



RESOURCES COMMITTEE

Minutes of the Meeting held on Wednesday 30th April 2008 at the Parish Office

Present: Councillors: D. Whiteing (Chairman)
S. Berlyn (ex officio)
H. Clacy
A. Keeler
D. Powell
M. Wood

In attendance: Clerk to Parish Council

Public Question Time

No Members of the Public were present

181 Apologies for Absence

Apologies were received and accepted from Cllr D Hawkins. Members wished Cllr Hawkins a speedy recovery after his operation.

182 Declarations of Interest

None were declared.

183 Minutes of the Meeting held on 12th March, 2008

RESOLVED that the minutes of the meeting held on 12th March, 2008 be approved with the above alteration and signed as a correct record.

184 Financial Information for April, 2008

184.1 Approval of payments from after the last meeting until 30th April, 2008

Members also agreed the increase in Payments for the Grass Cutting at Eves Corner and Copt Hill to £105.00 per cut for this season. After this to request three quotations for the work in October.

RESOLVED: that a) the payments from after the last meeting until 30th April, 2008 be approved (See Appendix I)

b) that Blackwater Landscapes be employed for 2008 season to complete the grass cutting, after this to request three quotations for the work in October.

184.2 Reconciliation sheet to end of March 2008

Cllr Powell confirmed the monies at the bank were correct. Petty Cash still to be printed. (See Appendix II)

RESOLVED: that the information be noted.

184.3 Receipts until end 31st March, 2008

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

184.4 Debtors more than 3 months

None at present.

RESOLVED: that the information be noted.

184.5 Earmarked Reserves

The Earmarked Reserves Sheet was circulated. (See Appendix IV)

RESOLVED: that the information be noted.

185 Requests for Additional Funding from Committees

There were no requests for additional funding.

186 Local Government Procurement Card

The Card had now been received, the clerk would start using the card from May.

RESOLVED: that the information be noted.

187 Parish Office

The works to the Parish Office and the Tennis Club had now been completed. The Tennis Club paying for their proportion.

RESOLVED: that the information be noted.

188 Financial Regulations

This item was deferred until the next Meeting.

RESOLVED: that this document be perused at the next meeting.

189 Information Technology

Nothing further to report. The Clerk had had problems with the Accounts Package. Ron Laurie would be visiting to ascertain what had happened.

RESOLVED: that the information be noted.

This item was taken next on the Agenda.

190 Insurance

The Insurance Policy now covered by the Corporate Manslaughter Act 2007 which came into force on 1st April, 2008. The cover for defence is up to 5 million in one period.

RESOLVED: that a) the clerk to write to the EALC as well as the insurance Company to ascertain what are the implications for staff, councillors and Parish Council as a body.

191 Report regarding British Legion Hut

The Clerk circulated notes from a meeting that had occurred with J W Steele regarding the British Legion Hut.

It was thought the hut would have a life time of a further 15 – 20 years.

Members discussed the report and decided to ascertain the costs of a surveyor to investigate the building.

RESOLVED: that the Clerk contact three surveyors for their price to ascertain costings for the improvements to the building.

192 Audit Commission

A new external auditor has been appointed, Alun Williams of the Audit Commissions's Limited Assurance Specialist Unit.

RESOLVED: that the information be noted.

193 Alarm in Office

A procedure for Parish Councillors attending the office if called by the alarm was circulated.

RESOLVED: that the alterations be made and circulated to the Members concerned.

194 Red Diesel

Members decided that this item should be considered by Facilities Committee.

RESOLVED: that this item be considered by Facilities Committee.

195 Matters for Report

There were none.

196 Dates of Meetings

21st May, 25th June, 30th July, 16th September, 29th October, 19th November, 16th December.

197 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.

198 DCA

198.1 Accounts

A copy summary had been circulated of the Accounts for February and March 2008. Together with an end of year statement which showed actual figures. All rent had been paid as per statement.

The Clerk had obtained the following information that the computer system did not easily supply details of people who lived in the Parish of Danbury. Also that the electricity supply renegotiation had fallen in October when the prices were dearer, a renegotiation would be completed in August 2008.

RESOLVED: that a) that the Clerk write to the DCA and congratulate them on the income received.

b) the contents of the documents was noted and the paperwork then destroyed

The item regarding staff was taken next on the Agenda.

199 Staff

Members agreed to increase the limit for payflow from £4,000 to £5,000.

RESOLVED: that the Clerk write to the Council's bank and confirm the increase for payflow from £4,000 - £5,000

200 Three Year Forecast

Cllr Powell had updated the three year forecast sheet. Members discussed items to include. Cllr Powell would continue to update the forecast for the next meeting.

RESOLVED: that Cllr Powell bring the document to the next meeting for further items to be added.

The meeting closed at 10 p.m.

Cllr D Whiteing
Chairman

Signed.....

Date.....