



RESOURCES COMMITTEE MEETING

Held at 7.30pm on Wednesday 14th April 2021 via video conferencing (Zoom).

Draft Minutes

Present: Cllr A Norton (Chair), Cllr C Crane, Cllr C Oakes, Cllr Peel

Also present: Martin Broomhead (Clerk) and Eithne Allen (Admin Assistant)

1. Apologies

Cllr Mc Millan and Cllr Rood were unable to attend for personal reasons, their apologies were accepted.

2. Declarations of Interest

Cllr Peel declared an interest in relation to item 10b – one of the Covid Grant applicants is known to him.

3. To approve the minutes of the Resources Committee meeting held on 10th March 2021

It was agreed to accept the minutes as a true record of the meeting. It was agreed that the Clerk would sign off the minutes as approved on behalf of the Chairman as meetings are currently being held virtually.

4. To receive bank statements and approve reconciliations for March 2021.

The Committee agreed to receive and approve the bank statements and reconciliations and recommend them to Council.

5. To receive and approve the Cashbook statement up to the end of March 2021 and recommend payment of invoices

The Committee recommend to Council to approve the cashbook statement and transactions up to the end of March 2021, and payment of invoices; (with the exception of the HMRC payment, which is due to be sent before the Council meeting).

6. To receive and note the Parish Council Income & Expenditure up to the end of March 2021

The Committee received and noted the Parish Council Income & Expenditure up to the end of March 2021 and recommend them to Council for noting.

7. Feedback from Procurement WG Meeting held on 7th April 2021, including recommendations on quotes

Cllr Norton requested that the clerk add a standing item to the Resources agenda each month to illustrate committed funds relating to projects in progress by Procurement WG.

Cllr Crane suggests adding an item to the procurement schemes list to track the project to reinstate the land at Forest Rise to open space.

8. Financial Position at the end of March 2021 and the allocation of Reserves for 2021/22

The Committee noted and recommended the report presented by the Clerk with one amendment - to transfer £50,000 to a separate account to be earmarked as a building and land reserve fund.

9. Employers end of year Summary for Tax and National Insurance

The Committee noted the End of Year Summary report.

10. Covid Grants

a. Legal status for offering the grants

The Clerk presented a report outlining the legal status for offering the covid grants. These are distributed under the powers of section 137 of the Local Government Act 1972. The committee confirms that it is using the power included within Section 137 and recommended this decision to full Council.

b. Two further requests for grants

The committee recommended the following grants be presented to Full Council for approval:

- i. A grant in the sum of £548 for "Bland on the Run" towards a dog walking business to support loss of earnings and purchase of anti-dog theft items.
- ii. A grant in the sum of £2,000 to the Village post office and Shop, to support loss of earnings due to one of the co-owners being recently self-employed in that role and unable to claim government support.

11. Quotes

a) Replacement windows at Botcheston Village hall

Two quotes were presented and the committee recommended a quote from Needham Windows in the sum of £740.00 to replace all windows in question; (this quote includes an additional cost to include trickle vents).

b) Play equipment at Pickards Recreation Ground

The committee recommended the Wicksteed quote in the sum of £11,946.75 (as recommended by Procurement WG) to council for approval.

12. Non Domestic Rate for Kirkby Road Recreation ground

The committee agreed not to support a 50/50 agreement with Sport in Desford for the payment of the Non Domestic Rate levied by HBBC for the Kirkby road recreation ground. They instead agreed to recommend to Council that DPC pay the outstanding balance of £368.00 for 2020/21 and that DPC should be responsible for the entirety of the rates for subsequent years.

13. Insurance cover during Lockdown

The Clerk gave an update on the correspondence between the Council and Came and Co on insurance issues during lockdown.

14. Request for salt bin at Newbold Road

As costs were not available, it was agreed to revisit this item at a later date.

15. Clerks Report

The committee agreed two further quotes be recommended to Council as follows:

- a) Additional Costs associated with Heritage street signs: Support frames for the signs are required for 8 signs at a cost of £40 per sign (£320) plus installation costs by G&G signs £500. Total £820
- b) Additional dog waste bin Botcheston - It was hoped to re-use a displaced bin but that is in a poor state and a new one is required a quote from Broxap in the sum of £235.20 was presented.

16. Information from Members

There was no information from members.

17. Exempt Item

The Committee agreed to enter into a confidential session to discuss the following report.

18. Staffing WG Report

The Committee accepted the recommendations of the Staffing WG and agreed to forward the recommendations to Council.

The meeting concluded at 20:21