



## Danbury Parish Council

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21 September 2022

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are summonsed to attend the extra ordinary Resources Committee meeting of the Danbury Parish Council. The meeting will be held at the **Parish Office**, on **Monday 26 August 2022** commencing at **7.00pm**.

Yours sincerely

Ms M Harper  
Clerk to Danbury Parish Council

Distribution: Members of Resources Committee as follows -

Councillors: S Berlyn, A Chaney, A Chapman, G Chapman, M Hessing, N Orange and P Sutton

# AGENDA

## **22/23.33 Apologies for absence**

To note and accept apologies for absence

## **22/23.34 Declarations of Interest**

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept and the DCA

## **22/23.35 Public Question Time**

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

## **22/23.36 To approve Minutes of the Resources Committee meeting held 20 July 2022**

To approve the minutes of the Resources Committee meeting held on 20 July 2022

## **22/23.37 Actions from the Minutes**

To note actions (Appendix 1)

## **22/23.38 To receive financial report**

### **22/23.38.1 Receipts**

To note Parish Council receipts from 21 July to 26 September 2022 (Appendix 2– updated report will be provided at the meeting)

To note receipts Danbury Sports & Social Centre receipts from 15 August to 26 September 2022 – spreadsheet to be shared at the meeting

### **22/23.38.2 Payments**

**22/23.38.2.1** To approve Parish Council invoices and direct debits from 21 July to 26 September 2022 (Appendix 3 – updated report will be provided at the meeting)

*Recommendation – that the invoices and direct debits from 21 July to 26 September 2022 are approved*

**22/23.38.2.2** To approve Danbury Sports & Social Centre invoices and direct debits from 15 August to 26 September 2022 – spreadsheet to be shared at the meeting

*Recommendation – that the invoices and direct debits from 21 July to 26 September 2022 are approved*

### **22/23.38.3 Reconciliation**

To approve the bank reconciliations from July and August 2022 (Appendix 4)

*Recommendation – that the reconciliations from July and August 2022 are approved*

### **22/23.38.4 Budget sheets / Earmarked Reserves**

To note the Earmarked Reserves and the Budget Sheets with estimated income and expenditure to 31 March 2023 – spreadsheets to be shared at the meeting

22/23.38.5 Transfer of monies

To approve the closure of the Sports & Centre Earmarked Reserve and transfer £103,000.55 to the new Sports & Social Centre bank account to allow for budgets and forecasting to be accurately reflected in our accounts and to approve the transfer of £5,000 from the DCA Maintenance Fund to the Sports & Social Centre bank account

*Recommendation – that the transfers be approved*

22/23.38.7 Debtors more than 3 months

Nothing to report

22/23.38.8 On Line Banking

Nothing to report

**22/23.39 IT Passwords**

Cllr A Chapman has requested that the Resources Committee consider changing the requirement for the renewal of IT passwords from every 90 days to once a year

**22/23.40 Building Evaluations**

To note that the buildings have been re-evaluated for insurance reinstatement as follows:

Ground Store	£ 255,000
Tennis Clubhouse	£ 240,000
Bowls Clubhouse	£ 220,000
Old Pavilion	£ 140,000
Sports and Social Club	£2,550,000
<i>Total</i>	<i>£3,405,000</i>

**22/23.41 Insurance Quotation**

To consider the insurance quotations received – quotes to be shared at the meeting

**22/23.42 Community Communication**

Committee to highlight any issues they believe residents should be made aware of.

**22/23.43 Matters for Report (for information only)**

To note information

**22/23.44 Dates of next meeting**

Wednesday 26 October 2022 to be held at 7.30pm

**22/23.45 Exclusion of Press and Public**

In accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 to resolve that in view of the nature of the business to be discussed it is in the opinion of the Committee advisable that the Public and Press be excluded and they are instructed to withdraw

*Recommendation – to exclude the press and public to consider matters of a contractual nature*

**22/23.46**

**Time off in lieu**

Cllr Berlyn has requested a discussion regarding time off in lieu