

Droitwich Spa Town Council

MINUTES of the Meeting of the **RESOURCES COMMITTEE** held by Virtual Zoom facility on Monday 11 January 2021 at 6.46 pm

PRESENT: Councillor A Humphries (Chairman)
Councillor AM Sinton (Vice Chairman)
Councillor E Bowden
Councillor GR Brookes
Councillors Mrs JM Chaudry
Councillor DM Craigie
Councillor RP Hopkins
Councillor WT Moy (Ex officio)

ALSO PRESENT: Councillors Mrs C Bowden, G Duffy, Mrs K Fellows, J Grady, NR Griffiths, DJ Morris, RJ Morris and CM Murray.

APOLOGIES FOR ABSENCE: Non received. Councillor Am Sinton updated that he would need to leave the meeting early due to another commitment.

205. DECLARATIONS OF INTERESTS

There were none.

206. MINUTES OF THE MEETING OF THE RESOURCES COMMITTEE HELD ON 7 DECEMBER 2020.

RESOLVED That the Minutes of the Meeting of the Resources Committee held on 7 December 2020 by Zoom facility be confirmed as a correct record and signed by the Chairman.

207. BUDGET & ESTIMATES 2021/2022 WITHIN REMIT OF THE COMMUNITY & AMENITIES COMMITTEE

Budget and Estimates 2021/2022. To consider any recommendations made by the Community & Amenities Committee at its meeting on 11 January 2021 (to be held immediately prior to the Resources Committee's meeting). See also Minute reference 202 of the Community & Amenities Committee meeting held earlier on 11 January to record that the Draft Estimates for the Municipal Year 2021/2022 including the presented Review of Charges and Fees within the remit of the Community & Amenities Committee be recommended to Full Council for consideration on 25 January 2021. *[full report attached with agenda]*

RESOLVED There were no questions arising. That the information was noted. That the draft estimates for the Municipal Year 2021/2022 including the presented review of charges and fees (within the remit of the Community & Amenities Committee) be recommended to Full Council for consideration on 25 January 2021.

208. COUNCIL ESTIMATES AND DRAFT PRECEPT FOR MUNICIPAL YEAR 2021/2022.

Council's Estimates for 2021/2022 – to consider the report [*enclosed with agenda*] and the recommendations of the Community & Amenities Committee [*to be reported verbally at Agenda Item 4 above*] and to make recommendations upon the Council's Budget, Estimates & Precept for 2021/2022 to Council at its meeting on 25 January 2021. The deadline for receipt of the 2021/2022 final precept confirmation by Wychavon District Council is 29 January 2021.

The Town Clerk went through and explained the draft budget, estimates and precept calculation as presented on the accompanying report. The income, expenditure and review of fees & charges attributed to the Community & Amenities Committee was referenced as a component part (see minute reference 207 above).

From the report the Town Clerk reaffirmed the following important matters,

1. Reference point 11 that the Precept Support Grant of £36,119 will be paid by Wychavon District Council for the year 2021/2022 although this is not guaranteed in future years.
2. The main shortfalls of income affiliated to the pandemic relate to the Community Hall and Heritage Centre due to the enforced closure periods. Savings and expenditure in other areas had been offset to absorb these shortfalls throughout the current period. This is referenced within point 28 of the report as well as the Community & Amenities Committee financials presented.
3. The total reserves held figure includes restricted capital reserves comprising land holdings proceeds and CIL (Community Infrastructure Levy). This is referenced within the report under point 24.
4. Estimates for this years out turn and the next Municipal Year are more difficult due to the Covid 19 restrictions, lock down period and overall uncertainty caused by the pandemic. Many integral plans and arrangements remain on hold until restrictions become clearer and are lifted. This is referenced within the report under point 28.

Councillor RP Hopkins made reference to projected additions to reserve balances for the end of the current period and the next Municipal Year in the context of reducing the impact of any increases for the electorate. The Town Clerk clarified from the report that the suggested precept of £400,140 plus the precept support grant element of £36,119 resulted in £436,259. This results in an addition to balances in March 2022 of £26,119. The suggested increase of £1.74 for Band D properties represented 10 monthly instalments of just over 0.17 pence for the DSTC element.

RESOLVED There were no further questions arising. That the information was noted.

That the Resources Committee makes a recommendation to Council to request a requirement of £436,259 being £400,140 in precept and a precept support grant element of £36,119 . This represents an increase of 3.9% for a precept of £400,140 with a Band D property increase from an annual council tax of £45.32 to £47.06, an increased amount of £1.74 per annum.

2. That no changes be made to Fees & Charges for 2021/2022.

3. That the Grants Budget (S137 Grants and Sponsorship) be set at £5,000.00 as detailed in the estimates to enable financial assistance for Festivals and Events in the Town. To be referred to the Grants Appraisal Panel for scrutiny and consideration with onward recommendation to the Community & Amenities Committee. An additional consideration for a further £2,500.00 to be made available from the general contingency should the demand for C & A grants exceed the allocated £5000.00.

4. That £15,000.00 towards the planning and arrangements for the deferred Mayflower 400 Event (originally 4 July 2020) be allocated from the Reserves/Events Budget (with a confirmed commitment of 50% match funded from Wychavon District Council).
5. That there be no maximum threshold of grant allocation applicable to the Grants Appraisal Panel recommendations.
6. That the attached estimates report for 2021/2022 be recommended to Full Council for final consideration on 25 January 2021.

209. MAYFLOWER GHOST SHIP PROJECT.

Mayflower Ghost Ship Project. To consider a request for an ex-gratia payment towards “out of pocket expenses” incurred by Mr Alan Davey in completion of his project. A request and accompanying breakdown of the expenditure including receipts has been received from Mr Davey on 1st January 2021. To note the following points. *[Summary report attached with agenda as provided by Mr Davey]*

- a. The Town Council has no contractual obligations or contact with the fabrication company with which Mr Davey instructed works.
- b. Consideration for and any resultant ex-gratia award should be made as a conciliatory gesture without prejudice or any liability.
- c. Of the total expenditure outlined on the report (£1080.59), 50.42% (£544.88) relates to steel and fabrication materials which was not part of the original proposals or designs referred to the Town Council in September 2019.
- d. The decision to commission fabricators with the connected costs being incurred was made without reference to and without any prior approval from the Town Council.
- e. The original specification proposed to the Town Council and agreed in principle was a simple wooden build replica design which did not require steel or welding by a professional fabricator.
- f. The concept of the replica build was to be a component of the Mayflower 400 commemoration due to take place on 4th July 2020, which was not able to proceed due to the Pandemic.

In general discussion options for the offer of an ex-gratia payment were considered. Councillor WD Moy proposed an offer of approximately 50% of the referenced expenditure. The consensus reached preferred a conciliatory gesture of £250.00 representing full and final settlement without prejudice. The Town Clerk confirmed that this could be offered to Mr Davey for consideration and signed acceptance by way of agreement.

RESOLVED That the Town Clerk contact Mr Alan Davey to offer an ex-gratia payment of £250.00 representing full and final settlement without prejudice. If agreeable the payment will be made by cheque remittance following receipt of a signed acceptance.

210. ACCOUNTS FOR PAYMENT.

Creditor accounts in the sum of £5,389.70 were considered for payment. *[lists attached with Agenda]*

RESOLVED- There were no questions arising. That the statement of accounts appended be received and the expenditure totalling £5,389.70 be authorised and duly passed for payment.

The meeting closed at 7.16 pm.

Chairman of Committee

8 February 2021

Chairman of Council

25 January 2021