

Droitwich Spa Town Council

MINUTES of the **RESOURCES COMMITTEE** held at St Richard's House, Victoria Square, Droitwich Spa on Monday 14 January 2019 at 6.45 pm

PRESENT: Councillor A Humphries (Vice Chairman)
Councillor G Beale
Councillor Mrs C Bowden (Ex-officio)
Councillor GR Brookes
Councillor G Duffy
Councillor Evans
Councillor A H Laird
Councillor AM Sinton

ALSO PRESENT: Councillors S Best, Ms J Bolton, Mrs A Hawkins, WT Moy, RE Murphy and AL Roberts.

APOLOGIES FOR ABSENCE: Councillors, Mrs S Harris, RJ Morris, T Noyes and Mrs K Tomalin.

187. DECLARATIONS OF INTERESTS

There were none.

188. MINUTES OF THE MEETING OF THE RESOURCES COMMITTEE HELD ON 10 DECEMBER 2018

RESOLVED That the minutes of the meeting of the Resources Committee held on 10 December 2018 be confirmed as a correct record and signed in acceptance by the Chairman.

189. COUNCIL ESTIMATES 2019/2020

The Committee considered the report upon the estimates for year 2019/2020 presented by the Town Clerk. It was noted that,

- . For 2019/2020, the Community and Amenities Committee had reviewed its budgets and fees and charges at its meeting earlier that evening and its recommendations were submitted for review. These accorded with the recommendations contained within the report.
- The Committee was requested to produce estimates of the Council's Income and Expenditure for the financial year 2019/2020, sufficient to formulate a recommendation to the Town Council meeting to be held on Monday 28 January 2019, as to the amount to be precepted from Wychavon District Council.

Members were reminded that the Town Council (the precepting authority) could not issue supplementary precepts. Also that Wychavon District Council would request a

broad breakdown of the Town Council's expenditure over the services it provides, to enable them in turn to provide information to Council Tax payers.

RECOMMENDED

1. That Council requests a total precept requirement £396,203 being £360,084 in precept and with a precept support grant element of £36,119.
2. That the recommendations as set out in Minute No 182 (2018-19) of the Community and Amenities Committee be approved, namely:
 - a. That no changes be made to the Fees and Charges for 2019/20.
 - b. That the Grants Budget (\$137 Grants and Sponsorship) be set at £7500.00 as detailed in the estimates to enable financial assistance for Festivals and Events to be referred to the Grants Appraisal Panel for scrutiny and consideration, with onward recommendation to the Community & Amenities Committee.
 - c. That £7500.00 towards the planning and arrangements for the Mayflower 400 Event in 2020 be allocated from the Events Budget (with a provisional commitment of 50% match funding from Wychavon District Council) with continuation of this allocation considered for 2020/2021.
 - d. That there be no maximum threshold of grant application applicable to the Grants Appraisal Panel recommendations.
 - e. That the attached estimates be recommended to Council for 2019/2020 subject to any amendments as now agreed.
3. That therefore the Estimates for 2019/2020 be approved.

190. MONITORING REPORT AS AT 31 DECEMBER 2018 AND LIST OF DIRECT DEBITS AND STANDING ORDERS AS AT 31 DECEMBER 2018

The Town Clerk advised that these figures were a “snap shot” of the Town Council's expenditure.

RESOLVED That the reports be noted and endorsed.

191. INTERNAL AUDITOR

Pursuant to Minute reference 37 of the Resources Committee Meeting held on 4 June 2018, the established Internal Auditor (Mr Ian Fraser) has regrettably retired due to serious illness. Recommendations and reference enquiries have been taken forward from Evesham and Pershore Town Council's in order to support a suitable replacement auditor being sourced and in place ready for the Municipal Year end in March and related Annual returns. The Town Clerk met with Mr Kevin Rose, Director of IAC Audit & Consultancy Ltd on 24 September 2018 to discuss arrangements. An initial audit review is scheduled for 7 February 2019. *[Internal Audit Engagement letter, Pre-Qualification Statement, Audit methodology details attached for information]*

The update was noted and the Chairman requested that the Town Clerk write a letter of thanks and appreciation to Mr Ian Fraser in consideration of all of his years of guidance and support to the Town Council in the position of Internal Auditor.

192. ACCOUNTS FOR PAYMENT

Creditor accounts in the sum of £6783.97 were considered for payment.

RESOLVED That the statement of accounts appended be received and the expenditure totalling £6783.97 be approved and duly passed for payment.

The meeting closed at 7.10 pm.

Chairman of Committee
11 February 2019

Chairman of Council
28 January 2019