hugo Fox	Email Subsciption	41	DD	20.99			17.50								3.49		20.99
15/10/2025	BT	Phone Box	42	BACS	1.00							1.00						1.00
15/10/2025	Grays Stores	Stamps	43	VISA	13.60			13.60										13.60
15/10/2025	Mr T Cox	Grass Cutting and Trees	44	BACS	480.00										390.00		90.00	480.00
15/10/2025	Mr W Lewin	October 25 Salary	45	BACS	422.99	410.29	12.70											422.99
15/10/2025	NEST	October 25 Pension	46	DD	89.20	89.20												89.20
19/11/2025	Unity Trust Bank	Service Charge	47	PAY	6.00			6.00										6.00
19/11/2025	Community Heartbeat	Defibrillator Support	48	BACS	324.00							135.00				54.00	135.00	324.00
19/11/2025	Hugo Fox	Email Subsciption	49	DD	20.99			17.50								3.49		20.99
19/11/2025	Mr R Burton	Fence Repairs	50	BACS	662.26							623.22				39.04		662.26
19/11/2025	Mr T Cox	Grass Cutting	51	BACS	390.00										390.00			390.00
19/11/2025	Hugo Fox	Email Subsciption	52	DD	20.99			17.50								3.49		20.99
21/01/2026	Mr W Lewin	November 25 Salary	53	BACS	422.99	410.29	12.70											422.99
21/01/2026	NEST	November 25 Pension	54	DD	89.20	89.20												89.20
21/01/2026	Unity Trust Bank	Service Charge	55	PAY	6.00			6.00										6.00
21/01/2026	Hugo Fox	Email Subsciption	56	DD	20.99			17.50								3.49		20.99
21/01/2026	WW Village Hall	s137 Grant	57	BACS	300.00								300.00					300.00
21/01/2026	Mr W Lewin	December 25 Salary	58	BACS	420.29	410.29	10.00											420.29
21/01/2026	NEST	December 25 Pension	59	DD	89.20	89.20												89.20
21/01/2026	Unity Trust Bank	Service Charge	60	PAY	6.00			6.00										6.00
21/01/2026	Hugo Fox	Email Subsciption	61	DD	20.99			17.50								3.49		20.99
21/01/2026	HMRC	PAYE and NI Q3	62	BACS	363.21	363.21												363.21
21/01/2026	The Play Inspection Co	Play Park Inspection	63	BACS	113.94							94.95				18.99		113.94
																		0.00
Totals					**11,628.99**	**5,592.50**	**103.50**	**248.91**	**507.00**	**687.94**	**363.00**	**989.17**	**400.00**	**0.00**	**2,145.00**	**201.97**	**390.00**	**11,628.99**

Winterborne Whitechurch Parish Council Budget 25/26 - 31st December 25					
	Receipts	**Current**	**Budget**	**Percentage**	**Difference**
		£	**£**		
	Precept	17,000.00	17000.00	100.00	0.00
	Donations	40,000.00	40000.00	100.00	0.00
	Interest	6.90	6.90	100.00	0.00
	VAT	542.75	542.75	100.00	0.00
	Total Receipts	**57,549.65**	**57549.65**	100.00	0.00
	Payments	**£**	**£**		
LGA 1972 s112	Wages	5,592.50	7300.00	76.61	1707.50
	Expenses	103.50	200.00	51.75	96.50
LGA 1972 s111	Administration	248.91	800.00	31.11	551.09
	Insurance	507.00	600.00	84.50	93.00
LGA 1972 s111	Professional Fees	687.94	700.00	98.28	12.06
	Community Fund	363.00	1000.00	36.30	637.00
	Community Assets	989.17	900.00	109.91	-89.17
LGA 1972 s137	Grants	400.00	1500.00	26.67	1100.00
	Traffic Calming	0.00	2000.00	0.00	2000.00
	Green Spaces	2,145.00	2000.00	107.25	-145.00
		11,037.02			
	VAT	201.97	0.00		
	Reserves	390.00	0.00		
	Total Payments	**11,628.99**	**17000.00**	**64.92**	**5,962.98**

RESERVES as at 31st December 2025

Current account	64432.22	
Bus Shelter (Lady Bailey)	2000.00	
Traffic Calming	5000.00	
Community Assets	2000.00	
Play Park	2000.00	
Green Spaces	1745.00	
Solar Park Funding	40000.00	
Annual Operating Costs	**4250.00**	
General Reserve	**7437.22**	
VAT rebate due		201.97

General Reserve Guidence	
50% of Precept	8500.00

WINTERBOURNE WHITECHURCH PARISH COUNCIL

RECONCILIATION FOR THE YEAR 2025-26 AS AT 30TH SEPTEMBER 2025

A	
OPENING BALANCE	
43/56TF4	**18511.56**
01-Apr-25	
TOTAL	**18511.56**

B	
BANK DETAILS	
BANK ACCOUNT	**BALANCE**
Unity Tust Bank	24453.21
Instant Access	40000.00
TOTAL	**64453.21**

C	
INCOME	
INCOME	AMOUNT
See Receipts Ledger	
TOTAL	**57549.65**
EXPENDITURE	AMOUNT
See Payments Ledger	
TOTAL	**11628.99**

E		
UNPRESENTED CHEQUES		
PV	AMOUNT	
61	20.99	
TOTAL	**20.99**	

CURRENT BALANCE	
OPENING BALANCE	18511.56
PLUS INCOME	57549.65
LESS EXPENDITURE	11628.99
TOTAL	**64432.22**

CUMULATIVE BALANCE	
TOTAL BANK BALANCES	64453.21
LESS U/P CHEQUES	20.99
TOTAL	**64432.22**

CHECK BALANCES	**0.00**

INCOME	57549.65
EXPENDITURE	11628.99
TOTAL	**45920.66**

RECONCILIATION

Winterbourne Whitechurch Parish Council Budget 25/26					
	Receipts	**Current**	**Budget**	**Percentage**	**Difference**
		£	**£**		
	Precept	17,000.00	17000.00	100.00	0.00
	VAT	542.75	542.75	100.00	0.00
	Total Receipts	**17,542.75**	**17542.75**	100.00	0.00
	Payments	**£**	**£**		
LGA 1972 s112	Wages	4,230.51	7300.00	57.95	3069.49
	Expenses	80.80	200.00	40.40	119.20
LGA 1972 s111	Administration	160.90	800.00	20.11	639.10
	Insurance	507.00	600.00	84.50	93.00
LGA 1972 s111	Professional Fees	687.94	700.00	98.28	12.06
	Community Fund	363.00	1000.00	36.30	637.00
	Community Assets	136.00	900.00	15.11	764.00
LGA 1972 s137	Grants	100.00	1500.00	6.67	1400.00
	Traffic Calming	0.00	2000.00	0.00	2000.00
	Green Spaces	1,755.00	2000.00	87.75	245.00
		8,021.15			
	VAT	75.98	0.00		
	Reserves	255.00	0.00		
	Total Payments	**8,352.13**	**17000.00**	**47.18**	**8,978.85**