DRAFT Minutes of the Resources Committee Meeting

Held on 31st January 2022 at 4.15pm in the Grosvenor Centre

Present: Cllr K Ingram (in the chair), Cllr C Emsley, Cllr G Payne, Cllr Gregory, Cllr M Holmes (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 and Cllr Greatrex. Cllr Lammin had resigned from her position as Councillor.

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 5th October 2021
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 third quarter
The accounts as at the end of December 2021 were reviewed. Expenditure continues to be closely monitored. The Clerk informed Councillors that the accounts had been carefully reviewed when preparing the budget for 2022/23 and that it was fortunate that many budget headings were underspent and there had been additional income not budgeted for both of which would allow necessary expenditure in the next 2 months subject to Council's approval. The accounts were accepted as presented.

6. To consider a budget and precept for 2022/23
Cllrs received a draft budget for consideration which included some requests from other council committees. It was proposed to accept the budget as presented. This was seconded and unanimously agreed.

It was proposed to request a precept from Stafford Borough Council of £103,522 made up of £3098.73 Government Grant and £100,427 to be charged to taxpayers which equates to £49.53 per annum for a Band D property, a rise of 6.84% (or £3.17 per year). This was seconded and unanimously agreed.

Budget and precept proposals would be recommended to Council at its meeting on 7th February.

The Clerk would prepare a statement to be included in council correspondence and the village magazine explaining why the small increase in the precept was necessary.

Expenditure during February and March 2021

Councillors were informed that during the budget preparation, to reduce the possibility of having to substantially increase the precept in 2022/23, underspent budgets and unexpected income (both of which, added together, total approximately £21K) had been reviewed to ascertain how these funds could be used prior to the end of the financial year on projects deemed necessary and important. Therefore, it was proposed that a recommendation is made to Council to spend funds by 31st March 2022 as follows:

- Grosvenor Centre corridor flooring repairs £3000
- Sanding of floor in main hall of Grosvenor Centre £3220
- New cooker in Grosvenor Centre £500
- New hot water boiler in Grosvenor kitchens and push fitting taps in bathrooms £1440
- Repairs to flat roof over chair store £4000
- Office boiler £2000 (estimate)
- Jubilee mugs £1080 (funds already earmarked for jubilee events)
- Allotment road repairs £4100

Total £19,340

It was noted that Open Spaces Committee had requested funds to clear vegetation from the brook, a project that had been planned for 2021 but did not happen, is dependent on drier weather therefore would fall into the next financial year as well as the resurfacing of an area of the play park. It was recommended that reserve funds are used to fund the brook clearance circa £4K and £5786 quoted for the resurfacing of a section of the play area is met from open spaces maintenance budget 2022/23 which would increase to £12K. This was agreed and council would be asked to ratify this decision. Subject to council's approval, the Clerk and CSO would ensure that the jobs listed above are arranged and paid for by 31st March 2022.

7. To consider the appointment of an internal auditors

It was agreed to use the services of Mrs Vivien Evans to internally audit the accounts for the year 2021/22.

8. To report on any funding applications

No applications had been submitted recently although funding sources are always sought for council projects.

9. to consider the Terms of Reference for the Resources Committee

It was agreed to make amendments to the section headed Delegated Authority to ensure it matches the Financial Regulations in that urgent expenditure may be incurred by the Clerk up to a limit of £1000 (see point 1.1 of Financial Regulations).

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

25th April 2022 at 7.30pm

Meeting closed at 4.50pm