



**DRAYTON (ABINGDON)
PARISH COUNCIL**

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Minutes of the Meeting of the Finance and Personnel Committee of Drayton Parish Council held on Monday 29th September 2017 at the Drayton Village Hall, Lockway, Drayton, OX14 4LF at 6.00pm

Present: Pat Athawes; (Chairman); Richard Wade (Vice Chairman); Graham Webb; Tamsin Meredith;; Richard Williams

Not Present: Colin West In attendance: David Perrow (Clerk) Public – None

Minutes	
1	Apologies for absence – Colin West
2	(a) Declarations of Interest: - None (b) Dispensations received by the Clerk - None
3	<p>This Extra Ordinary meeting was arranged to discuss the financial sin the Walnut Meadow Sports Facilities Business Case which had been referred to the Finance Committee for comment by the September Parish Council meeting.</p> <p>After discussion the financials in the Business Case were agreed for recommendation to the October Parish Council meeting subject to the following agreed elaborations and clarifications:</p> <ul style="list-style-type: none"> • The Executive Summary should be expanded to include reference to the financials, the various stages of the project (pitches/MUGA/car park/pavilion)/timescales and sources of funding for the various elements. The purpose of the business plan (to establish a viable funding model for funding applications) should be explained • A project schedule should be included • MUGA – a discussion on whether it is open/secure and charged for? • The split between capital and operating costs should be flagged up more clearly • In table 9.2 the sports pitch maintenance sums should be footnoted to indicate how the assumed 10 year maintenance was arrived at, with appropriate caveats concerning the risks from these assumptions/advice • In table 9.3 the asterisk (*) should be explained with a footnote indicating that the Manor Farm funding can be used across all the sports facilities • Table 6 – the £35k for the ‘outdoor gym’ needs incorporating/splitting out in the fundraising target figures. The cash flow aspects of the fundraising need to be elaborated since these are poorly explained and difficult to understand at present <p><u>The following Resolution was agreed:</u> The Finance Committee finds that, subject to changes detailed by way of explanation in the this Finance meeting’s minutes, the financials in the Walnut Meadow Sports Facilities Business Plan forwarded by the D2020 NDP Implementation Committee to the Council is viable, and recommends it to the Council</p> <p>Proposed: Pat Athawes Seconded: Richard Williams Agreed Unanimously</p>
4	The date of the next meeting confirmed as Monday 13 th November 2017 at 7.00pm

The meeting concluded at 8.10 pm

Signed:

Pat Athawes (Chairman, Finance Committee)

Date: October 2017