



DANBURY PARISH COUNCIL

RESOURCES COMMITTEE

Minutes of the meeting held on Wednesday 20 March 2019 at 7.30pm in the Committee Room at the Old School House, Main Road, Danbury

Present: A. Chapman (ex-officio), G Chapman, Mrs B Hallett, J. Steele, P Sutton (Chariman), and J Thombs

In Attendance: Ms M Harper - Clerk

139 Apologies for Absence

Cllr S Berlyn

140 Declarations of Interest

All Members were reminded that they must disclose any pecuniary or non-pecuniary interests they know they may have in the items of business on the meeting's agenda and that they must do so at this point, or as soon as they become aware of the interest. They were 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 pecuniary one. They were also obliged to notify the Monitoring Officer about it. Unforeseen interest must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the DCA and Precept.

There were no interests declared.

141 Public Question Time

There were no members of the public present.

142 To approve the Minutes of the Danbury Parish Council Resources Committee meetings held on 27 February 2019

RESOLVED that the minutes of Resources Committee meeting held 27 February 2019 were accepted as a true record.

143 Actions Arising

RESOLVED that the information be noted.

144 To receive financial report

144.1 Payments

RESOLVED that the payments from 28 February 2019 to 20 March 2019 (Appendix 1) be approved, proposed by Cllr J Steele and seconded by Cllr G Chapman, all agreed

144.2 Receipts

The receipts from 28 February 2019 to 20 March 2019 (Appendix 2) were noted

144.3 Reconciliation

Cllr Mrs A Chapman confirmed the monies were correct at the bank on 31 January 2019 as per the bank reconciliation and bank statements

RESOLVED: that all Monies were correct at bank. (Appendix 3), proposed by Cllr Mrs A Chapman and seconded by Cllr Mrs B Hallett, all agreed

144.4 Budget sheets / Earmarked Reserves

The budget sheets and earmarked (Appendix 4) were noted.

144.5 Virement of monies

After review and discussion, it was agreed to allocate £3,000.00 from monies remaining at the year end to the Facilities Committee 2019/20 budget for the bus shelter repairs as previously agreed and to allocate £6,000 to the Facilities Committee 2019/20 for dealing with health and safety issues arising at the Groundsman Store.

The allocation of monies to the 2019/20 budget lines where purchase orders have been agreed in this financial year was discussed and agreed.

RESOLVED that the £3,000 for bus shelter repairs and £6,000 for health and safety related matters be allocated at the end of year to the Facilities Committee, proposed by Cllr Mrs A Chapman and seconded by Cllr J Thombs, all agreed.

RESOLVED that monies for expenditure authorised in this financial year be allocated to the appropriate budget lines for 2019/20, proposed by Cllr J Thombs and seconded by Cllr G Chapman, all agreed.

144.6 Debtors more than 3 months

Nothing to report

144.7 On Line Banking

Nothing to report

145 Water Tank

RESOLVED that up to £1,875.00 for the cleaning of the cold water tank at the DCA be approved to be carried in April 2019 and monies taken from the DCA Maintenance budget line 2019/20, proposed by Cllr J Steele and seconded by Cllr G Chapman, all agreed.

146 Insurance Register

The Insurance Register was reviewed

147 Matters for Report and Information only

The Clerk requested that she attend a webinar on VAT which was approved and Cllr J Steele asked the Clerk to look into pre-retirement seminars for the staff as part of well-being.

148 Date and Time of next meeting

Wednesday 17 April 2019 to be held at the Danbury Parish Committee Room, Old School House, Main Road, Danbury at 7.30pm

Meeting closed at 8.40pm

Signed: Chairman

Date: