



RESOURCES COMMITTEE MEETING

Held at 7.30pm on Wednesday the 12th September 2018 in Desford Library,
Main Street, Desford

Minutes

Present: Cllr Peel (Chair), Cllr C Crane, Cllr Elcoat and Cllr Rood.

Also present: Martin Broomhead - Clerk and Lisa Sly – Admin Assistant.

- 1. Apologies**
Apologies were received and accepted from Cllr McMillan and Cllr Norton
- 2. Declarations of Interest**
None
- 3. To approve the minutes of the Resources Committee meeting held on 8th August 2018**
With 2 minor amendments, the minutes of the previous meeting were approved and the Chairman signed them as an accurate record of the meeting.
- 4. To receive and note the monthly Income and Expenditure**
Received and noted.
- 5. To receive bank statements and approve bank reconciliations for August 2018**
Received and approved.
- 6. To recommend payment of invoices and note receipts**
The invoices were received and recommended to Council for payment. The schedule will be updated for the Council meeting to show income into the main account. Plus, the amount shown for the Ogilvie invoice needs to be corrected.

Cllr Peel suggested that DAGA use a socket and post for the main gate. It is recommended to Council that DPC pay for the socket and post but DAGA needs to apply formally to DPC to request payment of this invoice first.

It is recommended not to pay the Glendale invoice until the Clerk has had time to go through it. The Grounds Maintenance Contract is to be put on the Council Agenda as a confidential item.

When invoices arrive from DiB requesting a cheque to be raised Councillors need to be told straight away. The cheques will be available, for signature, in 3 office working days.

7. Feedback from Procurement WG Meeting held on 5 September 2018

Noted

Varnishing of the picnic bench, if this is not to be organised by the Police, then this should not be pursued and the varnishing organised separately.

It was noted that Symbiosis cannot do the tree inspections for 4 weeks.

8. Update on Grounds Maintenance Contract

The 6-month meeting is to be organised in either the last week of September or the first week of October. Dean Harrison, the General Manager (Mr B Bolton), Cllr C Crane, Cllr Peel and the Clerk to attend.

The Grounds Maintenance Contract is to be discussed under a confidential Item during the Council Meeting.

9. Condition of Noticeboards

It was suggested that the Council should leave all boards in place at the moment and that we wait until the new boards at the Library and the Cemetery are in place.

However, it was agreed that, in the short term, it should be recommended to Council that:

- a) The notice board on Holmfield Road should be removed off to ground level and disposed of.
- b) The notice board on Peckleton Lane should be removed to ground level and a decision as to whether to dispose of the board will be made later.

10. Internal Auditors Recommendations

The Clerk was asked to check if risk assessments had been completed. (It was agreed that there is no need to take this report to Council at this stage). The Resources Committee members were asked to take the report away and look at it in detail.

11. Section 106 Update

There is still approximately £17,000 of S106 left after the purchase of the outdoor fitness equipment. Pass this information on to the Procurement Working Group.

Could this be used for CCTV equipment? The Clerk is to check with HBBC

12. Proposals for Strict Baptist Cemetery

DPC will install the WW1 Bench, if it need moving at a later date to fit in with the design of Open Gardens then it can be moved.

13. Quotes

- a) **Small jobs list**

The Procurement WG have expressed a preference to use the contractor Mole to carry out the small schemes. The Resources Committee confirmed this and agreed to recommend this to Council.

A variation will be required for the notice board at cemetery which will now be placed facing into carpark, in the hedge and outside of the fence.

Therefore, a path is no longer required. The tap will need to be moved, if possible, so that it can be reached from the path.

b) Further quotes for tree inspections

A quote has been received from Symbiosis for:

- To inspect 10 trees at the Cemetery £255.00;
- To inspect trees in Pickards £305.00.

Resources recommend to Council that orders are placed for the above 2 inspections.

14. Clerk's Report

1 Allotments site broken into.

Damage to fence - request for replacement fence panel at a cost of £80 or £114, supply only.

Damage to Container padlock housing.

Make road gate more secure so that vehicles cannot easily drive onto site.

Purchase chain and padlock prices attached.

Cllr Peel has said he will repair the padlock housing on the container and put the fence panel up.

The farmer has the right to access his field so the lock on the gate should be a combination lock.

The Resources Committee recommend that the Parish Council should pay for the replacement fence panel and chain and lock.

2 Replacement signs for Lindridge Lane and High Street

The original supplier has been tracked down and we are waiting for a quote.

Check who is responsible to put these signs up. (HBBC?)

Two new posts are needed for the High Street sign.

3 Quotes for rooted Christmas Tree.

One quote has been received and we are waiting for others.

4 Do DPC want DiB to plant Pansies and bulbs in DPC planters?

It is recommended to Council that DiB are asked to purchase plants for all DPC planters, subject to price. (Admin to forwards a list of planters to DiB).

It was suggested to plant some plants in memorial gardens. This is to be put on the Council Agenda. (Ask DiB if they will do this).

15. Information from Members

Cllr C Crane - sheep at the allotment. Letters have been sent. The Farmer has done nothing. There are sheep in the field again. It is suggested that the Clerk send another letter saying that the next step would be to escalate this and involve solicitors.

Cllr Peel – next agenda and every agenda for Resources include ‘HMRC Concerns’ until this issue has been settled.

Meeting closed 9.21pm.