

Market Drayton Town Council**Minutes of a Finance and General Purposes Committee Meeting
held at The Town Hall, Frogmore Road on Thursday 12 June 2025 at 7.51pm.**

PRESENT: Councillors: R. Aldcroft (Chairman), Mrs J. Beckett, T. Beckett, J. Blandford, A. Cartwright, P. Glover, G. Groves, T. Manton, I. Nellins and I. Sharp.

ABSENT: Councillors: R. Adcock and R. Hughes.

In Attendance: 1 member of the public was present and 2 members of the public listening to the meeting via Teams.

Clerks: Sue Thomas, Town Clerk and Kate Harvey, Assistant Clerk.

1.FG APOLOGIES

Members **NOTED** the following apologies:

Councillor R. Adcock	-	Work Commitments
Councillor R. Hughes	-	Illness

2.FG DISCLOSABLE PECUNIARY INTERESTS

- i. There were no Pecuniary Interests declared.
- ii. There were no applications for Dispensations under s33 of the Localism Act 2011 received.

3.FG PUBLIC SESSION

No members of the public had expressed a wish to speak at the meeting.

4.FG MINUTES

Councillor Aldcroft proposed, Councillor Manton seconded, and it was **RESOLVED** with 1 abstention:

To approve the minutes of Finance and General Purposes Committee meeting held on 20 March 2025.

5.FG HIRE OF COUNCIL OWNED FACILITIES

Members considered setting up a Working Group to update the policy and conditions for the hire of council owned facilities.

Councillor T. Beckett proposed, Councillor Sharp seconded, and it was **RESOLVED:**

- **To set up a Working Group to update the policy and conditions for the hire of council owned facilities.**
- **Working Group members: Councillors: A. Cartwright, T. Manton and I. Nellins.**

6.FG MARKET DRAYTON SPORTS ASSOCIATION

Documents were circulated to members prior to the meeting as set out in Appendix FG028.

- i. Members **NOTED** Market Drayton Sports Association Unaudited Financial Statements for the year ending 31 December 2024 and their budget for 2025.
- ii. Councillor Manton proposed, Councillor Nellins seconded and it was **RESOLVED** with 1 abstention:

To pay Market Drayton Sports Association Funding of £22,917 for the financial year 2025-26.

7.FG RISK REGISTER

The Risk Register was circulated to members prior to the meeting as set out in Appendix FG029.

Councillor Manton proposed, Councillor Blandford seconded, and it was **RESOLVED:**

To adopt the Risk Register.

8.FG MAYORAL HANDBOOK 2025

The Mayoral Handbook 2025 was circulated to members prior to the meeting as set out in Appendix FG030.

Members considered the Mayoral Handbook 2025, which is a guide for Mayors to follow.

Councillor Manton proposed, Councillor Groves seconded and it was **RESOLVED:**

To adopt the Mayoral Handbook 2025.

9.FG COUNCILLOR LAPTOPS

Members considered setting up a Working Group to explore all options for councillors to access their Town Council emails and documents as set out in Appendix FG031.

Councillor Aldcroft proposed, Councillor T. Beckett seconded and it was **RESOLVED:**

- **To set up a Working Group to explore all options for councillors to access their Town Council emails and documents.**

- **Working Group members: Councillors T. Beckett, J. Blandford and I. Sharp.**

10.FG NEIGHBOURHOOD FUND 2025

The Neighbourhood Fund agreement was circulated to members prior to the meeting as set out in Appendix FG032.

- i. Members **NOTED** the Neighbourhood Fund (CIL) payment for 2025 will be £49,466.71.
- ii. Councillor Aldcroft proposed, Councillor Manton seconded and it was **RESOLVED:**

To agree and for the Mayor to sign the Neighbourhood Fund agreement.

11.FG BUDGET

At a Personnel Committee meeting held on 29 May 2025 it was resolved to employ the two current self-employed contractors.

After a brief discussion:

Councillor Nellins proposed, Councillor Glover seconded and it was **RESOLVED:**

To approve moving the remainder of the service contractor's budget into the services salaries budget once the contractors are employed.

12.FG SMALL GRANT PROTOCOL

The small grant protocol showing the suggested amendments in red was circulated to members prior to the meeting as set out in Appendix FG033.

Members were keen to publicise the small grants awarded.

Councillor Manton proposed, Councillor Glover seconded and it was **RESOLVED:**

To adopt the amended Small Grant Protocol with the additional amendment; 'successful applicants to be invited to attend the next suitable Finance and General Purposes Committee meeting to formally accept the grant'.

13.FG FINANCIAL REPORT

The income and expenditure reports were circulated to members as set out in Appendix FG034.

No questions were asked.

Councillor Manton proposed, Councillor Aldcroft seconded, and it was **RESOLVED:**

To agree the income and expenditure report for 1 April 2025 – 31 May 2025.

14.FG UPDATES AND INFORMATION

Members **NOTED:**

- i. Financial Regulations Section 2.6; the monthly bank reconciliations have been signed off.
- ii. The funding of £10,370 agreed at the Finance & General-Purpose Committee on 20 March 2025 to Market Drayton Boxing Club towards the installation of a mezzanine floor at the Market Drayton Sports Club building has been paid.
- iii. The end of year audit has been submitted to the external auditors and unaudited notices are on the noticeboard and website.
- iv. To receive correspondence from Shropshire Council as set out in Appendix FG035.

15.FG EXCLUSION OF PUBLIC AND PRESS

Councillor T. Beckett proposed, Councillor Manton seconded and it was **RESOLVED:**

That in view of the confidential nature of the business about to be transacted which will involve the likely disclosure of exempt information relating to establishment and contractual matters as defined in Part 1 of Schedule 12A, Local Government Act 1972, and pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be temporarily excluded from the meeting and they are instructed to withdraw.

One member of the public left the Chamber.

The live streaming Teams meeting was muted.

16.FG SMALL GRANTS

Small grant applications were circulated to members prior to the meeting as set out in Appendix FG036.

There is £7,200 within budget for small grants for this financial year. An equal proportion is £1,800, to be allocated four times within the year.

Councillor Groves declared a non-pecuniary interest in the small grant application 24 Market Drayton Squadron ATC RAF Air Cadets and will abstain from the vote.

Councillor Cartwright declared a non-pecuniary interest in the small grant application in Market Drayton Climate Action and will abstain from the vote.

Members considered the five small grant applications.

After a brief discussion:

Councillor Manton proposed, Councillor Nellins seconded and it was **RESOLVED** with 2 abstentions:

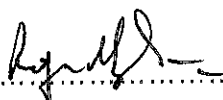
- To agree to award the following small grant applications with a reduced amount requested by £90 so that they fall within the portioned amount of £1,800 to be allocated for this period.

1. 24 Market Drayton Squadron ATC RAF Air Cadets	£409
2. Friends of Market Drayton Library	£310
3. Market Drayton Men's Shed	£410
4. Market Drayton Climate Action	£260
5. Market Drayton Bowling Club	£410

Total Small Grant awarded **£1799**

- A letter to be sent to the successful applicants explaining the small grant applications exceeded the budget for this period and a presentation evening will be held at the next appropriate meeting to be officially awarded the grant.

The meeting concluded at 8.23 p.m.

Signed: 

Date: 09/09/25