



DRAYTON PARISH COUNCIL

Minutes of the Meeting of the Finance and Personnel Committee of Drayton Parish Council held on 11 November 2024 at 7pm in the Caudwell Day Centre

Present: Cllrs Pat Athawes (Chair), Graham Webb, and Richard Wade (remotely).

Also, in attendance: Anita James (Clerk/RFO) Deputy Clerk, Chris Price and Programme Manager, Jonathon Fowler.

Public: none

42/24: To receive and resolve to accept apologies for absence: Cllr Susan Harris.

43/24: To receive any pecuniary and/or non- pecuniary declarations of interest and consider any written dispensations from councillors received by the clerk: None received.

44/24: To approve the minutes of the Finance Meeting on the 2 October 2024 as previously circulated: Minutes approved and signed by the Chair.

45/24: To Consider and Approve the budget for 2025/2026 (previously circulated)

The clerk displayed the draft budget for all to see and went through the current 2024/25 budget, actual expenditure to 30 September 2024 and anticipated expenditure to 31 March 2025. The clerk also went through and explained the reasoning behind the suggested 2025/26 draft budget and the suggested precept amount.

It was noted that there is an anticipated budget deficit of approximately £12,149 for 2024/25. This was partly due to late invoices being received and paid for the locum clerk (£8,727 Jan-March 2024) Invoices not paid from 2023 (Microshade) £2,300 and unanticipated legal fees of £3,000 (28 Church Lane)

Cllr's explained that they would like to see itemised cemetery expenditure, which isn't separated in the accounts; cemetery income is shown, but expenditure is required to see what profit or loss is being made.

Th clerk explained that the way the Rialtas nominal accounts are set up doesn't allow for this; one can identify the cemetery income but the expenditure, for example maintenance and grass cutting are bulked to gether for the whole village.

The clerk has had a conversation with a representative of Rialtas Business Solutions (provider of the accounts software) and been advised that the cost centres and nominal accounts need changing. The clerk explained that this isn't a quick fix and she would do when she has the capacity to do so.

There was a detailed discussion including what scope there was for section 137 charitable donations for the remaining of 2024/25 and next years budget (2025/26)

The clerk explained that ideally the finance committee should consider and agree the 2025/26 budget at the next finance meeting on the 26 November with a recommendation to accept and approve the budget and precept at the full council meeting on the 10 December 2024.

Actions

- I. Clerk to write to the treasurer of Damascus and ask for the invoices for the grass cutting and maintenance of the church yard.
- II. Clerk to see where (if any) savings can be made in the remaining 2024/25 budget and the suggested 2025/26 draft budget.

The meeting ended at 8.05pm

Date of Next Meeting Tuesday 26 November at 7pm in the Caudwell Day Centre.