

Droitwich Spa Town Council

MINUTES of the **RESOURCES COMMITTEE** held at St Richard's House, Victoria Square, Droitwich Spa on Monday 5 June 2017 at 6.47pm.

PRESENT: Councillor Mrs K Tomalin (Chairman)
Councillor S Best (Ex-officio)
Councillor A Humphries (Vice-Chairman)
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, W T Moy, R E Murphy and A Roberts.

APOLOGIES FOR ABSENCE – Councillors Ms J Bolton, Mrs A Hawkins and R J Morris.

27 DECLARATIONS OF INTERESTS

Councillor S Best, Mayor, declared an interest in Agenda Item No 11 – Accounts for Payment No 11026 this being the first instalment of the Mayoral Allowance.

28 MEMBERSHIP OF THE COMMITTEE

Details of the Membership, Chairmanship and Vice-Chairmanship of the Committee, as determined at the Annual Meeting of Council held on 15 May 2017, were noted.

29 MINUTES OF THE MEETING OF THE RESOURCES COMMITTEE HELD ON 10 APRIL 2017

RESOLVED That the Minutes of the Meeting of the Resources Committee held 10 April 2017 be confirmed as a correct record and signed by the Chairman.

30 EMERGENCY COMMITTEE

The Resources Committee noted 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).

31 TOWN COUNCIL ACCOUNTS FOR YEAR ENDING 31 MARCH 2017

The Town Clerk presented the accounts and accompanying information.

Councillor L Evans advised that he had a query relating to the Estimates for 2017/18 which he would raise with the Town Clerk at the close of the meeting. It had no bearing on the accounts presented.

Councillor T J Noyes asked the Town Clerk to circulate all Councillors with details of the Lengthsman Scheme, in order to identify areas around the town for improvement.

RESOLVED That the Town Council Accounts for the year ending 31 March 2017, as reported, be approved.

32 STATEMENT OF ASSURANCE ON THE ANNUAL RETURN 2017

RECOMMENDED That the Statement of Assurance (Section 1 of the Annual Accounts for the year ending 31 March 2017 be received and approved.

33 STATEMENT OF ACCOUNTS ON THE ANNUAL RETURN 2017

RECOMMENDED That the Statement of Accounts (Section 2) of the Annual Accounts for the year ending 31 March 2017 be received and approved.

34 BANK RECONCILIATION FOR THE YEAR END 31 MARCH 2017

RESOLVED That the bank reconciliation statement for year ending 31 March 2017 be received and noted.

35 REPORT OF THE INTERNAL AUDITOR

RESOLVED That the report from the Internal Auditor be received and noted.

36 ACCOUNTS FOR PAYMENT

Creditor accounts in the sum of £7,196.78 were considered for payment, along with supplementary payments in the sum of £26,219.69 as appended.

RESOLVED That the statement of accounts appended be received and the expenditure totalling £33,416.47 (£7,196.78 + £26,219.69) be approved and duly passed for payment.

The meeting closed at 6.52pm.

Chairman of Committee
31 July 2017

Chairman of Council
19 June 2017

RESOURCES COMMITTEE MEETING 6 JUNE 2015 – MINUTE NO 36 REFERS**Creditor Payments List****Cheques already signed 9 May 2017**

11018	Aquam Water Services Standpipe hire for one year	£936.00
11019	Clist & Chandler Architectural Services - Residential Planning Development Cockshute Hill	£660.00
11020	Mike Henley Council Photographs	£50.00
11021	Hinton Pest Control Limited Rat Treatment - Copcut Allotment Site	£180.00
11022	R T Harrison Work carried out: Cockshute Hill, Community Hall & VAS	£330.00
11023	Dudley's Coaches Limited April 2017 Ticket Sales less commission - TIC	£454.05
11024	Top Cut Mowing Services Limited Replacement bollards at Spring Meadow	£33.60
11025	GCD Consultancy 2x new Monitors	£360.00

Cheques signed 5 June 2017

11026	Cllr S Best Mayoral Allowance - First instalment	£1,500.00
11027	A J Bourne Macebearers Allowance	£150.00
11028	S Bennett Macebearers Allowance	£150.00
11029	Droitwich Waterways (Pamela May) Trust Limited TIC Purchases	£25.00
11030	C. J. Hoare Work carried out on door in office - St Richard's House	£230.00
11031	We Do Services Limited Work carried out to fix broken blind - Main Hall, Community Hall	£60.00
11032	Clist and Chandler Architectural Services - Cockshute Hill	£216.00

11033	A J Manton, Hillhampton Honey TIC Purchases	£215.00
11034	David Whyman Map Sales TIC Purchases	£25.93
11035	Mint Electrical Services Emergency light testing - March & April 2017 Electrical work carried out in TIC and Vines Park	£906.00
11036	CommuniCorp - Clerks & Councils Direct Subscription Renewal	£12.00
11037	GCD Consultancy New keyboards & mice	£72.00
11038	R T Harrison Lengthsman Duties - £121.20 Handyman & Caretaker Duties - £510.00	£631.20
	TOTAL	<u>£7,196.78</u>

Supplementary Creditor Payments List

11039	Julie's Pantry Refreshments for Civic Service - 4th June 2017	£275.00
11040	DRFC 2000 New Homes Bonus	£25,000.00
11041	Weldon Heating & Plumbing Work carried out on outside water tap at Copcut Allotment Site	£60.00
11042	Bourne Decorators Limited Work carried out Copcut Allotments	£694.80
11043	Merlin Office Supplies Limited Stationery	£189.89
	TOTAL	<u>£26,219.69</u>
	GRAND TOTAL	<u><u>£33,416.47</u></u>