



**RESOURCES COMMITTEE MEETING**  
 Held at 7.00pm on Wednesday 13<sup>th</sup> March 2024  
 at Desford Library, Main Street, Desford, LE9 9JP

**MINUTES**

Present – Cllr Oakes, Cllr C Crane, Cllr McMillan, and Cllr P Treadwell  
 Also, present Pip Gould (Clerk)

**1. Apologies**

Cllr G Eldridge  
 Apologies were received and accepted.

**2. Declarations of Interest**

There were no declarations of interest.

**3. To approve the minutes of the Resources Committee meeting held on Wednesday 14<sup>th</sup> February 2024.**

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

**4. To receive bank statements for February 2024**

The bank statements were received and noted for **Recommendation** to Council.

**5. To receive and approve the Cashbook statement up to the end of February 2024 and recommend payment of invoices.**

The invoices were considered and are to be **Recommended** to Council for payment.  
 The cashbook statement was received and noted.

**Payments for approval in March 2024**

**Debits that will be paid from account ...515**

Zoom	£12.99	£2.60	£15.59	4
Terrain - H&S advisors	£8.32	£1.66	£9.98	35
HSBC Bank Account Fees	£8.00	£0.00	£8.00	6
ICO - Annual Registration Fee	£40.00	£0.00	£40.00	4
SLCC - Annual Membership Fee	£244.00	£0.00	£244.00	35
Adobe - Acrobat Pro Subscription Inv IEE2024001572416	£16.64	£0.00	£16.64	4
Amazon - 2024 A3Wall Planner	£4.95	£0.31	£5.26	8
Amazon - 24 pack Energizer AA Batteries	£13.47	£2.70	£16.17	8
	£348.37	£7.27	£355.64	
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DPC Accounts Payable (from Account ..087)	Invoice exc vat	VAT	Invoice total	Budget Line
Staff Salaries - February	£3,060.37	£0.00	£3,060.37	28
Payment to HMRC for Tax and NI relating to February salaries	£538.84	£0.00	£538.84	29
NEST Pensions (Employer and Employee contributions) February	£99.04	£0.00	£99.04	31
Waterplus - Allotments Water	£29.51	£5.90	£35.41	19B
Waterplus - Cemetery Water				19A
GoCardless Wemtech - Monthly Office 365 Fees	£40.89	£8.18	£49.07	5
GoCardless Wemtech - Monthly Office 365 Fees	£3.00	£0.60	£3.60	5
Npower Street Lighting - Inv09853299	£237.39	£11.87	£249.26	21
R&CA Advisory (Book-keeper) February 2024 Invoice 24003	£96.25	£0.00	£96.25	33
M&BG Ltd (Grounds Maintenance monthly invoice 100175 )	£2,009.67	£401.93	£2,411.60	11A
Arboreco - Treeworks at Pickards Park Inv 5993	£950.00	£190.00	£1,140.00	16
	<b>£7,064.96</b>	<b>£618.48</b>	<b>£7,683.44</b>	
<b>DES福德 IN BLOOM</b>				
St Martins Church Desford - Bins supplied March 2023	£112.50	£0.00	£112.50	DIB

**Desford Parish Council - 13 March 2024**

**Cashbook**

**Accounts and Invoices for Recommendation to Council**

**Opening Balances 01st February 2024**

Projects & Grants Reserve Account ... 253	£8,002.60
Current Account ... 087	£29,493.06
Debit Card Account ... 515	£763.36
Precept Reserve Account ... 072	£118,546.12
<b>TOTAL DPC=</b>	<b>£156,805.14</b>
Desford in Bloom Account ... 064	£53,366.19
DiB Petty Cash	£53.48
<b>TOTAL =</b>	<b>£210,224.81</b>

**Transactions in Current Account ..087 in February 2024**

		Budget Line
Payment to BT (Direct Debit)	-£64.46	9
Payment to Waterplus - Cemetery Water (Direct Debit)	-£9.16	19A
Waterplus - Allotments Water	-£38.22	19B
NEST Pension Payments Covering January 2024	-£93.23	31
Payment to Npower for Street Lighting( Direct Debit)	-£285.57	21
Payment to Go Cardless Wern Tech x3 invoices	-£105.34	5
Payments in the form of 14 BACS Payments (refer to Bank Statement)	-£13,616.13	
HMRC PAYE/NIC Payment covering January 2024	-£482.77	29
HSBC Bank Account Fees	-£13.00	6
Allotment Income	£11.00	59
Cemetery Income	£390.00	60
HMRC VAT Refund 01/10 to 31/12/2023	£2,729.78	62
Hiscox Credit - Insurance Payout for Water leaks at BVH x 2 invoices (sept & Oct Tabs) less excess charge	£1,250.00	15
Credit cemetery	£95.00	60
2024 Rental Allotment Income	£72.00	72
<b>Total =</b>	<b>-£10,160.10</b>	

