

# Droitwich Spa Town Council

MINUTES of the Meeting of the **RESOURCES COMMITTEE** held in the Council Chamber, St Richards House on Monday 6 February 2023 at 6.26 pm

PRESENT: Councillor WT Moy (Chairman)  
Councillor EJ Bowden  
Councillor GR Brookes  
Councillor Mrs J Chaudry  
Councillor RP Hopkins  
Councillor GA Duffy (Ex officio)

ALSO PRESENT: Councillors, Mrs C Bowden, J Grady, CM Murray & AM Sinton.

APOLOGIES FOR ABSENCE: Councillors Mrs K Fellows, A Humphries & RJ Morris.

## 277. DECLARATIONS OF INTERESTS

Councillor GR Brookes declared a non -pecuniary interest for agenda item 7 Accounts for Payment and Cheque Serial Number 12280 for the reason that he is supporting the Neighbourhood Development Plan project with WCC Divisional Funding assistance.

## 278. MINUTES OF THE RESOURCES COMMITTEE MEETING HELD ON 16TH JANUARY 2023.

To confirm as a correct record the Minutes of the meeting of the Committee held on 5th December 2022 in the Council Chamber, St Richards House [*previously circulated*].

RESOLVED That the Minutes of the Meeting of the Resources Committee held on 16 January 2023 at the Council Chamber , St Richards House, be confirmed as a correct record and signed by the Chairman.

279. Decarbonisation Advice & Review Reports as part of the Public Sector Energy Efficiency Programme (PEEP) – Pursuant to draft minute reference 255 of the Resources Committee meeting held on 16 January 2023 to confirm that a funding application has been submitted to Worcestershire County Council under the Peep Scheme for the LED lighting replacement covering both buildings on 23 January 2023. Three full cost estimates have been sourced and appended to support the application to accord with the requirement for all projected costs between £2,500 and £25,000. It is anticipated that the upgrade work should be eligible for the 40 % funding. The Scheme Managers have now stipulated that an element of Smart LED be added to the proposals before funding consideration can proceed. This aspect is currently being integrated through the Service Providers within their cost estimates. A further update will be provided in due course as matters progress, including the funding consideration outcome [*for information*].

There were no questions arising.

RESOLVED – That the information be noted.

280. St Richards House – Central Heating Boiler Replacement – Pursuant to draft minute reference 254 of the Resources Committee meeting held on 16 January 2023 to confirm that the Service Provider has been approached to collate suitable options. A meeting took place on site during 19 January 2023 with the outlook to receive full options for informed consideration through the Resources Committee to progress during April and May. This timescale will enable the boiler replacement to be taken forward at a time when the building is less reliant on the heating system and in doing so this should minimise disruption for all users of the premises. Further details including costs and specifications will be provided through the Resources Committee in due course and prior to any works commencing *[for information]*.

There were no questions arising.

RESOLVED – That the information be noted.

281. Regular Payments Review - including list of automated direct debits and standing orders. Summary as at end of January 2023 taken from Scribe Accounts System. This accords with the Auditors recommended practice to review the regular automated payments. The last reviews took place in February, June and December 2022 for automated payments and in October 2022 for **all** payments to align with interim year analysis of income and expenditure. *[All Payments Lists attached with Agenda for information covering period 1<sup>st</sup> December 2022 to 30<sup>th</sup> January 31st 2023.]*

There were no questions arising.

RESOLVED – That the information be noted.

282. ACCOUNTS FOR PAYMENT

Creditor accounts in the sum of £2,339.34 were considered for payment. Total expenditure presented £ 2,339.34 *[lists attached with Agenda]*.

There were no questions arising. To note that the total expenditure is £2,339.34 in respect of one replacement cheque previously presented for authorisation totalling £1,042.80 and detailed on the schedule. £2,339.34 less £1,042.80 = £1,296.54.

RESOLVED-. That the statement of accounts appended be received and the expenditure totalling £2,339.34 be authorised and duly passed for payment. Total expenditure authorised = £2,339.34

The meeting closed at 6.35pm.

Chairman of Committee

27 February 2023

Chairman of Council

24 April 2023