

## Meeting of East Drayton Parish Council

Minutes of **East Drayton Parish Council Meeting** held on the 19<sup>th</sup> January 2026 at East Drayton Village Hall; the meeting commenced at 7pm.

<b>Council Members &amp; Officer Present:</b>	Cllr Ann Stanley Cllr Sue Purnell Cllr Graham Small Cllr Ian Stephens Benjamin Knox	Chairwoman Vice-Chair Cllr Piers Darlow  Clerk/Responsible Financial Officer Members of the Public
<b>Also, Present</b>	<b>0</b>	

01/25 To Approve Apologies for Absence  
No apologies received.

02/25 To Record Declarations of Interest in any items to be discussed  
None.

03/25 To Approve the previous meeting Minutes  
After discussion, Cllr Purnell **Proposed**, Cllr Darlow **Seconded** and the council **resolved** to accept the minutes. The chairwoman signed the minutes of the previous meeting.

04/25 To Receive District & County Councillors Reports  
**Dist Cllr Griffin:** Not Present

**County Cllr Limber:** Not Present

➤ Adjournment – (10 Minute max) Public Forum  
No members of public in attendance.

05/25 Finance:  
Monthly Income & Expenditure  
After discussion of the Financial Information, circulated during the meeting, the council unanimously **resolved** to accept them as a true and accurate record.

1. To Approve Payments:

The Council **approved** the following: -

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
Unity Trust Bank	Banking Fee	£6.00
Benjamin Knox	Binding Postage	£9.95
TEEC LTD	Website Fee	£200.76
Helix Binders	Binding Fee	£104.82
Sue Purnell	Telephone Box LED	£8.99
Hugofox LTD	Website Fee	£143.86
Unity Trust Bank	Banking Fee	£6.00
<b>Total Payments</b>		<b><u>£909.96</u></b>

2. Receipts:

<u>From</u>	<u>Item</u>	<u>Amount</u>
N/A	N/A	£0.00

**Total Receipts** **£0.00**

Bank Balances

The Current Account Balance **£4251.63#**

Direct Debits and Standing Orders for staff salaries including PAYE and Pension, all **approved** unanimously.  
**#£1,800 ring-fenced as reserves.**

3. To Discuss and approve the new Budget & Precept for 2026/2027:

The Council discussed that the budget was suitable for the upcoming financial year. The Council resolved to approve the new budget for 2026/2027.

06/25 To note any Planning Responses to new planning applications and the One Earth Solar Farm National Infrastructure Planning Application

Since the previous meeting the parish council received no applications.

07/25 To Receive an update on the Neighbourhood Plan

Voting will be held on February 12<sup>th</sup> at the village hall.

08/25 To Note and Discuss the cost of Phone Box maintenance and action based upon cost

After discussion the council noted the cost of painting and installing new name plates and decided that the council would order; one red paint, one primer and three defibrillator plates.

The council authorised the clerk to order another tin of paint and primer if required.

09/25 To Adopt all required Parish Council Policies & Procedures

After Discussion Cllr Small **Proposed**, Cllr Darlow **Seconded** and the council **resolved** to adopt the following Parish Council Policies and procedures;

<b>Category</b>	<b>Policy / Procedure</b>
<b>GDPR</b>	GDPR Data Breach Policy
	GDPR Data Protection Policy
	GDPR Privacy Notice
	GDPR Records Retention Policy
	GDPR Security Compliance Checklist
	GDPR Subject Access Request Procedure
<b>HR</b>	Annual Leave Policy
	Whistleblowing Policy
	Expenses Policy
	Dignity At Work Policy
	Equality and Diversity Policy
	Flexible Working Policy
	Maternity Leave & Pay Policy
	Paternity Leave & Pay Policy
	Homeworking Policy
	Performance Improvement Policy
	Training & Development Policy
	Emergency, Dependents & Bereavement Policy
	Sickness Absence Policy
	Sexual Misconduct, General Harassment Policy
<b>General Policies</b>	Planning Delegation
	Civility & Respect Statement
	Public Participation Policy
	Risk Assessment Procedure
	Equal Opportunities Policy
	Financial Regulations Policy
	Standing Orders
	Health and Safety Policy
	Petitions Policy
	Risk Management & Assessments Policy
	Safeguarding Children & Vulnerable Adults Policy
	Complaints Procedure
	Transparency Policy

10/25 To Vote to Co-Opt of a new councillor if required

The member of public wishing to be Co-Opted into the council did not attend the meeting.

There being no further business, the Chairwoman thanked everyone for their contributions and closed the meeting at 19:45pm. The next meeting will be Monday 16<sup>th</sup> March 2026.