

Droitwich Spa Town Council

St Richard's House
Victoria Square
Droitwich Spa
Worcs
WR9 8DS

4 June 2019

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You are hereby summoned to attend a meeting of the **RESOURCES COMMITTEE** to be held in the Council Chamber, St Richard's House, Victoria Square, Droitwich Spa on Monday 10 June 2019 at 6.30pm, or at the close of the meeting of the Community & Amenities Committee, whichever is the later.



Mark Keld
Town Clerk

Members of the public are invited to attend the committee meeting. Time is set aside at 5.45pm to receive views or questions on issues on this agenda, or raise issues for future consideration before the start of the Committee meeting. Notice of these should be lodged with the Town Clerk by 1pm that same day at the latest. Members of the public may not take part in the committee meeting.

AGENDA

1. Apologies for absence.
2. Declarations of Interests
3. To note the Membership and Chairmanship of the Committee, as determined at the Annual Council meeting on 13 May 2019 (details at end of Agenda)
4. To confirm as a correct record the Minutes of the meeting of the Committee held on 1 April 2019 [*circulated previously*]
5. To note that the Emergency Committee membership, as laid down in the Internal Control Policy, comprises the Chairman and Vice-Chairman of Resources Committee, the Mayor, the Leader of the Majority Party and the relevant Committee Chairman (the Town Clerk also being a member of this committee).
6. To receive the Town Council accounts for the year ending 31 March 2019 and recommend their approval to Council [*copy attached*].
7. To receive the statement of assurance on the Annual Return and recommend its approval to Council [*copy attached*]

8. To receive the statement of accounts on the Annual Return and recommend its approval to Council *[copy attached]*
9. To receive and note the Bank Reconciliation statement for the year ending 31 March 2019 *[copy attached]*
10. To receive the Annual report dated 22nd April 2019 of the Internal Auditor- Mr Kevin Rose of IAC Audit & Consultancy Ltd. To note that pursuant to minute reference number 243 of the Resources Committee meeting held on 4 March 2019 which records presentation of the Interim Internal Audit report dating from 7 February 2019 *[copies of interim Internal Audit Report and letter dated 26 February 2019 and Annual Internal Audit Report & letter dated 22nd April 2019 attached]*
11. Rotary House – A tentative approach has been received from Mr Laurie Evans representing the Rotary Club of Droitwich Spa regarding possible options for the Rotary House operation to be transferred to the Town Council as a Community Asset for future ownership and management. A list of the associated current managerial tasks has been compiled and received *[list herewith]*. Officer’s recommendation is to formally thank the Rotary Club before consideration towards a feasibility study and report for future presentation. The report should consider all aspects including insurance liability, transfer of ownership and premises registration processes, a professional buildings survey ,operational costs and revenue streams analysis , contracts transferability or inclusion with other DSTC arrangements and available resources.
12. Accounts for payment *[list herewith]*

Distribution:

<p>All Members of Resources Committee Councillors – A Humphries (Chairman) AM Sinton (Vice Chairman) R G Beale E J Bowden G R Brookes Mrs J M Chaudry D M Craigie R P Hopkins W T Moy(Ex- officio)</p>	<p>Copy to All Other Town Councillors Agenda For Information to: County & District Councillors for Droitwich Spa Subscribers Press</p>
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