

Droitwich Spa Town Council

MINUTES of the **RESOURCES COMMITTEE** held at St Richard's House, Victoria Square, Droitwich Spa on Monday 15 January 2018 at 6.50pm

PRESENT: Councillor Mrs K Tomalin (Chairman)
Councillor S Best (Mayor) Ex Officio
Councillor R G Beale
Councillor G R Brookes
Councillor G Duffy
Councillor L Evans
Councillor A H Laird
Councillor T J Noyes

ALSO PRESENT: Councillors, Mrs C Bowden, Mrs S Harris, Mrs A Hawkins, R J Morris, W T Moy, A Roberts and A M Sinton.

APOLOGIES FOR ABSENCE: Councillor A Humphries (Vice-Chairman), and Councillors Ms J Bolton and R E Murphy.

201. DECLARATIONS OF INTERESTS

There were none.

202. MINUTES OF THE MEETING OF THE RESOURCES COMMITTEE HELD ON 18 DECEMBER 2017 (POSTPONED FROM 11 DECEMBER 2017)

RESOLVED That the Minutes of the Meeting of the Resources Committee held 18 December 2017 be confirmed as a correct record and signed by the Chairman.

203. RECOMMENDATIONS FROM COMMUNITY & AMENITIES COMMITTEE MEETING ON 15 JANUARY 2018

There were no recommendations other than those pertaining to the Council's Estimates 2018/2019, which were considered at Minute No 204 below.

204. COUNCIL'S ESTIMATES 2018/2019

The Committee considered the report upon the estimates for year 2018/2019, presented by the Town Clerk.

It was noted that:

- For 2018/2019, the Community and Amenities Committee had reviewed its budgets and fees and charges at its meeting earlier that evening and its recommendations were submitted for review. These accorded with the recommendations contained within the report.

- The Committee was requested to produce estimates of the Council's Income and Expenditure for the financial year 2018/2019, sufficient to formulate a recommendation to the Town Council meeting to be held on Monday 29 January 2018, as to the amount to be precepted from Wychavon District Council.

Members were reminded that the Town Council (the precepting authority) could not issue supplementary precepts. Also that Wychavon District Council would request a broad breakdown of the Town Council's expenditure over the services it provides, to enable them in turn to provide information to Council Tax payers.

Councillor T J Noyes referred to the relevant Band D amounts for Evesham and Pershore which were much higher in comparison and commended the Estimates to councillors.

RECOMMENDED

1. That Council requests a total precept requirement £379,743 being £343,624 in precept and with a precept support grant element of £36,119.
2. That the recommendations as set out in Minute No 198 (2017-18) of the Community and Amenities Committee be approved, namely:
 - a. That no changes be made to the Fees and Charges for 2018/19.
 - b. That the Grants Budget (\$137 Grants and Sponsorship) be set at £15,000.
 - c. That the current arrangements for the Grants Appraisal Panel be amended so that all requests for sponsorship of Events and Festivals to be addressed by application by the Panel as per other requests for financial assistance, with the threshold for the allocation of grants to be lifted.
3. That therefore the Estimates for 2018/2019 be approved.

205. MONITORING REPORT AS AT 31 DECEMBER 2017 AND LIST OF DIRECT DEBITS AND STANDING ORDERS AS AT 30 NOVEMBER 2017

The Town Clerk advised that these figures were a 'snapshot' of the Town Council's expenditure.

She further advised that with regard to the building maintenance budget, as a matter of urgency the foul smell emanating from the sewers necessitated an inspection of the drains on site etc at a cost of £600.

RESOLVED

That the reports be noted and endorsed.

206. ACCOUNTS FOR PAYMENT

Creditor accounts in the sum of £1,261.50 were considered for payment, together with supplementary creditor accounts in the sum of £2,303.80.

RESOLVED That the statement of accounts appended be received and the expenditure totalling £3,565.30 (£1,261.50 + £2,303.80) be approved and duly passed for payment.

207. POST OF ASSISTANT TOWN CLERK COMMUNITY & AMENITIES – INTERVIEW PANEL

Pursuant to Minute No 188 Council meeting and 183 Resources Committee meeting both held on 18 December 2017, consideration was given to the setting up an Interview Panel for this post.

RESOLVED That an Interview Panel of the post of Assistant Town Clerk, Community & Amenities be set up comprising:

- Councillor Mrs K Tomalin, Chairman of Resources Committee;
- Councillor Mrs S Harris, Chairman of Community & Amenities Committee;
- Mrs Pam Craney, Town Clerk, and
- Mr Mark Keld, Assistant Town Clerk Community & Amenities;

with all arrangements for dealing with the vacancy delegated to the Town Clerk.

The meeting closed at 7.07pm.

Chairman of Committee
12 February 2018

Chairman of Council
29 January 2018

RESOURCES COMMITTEE MEETING 15 JANUARY 2018 – MINUTE NO 206 REFERS**Creditor Payments List**

11182	Churchfields Farm TIC Purchases	£336.00
11183	Dudleys Coaches Limited TIC Purchases	£18.00
11184	A J Manton, Hillhampton Honey TIC Purchases	£37.50
11185	Weldon Heating & Plumbing Work carried out on Ladies toilet area - St Richard's House	£120.00
11186	GCD Consultancy New replacement UPS and power cables	£600.00
11187	Mrs J C Fish, Activ Web Design Worcester Support, maintenance & hosting of www.droitwichspa.gov.uk 09.01.2018 to 08.01.2019	£150.00
	SUB- TOTAL	<u>£1,261.50</u>

Supplementary Creditor Payments List

11188	A J Manton, Hillhampton Honey TIC Purchases	£53.80
11189	Grant Thornton UK LLP Fee in respect of the 2017 Annual Return	£1,560.00
11190	R T Harrison Handyman & Caretaker duties including tree work and VAS 8 December 2017 to 15 January 2018	£690.00
	SUB-TOTAL	<u>£2,303.80</u>
	TOTAL	<u>£3,565.30</u>