

Droitwich Spa Town Council

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

31 March 2021

Telephone: 01905 774258
www.droitwichspa.gov.uk

You are hereby summoned to attend a meeting of the **RESOURCES COMMITTEE** to be held in the Community Hall, Heritage Way, Droitwich Spa, Worcestershire, on Monday 14 June 2021 at 6.30pm or at the close of the meeting of the Community & Amenities Committee if later.



Mark Keld
Town Clerk

PUBLIC SESSION

Members of the public are invited to attend the Committee meeting. Time is set aside at 5.45pm before the start of the Committee meetings to receive any questions about items on this agenda, or raise issues for future consideration. Notification of any requests 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. Due to ongoing Covid 19 Restrictions the numbers of attendees is limited because of space constraints. Public requests for attendance will be administered on a strictly first received basis until the restrictions have been fully relaxed

1. Apologies for absence.
2. Declarations of Interests
3. To confirm as a correct record the Minutes of the meeting of the Committee held on 12 April 2021 by the Zoom facility. *[previously circulated]*
4. To note the Membership and Chairmanship of the Committee, as determined at the Annual Council meeting on 4 May 2021 (details at end of Agenda)

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).
[for information]
6. To receive the Town Council accounts for the year ending 31 March 2021 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 2021 *[copy attached]*
10. To receive the Annual report dated 22nd April 2021 of the Internal Auditor. *[copy attached]*. The Interim report dated 24 November 2020 has been presented previously.
11. Special Grants Annual Approval - To approve payment of the Special Grants as per the budget estimates agreed by Council in January 2021, as follows.
 - * Citizens Advice Bureau £4000.00
 - * Droitwich Spa Council for Voluntary Services £3000.00
 - * St Mary de Witton (churchyard maintenance) £1300.00
12. To consider the exclusion of the Public and Press by passing the following motion:
That the press and public be now excluded from the meeting under the provision of the Public Bodies (Admission to Meetings) Act 1960 by virtue of the confidential nature of the business about to be transacted which involves financial and legal matters.
13. Heritage Centre & Museum – Staffing Arrangements. Confidential report attached *[for information]*
14. Accounts for payment. *[lists herewith]*

Distribution:

<p>All Members of Resources Committee Councillors – Mrs K Fellows (Chairman) D M Craigie (Vice Chairman) R G Beale E J Bowden G R Brookes Mrs J M Chaudry R P Hopkins A Humphries 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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