Minutes of the Resources Committee Meeting

Held on 25th April 2022 at 7.30pm in the Grosvenor Centre

Present: Cllr K Ingram (in the chair), Cllr C Emsley, Cllr Gregory, Cllr A Mills, Cllr K Johnstone (as an observer) and Jayne Cooper, Clerk/RFO

Public Open Forum
None present

1. To receive apologies and record absences
Apologies were received and accepted from Cllr Powell, Cllr Payne and Cllr Greatrex.

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.

3. To receive and confirm the minutes of the meeting held on 31st January 2022
The minutes were approved as a true and accurate record.

4. To consider any matters arising not elsewhere on the agenda

The increase in precept had been confirmed by Stafford Borough Council at 6.3%.

The proposal to spend funds in March 2022, identified from underspent budgets headings, had changed as a result of availability of contractors, further professional inspections, the use of a financial donation.

- Grosvenor Centre corridor flooring repairs £3000 – Council had agreed to carry funds over to the 2022/23 financial year as the contractor did not have availability prior to April 2022
- Sanding of floor in main hall of Grosvenor Centre £3220 – would be arranged in 2022 using funds donated to refurbish the Grosvenor Centre as well as the floor in the Brearley Room
- New cooker in Grosvenor Centre £500 - would be arranged in 2022 using funds donated to refurbish the Grosvenor Centre
- New hot water boiler in Grosvenor kitchens and push fitting taps in bathrooms £1440 – completed March 2022
- Repairs to flat roof over chair store £4000 – professional inspections carried out concluded that a much larger area of flat roof needed to be replaced. Council had, therefore, agreed to use reserve funds to carry out the necessary work.
- Office boiler £2000 (estimate) – postponed as not deemed urgent
- Jubilee mugs £1080 (funds already earmarked for jubilee events) – purchased prior to the end of March 2022
- Allotment road repairs £4100 – completed prior to the end of March 2022

5. To review the accounts as at the end of the fourth quarter

The accounts as at the end of March 2022 were reviewed. Members of the committee, along with the Clerk, had frequently met (informally) during the last 3 months of the 2021/22 financial year to manage the more urgent jobs identified by other committees to ensure they were completed and paid for within the 2021/22 financial year to avoid any further rise to the 2022/23 precept.

The Clerk informed members of the reasons where some budget headings had exceeded budget.

Bank balances were reported and members were reminded of funds held within the bank that are earmarked for 2022/23 projects.

The Clerk informed the committee of three Freedom of Information requests, two of which had asked for reasons why the precept had risen and one had asked for information relating to staff salaries, staff hours and duties. Advice had been sought from SLCC on how to respond to staff salary information which had been provided and acted upon.

The accounts were accepted as presented.

6. To receive a report from the Clerk on end of year procedures including internal and external audits

The Clerk explained that work would commence on completing the Annual Governance Accounting Return (AGAR), an internal audit would be carried out and draft completed AGAR reports would be presented to Council at either the May or June meeting.

7. To report on any funding applications

An application would be made to the ASDA Foundation for approximately £500 to meet the costs of equipment for the Public Rights of Way group.

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

19th July 2022 at 7.30pm

Meeting closed at 8.15pm