**Transactions of ..515 (Debit Card Account) February 2024**

Transaction	exc vat	VAT	Transaction total	
Zoom Monthly Subscription	-£12.99	-£2.60	-£15.59	4
Terrain - H&S advisors	-£8.33	-£1.66	-£9.99	35
HSBC Bank Account Fees	-£8.00	£0.00	-£8.00	6
ICO - Annual Registration Fee	-£40.00	£0.00	-£40.00	4
SLCC - Annual Membership Fee	-£244.00	£0.00	-£244.00	35
Adobe - Acrobat Pro Subscription Inv IEE2024001572416	-£16.64	£0.00	-£16.64	4
Amazon - 2024 A3Wall Planner	-£4.95	-£0.31	-£5.26	8
Amazon - 24 pack Energizer AA Batteries	-£13.47	-£2.70	-£16.17	8
<b>Total</b>	<b>-£348.38</b>	<b>-£7.27</b>	<b>-£355.65</b>	

**Transactions for Projects & Grants Reserve Account ..253 February 2024**

Nil	
<b>Account Balance =</b>	<b>£8,002.60</b>

**Transactions for Precept Reserve Account ..072 February 2024**

Gross Interest Received	£184.61	58
<b>Account Balance =</b>	<b>£118,730.73</b>	

**Transactions DiB Account ...064 February 2024**

Transaction	exc vat	VAT	Transaction total
DiB Donations & Grants			£10.00
Heritage Donations & Income			£44.25
Undefined Donations & Grants			£44.25
Heritage Christmas Stall Receipts			£44.25
HSBC Bank Account Fees	-£8.00	£0.00	-£8.00
Desford Village Hall Hire x2 What for	-£83.00	£0.00	-£83.00
Mrs RA Treadwell - Heritage Expenses	-£40.37	£0.00	-£40.37
N Lockley - Costco Expenses DIB	-£7.80	£0.00	-£7.80
Karen Wakefield - DIB Expenses	-£9.50	£0.00	-£9.50
Colin & Pat Crane - Heritage Expenses	-£57.94	£0.00	-£57.94
BS & LA Grimshaw - Heritage Expenses	-£46.43	£0.00	-£46.43
Mrs KH Twitche - Heritage Expenses	-£21.98	£0.00	-£21.98
Mrs S Richardson - Heritage Expenses	-£41.27	£0.00	-£41.27
Mrs KH Twitche - Heritage Expenses	-£20.00	£0.00	-£20.00
<b>Account Balance =</b>			<b>£53,084.15</b>

**Council Funds at 29th February 2024**

Projects & Grants Reserve Account ... 253	£8,002.60
Current Account ... 087	£19,332.96
Debit Card Account ... 515	£407.71
Precept Reserve Account ... 072	£118,730.73
<b>TOTAL DPC=</b>	<b>£146,474.00</b>

DIB Funds total = £32,799.22 plus PC of £108.48	Desford in Bloom & Heritage ... 064	£53,084.15
Heritage Funds total = £20,566.97	Petty Cash DIB	£108.48

**TOTAL = £199,666.63**



**6. To receive and note the Parish Council Income & Expenditure and Financial summary of budgetary analysis up to the end of February 2024.**

There was an in-depth budgetary analysis discussion.

The Committee considered and noted the income and expenditure for the month and compared month and year to date figures against the budget.

Subject to a minor amendment in budget line allocation they will be **Recommended** to full Council for approval.

**7. To Consider Quotations for the purchase of 2 new planters for the Hunts Lane village entrance**

The Clerk presented the Quote from Amberol for 2 new planters/troughs in Moss Stone at a cost of £552.50 NET. These are in keeping with the other village planters.

Resources committee agreed to **Recommended** the invoice for £552.50 NET to Full Council.

**8. To consider quotations for works to repair the roof of the changing rooms at Kirkby Road recreation ground and receive an update on a potential insurance claim. To note a report from Sport in Desford about damage caused by rats and receive an update on a potential insurance claim.**

The Insurance company confirmed that there is no insurance cover for vermin damage.

**The Clerk** will contact SiD to inform them of the insurer's decision.

The Insurance company has requested additional information specifically relating to boundaries and roof maintenance logs: **The Clerk** has been instructed to obtain two quotes for roof repairs and additionally investigate the possible remedial actions that could be taken regarding the shrubbery behind the building and obtain any quotes for works to present back to the Resources Committee.

**9. To consider the renewal of the pest control contract.**

The annual renewal of the Pest Control contract has been supplied by Pest Guard Northwest Ltd at an annual cost of £392.00. This is less than last year's contract.

Resources committee agreed to **Recommend** the contract renewal of £392.00 to Full Council

**10. Clerk's Report**

**10.1 BVH Internal Water leak**

The Clerk informed the Resources committee of an immediate requirement for roof repairs at Botcheston Village Hall and presented photographic evidence. The Clerk informed Councillors that the insurers had advised that Council would need to prove that any roof damage had been caused as a direct result of outside interference rather than general wear and tear if any claim were to be successful. Two quotes have already been sought.

The Resources Committee have delegated powers Financial Regulations 19.2 to approve expenditure for legislative, statutory or any other sensitive issues. They **Resolved** to approve the roof repairs subject to receiving two quotes.



**10.2 Wem-Tech Notification of pricing structure change**

The Clerk has been notified of a monthly increase of £7.00

Resources committee agreed to **Recommend** the increase of £7.00 per month to Full Council

**11. Information from Members**

None

The meeting closed at 8.03pm

Chairman .....  .....

Date ..... 10/4/24 .....