

DRAYTON PARISH COUNCIL
FINANCE & GENERAL PURPOSES COMMITTEE MEETING

Minutes of the meeting of the Finance & General Purposes Committee held on **31st October 2024, 7:00pm** at King George V Pavilion, Drayton High Road, Drayton, Norwich, NR8 6AW.

Present: Cllrs. J. Anderson, A. Crotch, G. Everett (Chairman), A. Taylor, and S. White.

In attendance: Amy Pinkham, Parish Clerk & RFO & 0 members of the public.

Meeting Opened: 7:00pm

MINUTES

1. To receive apologies and consider acceptance for absence.

None.

2. To receive declarations of interest on matters to be considered at the meeting and consider requests for dispensation.

None.

3. To receive minutes of the meeting of the Finance & General Purposes Committee held on 25th July 2024 for approval [FGP1].

The minutes were **AGREED** as an accurate record of the meeting and signed by the Chairman.

4. To receive any questions or comments from members of the public on matters on the agenda.

No members of the public present.

5. To receive Clerk's Report on Committee matters arising from previous meetings [FGP2].

The Committee noted the report with no further comment.

6. To receive statement of receipts and payments and explanation of material variances comparing planned and actual expenditure for Q2 [FGP3].

It was noted under Cost Code 31 for Environment & Highways Committee that the anticipated overspend at year-end was incorrect and should read £164.96.

7. To receive internal control check Q2 and consider recommendation for action [FGP4].

The Committee noted the report with no further comments or recommendations.

8. To consider banking arrangements for the Deputy Clerk & Facilities Manager for approval by Council [FGP5].

The Committee **AGREED** to recommend revision to the Council's banking mandate as presented for approval by Council.

9. To consider draft 2025/26 budget for recommendation for approval by Council [FGP6].

The Committee **AGREED** to recommend the 2025/26 budget as presented for approval by Council subject to the following amendments; to update electricity for Longdale and KGV

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to reflect estimated annual expenditure, to cancel subscription to Parish Online, and to renew domain registration for 5 years.

10. To consider quotes for reinstatement surveys for King George V Pavilion and Longdale Pavilion [FGP7].

The Committee **AGREED** to appoint Sedgwick to undertake reinstatement surveys for King George V Pavilion and Longdale Pavilion as quoted.

11. To note amendment to insurance premium [FGP8].

The Committee noted the amendment with no further comment.

12. To consider quotes for replacement office telephone handset [FGP9].

The Committee **AGREED** to purchase replacement office telephone handset as quoted by Comm-Tech.

13. To consider event for VE Day 80th anniversary celebrations [FGP10].

The Committee **AGREED** to establish an Advisory Group to propose plans for the VE Day 80th anniversary celebrations.

14. Pursuant to S1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of item 15.

The Committee **AGREED** that because of the confidential nature of the business to be transacted. The public and press leave the meeting during consideration of item 15.

15. To note arrangements for insurance reimbursement for Bowls Club Lease agreement [FGP11].

The Committee **AGREED** to recalculate the insurance reimbursement as presented pending the most up to date figures for the declared value of the KGV and Longdale Pavilions and bring back to the January meeting of the Committee.

16. To note exchange of information.

Members were reminded that the Remembrance Wreath laying would take place on Sunday 10th November at 10:15 at St. Margarets Church and that the Christmas Lights Switch On Event would take place Thursday 28th November 2024 at Florence Carter Memorial Park.

17. To note the date and time of the next meeting is scheduled to take place on Thursday 30th January 2025 at 7:00pm at KGV Pavilion.

The Committee noted the date and time of the next meeting of the Committee.

Meeting closed: 7:56pm