

RESOURCES COMMITTEE

Minutes of the Meeting held on 24th January, 2007 at the Parish Office

Present: Councillors: D. Whiteing (Chairman)
 J. Brooks (Vice Chairman)
 S. Berlyn
 D. Hawkins

In attendance: Cllr J Langley
 Mrs E Blyth, Assistant Clerk

Public Question Time

No Members of the Public were present

112 Apologies for absence

Apologies were received and accepted from Cllrs D Powell and M Wood. The Clerk was not present as she was attending a Community Awards Evening at Chelmsford.

113 Declarations of Interest None were declared.

114 Minutes of the Meeting held on 18th December, 2006

RESOLVED that the minutes of the meeting held on 19th December 2006 be approved and signed as a correct record. There were no matters arising.

115 Financial Information for January 2007

115.1 Approval of payments until 25th January, 2007

Details of payments to 25th January 2007 were circulated (see Appendix I attached) and cheques were signed.

RESOLVED: that the payments to 25th January 2007 be approved.

115.2 Reconciliation sheet to 31st December 2006

Balances at the bank, including Petty Cash, were checked by Cllr Hawkins and all balances matched (see Appendix II attached).

RESOLVED: that the information be noted.

115.3 Receipts until 31st December 2006

A list of receipts to 31st December 2006 was circulated (see Appendix III attached).

RESOLVED: that the information be noted.

115.4 Debtors more than 3 months

There were currently none to report.

RESOLVED: that the information be noted.

115.5 Earmarked Reserves

The list of earmarked funds and movements in and out of the funds to end December 2006 was circulated (see Appendix IV attached). Members confirmed that they found this information helpful.

RESOLVED: that the information be noted.

115.6 Public liability for Bus Shelter Cleaning

No written response had been received from the contractor responsible for cleaning the bus shelters regarding Public Liability insurance. A letter had been sent giving formal notice to 31st March 2007 if proof of insurance was not provided. The Clerk had been told verbally that the insurance was being obtained.

RESOLVED: that the information be noted.

115.7 End of Year Prediction and budgets to end of 2006

The Clerk's report on the various Council budgets and a prediction of the position at the end of the financial year was circulated and examined. A potential surplus of £8870 was noted. This did not include potential income from the DCA and from football for the period January to March 2007.

RESOLVED: that the information be noted.

116 Information Technology

Lodge Information Services was still investigating problems with the free spam filter from Terrapin and the filter was currently disabled. One councillor in particular was receiving quantities of spam through the village website, and Lodge had provided advice to try to resolve this. The Chairman questioned where wrongly addressed emails were directed as none seemed to reach the Parish Office. There was concern that enquiries from residents which were incorrectly addressed may be lost.

RESOLVED: that the matter of wrongly addressed emails be taken up with Lodge Information Services.

117 Requests for Additional Funding from Committees

No requests had been made.

118 Credit Card Facility

The Clerk was still investigating and taking advice from other bodies.

RESOLVED: that the information be noted.

119 Timetable of Training 2007

The calendar of EALC training events for 2007 was received and noted. Cllrs Bolwell, A Wells and J Wells wished to attend the training day for councillors on Tuesday 20th February 2007. Cllr Langley was not able to attend on that date.

RESOLVED: that Cllr D Bowell, Cllr A Wells and Cllr Mrs J Wells be permitted to attend the Councillor Training Day on 20th February 2007 at a cost of £50.00 each (£150 total).

120 Interim Audit Report

Members noted the very satisfactory report and the Auditor's complimentary remarks about the way the records and been kept and the accounts presented.

RESOLVED: that the report be noted and that congratulations and thanks be expressed to the Clerk for her work on the accounts.

121 Three Year Forecast

Cllr D Powell, who was not able to be present at the meeting, had asked for this item to be placed on the agenda. After a brief discussion the Committee agreed that the item should be deferred.

RESOLVED: that this item be deferred to the next meeting.

122 Matters for Report

No matters were raised.

123 Dates of meetings in 2007

The dates of future meetings were noted as shown below. The Chairman asked members to note that the April meeting was scheduled for a Monday.

21st February, 21st March, Monday 23rd April

30th May, 27th June, 18th July, 18th September

24th October, 21st November, Tuesday 18th December

Business having been concluded, the Chairman closed the meeting at 8.45pm.

D. Whiteing
Chairman

Signed.....

Date.....