

Gnosall Parish Council
Minutes of the Resources Committee Meeting
held on 24th April 2017 at 7.30pm in the Parish Office

Present: Cllr K Ingram (in the chair), Cllr K Abbott, Cllr R Greatrex, Cllr G Payne, Cllr S Green, Cllr M Booth, Jayne Cooper, Clerk and Responsible Financial Officer

Press and Public – none present

1	<p>To receive apologies and record absences</p> <p>Apologies received from Cllr Emsley. Cllr Cook had recently resigned as a Councillor creating a vacancy on this committee.</p>	
2	<p>To receive any declarations of interest</p> <p>There were no declarations of interest.</p>	
3	<p>To receive and confirm the minutes of the meeting held on 20th February 2017</p> <p>The minutes were approved as a true and accurate record.</p>	
4	<p>To deal with any matters arising not dealt with elsewhere on the agenda</p> <p>Insurance – ongoing review of insurance schedule alongside the review of The Asset Register to ensure both documents correlate.</p> <p>Budget – Cllr Ingram queried unspent budgets and how funds not spent increase reserve funds. He felt this should be reviewed in greater detail when the precept is agreed. Other cllrs felt the arrangement for agreeing the precept and earmarking reserve funds for projects are dealt with appropriately and allowance should be made for a contingency within a budget. Cllr Ingram accepted this but felt when budgets are set (usually in November) reserve funds should be more tightly controlled. This was noted.</p>	Cllr Ingram/ Clerk
5	<p>To receive the accounts for the fourth quarter for the financial year 2016/17 and to review the financial position at the year end.</p> <p>The accounts up to the end of March 2017 were reviewed in line with budgets. The Clerk drew attention to budget headings where expenditure had exceeded budget and gave detailed explanations. Cllrs noted that expenditure on allotment maintenance had exceeded budget as a result of fencing erected at the lower end of the allotment site to section off allotments from wetland as well as clearance of dumped rubbish both of which had resulted in the overspend. Unfortunately dumping of rubbish (mainly vegetation from plots) continues despite allotment tenants being asked to dispose of rubbish correctly. Cllr Simkin, as Chair of Open Spaces Committee was asked to refer to this at the Annual Assembly.</p> <p>GMK expenditure had also exceeded budget by £132 and some cllrs felt a reduction in the number of publications should be considered by the Communications Committee. Details of grants and other miscellaneous income received during the year were noted.</p>	

	<p>The yearend accounts were accepted as being in healthy position and were accepted as presented.</p> <p>Bank Balances at the yearend were reported as:</p> <table> <tr> <td>Coop General Account:</td> <td>£25,276</td> </tr> <tr> <td>Best Kept Village</td> <td>£1,595</td> </tr> <tr> <td>Gfest Account</td> <td>£2,651</td> </tr> <tr> <td>Stafford Railway Building Society</td> <td>£72,806</td> </tr> <tr> <td>Heritage Group</td> <td>£512</td> </tr> <tr> <td>Youth Club</td> <td>£6338</td> </tr> <tr> <td>Petty Cash</td> <td>£60</td> </tr> <tr> <td>TOTAL</td> <td>£109,238</td> </tr> </table> <p>Details of how reserve funds are allocated to projects for the year 2017/18, to be detailed in the Annual Report.</p> <p>Cllr Ingram gave brief details of an investment company for the public sector that currently has a deposit fund that pays 0.25% interest and asked Cllrs if this should be explored further. Cllrs felt more information was needed to make a informed decision however the Clerk confirmed that Stafford Railway Building Society pays 0.35% therefore it was agreed no future action should be taken.</p>	Coop General Account:	£25,276	Best Kept Village	£1,595	Gfest Account	£2,651	Stafford Railway Building Society	£72,806	Heritage Group	£512	Youth Club	£6338	Petty Cash	£60	TOTAL	£109,238	Clerk
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7	<p>To carry out a review of the Asset Register</p> <p>The Clerk and Cllr Ingram would be reviewing the Asset Register alongside the insurance schedule.</p>	Clerk, Cllr Ingram																
8	<p>To report on any funding applications</p> <p>Both GFest17 Working Group and the Library Working Group (GLEAN) have submitted recent funding applications.</p>																	
9	<p>To consider any requests for donations</p> <p>No requests had been received</p>																	
10	<p>To deal with correspondence referred by main Council</p> <ul style="list-style-type: none"> • A thank you letter from AFC Gnosall for the recent donation had been received. • The internal audit report had been received. All members received a copy of it. 																	
11	<p>To confirm the time and date of the next meeting</p> <p>3.7.17 at 7.30pm</p>																	

The meeting closed at 8.55pm