

## DITTON PARISH COUNCIL

**MINUTES OF A MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON THURSDAY 21<sup>ST</sup> APRIL 2022**

PRESENT: CLLRS. J LOVER [Chairman], N NEWMAN [Vice-Chairman], MRS J DEARDEN,  
MRS G GODDEN & MRS A THROSSELL  
MRS N GREENAWAY [Clerk of the Council]

**443. OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

**444. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**445. DECLARATIONS OF INTEREST**

Cllr Newman declared a personal interest in item 449, as he has a connection to the Youth Centre which has a lease agreement with the council.

**446. FINANCE**

(a) Financial Analysis Month 11

**READ** and **NOTED**.

(b) Budget Management Month 11 & Comparisons

**READ** and **NOTED** that overall the council's finances were in a good position coming into the end of the year, despite it being another difficult year. It was also noted that income from the Bar had greatly improved and income from the Community Centre was getting better.

**447. INVESTMENT**

(a) Report (current Information from CCLA)

It was **NOTED** that despite a difficult year in the financial markets the property fund had performed well and the council had received dividends of over £18,000.00 during the year.

**448. FINANCIAL REGULATIONS [review – draft showing suggested addition re imprest a/c herewith]**

Following an issue raised by the Internal Audit, a draft amendment to the financial recommendations was circulated to include approval of two members of staff as signatories on the Imprest Account.

**RESOLVED** to **ACCEPT** and **ADOPT** this amendment.

449. **REVIEW OF LEASES**

Following an issue raised by the Internal Audit, the lease for the Youth Centre was reviewed.

**RESOLVED** to keep the fee at £25.00 pa and other Terms the same and to review again in 5 years.

The Clerk asked if two additional date sensitive items of correspondence could be considered:

**RESOLVED** to accede to this request.

450. **CORRESPONDENCE**

(a) Ditton Minors request re insurance for defibrillator

It was **NOTED** that a request had been received from Ditton Minors to ask if the Council would be able to claim on its insurance for the stolen defibrillator. The Clerk advised she had discussed this with the insurance company and had been advised that if a claim was made it would increase the council's premium for the following year.

**RESOLVED** to advise Ditton Minors that the Council could not claim on its insurance due to the financial implications on the council.

(b) Hirer of the Hall – request for Dishwasher in the Oaken Hall Kitchen

A request from a hirer that the council install a dishwasher in the kitchen was **READ**. It was acknowledge that although the idea seems good, unfortunately it would not be practical as groups may load the dishwasher but they would then leave and it would be down to the caretaking staff to unload and put the items away. It was also be very expensive to get a large enough commercial machine plus there is no space for one in the kitchen as it is.

**RESOLVED** to advise that it will not be possible to install a dishwasher at the moment.

451. **CLOSURE**

The meeting closed at 7.50pm.

Chairman  
4<sup>th</sup> May 2022