**Minutes of the Resources Committee Meeting**

**Held on 28th July 2022 at 7.00pm in the Grosvenor Centre**

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

**Public Open Forum**
None present

**1. To appoint a Chair and Vice Chair**
Cllr Ingram was elected Chair and Cllr Emsley was elected Vice Chair.

**2. To receive apologies and record absences**
Apologies were received and accepted from Cllr Greatrex.

Absences: Cllr Payne and Cllr Holmes

**3. 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 25th April 2022**
The minutes were approved as a true and accurate record.

**5. To consider any matters arising not elsewhere on the agenda**
There were no matters arising.

**6. To review the accounts as at the end of the first quarter and a report from the Clerk**
The accounts as at the end of June 2022 were reviewed.

The Clerk gave a summary of budget headings that she felt needed explanation. It was noted that the Contingency budget had been exceeded as a result of unexpected expenditure on a new boiler for the parish office and legal fees for work undertaken regarding the proposed sale of land owned by Severn Trent Water adjacent to the allotment site.

Members noted that some of funds held in the GFest bank account belongs to CFest/Gnosall Tow Path Restoration Group and this would be separated once a new bank account is opened.

Emergency funds held in the Council's building society account had exceed budget as a result of the unexpected and necessary roof repairs on the Grosvenor Centre and would exceed further when work is carried out on felling and pruning trees on the Acres, as agreed at a council meeting held on 11th July.

It was agreed to pay £450 to both Knightley and Moreton churches as allocated in the budget.

It was agreed a new cost code is required in the finance system to clearly record how funds donated for Grosvenor refurbishment (£25K) are being spent. The Clerk to action.

A separate code had been included in the finance system to show income and expenditure for the Public Rights of Way Working Group.

Bank balances were reported and the accounts were accepted as presented.

**7. To note comments raised by the Internal Auditor**

The appointed internal auditor had signed off the accounts and had made favourable comments to the Clerk regarding the way the accounts are presented and managed. Minor comments made by the Auditor were noted as were the Clerk's responses to each of the points made – no further action is required.

The Clerk was thanked for the work carried out with both internal and external auditing.

**8. To report on any funding applications**

An application made to the ASDA Foundation for £500 for Platinum Jubilee events had been successful.

An application to the National Lottery had been successful with £6750 awarded for the sensory garden project, two benches, a noticeboard and Platinum Jubilee tea party.

**9. To arrange an inspection of the Asset Register**

Cllrs Gregory and Emsley agreed to carry out an inspection of the Asset Register in October.

**10. To review the Terms of Reference**

Two minor amendments were agreed (change the word Chairman to Chair). The updated version to be posted on the Council's website. The Clerk to action.

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

6th October 2022 at 7.30pm