



RESOURCES COMMITTEE MEETING

Held at 7.00pm on Wednesday 13th November 2024 at Desford Library, Main Street, Desford, LE9 9JP

DRAFT MINUTES

Present – Cllr C Oakes (Chair) Cllr C Crane, Cllr E Clark, Cllr McMillan and Cllr A Winner also, present Pip Gould (Clerk) and Julie Frost (Admin Assistant)

1. Apologies

Apologies were received and accepted from Cllr P Treadwell.

2. Declarations of Interest

None.

3. To approve the minutes of the Resources Committee meeting held on Wednesday 9th October 2024.

The minutes were accepted as a true record and signed by the Chair.

4. To receive bank statements and recommend bank reconciliation up to the end of October 2024.

It was noted that the DiB and Heritage Grants had been transferred prior to Month end as Councillors had requested at Octobers Full Council Meeting. Statements were received, and the reconciliation signed for **Recommendation** to Full Council.

	Bank Reconciliation at 31/10/2024		
	Cash in Hand 01/04/2024		192,224.60
	ADD		
	Receipts 01/04/2024 - 31/10/2024		214,619.76
			406,844.36
	SUBTRACT		
	Payments 01/04/2024 - 31/10/2024		162,136.48
A	Cash in Hand 31/10/2024 (per Cash Book)		244,707.88
	Cash in hand per Bank Statements		
	Petty Cash 31/10/2024	0.00	
	01 Current Account 087 31/10/2024	26,231.48	
	02 Grants & Projects Reserves 25 31/10/2024	11,438.22	
	03 Precept & General Reserves 07 31/10/2024	205,945.54	
	04 Debit Card 515 31/10/2024	1,067.64	
	05 Desford in Bloom & Heritage 06 31/10/2024	25.00	
			244,707.88
	Less unrepresented payments		
			244,707.88
	Plus unrepresented receipts		
B	Adjusted Bank Balance		244,707.88
	A = B Checks out OK		

6. To receive and recommend payment of invoices

Payments for approval						
Date of Invoice	Invoice Number					
Direct Debits/On-line payments from account ...515 in OCTOBER: Ratify						
		HSBC Bank Account Fees	£8.00	£0.00	£8.00	6
08.10.24	11548553	Adobe - Acrobat Pro Subscription	£16.64	£0.00	£16.64	4
Oct Rates		Hinckley & Bosworth BC Rates for KRRG	£92.00	£0.00	£92.00	25
03.10.24	161661847	Zorro Cable Ties for Remembrance Poppies/Lampposts	£14.98	£2.99	£17.97	44
16.10.24	Various Amazon	Amazon Various Stationery Invoices	£50.93	£8.75	£59.68	8
01.10.24	12001952000	RBL Poppy Shop / 50 x Large Poppies	£208.33	£41.67	£250.00	44
Totals			£116.64	£0.00	£116.64	
Date of Invoice	Invoice Number	DPC Accounts Payable (from Account ..087) DD or in advance	Invoice exc vat	VAT	Invoice total	Budget Line
28.10.24	October	Staff Salaries NET	£2,945.86	£0.00	£2,945.86	28
	October	Payment to HMRC for Tax and NI relating to salaries 7 payable on 19th following month	£470.04	£0.00	£470.04	29
	October	NEST Pensions (Employer and Employee contributions) payable the following month	£116.32	£0.00	£116.32	31
10.10.24	7125419	Waterplus - Allotments Water Due on 14th Month	£55.36	£11.07	£66.43	19B
18.10.24	7237049	Waterplus - Cemetery Water Due Inv <i>quarterly 20th of month (next 18 Jan 25) paid monthly by</i>	£11.88	£0.00	£11.88	19A
13.10.24	M097 3&	BT Invoice due on 14th month	£57.96	£11.59	£69.55	9
16.10.24	30748	GoCardless Wemtech - INV 30669 Monthly Office 365 Fees & Monthly Councillor emails	£105.11	£21.02	£126.13	5
05.11.24	11862230	Npower Street Lighting due on 3/4 Month	£219.22	£10.96	£230.18	21
27.10.24	106631	M&BG Ltd (Grounds Maintenance monthly)	£2,337.50	£467.50	£2,805.00	11A
14.11.24	Oct-24	S Hopkinson - Handyman Oct charges <i>handed in on 14.11.24</i>	£90.00	£0.00	£90.00	32
	Oct/Nov	Clerk Expenses - mileage and Village Hall Hire for meeting of Staffing Committee	£28.50	£0.00	£28.50	30
	Oct/Nov	Admin Expenses	£11.25	£0.00	£11.25	30
24.10.24	17056	Atlantic Fabrications - Fix bin and make a new post	£150.00	£30.00	£180.00	24
17.10.24	1500	Cuttlefish Web App pro-rata Cosrs to 01/06/25	£131.30	£26.26	£157.56	5
01.11.24	4003409307	HBBC Bins Pickards and KRRG	£498.42	£99.68	£598.10	20
		<i>5 YEAR GRANT TRANSFER to DESFORD HERITAGE</i>	<i>£17,474.08</i>	<i>£0.00</i>	<i>£17,474.08</i>	<i>Misc Costs</i>
		<i>5 YEAR GRANT TRANSFER to DESFORD IN BLOOM</i>	<i>£34,595.44</i>	<i>£0.00</i>	<i>£34,595.44</i>	<i>Misc Costs</i>
10.11.24	7003415472	Refund S106 contribution for Tennis supplies not spent	£431.63	£0.00	£431.63	S106
Totals			£59,729.87	£678.09	£60,407.96	
DESFORD IN BLOOM						
17.10.24	470	Thornton Nurseries	£473.55	£94.71	£568.26	DiB/RATIFY
Totals			£473.55	£94.71	£568.26	

