

DRAYTON PARISH COUNCIL

Minutes of the meeting of the Governance Committee held on
Thursday 13 December 2018 at 7pm in The Pavilion at King George Fifth Playing Field
Drayton High Rd, Drayton

PRESENT

Mr G Everett – Chairman
Mr A Crotch Mr K Blaxter Mr K Morgan
Mr K Smith Ms K Wilson Mr L Wilkinson
Mr J Hall – Parish Clerk

IN ATTENDANCE

None

187. Absence and Apologies for Absence

1. All members were present.

188. Declarations of Interest

2. Nothing further was declared beyond those interests already included on the register of member's interests.

189. Public Participation

3. None

190. Budget Comparison Figures to Date

4. A report had been circulated prior to the meeting and was noted.

133. Committee budget for 2019/20

5. A draft budget was circulated prior to the meeting. An additional £200 was added to code 27 Utilities and Services to meet the cost of hiring venues for meetings. In addition, code 215 Bank Charges was increased by £1000 in anticipation interest charges ahead of agreement from BDC to borrow £75,000 from the CIL fund. A £1000 was added to the code 208 Community Events.

RESOLVED to agree committee budget.

134. All Committee Budgets Recommended and Precept Requirement

6. The recommended draft budgets were circulated prior to the meeting. The total precept requirement was in excess of £170,000. However, the current financial year is projected to produce a budget surplus of over £30,000 and it was agreed to

reduce the precept requirement for 2019/20 by utilising some of the budget surplus.

RESOLVED to recommend to full council that the precept for financial year 2019/20 remains at £160,000.

Meeting ended 8.50pm

CC2-GOVERNANCE	2017-2018			2018-19			2019/20
							Budget
	Budget		Out turn	Budget		Out Turn (estimated)	Estimate
INCOME							
Income on Investment (13)							
Interest Premium Account	£60.00		£14.00	£15.00		£157.00	
		£60.00		£14.00		£15.00	£300.00
Insurance Bowls Club Reimburse (21)	£575.00		£570.00	£575.00		£167.00	
		£575.00		£570.00		£575.00	£175.00
New Homes Bonus / Grants (24)	£0.00		£0.00	£0.00		£0.00	£0.00
Grants Neighbourhood Plan (210)	£0.00		£0.00	£0.00		£0.00	£0.00
New Homes Bonus	£0.00		£0.00	£0.00		£0.00	£0.00
Community Grant (208)	£0.00		£500.00	£0.00		£250.00	£0.00
		£0.00		£500.00		£0.00	£0.00
TOTAL INCOME		£635.00		£1,070.00		£590.00	£475.00
EXPENDITURE							
Office Equipment (26)	£500.00		£12.00	£500.00		£50.00	£500.00
		£500.00		£12.00		£500.00	£500.00
Utilities & Services (27)							
External Audit	£400.00		£400.00	£400.00		£440.00	£400.00
Internal Audit	£1,800.00		£440.00	£850.00		£400.00	£850.00
LD Business Rates	£650.00		£0.00	£650.00		£0.00	£650.00
LD Electricity	£2,600.00		£792.00	£1,000.00		£910.00	£1,000.00
LD Water	£500.00		£313.00	£450.00		£310.00	£450.00
KGV Electricity	£2,500.00		£1,645.00	£2,500.00		£1,543.00	£2,500.00
KGV Rates	£1,200.00		£1,037.00	£1,150.00		£1,068.00	£1,150.00
KGV Water	£500.00		£369.00	£500.00		£312.00	£500.00
KGV Telephone and Broadband	£700.00		£474.00	£500.00		£464.00	£500.00
Hiring Venues	£0.00		£0.00	£0.00		£0.00	£200.00
		£10,850.00		£5,470.00		£8,000.00	£8,200.00
Handyman Equipment (28)							
New/replacement under £100	£200.00		£138.00	£650.00		£0.00	£250.00
New/replacement over £100	£50.00		£0.00	£50.00		£0.00	£50.00
		£250.00		£138.00		£700.00	£700.00
Handyman Consumables (29)	£300.00		£215.00	£300.00		£0.00	£300.00
		£300.00		£215.00		£300.00	£300.00
Bank Charges (215)	£350.00		£146.00	£350.00		£125.00	
		£350.00		£146.00		£350.00	£1,200.00
Stationery & Software (201)	£1,500.00		£534.00	£978.00		£315.00	£500.00
Scribe Licence	£250.00		£385.00	£272.00		£385.00	£400.00
Office 365 Licence	£280.00		£272.00	£350.00		£272.00	£290.00
		£2,030.00		£1,191.00		£1,600.00	£1,190.00
Postage (202)	£150.00		£115.00	£150.00		£100.00	£150.00
		£150.00		£115.00		£150.00	£150.00
Portable Appliance Test (203)	£75.00		£0.00	£0.00		£0.00	£80.00
		£75.00		£0.00		£0.00	£80.00
Insurance (205)							
Insurance	£5,500.00		£5,575.00	£5,600.00		£2,761.00	£2,900.00
		£5,500.00		£5,575.00		£5,600.00	£2,900.00
Subscriptions (204)							
NALC	£750.00		£774.00	£793.00		£804.00	£850.00
Data Protection	£50.00		£50.00	£50.00		£0.00	£50.00
NPFA Membership	£30.00		£30.00	£30.00		£0.00	£30.00
SLCC	£170.00		£177.00	£180.00		£185.00	£220.00

