



RESOURCES COMMITTEE

Minutes of the Meeting held on 21st May 2008 at the Parish Office

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

In attendance: Clerk to Parish Council Cllr S Freeman

1 Election of Chairman

Cllr D Whiteing was unanimously elected as Chairman of Resources for the Municipal Year 2008 – 2009.

2 Election of Vice Chairman

Cllr H Clacy was unanimously elected as Vice Chairman of Resources for the Municipal Year 2008 – 2009.

3 Apologies for Absence

Apologies were received and accepted from Cllr D Hawkins who was recovering from an operation.

4 Declarations of Interest

None were declared.

5 Public Question Time

No Members of the Public were present.

6 Minutes of the Meeting held on 30th April, 2008

RESOLVED that the minutes of the meeting held on 30th April, 2008 be approved and signed as a correct record.

7 Financial Information for May, 2008

7.1 Approval of payments from after the last meeting until 21st May, 2008

RESOLVED: that a) the payments from after the last meeting until 21st May, 2008 be approved (See Appendix I)

7.2 Reconciliation sheet to end of April 2008

Cllr Powell confirmed the monies at the bank were correct (Appendix II).
RESOLVED: that the information be noted.

7.3 Receipts until end April, 2008

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

7.4 Debtors more than 3 months

None at present.

RESOLVED: that the information be noted.

7.5 Earmarked Reserves

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

RESOLVED: that the information be noted.

7.6 End Of Year Documentation

The end of year documentation was circulated. £14,000 was carried forward in the general fund from 2007 - 2008. Members wished this money to be placed in earmarked reserves under Reserve Figure. Also to place £2,000 in the earmarked resource heading for IT from the Resources Budget and £500 into the election fund. Members also wished the clerk to be thanked for her hard work in completing the documentation.

RESOLVED: that a) £14,000 be placed in the earmarked reserves under the reserve figure, £2,000 into the IT earmarked Reserve and £500.00 into the election earmarked reserve.

b) the Clerk be thanked for her hard work on the end of year documentation.

8 Requests for Additional Funding from Committees

There were no requests for additional funding.

9 Parish Office

Nothing further to report.

RESOLVED: that the information be noted.

10 Financial Regulations

Members went through the document page by page. The Clerk took noted of alterations and will bring the document back to the next meeting.

RESOLVED: that this document be brought back to the next meeting with the alterations.

11 Information Technology

Nothing further to report.

RESOLVED: that the information be noted.

12 Report regarding British Legion Hut

The Clerk had approached three surveyors for a price to complete a price survey of British Legion Hut. The first price had been received.

RESOLVED: that the information be noted.

13 Insurance

The Clerk had written to EALC and Insurance Company regarding Corporate Manslaughter Act 2007.

RESOLVED: that the information be noted.

14 Internal Audit End of Year

The Clerk had booked this for Friday 30th May, 2008.

RESOLVED: that the information be noted.

15 Financial Risk Assessment

The Clerk had circulated the Financial Risk Assessment to be updated.

Members went through this document and made some alterations. The document will be circulated with the changes included.

RESOLVED: that the document be circulated with the changes.

16 Matters for Report

There were none.

17 Dates of Meetings

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

18 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.

19 DCA

No further documentation available until after next meeting..

20 Three Year Forecast

Cllr Powell had updated the three year forecast sheet. Members discussed items to included and changed. 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.

21 Staff

The clerks appraisal was still outstanding.

RESOLVED: that the matter be noted.

The meeting closed at 10 p.m.

Cllr D Whiteing
Chairman

Signed.....

Date.....