



## **RESOURCES COMMITTEE**

### **Minutes of the meeting of the held on 18<sup>th</sup> March, 2009 at the Parish Office**

Present: Councillors            D Whiteing (Chairman), S. Berlyn, H. Clacy, F. Hawkins,  
   A. Keeler, D. Powell, M. Wood

In attendance:                    Clerk to the Council

#### **157 Apologies for Absence**

There were no apologies

#### **158 Declarations of Interest**

There were no declarations of interest.

#### **159 Public Question Time**

No Members of the Public were present.

#### **160 Minutes of the Meeting held on 25<sup>th</sup> March, 2009**

RESOLVED: that the Minutes of the Meeting held on 25<sup>th</sup> March, 2009 approved and signed as a correct record.

*Cllr S Berlyn arrived.*

#### **161 Financial Documents**

##### **161.1 Approval of payments from 25<sup>th</sup> February, 2009 to date of meeting**

RESOLVED: that the payments are approved from 25<sup>th</sup> February, 2009 to the date of the meeting. (See Appendix I)

##### **162.2 Reconciliation sheet to 28<sup>th</sup> February, 2009**

Cllr Powell confirmed the monies at the bank were correct.

The monies that had been deposited in Deposit 1 £26,189.00 were due to finish on 3<sup>rd</sup> April, 2009. Members agreed to re-invest. When the clerk checked with the Bank you were not permitted to draw on the funds so £20,000 was re-invested at 1.5% for a period of 6 months. (Appendix II)

RESOLVED: that a) the information be noted.

b) £20,000 was reinvested for a period of 6 months at 1.5%

##### **163.3 Receipts until 31<sup>st</sup> December, 2009**

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

##### **164.4 Debtors more than 3 months**

Members agreed to write back the monies £36.42 as the firm had changed hands..

RESOLVED: that the £36.42 be written back into the accounts as per auditor's advice.

### **165.5 Earmarked Reserves**

The Earmarked Reserves Sheet was circulated (See Appendix IV)

When £33,397.60 from the grant is received to place this in earmarked reserves car park and drainage fund. To take £10,000 from general reserves and place in car parks drainage fund.

RESOLVED: that the clerk places the above funds in the car park and drainage fund.

### **166 Request for Additional Funding**

Funding requested for the posts at Eves Corner has come from Facilities Budget so no need for a request for further funding.

Members agreed to the works to the Parish Office including new guttering by Neil's Maintenance to come from next year's budget 2009/2010 parish office refurbishment.

It was also decided that external works to the Parish Office would be put on the Facilities Agenda and internal works would remain with Resources Committee.

RESOLVED: that a) the sum of £1462 be taken from 2009/2010 parish office refurbishment budget to complete the works

b) External works to the parish office would be transferred to Facilities Committee and internal works would remain with Resources Committee.

### **167 Insurance**

No further reply regarding the Accident Protocol.

RESOLVED: that the information be noted.

### **168 Computer System**

#### **168. 1 New Computer System**

Scanner now working. No final invoice had been received for the work. £2325.00 + VAT total £2673.75

RESOLVED: that the information be noted.

#### **168.2 New Accounts Package**

On-line demo will take place on Tuesday 24<sup>th</sup> March, 2009 at 10.00 a.m. Cllr Whiteing agreed to attend. A request was made to credit check the chosen company and ask if they had a business continuity plan. Also to request the hourly rate for any requests made by the Council. Monies for the package to come from any monies left in Earmarked Reserves .

RESOLVED: that the Clerk purchases the Omega software as per minute 141.2 Resources. The clerk to credit check the company, ask for a business continuity plan and request an hourly rate for any requests made by the Council. Monies to be take some from earmarked reserves and the balance from 2009/2010 budget.

### **169 EALC Short Course Training**

"Power Well Being" being passed to Parish Council.

RESOLVED: that the information be noted.

### **170 Courses**

The Clerk intends to attend the Annual Conference Day cost £27.00.

RESOLVED: that Clerk attends Conference Day at charge of £27.00

**171 Matters for Report**

British legion to remain on Agenda after Parish Council’s decision.

**172 Dates of Next Meetings**

29<sup>th</sup> April, 27<sup>th</sup> May, 23<sup>rd</sup> June, 22<sup>nd</sup> July, 22<sup>nd</sup> September, 28<sup>th</sup> October, 18<sup>th</sup> November, 15<sup>th</sup> December

**173 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.

**174 DCA**

The Clerk had circulated financial documentation with the Agenda. Members noted the contents.

RESOLVED: that the information be noted.

**175Staff**

The Assistant Clerk Planning would be away from the office for the week of 23<sup>rd</sup> March, 2009. Members also agreed to pay 3.50 hours overtime to the Assistant Clerk Planning.

The Clerk will be away from the office from 1<sup>st</sup> April, until 6<sup>th</sup> April, 2009.

The final pay settlement had been made by NALC and SLCC of 0.030% Members agreed this payment backdated to staff from 1<sup>st</sup> April, 2008.

Members unanimously decided that the Clerk be authorised to pay overtime up to the budget figure.

- RESOLVED: that a) the Assistant Clerk Planning is paid 3.50 hours overtime.
- b) the 0.030% pay award be paid to all staff.
- c) the clerk be authorised to pay overtime up to the budget figure of £1000

There being no further business the meeting closed at 9.10pm.

Cllr D Whiteing, Chairman

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Signed

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Date