

Gnosall Parish Council

**Minutes of the Resources Committee Meeting
held on 29 January 2013 at 7.30pm in the Parish Office**

Present: Cllr M Cowie (in the chair) Cllr G Payne
 Cllr K Abbott Cllr Cook
 Cllr D Watson-Jones Cllr Ingram

Jayne Cooper, Clerk and Responsible Financial Officer

Press and Public – none present

1	<p>Cllr Ingram was welcomed on to this committee.</p> <p>To receive apologies and record absences</p> <p>Apologies received from Cllr Greatrex</p>	
2	<p>To receive any declarations of interest</p> <p>None received.</p>	
3	<p>To receive and confirm the minutes of the meeting held 27 November 2012</p> <p>The minutes of the meeting were proposed, seconded and agreed as a true record.</p>	
4	<p>To consider any matters arising not dealt with elsewhere on the agenda</p> <p>The Clerk confirmed that she had carried out an audit on the insurance schedule and arranged for this to be updated with Zurich Insurance. The Asset Register had also been updated.</p>	
5	<p>To carry out the audit of the council's accounts for the third quarter of the current financial year</p> <p>The accounts up to the end of January were reviewed in line with budgets. The Clerk drew attention to:</p> <p>Burial Ground Income – at previous Resources meetings it had been noted that estimated income was down as a result of fewer burials. However the last quarter had seen an increase in burials and almost £2000 had been received at the end of December 2012. One further payment is expected at the end of March.</p> <p>Utility expenditure – this had been monitored and it is likely that expenditure will exceed budget. The budget for 2013/14 had been increased.</p> <p>Licences – the Clerk had carried out some research on PPL and PRS licences which she reported would result in a refund of £231 from the PPL licence fee that is not necessary as the two dance groups that hire the centre have their own licences. In addition, PRS licence fees had</p>	

	<p>been over estimated and a refund is due in the next month.</p> <p>Village Green – there had been an over spend of £787. The unexpected bill of £727.50 from Staffordshire County Council in relation to the Scheme of Management Document had contributed to this overspend. This was noted.</p> <p>The Clerk was asked to contact Hand Morgan and Owen to request that the two outstanding leases for St John Ambulance and Rosebuds are finalised as soon as possible. Rent for SJA was due in September and is still outstanding. Cllrs expressed their concern to the length of time this had taken the solicitor to complete.</p> <p>The accounts were accepted and it was felt that expenditure had been controlled well and the estimated bank balances at the end of the year should be in a good position. Careful monitoring would however continue for the foreseeable future and into the next financial year.</p>	Clerk
6	<p>To report on any grant applications including the grant to LEADER and SEF for Phase 2 of The Acres project</p> <p>The Clerk confirmed that grant applications, on the whole, had been successful over the last few months which had helped with expenditure relating to various projects, such as the Village Green and The Acres.</p> <p>Work on phase 2 of The Acres had commenced and it was noted that the funding from LEADER had to be claimed after invoices had been paid. Therefore the Clerk would arrange immediate payment on receipt of invoices directly from the Staffordshire Railway Building Society Account and then make a claim to LEADER. Funding claims for this project are to be finalised by the end of February. This was accepted.</p>	Clerk
7	<p>To consider any requests for donations</p> <p>A request from The Samaritans for £150 had been received. Because of limited funds and that Council had previously agreed to award donations directly to groups/charities within the Parish, this request was declined. The Clerk to respond.</p>	Clerk
8	<p>To deal with correspondence referred by main Council</p> <p>SBC letter regarding details of grant from Government towards precept and confirmation of concurrent grant of £3680.00. This was noted.</p> <p>The Clerk confirmed she had written to SBC requesting a precept for 2013/14 of £48,800 but had not yet received a response.</p>	
9	<p>Date of Next Meeting</p> <p>The next Resources meeting would be held on 30 April 2013</p>	

The meeting closed at 8.25pm