

Droitwich Spa Town Council

MINUTES of the **RESOURCES COMMITTEE** held at St Richard's House, Victoria Square, Droitwich Spa on Monday 10 February 2020 at 6.53pm

PRESENT: Councillor A Humphries (Chairman)
Councillor RG Beale
Councillor E Bowden
Councillor Mrs JM Chaudry
Councillor DM Craigie
Councillor RP Hopkins

ALSO PRESENT: Councillors Mrs C Bowden, G Duffy, Mrs K Fellows, J Grady, AH Laird and CM Murray.

APOLOGIES FOR ABSENCE: Councillors RJ Morris, WT Moy (Ex officio) & AM Sinton.

276. DECLARATIONS OF INTERESTS

Councillor A Humphries (Chairman) and Councillor CM Murray both declared a non-pecuniary interest for Agenda Item 4 - the Fair Trade update, in their capacity as Members of the Fair Trade Group.

277. MINUTES OF THE MEETING OF THE RESOURCES COMMITTEE HELD ON 13 JANUARY 2020

RESOLVED That the Minutes of the Meeting of the Resources Committee held on 13 January 2020 be confirmed as a correct record and signed by the Chairman.

278. FAIR TRADE GROUP

Pursuant to minute reference 242 of the Resources Committee meeting held on 13 January 2020. Following the Group AGM which took place on 5 November 2019 and a further meeting on 22 January 2020 to take forward an amended Constitution for the Group. It had been scheduled to receive a further update from Councillor NR Griffiths the nominated Town Council Representative for the Fair Trade Group, but unfortunately he was unable to attend this Resources Committee meeting.

The Town Clerk updated that Councillor's Griffiths, Humphries and Murray had met with Mrs Emily Bowsher who was the remaining Member of the Fair Trade Group on 22 January 2020. At that time Councillor Griffiths had taken on the role of Chairman for the Group and Councillor Murray that of Publicity Officer. Two further new Members had taken on the Secretary and Treasurer roles all of which is conducive to realignment of the Fair Trade Group Constitution. The Town Clerk explained that as previously reported the Fair Trade Town Status and the associated accreditation standard were overdue for renewal since August 2019 mainly due to diminished active membership. Achieving the satisfactory renewal remained the pressing priority which would then be valid for a further two years.

Councillor Humphries advised that progress was encouraging and that Councillor Griffiths had confirmed that arrangements were in hand to update the Bank Account in consideration of the changes to the constitution and also that a Facebook social media page had been set up.

RESOLVED That the information was noted.

279. FIRE ALARM AND DETECTION SYSTEM REMEDIAL WORKS

Fire Alarm Remedial Works and replacement panel. Pursuant to Minute reference 105 of the Extra Ordinary Meeting of Council held on 29 July 2019 two estimates have been provided by Bryland Fire Protection to accord with the recommended works for St Richards House & the Community Hall. To confirm that the outstanding recommended additional fire detection monitors are scheduled to be fitted at the Community Hall on 19 February 2020. This will complete all of the recommended improvements. The Town Clerk has made tentative arrangements with the Appointed Health & Safety Consultants (Joe Ellis & Associates) to then undertake a fire safety assessment & audit of both premises. This will complete all of the fire safety review arrangements which commenced in July 2019.

RESOLVED That the information be noted

280. REGULAR AUTOMATED PAYMENTS LIST

Regular Automated payments list –interim report. Following recommendations by the Internal Auditor to be advised of a summary for all regular automated payments including salaries. Pursuant to minute reference number 43 of the Resources Committee meeting held on 10 June 2019, the internal audit report recommended that the report is presented at least six monthly oppose to being reviewed annually. November 2019 List last reviewed on 13 January 2020 at Resources Committee. *[January 2020 full list distributed with Agenda for information purposes]*
Councillor RP Hopkins requested details of the renewal dates and applicable chargeable rates for the EON Electricity arrangements. The Town Clerk explained that there were various accounts with EON for different connections and uses. These will be reviewed and the information collated for presentation as part of the Agenda for a forthcoming Resources Committee Meeting.

RESOLVED That the information be noted

281. ACCOUNTS FOR PAYMENT

Creditor accounts in the sum of £2,779.26 were considered for payment. *[list attached]*

RESOLVED That the statement of accounts appended be received and the expenditure totalling £2,779.26 be authorised & passed for payment.

The meeting closed at 7.05.pm.

Chairman of Committee

2 March 2020

Chairman of Council

20 April 2020

