



DANBURY PARISH COUNCIL

RESOURCES COMMITTEE

Minutes of the meeting held on Wednesday 20 November 2019 at 7.00pm in the Committee Room at the Old School House, Main Road, Danbury

Present: Cllrs C Baker, S Berlyn, A Chapman, G Chapman M Hessing, P Sutton (Chairman) and J Thombs

In Attendance: Ms M Harper - Clerk

The Chair thanked the Clerk for the work carried out on producing budget sheets for each committee and the preparation for tonight's budget discussion

19/20.92 Apologies for Absence

There were no apologies for absence

19/20.93 Declarations of Interest

All Members are 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 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 pecuniary one. They are 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.

No declarations of interest were made.

19/20.94 Public Question Time

No members of the public were present

19/20.95 To approve the Minutes of the Resources Committee meeting on 23 October 2019

RESOLVED that the minutes of Resources Committee meeting held 23 October 2019 were accepted as a true record.

19/20.96 Actions Arising

The information was noted

19/20.97 To receive financial report

Cllrs Berlyn and Thombs arrived during this agenda item

19/20.97.1 Payments

RESOLVED that the payments from 24 October to 20 November 2019 (Appendix 1) be approved, proposed by Cllr Baker, and seconded by Cllr G Chapman, all agreed

19/20.97.2 Receipts

The receipts from 24 October to 20 November 2019 (Appendix 2) were noted

19/20.97.3 Reconciliation

Cllr G Chapman confirmed the monies were correct at the bank on 31 October 2019 as per the bank reconciliation and bank statements

RESOLVED: that all Monies were correct at bank, proposed by Cllr G Chapman and seconded by Cllr Hessing, all agreed

19/20.97.4 Budget sheets / Earmarked Reserves
The budget sheets and earmarked reserves (Appendix 3) were noted.

19/20.97.5 Virement of monies
Nothing to report

19/20.97.6 Debtors more than 3 months
Nothing to report

19/20.97.7 On Line Banking
Nothing to report

19/20.98 Financial Regulations

It was noted that the revised Financial Regulations would be reviewed for recommendation to the Parish Council at the next meeting

19/20.99 Staffing over the Christmas period

RESOLVED: that an additional day's leave be granted to staff to take in 27 December and that the two days additional contractual leave will be taken on 30 and 31 December 2019, proposed by Cllr Berlyn and seconded by Cllr Baker, all agreed

19/20.100 Grant Policy

RESOLVED: that the revised Grant Policy be forwarded for recommendation at the next Parish Council meeting on 27 November 2019, proposed by Cllr Thombs and seconded by Cllr A Chapman, all agreed

19/20.101 Retirement Seminars

It was noted that neither EALC or ECC offer retirement seminars

19/20.102 Precept Recommendation 2020/21

Following lengthy debate, it was agreed that the precept recommendation for financial year 2020/21 to go to the next Parish Council meeting on 27 November 2019 for approval would be £212,481, an increase of 3.6% on last year

RESOLVED: that the precept recommendation for 2020/21 would be £212,481, proposed by Cllr Sutton and seconded by Cllr Baker, all agreed

19/20.103 Matters for Report and Information only

There were no matters for report.

19/20.104 Date and Time of next meeting

Wednesday 18 December 2019 to be held at the Danbury Parish Committee Room, Old School House, Main Road, Danbury at 7.30pm

Meeting closed at 9.55pm

Signed: Chairman

Date: