Minutes of the Resources Committee Meeting

Held on 13th October 2022 at 7.30pm in the Parish Office

Present: Cllr K Ingram (in the chair), Cllr C Emsley, Cllr Payne and Jayne Cooper, Clerk/RFO

Public Open Forum
None present

1. To receive apologies and record absences
Apologies were received and accepted from Cllr Greatrex, Cllr Mills, Cllr Gregory, Cllr Booth, Cllr Holmes

2. To record any declarations of interest
Cllr Emsley, having a close relative employed at Rosebuds Nursery, declared an interest in any discussion about Rosebuds Nursery.

4. To receive and confirm the minutes of the meeting held on 28th July 2022
The minutes were approved as a true and accurate record.

5. To consider any matters arising not elsewhere on the agenda
Cllrs Emsley and Gregory are yet to meet to review the Asset Register but would do so in the next month.

6. To review the accounts as at the end of the second quarter and a report from the Clerk

The accounts as at the end of September 2022 were reviewed. The Clerk gave a summary of budget headings that she felt needed explanation.

Audit budget had exceeded by £155 as a result of a more rigorous audit triggered by increase in income (£50K donation).

GMK budget had exceeded by £145 as a result of fluctuating costs of printing materials. It was agreed that there would be no more editions of GMK during the 2022/23 financial year. Resources Committee to consider, when preparing the budget for 2023/24, whether GMK should continue as a printed magazine or whether an online version would suffice.

Open Spaces Maintenance Budget - the Clerk explained that it is likely that all of the allocated budget would be spent prior to the end of the financial year as a result of additional maintenance work on the Acres. This was accepted.

The Clerk provided a summary of income received from grants and donations for jubilee related projects including the sensory garden. Projects are ongoing and expenditure would be closely monitored in line with income received. The Clerk also provided a summary of expenditure to date on the Grosvenor Centre refurbishment also being funded by a donation.

A request had been received to fund replacement batteries in defibrillators in Outwoods and Bromstead. It was agreed to vire £200 of unspent funds to meet the costs.

The accounts were accepted as presented.

7. To note comments raised by the External Auditor

As reported previously, as the council's income had gone above £200k external auditors are required to undertake an intermediate audit rather than a basic audit and therefore the Clerk had been requested to submit additional information. Two minor anomalies were highlighted by external auditors. Rather than resubmit audit returns that would cost an additional £40, the Clerk had opted to accept the minor errors and make appropriate amendments on next year's return. The accounts had, therefore, been signed off by the external auditors. This was accepted.

8. To make arrangements to commence budget work for 2023/24

Budget headings, not related to specific committees, were reviewed alongside expenditure to date and agreed for 2023/24. The Clerk would prepare a draft budget for 2023/24. Open Spaces, Grosvenor and Personnel Committees would meet in the next month to agree budget requirements which would feed into the next Resources Committee.

9. To report on any funding applications

An application made to the ASDA Foundation for £500 for the Public Rights of Way Group had been submitted. The outcome is awaited.

9. To consider any requests for donation.

No requests had been received.

10. To consider any Policy or Risk Assessment reviews

To be carried over to the next meeting.

11. To agree the date and time of the next meeting

6th December 2022 at 7.30pm with informal budget meetings held before then.