



RESOURCES COMMITTEE

Minutes of the Meeting held on 18th December 2007 at the Parish Office

Present: Councillors: H. Clacy
 D. Hawkins
 D. Powell
 M. Wood (ex officio)
 D. Whiteing (Chairman)

In attendance: Clerk to Parish Council

Public Question Time

No Members of the Public were present

121 Apologies for Absence

Apologies were received and accepted from Cllr S Berlyn.

122 Declarations of Interest

None were declared.

123 Election of Vice Chairman

It was decided that the Committee would operate without a Vice Chairman until the new Municipal Year.

RESOLVED: that the Committee operate without a Vice Chairman until the new Municipal Year.

124 Minutes of the Meeting held on 21st November 2007

RESOLVED that the minutes of the meeting held on 21st November, 2007 be approved and signed as a correct record.

125 Financial Information for December, 2007

125.1 Approval of payments from after the last meeting until 18th December, 2007

The Clerk explained the position regarding the Christmas Lights and suggested that £2,000 was put aside from reserves to cover the shortfall in the project. This was agreed.

Members also agreed the Clerks payment to the SLCC.

Members wished the Clerk to investigate the Zen Internet payment.

RESOLVED: that a) the payments from after the last meeting until 18th December, 2007 be approved (See Appendix I)

125.2 Reconciliation sheet to end of November 2007

Cllr Powell confirmed the monies at the bank including petty cash were correct. (See Appendix II)

RESOLVED: that the information be noted.

125.3 Receipts until end 30th November, 2007

List of receipts were circulated to the end of November, 2007.

RESOLVED: that the information be noted (See Appendix III)

125.4 Debtors more than 3 months

None at present.

RESOLVED: that the information be noted.

125.5 Earmarked Reserves

The Earmarked Reserves Sheet was circulated.

RESOLVED: that the information be noted.

126 Requests for Additional Funding from Committees

The shortfall for the Christmas Tree funding was discussed under Payments.

127 Local Government Procurement Card

Members were made aware that payments would be taken from statement as a direct debit and not by cheque. The Direct Debit Mandate was signed and would now be forwarded to the bank.

RESOLVED: that the information be noted.

128 Parish Office

A piece of wood had fallen off the barge board at the side of the building. The area was rotten. One contractor has provisionally investigated this work but no costs were available for the meeting.

Members were concerned that this has occurred. The Clerk also explained that the Tennis Club were responsible for their half of the building.

A few problems had occurred with the lighting contract but they had now been resolved.

RESOLVED: that the Clerk would obtain some quotations for the work involved.

129 Financial Regulations

Documentation had been received from the EALC but this item required further investigation and was deferred to a later meeting. The clerk explained that this matter had not been investigated fully that was why it had not been brought to committee.

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

130 Matters for Report

There were none.

131 Date of Meetings 2008

23rd January, 2008, 27th February, 2008, 12th March, 2008, 30th April, 2008, 21st May, 2008, 25th June, 2008, 23rd July, 2008 16th September, 2008 29th October, 2008 19th November, 2008 16th December, 2008

132 Exclusion of Press and Public

RESOLVED: that pursuant to S.1 of the Public Bodies (Admission to Meetings) Act 1960 the meeting be not now open to the public and press for the following items of business and they were instructed to withdraw.

133 DCA

133.1 Accounts

A copy summary had been circulated of the Accounts for November, 2007.

RESOLVED: that the information was noted.

134 Staff

134.1 Cleaning Contractor

The cleaning contractor would commence works in January and would be programmed for Friday afternoon every 4 weeks. This will commence on 11th January, 2008.

134.2 Appraisals

The Clerk and the Chairman had completed the Assistant Clerk Facilities appraisal and the Clerk had completed the Assistant Clerk Planning Appraisal. Targets had been set at both meetings.

The Meeting Closed at 9.19 p.m.

Cllr D Whiteing
Chairman

Signed.....

Date.....