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RESOURCES COMMITTEE MEETING

Held at 7.00pm on Monday the 19th of September 2016 in Desford Library, Main Street, Desford.

MINUTES

Present were - Cllrs Houghton (Chairman), C Crane, Hutt and Peel and the Clerk, Martin Broomhead

1. Apologies

There were no apologies for absence.

2. Declarations of Interest

There were no declarations of interest.

3. To approve the minutes of the Resources Committee meeting held on 15th of August 2016

The minutes of the meeting held on 15 August were approved, subject to the addition of "(Excluding the 'Sport in Desford' insurance)." to the end of Item 5(a).

The Committee agreed that:

- a) The Salary/NI/PAYE issue still needed to be sorted out.
- b) A list of concerns about the RBS Finance package was to be prepared by the Clerk.
- c) A meeting was to be arranged with RBS to discuss the amount of time the system appeared to be taken to operate.

4. To receive and approve Reconciliations for the August Bank Statements

The reconciliations for the August Bank Statements were received and approved.

5. Income and Expenditure Report

The Income and Expenditure report was received and noted.

6. Receipts and Invoices for payment

The receipts and invoices for payment report was received. After adding an invoice just received from Burleys, the report was approved for recommendation to Council.

7. External Auditors response to the Council's Annual Return

The Clerk reported that the External Auditors, Grant Thornton, had responded on the Annual Return and 'qualified' the audit because it had been advertised for 31 days, not 30 as specified in the regulations. The response was noted and approved for recommendation to Council.

8. To receive quotations for the Quinquennial Review of the Council's buildings

Two quotations were reported for this work; (4 had been invited). The quotation from David Beaumont Associates in the sum of £700.00 was approved for recommendation to Council.

9. To receive a quotation for a review of the Grounds Maintenance expenditure incurred in previous financial years

A quote had been received from Richard Willcocks for the audit review investigation requested by Council at the August meeting. (Minute 64/2016 (a)(iii) refers).

The Committee noted that Financial Regulations (FRs) asks for 3 quotes to be obtained for all work. However, on this occasion, it is recommended that Council consider waiving the FRs as allowed for under para 11(1)(d) and accepting the one quote received.

10. Neighbourhood Plan Budget allowance

The Committee agreed to confirm to Council that the budget available for costs incurred by the Neighbourhood Plan Group was £10,000; (£5,000 brought forward from the 2015/16 budget, which was not spent last year, plus £5,000 included in the 2016/17 budget).

11. Update on the Christmas Lights expenditure

Committee agreed to recommend to Council a sum of £1,000 for Christmas trees, lights and fixings within the village. (This is in addition to the order already placed for the 12 foot Christmas tree by the library).

12. To receive information about the proposal to plant trees and wildflowers at the Pickards Recreation Ground

Committee agreed to support this initiative, but more details of costs and likely support from Stepping Stones was needed to support a recommendation to Council.

13. To receive information about a proposed transfer of land at the end of Forest Rise

The Clerk indicated that he had requested information from the Land Registry, but had not yet received confirmation of ownership of the land.

14. To receive information from HBBC about their Parish and Community Initiative Fund and the new Developing Communities Fund

The information from HBBC was noted and the Clerk was asked to prepare a list of possible schemes for the parish for presenting to the Council.

15. Clerks Report

The Clerk reported that he and Cllr Houghton had interviewed 3 possible candidates for the position of Administrative Assistant and a recommendation would be made to Council for the most suitable candidate.

16. Information from Members and Recommendations to Council

Cllr Crane indicated that the Botcheston phone box needed painting and other councillors also suggested that 12 litter bins and all of the benches also needed painting. The Clerk was asked to prepare a schedule of work and seek quotations.

Cllr Crane also indicated that there were vacant allotments plots that required maintenance work carrying out. A list of these should also be prepared and quotes sought.

Cllr Crane also asked about the tree survey and the Clerk indicated that he was going to seek quotes for this work.

Cllr Hutt stated that there were several overhanging hedges that needed maintenance work, particularly from the Pickards RG down to the Free Church and in Chapel Lane.

On the same subject, Cllr Peel asked the Clerk to instruct Burleys to commence work on the hedge work in the contract, as this should have commenced in August.

Cllr Hutt also mentioned the Desford in Bloom award and this would no doubt be raised at the Council meeting.

Cllr Hutt also asked the Clerk to write to Leicestershire CC to seek information about the possibility of the Parish Council maintaining verges within Desford and Botcheston.

Cllr Hutt also recommended that planters with watering troughs should be recommended to reduce the need for watering in hot weather.

Cllr Houghton indicated that the S106 Project Group didn't meet last week, due to illness, but it was agreed that a list of possible projects should be drawn up and that the Procurement Group be asked to coordinate the projects.

The Chairman closed the meeting at 9.15pm.