

Gnosall Parish Council
Minutes of the Resources Committee Meeting
held on 5th July 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, Cllr C Emsley, Jayne Cooper, Clerk and Responsible Financial Officer

Press and Public – none present

1	<p>To elect a Chairman for the Resources Committee</p> <p>Cllr Ingram was proposed and seconded as Chairman. This was agreed and Cllr Ingram accepted this position.</p> <p>To elect a Vice Chairman for the Resources Committee</p> <p>Cllr Booth was proposed and seconded as Vice Chairman. This was agreed and Cllr Booth accepted this position</p>	
2	<p>To receive apologies and record absences</p> <p>There were no apologies.</p>	
3	<p>To receive any declarations of interest</p> <p>There were no declarations of interest.</p>	
4	<p>To receive and confirm the minutes of the meeting held on 24th April 2017</p> <p>The minutes were approved as a true and accurate record.</p>	
5	<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>	Cllr Ingram/ Clerk
6	<p>To receive the accounts for the first quarter for the financial year 2017/18</p> <p>The accounts up to the end of June 2017 were reviewed in line with budgets. Cllrs noted the income and expenditure for two recent large projects, The Chippy Jumps Park and The Boardwalk reinstatement. The Chippy Jumps project was funded solely from S106 funds and the Boardwalk from S106, an insurance settlement and a donation from St Lawrence Primary Academy. The Clerk reported that the final invoice for the Chippy Jumps had been reduced by suppliers as a gesture of good will, following a number of unexpected snagging issues and that leaves surplus funds. Similarly the Boardwalk initial costings had included room for unexpected contingencies and as there were none there is also a surplus. Open Spaces Committee would discuss possible options to use the surplus funds and the Clerk would inform the S106 Officer at Stafford Borough Council.</p> <p>The Clerk informed members that a VAT return had been submitted to</p>	

	<p>HMRC for around £13,000.00, this in mainly the VAT from the two large projects discussed previously.</p> <p>The accounts were accepted as being in healthy position for the time of year and were accepted as presented.</p> <p>The Clerk reported she had recently reconciled all bank accounts that Cllr Ingram, as Chair of Resources, had approved the reconciliations.</p>	
7	<p>To report on any funding applications</p> <p>Funding applications had been submitted as follows:</p> <ul style="list-style-type: none"> • GG's Youth Club had requested £250 from The County Councillor Fund to help meet the costs of new equipment. • BKV had requested £250 from the County Councillor Fund to help meet the cost of a new village sign. • GLEAN has requested £1000 from the County Councillor Fund to help meet the costs of a portacabin • GFest had submitted an application to VEOILA to help meet the costs of GFest events. • An application had been submitted to Staffordshire County Council's Community Paths Initiative for £1000 for gardening and maintenance tools. 	
8	<p>To consider any requests for donations</p> <p>A letter had been received from St Lawrence Academy PTA requesting a donation from the Parish Council to purchase trees for an outdoor classroom. The Clerk had forwarded the grant request form and this had not yet been returned. Cllr Greatrex suggested that when the form is received, the Parish Council consider purchasing trees and donating them to the PTA.</p>	
9	<p>To deal with correspondence referred by main Council</p> <p>The Clerk had received a telephone call that day from Ricoh regarding the 5 year lease for the office photocopier that expires in August 2017. Renewal fees would be less than what the council is currently paying, particularly if another 5 year lease was chosen. Members gave delegated authority to the Clerk and 2 councillors to meet with representatives from Ricoh to organise the renewal before the end of August.</p>	<p>Clerk 2 Resources Cllrs</p>
10	<p>To confirm the time and date of the next meeting</p> <p>11th July 2017 at 7.30pm</p>	

The meeting closed at 8.05pm