



**RESOURCES COMMITTEE MEETING**

Held at 7.00pm on Wednesday 14<sup>th</sup> August 2024 at Desford Library, Main Street, Desford, LE9 9JP

**MINUTES**

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

**1. Apologies**

It was **Resolved** to accept apologies and valid reasons from Cllr Oakes.

**2. Declarations of Interest**

None.

**3. To approve the minutes of the Resources Committee meeting held on Wednesday 10th July 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 July 2024.**

The bank statements were received, and reconciliation signed for **Recommended** to Full Council.

<b>A</b>	<b>Bank Reconciliation at 31/07/2024</b>		192,224.60
	Cash in Hand 01/04/2024		112,909.37
	<b>ADD</b> Receipts 01/04/2024 - 31/07/2024		
	<b>SUBTRACT</b> Payments 01/04/2024 - 31/07/2024		305,133.97
	<b>Cash in Hand 31/07/2024</b> (per Cash Book)		69,052.05
			<b>236,081.92</b>
	Cash in hand per Bank Statements		
	Petty Cash	31/07/2024	108.48
	01 Current Account 087	31/07/2024	6,356.98
	02 Grants & Projects Reserves 25	31/07/2024	10,268.10
	03 Precept & General Reserves 07	31/07/2024	165,055.15
	04 Debit Card 515	31/07/2024	1,268.39
	05 Desford in Bloom & Heritage 06	31/07/2024	53,024.82
			<b>236,081.92</b>
	Less unrepresented payments		
			236,081.92
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>236,081.92</b>
	<b>A = B Checks out OK</b>		



## 6. To receive and recommend payment of invoices

<b>Payments for approval</b>				
<b>Direct Debits/On-line payments from account ...515 in July</b>				
HSBC Bank Account Fees	£8.00	£0.00	£8.00	6
Adobe - Acrobat Pro Subscription	£16.64	£0.00	£16.64	4
Hinckley & Bosworth BC Rates for KRRG 1st Aug	£92.00	£0.00	£92.00	8
Amazon paper	£24.15	£4.83	£28.98	8
Amazon print cartridges	£23.24	£4.65	£27.89	8
GTB Confidential Shredding £32 processing + £8 deposit + 3.50 Postage	£34.66	£5.34	£43.50	8
EST Internet Security	£37.49	£7.50	£44.99	4
Terrain - H&S advisors - Cancelled	£8.32	£1.67	£9.99	35
DIB Pump Direct Water Tanks	£34.06	£6.81	£40.87	DIB
DIB Mower blade	£23.32	£4.67	£27.99	DIB
Transfer from DIB Account	£0.00	£0.00	-£68.86	
<b>Totals</b>	<b>£301.88</b>	<b>£35.47</b>	<b>£271.99</b>	
<b>DPC Accounts Payable (from Account ..087)</b>				
	<b>Invoice exc vat</b>	<b>VAT</b>	<b>Invoice total</b>	<b>Budget Line</b>
Staff Salaries - July	£2,918.54	£0.00	£2,918.54	28
Payment to HMRC for Tax and NI relating to July salaries Payable 19.08.24	£463.04	£0.00	£463.04	29
NEST Pensions (Employer and Employee contributions) July	£116.32	£0.00	£116.32	31
Waterplus - Allotments Water Due on 14th Month	£24.90	£4.98	£29.88	19B
Waterplus - Cemetery Water Due Inv quarterly 20th of month (July 24) paid by DD each month	£32.64	£0.00	£32.64	19A
BT Invoice August due on 14th month	£57.97	£11.59	£69.56	9
GoCardless Wemtech - Monthly Office 365 Fees & Monthly Councillor emails for August	£93.49	£18.70	£112.19	5
Npower Street Lighting due on 3/4 Month	£186.80	£0.00	£186.80	21
M&BG Ltd (Grounds Maintenance monthly )	£2,337.50	£467.50	£2,805.00	11A
S Hopkinson - Handyman Aug 2024	£75.00	£0.00	£75.00	32
Clerk Exp Mileage to shredding and general	£10.40	£0.00	£10.40	30
Admin Ass Expenses June	£9.45	£0.00	£9.45	30
EON Street Lighting Maintenance quarter ending 30 June	£96.00	£19.20	£115.20	23
HBBC Bins Contract INV4003376883 Pickards and KRRG	£498.42	£99.68	£598.10	20
Wicksteed INV826060 Tighrope Assembly	£312.98	£62.60	£375.58	17
Moore External Auditor Invoice for 23-24 AGAR INV 325355 16.08.24	£630.00	£126.00	£756.00	1
<b>Totals</b>	<b>£7,863.45</b>	<b>£810.25</b>	<b>£8,673.70</b>	
<b>DES福德 IN BLOOM July Invoices</b>				
LAHDIDAHS Vintage Vocals deposit HERITAGE VE Day	£50.00	£0.00	£50.00	HERITAGE
DIB Lawnmover blades/Debit Card	£23.32	£4.67	£27.99	DIB
DIB Pump/Debit Card	£34.06	£6.81	£40.87	DIB
DIB / PETTY CASH EXPENDITURE - Shivagiftshop - Slug Pellets	£12.49	£0.00	£12.49	DIB/Pcash
DIB / PETTY CASH EXPENDITURE - Amazon - Caterpillar treatments	£12.99	£0.00	£12.99	DIB/Pcash
<b>Totals</b>	<b>£132.86</b>	<b>£11.48</b>	<b>£144.34</b>	

