



Email: clerk@desfordparishcouncil.co.uk

RESOURCES COMMITTEE MEETING

Held at 7.00pm on 15th of August 2016 in Desford Library, Main Street, Desford.

MINUTES

Present - Cllrs S Houghton (Chairman), C Crane, B Hutt, A Lewis and M Peel plus the Clerk, Martin Broomhead.

1. APOLOGIES

Apologies were received and accepted from Cllr A Stretton.

2. DECLARATIONS OF INTEREST

There were no declarations of interests.

3. TO APPROVE THE MINUTES OF THE RESOURCES COMMITTEE MEETING HELD ON 18th OF JULY 2016

The minutes of the meeting held on 18 July 2016 were approved as a true record.

4. TO RECEIVE AND APPROVE RECONCILIATIONS FOR THE JULY BANK STATEMENTS

The bank reconciliations for July were approved.

5. INCOME & EXPENDITURE TO DATE

The Income and Expenditure reports were considered and the following issues were raised:

- a) Insurance costs should be gathered together under one general insurance heading. (Excluding the 'Sport in Desford' insurance).
- b) The budget headings and sums included for 'PAYE & NI Employer and Employee' (104/4050) and the 'Staff Salaries' (104/4053) should be reviewed at the next meeting.
- c) Had the VAT Refunds been properly accounted? (149/3999). The Clerk will report back on this.
- d) An explanation of the item under 'Planters', 'Grants Received' (112/1010 - £2,392.00) was queried. The Clerk to report back on this.
- e) It was proposed that a separate Cost Centre should be created for Desford in Bloom.

- f) Under Cemetery, (apart from the mis-spelling), item 109/1007 should read 'Lease of Cemetery Plots', (not 'sale').

6. RECEIPTS AND INVOICES FOR PAYMENT

These were received, noted and agreed for recommendation to Council.

7. TO RECEIVE AN UPDATE REPORT FROM THE 'DESFORD IN BLOOM' GROUP

The most recent accounts for the Desford in Bloom Group were received and noted by the Committee.

8. TO RECEIVE AN UPDATE ON THE SUCCESSFUL 'DESFORD IN BLOOM' BID FOR £1,194.00 FROM THE HBBC ENVIRONMENTAL IMPROVEMENT PROGRAMME

The Clerk reported that HBBC had agreed to accept copies of invoices already paid as evidence for the expenditure relating to the successful bid. The Clerk to progress this item.

9. TO CONSIDER A REQUEST FOR TRAINING

Referring to the training currently being offered by the LRALC, it was agreed that:

- a) Approval for Cllr P Crane to attend the Data Protection/ Freedom of Information course (26 September) and the S106/CIL course (6 October) should be recommended to Council; and
- b) That, at the Council meeting to be held on 17 August, Councillors should be reminded of the courses on offer and asked if anyone wanted to put their names forward for them.

10. GROUNDS MAINTENANCE EXPENDITURE INCURRED IN PREVIOUS FINANCIAL YEARS. (THIS ITEM WILL ALSO BE ON THE MAIN COUNCIL AGENDA)

Following discussion, it was agreed to recommend to Council that an Independent Auditor be appointed to:

- a) Review the costs of the Grounds Maintenance work carried out for the Council during the financial years 2014/15, 2015/16 and 2016/17 (the current financial year) with a view to comparing costs between the different financial years; and
- b) To review the Council's finances with a view to addressing the accusations recently made that 'Councillors were taking backhanders'.

11. REQUEST FROM A RESIDENT ABOUT A PROPOSED TRANSFER OF LAND AT THE END OF FOREST RISE

Following discussion, it was agreed that the Clerk should ascertain if the land did belong to the Parish Council. Also, to try to find details of when this request had previously been considered by the Council.

The request would then be re-considered in the light of that information.

12. CLERKS REPORT

The Clerk reported on the following issues.

a) Mole Problem- Allotments

A request from the Allotment Working Group for the mole problem in the allotment to be addressed. The Committee agreed not to recommend the appointment of a mole-catcher to the Council

b) Street Light on Leicester Lane, Desford

A report had been received from a resident about damage to the street light opposite 'Waldron' on Leicester Lane which is suggested to be the responsibility of the Parish Council.

EOn Highway Lighting maintain this light for the PC and they had reported back that the cost of repairing the light would be £1,125.00.

Councillors asked the Clerk to write to the concerned resident and ask how he knew that the light did belong to the Parish Council.

c) Appointment of Temporary Administrative Assistant

At the Staffing Committee meeting held on 11 August 2016, Councillors agreed to recommend the appointment of a Temporary Administrative Assistant for a period of 6 months to work 7 hours average per week at a rate of £8.00 per hour.

The Resources Committee agreed to recommend this to Council at the meeting to be held on 17 August 2016

d) External Audit Progress

The Clerk updated the meeting on the progress with the Council's Annual Return which was sent to the external auditors, Grant Thornton, on 24 June 2016. There had been no enquiries from Members of the public during the 6-week inspection period and only one query from the External Auditor which had been easily dealt with.

e) RBS Data Entry System

The Clerk was asked about the RBS Data Entry System which appeared to be cumbersome. The Clerk indicated that he would be looking into this with RBS. He was also asked if other PCs who used the RBS system (such as Anstey PC) also had difficulty with it.

13. INFORMATION FROM MEMBERS AND RECOMMENDATIONS TO COUNCIL

Cllr Lewis reported on the progress made on the Christmas light proposals. Recommendations would be prepared for the Council meeting to be held on 17 August.

Cllr Houghton referred to Item 9 on the last meeting's minutes. The Clerk explained that, to some Councillors, the requirement for the Council to provide 50% match-funding for the proposed scheme had come as something of a surprise. However, Cllr Houghton pointed out that DPC had 2 representatives on the SiD Management Committee and that regular reporting back to Council by these (and other appointed reps) should be encouraged.

It was agreed that a 3rd quote for the work should be obtained.

There was a short discussion about possible contributions from Neovia to the Council relating to their new proposals.

Chairman Date