The invoices were considered and are to be **Recommended** to Council for payment.

7. To discuss the Draft Budget for 24-25

Clerk presented revised draft budget figures; These included amendments requested at last month's meeting and the revised Salary figures in line with the new pay agreement. Additionally, the increase in the Pension contribution in April 2025. There were also adjustments to the building maintenance figures due to the recently highlighted issues on the building surveys. The playground maintenance figures also increased in line with the expected maintenance for 25/26. It was agreed that Councillors urgently needed to consider the Building Surveys and a schedule of necessary works to enable the Clerks office to obtain quotes.

8 Update from Solicitors on review of Leases.

We have still not received the information from Flavells Solicitors, a deadline of Thursday 14th November has been set and will be reported on as an agenda item if this timescale is not adhered to.

Action: The Clerk to chase the Solicitor again on Thursday 14th November and report back at Full Council.

9 To note building survey reports and decide next steps, including prioritising any works.

It was agreed that an agenda item be raised at November's Full Council meeting regarding the creation of an Asset Management WG. Cllr Winner has created draft TOR's for consideration but it was agreed that an informal meeting should take place to consider the recent Building Survey Reports and highlight any immediate issues to Full Council to avoid any unnecessary delays..

10 Clerks Report

Local Government Pay agreement: A pay agreement for 24/25 has been reached on local government pay. This increase was **Recommended** to Full Council to be included in Novembers Salary.

Building Surveys Reports sent to Resources Committee only. Urgent works were required to the electrics at the changing rooms at KRRG.

Due to the highlighted Health and Safety issues regarding the electrics SiD were advised by the Clerks Office, in conjunction with Cllr Winner (Vice-Chair) that the changing rooms needed to be closed immediately whilst quotes were sought. SiD went ahead with electrical works regardless of instructions from the Clerk's Office but they have agreed to cover these costs. Both Cllr Winner and the Clerk have requested an electrical certificate from SiD for the electrical works that were undertaken.

Coronation Bench Installation Clerk reported that licences are now in place in install the bench on Station Road however fixings, slabs and installation charges are required. It was suggested that an installation budget **of up to £250** to install the bench would be **Recommended** to Full Council.

Training An Introduction to Planning for Climate Change that will focus on how Parish Councils can use local planning to better address climate change. This will be useful for anyone looking to include any policies within their plans aimed at tackling climate change. The charge for the course for non-members of **£40** was **Recommended** to Full Council and Cllr Clark will attend.

Staff Overtime Clerk put in a request for 5.5 hours of overtime worked in October which was **Recommended** to Full Council for payment.

Request for Bin on Bridleway This required more information regarding access to empty the bin. Councillors asked the Clerk to investigate and also to enquire if a larger Bin could be installed at the entrance to the Bridleway and present findings at next month's Resources meeting.

Bin on Manor Road It was noted that this has now been repaired.

11 Information from Members. None

The meeting closed at 8.27pm.

Chairman

Date