G. Ewell

NP Law	£400.00		£400.00		£400.00		£0.00		£400.00
		£1,400.00		£1,431.00		£1,453.00		£989.00	£1,550.00
Waste Collections (206)									
Rubbish disposal	£1,100.00		£1,080.00		£950.00		£980.00		£1,000.00
Waste Removal	£460.00		£0.00		£500.00		£500.00		£500.00
Waste Carriers License	£139.00		£0.00		£0.00		£0.00		£0.00
Skip Hire	£0.00		£0.00		£0.00		£0.00		£0.00
		£1,699.00		£1,080.00		£1,450.00		£1,480.00	£1,500.00
Chairman's Purse (213)	£100.00		£55.00		£100.00		£110.00		£150.00
		£100.00		£55.00		£100.00		£110.00	£150.00
S137 Payments (211)									
Remembrance Wreath	£40.00		£20.00		£40.00		£50.00		£50.00
		£40.00		£20.00		£40.00		£50.00	£50.00
Grants & Donations (212)	£2,500.00		£2,500.00		£2,500.00		£2,500.00		£2,500.00
		£2,500.00		£2,500.00		£2,500.00		£2,500.00	£2,500.00
Member Training	£100.00		£100.00		£100.00		£0.00		£500.00
		£100.00		£100.00		£100.00		£0.00	£500.00
Community Event (208)	£0.00		£0.00		£0.00		£975.00		£0.00
Harry Cator / WW1	£2,000.00		£1,772.00		£2,500.00		£0.00		£0.00
		£2,000.00		£1,772.00		£2,500.00		£975.00	£1,000.00
Production (82)									
Editorial	£0.00		£0.00		£0.00		£0.00		£0.00
Printing /Distribution/ Design	£0.00		£0.00		£0.00		£0.00		£0.00
Distribution	£0.00		£0.00		£0.00		£0.00		£0.00
Production Design	£0.00		£0.00		£0.00		£0.00		£0.00
Just Drayton	£2,340.00		£780.00		£2,340.00		£0.00		£2,390.00
Competition	£0.00		£0.00		£0.00		£0.00		£0.00
		£2,340.00		£780.00		£2,340.00		£0.00	£2,390.00
TOTAL EXPENDITURE		£30,184.00		£20,600.00		£27,683.00		£15,859.00	£24,860.00
TOTAL NET EXPENDITURE		£29,549.00		£19,530.00		£27,093.00		£15,442.00	£24,385.00

G. Ewell