

Market Drayton Town Council

**Minutes of a Finance and General Purposes Committee Meeting
held at The Town Hall, Frogmore Road on Thursday 31 October 2024 at 7.34pm.**

PRESENT: Councillors: R. Aldcroft, Mrs. J. Beckett, T. Beckett, C. Chapman, M. Erwin, P. Glover, G. Groves, R. Hughes (Chairman), W. Love, T. Manton, and I. Nellins.

ABSENT: Councillor A. Sanderson.

In Attendance: 0 members of the public was present and 1 member of the public listening to the meeting via Teams.

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

1.FG APOLOGIES

No apologies were received.

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

To approve the minutes of Finance and General Purposes Committee meeting held on 5 September 2024.

5.FG COUNCILLOR LAPTOPS

The Chairman reported to members that he, and several other councillors, had a meeting with the supplier of the equipment earlier that day to discuss the options set out in the documentation circulated to members.

Members considered a quote for the upgrading of the Councillor laptops and the option to use the Bring your own Device (BYOD) facility as set out in Appendix FG098.

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

That Councillors continue using their current laptops where possible, and to delay the purchase of new laptops/tablet until May 2025 when the newly elected Councillors are in post. A decision can be made then if they need a laptop/tablet.

To purchase new laptops for Councillors who need one immediately.

6.FG POLICIES

Members considered adopting the following policies as set out in Appendix FG099 and FG100.

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

To adopt:

- i. **Annual Investment Strategy.**
- ii. **Treasury Management Strategy.**

7.FG GRANTS 2025/26

A discussion was had on whether to operate the Small Grants Scheme in the financial year 2025/26.

Members were very keen to continue with this scheme as it financially helps small groups/organisation within the town.

Councillor Hughes proposed, Councillor Chapman seconded, and it was **RESOLVED**:

- **To continue with a Small Grants Scheme in the Financial Year 2025/26.**
- **The budget for the Small Grants Scheme to be increased to £7,200.**
- **The Small Grants budget to be split over four meetings to ensure it is portioned throughout the financial year. The protocol to be amended to reflect this.**

The Small Grants Protocol was circulated to members prior to the meeting with updates highlighted in red as set out in Appendix FG101.

Members discussed the updated Protocol.

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

To adopt the amended Small Grants Protocol with the following words being in bold:

'Organisations donating to charity will **not normally** be awarded funding'

And the inclusion of the amendment above that the budget be split over four meetings to ensure it is portioned throughout the financial year.

8.FG FINANCE AND GENERAL PURPOSES COMMITTEE BUDGET 2025-26

A draft Finance and General Purposes budget for 2025-26 was circulated to members as set out in Appendix FG102.

Members already resolved to increase the Small Grants budget to £7,200; this will need to be increased.

After a discussion:

Councillor Chapman proposed, Councillor Love seconded, and it was **RESOLVED**:

To agree the draft Finance and General Purposes budget for 2025-26 to include:

£7,200 for Small Grants and an additional £5,000 to purchase, set up and pay any additional change in licence for new laptops/tablets under Administration

Cost Centre	Description	Draft Budget 2025/26 £
201	Administration	165,053
202	Admin and Outside Staff Accommodation	30,450
203	Civic Activities	29,825
206	Miscellaneous (PWLB)	4,600
207	Small Grants	7,200
Total £		237,128

9.FG FINANCIAL REPORT

The income and expenditure report for 1 August 2024 – 30 September 2024 was circulated to members prior to the meeting as set out in Appendix FG103.

There were no questions asked.

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

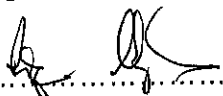
To agree the income and expenditure report for 1 August 2024 – 30 September 2024.

10.FG UPDATES AND INFORMATION

Members **NOTED** the following updates:

- i) The monthly bank reconciliations have been signed off.
- ii) The Museum ridge tiles have been purchased at a cost of £1,000. This has been publicised in the local press and on social media.

The meeting concluded at 7.51 p.m.

Signed: 

Date: 12/12/2024