



## DRAYTON PARISH COUNCIL

### Minutes of the Meeting of the Finance and Personnel Committee of Drayton Parish Council held on Monday 23rd January 2017 at the Drayton Village Hall at 7pm

**Present:** Richard Wade; (Chairman); Pat Athawes; Tamsin Meredith (arrived 7.35pm); Graham Webb; Colin West Richard Williams In **attendance:** David Perrow (Clerk) and Chris Price (Deputy Clerk) **Public:** None

1	<b>Apologies for absence.</b> None
2	<b>Declarations of Interest/Dispensations</b> No declarations of interest were made at the start of the meeting.
3	<b>Minutes of the Meeting of 14<sup>th</sup> November 2016.</b> The Minutes of the previous meeting were accepted as a correct record, and were signed by Richard Wade as Chairman. <b>Proposed:</b> Colin West <b>Seconded:</b> Pat Athawes <b>Agreed Unanimously</b>
4	<b>Action Point Review.</b> All actions identified at the previous meeting had been completed. • <b>Precept.</b> The Clerk confirmed that the VWHDC 2017-18 Precept Notification had been submitted
5	<b>Budget and Account Analysis to end December 2016.</b> The Clerk presented the accounts. The Reconciliation to 31 <sup>st</sup> December 2016: Current account £26,908.55, Deposit Account £19,821.40 <b>Total funds = £46,729.95 PC account. £28,501.93 projects account</b> The Deposit had also now been credited with £119.09 interest for 2016. Expenditure this year to end Dec has been projected forward to the end of year and the Outturn is expected to be <b>£14k approx.</b> under the original budget in general expenditure, allowing for the £46k extra for the playground refurbishment. General income (ignoring the playground grants) is on budgeted target. The overall end of year balances are expected to be <b>c.£38k.</b> The budget to date shows an Income of <b>£64,250</b> , (including £21k grants for the playground), with an extra budgeted £19k transferred from reserves to fund the playground. Expenditure to date is <b>£85,829</b> (including £46k for the playground project). No adjustments to the budget are required.
6	<b>Drayton2020 NDP Projects.</b> Colin West presented the projected income and expenditure for the Sports Pitches/Pavilion/MUGA at Walnut Meadow. Extra funds would be needed by way of grants and loans for the Pavilion and the MUGA. The pitches are fully funded by s106 payments from the four housing developments. These figures were <b>noted</b> , along with the accompanying business plan, which is being drafted. The other (non-Walnut Meadow) projects position was unchanged. It was agreed that we should now investigate grants available for the MUGA/tennis project.
7	<b>Grants</b> . Village Fun Day for Sparks/Great Ormond Street. It was <b>agreed</b> that Richard Wade will talk to the applicant to clarify the details of the application
8	<b>Personnel Matters.</b> It was <b>agreed</b> that the Clerk's and Deputy Clerk's appraisals will be held on Wednesday 1 <sup>st</sup> February at Richard Williams' house. It was also agreed that Finance Committee members will comment by email on the revised job descriptions for the Clerk and Deputy Clerk [Tamsin Meredith arrived at 7.35pm]
9	<b>The date of the next meeting</b> confirmed as Monday 13th March 2017 at 7.00pm, in the Caudwell Day Centre, Gravel Lane, Drayton
10	<b>Reserved Business.</b> Graham Webb declared an interest and left the meeting. There was no public or press present The meeting discussed the price to be charged for the sale of a small piece of Council land, and a decision was reached on this price, costs and a revised rental payment for the residual rented land area, based on the recommendations of a Report from the District Valuer appointed for this purpose

**The Meeting concluded at 7.45 pm**

**Signed:**

**Richard Wade, Chairman, Finance & Personnel Committee  
13th March 2017**