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

## 7. To consider any requests for expenditure from Desford In Bloom and Heritage working groups.

- £29.90 for Miracle Grow (DIB Email request)
- £100 Budget for food and drink the Fundraiser event on 20<sup>th</sup> September (DIB Email request).

The requested expenditure was agreed and **recommended** to Full Council.

## 8. To receive an update on investigations and quotes in the provision of Christmas lights on the library tree.

Resources have reservations regarding the costs involved to erect Christmas lights this year and there is no funding set aside in the budget for 24-25. It was agreed that this is something that could be factored in when setting next year's precept to a value of £2000 and it was also suggested that alternatively a sponsor could be found.

It was agreed to present the information to Full Council to **Recommend** inclusion when setting next year's precept.

**9. To receive an update and quote for Quinquennial/Building reports for council owned buildings**

Only one quote had been received despite contacting six separate companies. The quote was for **£4440.00**. A budget was set for £1000 and therefore it will be **Recommended** that these reports are completed on a rolling basis. Priority should be given to Botcheston Village Hall this year. It was also **Recommended** that a WG is created to access the previous reports from 2019 and advise Council of priorities.

**10. To consider quotes for repairs to the cemetery fence.**

The Committee **Recommend** that Council accept the quotation for **£400** plus VAT from M&BG to repair the fence at the Cemetery.

**11. To consider quotes for the restoration works to the memorial garden.**

The Committee **Recommend** that Council accept the quotation from M&BG to carry out works to the memorial garden for **£855.00** but the planting quotation should be postponed until the other works have been completed.

**12. To consider quotes from providers for workshops on Civility and Respect.**

Two quotes were provided from suppliers recommended by LRALC. Resources agreed to a Workshop in principal but felt that more research is needed due to the costs involved.

**ACTION:** Clerk will contact HBBC to see if they have any preferred local contacts who could provide such a workshop.

**13. To consider quote for Wicksteed tightrope fixings.**

The Committee **Recommend** that Council accept the quote from Wicksteed **£109.28** NET for the additional tightrope fixings.

**14. Clerks report.**

Clerk reported that solicitors engagement has been signed and the two leases sent over to the solicitors.

M & BG advised that the swing in Pickards Park has sunk further on one side and that the swing may now be below safety guidelines.

It was **Recommended** that more information be obtained from the manufacturer Prolodic relating to the safety guidelines so that a course of action can be approved. The original quote obtained in May 24 was for **£1148.90**.

**ACTION:** Clerk to contact Prolodic asap regarding safety aspects and to request a reissued quote.

The Bin on Manor Road has fallen over and the metal post rusted through. The Clerk will contact HBBC who provided the bin.

The Staffing WG has asked that we obtain membership if the ICCM (Institute of Cemetery and Crematorium Management). Clerk reported that this costs **£100** per year

The Committee **Recommended** that Council accept this quote for membership.

A parishioner has contacted Clerk regarding a overhanging tree branch that they say overhangs their garden. **ACTION:** Clerk to contact Eddie at Arboreco for comment/recommendation.

The additional premium for insuring the Churchyard Wall and War Memorial prorata is **£176.57**.

The additional yearly premium is **£212.70**

The cost of **£176.57** including IPT is to be **Recommended** to Full Council for payment.

**15. Information from members.**

CLlr P Treadwell enquired about the cutting of the hedge by Botcheston Village Hall.

The meeting closed at 8.34pm.

Chairman .....

Date .....