

Gnosall Parish Council

Minutes of the Resources Committee Meeting held on 7th February 2018 at 7.30pm in the Parish Office

Present: Cllr K Ingram (in the chair), Cllr K Abbott, Cllr S Green, Cllr M Booth, Cllr C Emsley, Jayne Cooper, Clerk

Press and Public – none present

1	To receive apologies and record absences Apologies received from Cllr Payne and Cllr Greatrex	
2	To receive any declarations of interest There were no declarations of interest.	
3	To receive and confirm the minutes of the meeting held on 7th December 2017 The minutes were approved as a true and accurate record.	
4	To deal with any matters arising not dealt with elsewhere on the agenda Information relating to the small increase to the precept (financial year 2018/19) had been included in the February edition of Gnosall Parish News and would be included in the next Parish Council GMK magazine.	
5	To receive the accounts for the third quarter of the financial year 2017/18 The accounts up to the end of January 2018 were reviewed in line with budgets. The Clerk informed members that VAT had been claimed up to the end of December 2017. The accounts were accepted as presented. The Clerk reported she had recently reconciled all bank accounts and Cllr Ingram, as Chair of Resources, had approved the reconciliations. Bank balances were reported and it was noted that the Coop bank balance was particularly high for the time of year as it included £50,000 received from Staffordshire County Council for the tennis court/outdoor gym project, £9480 received from Awards for All and £4000 received from the County Councillors fund both grants will go towards the purchase of a portacabin for the community led library.	
6	To receive a copy of the revised Asset Register The Clerk reported that she had updated the Asset Register in line with insurance schedule. The two documents are completely separate but should both contain details of the assets. Following comments made by the External Auditor on how assets should be recorded in the Annual Return, the Governance and Accountability document (2014 version) had been reviewed and it was evident that additional information is needed on the Asset Register therefore the Clerk would continue to update it to ensure it is compliant with regulations.	

	<p>The Clerk recommended that the following action is taken:</p> <ol style="list-style-type: none"> 1. A sub group of Resources Committee members to meet with the Clerk to carry out an audit of the insurance schedule to ensure the value of items insurance is accurate. 2. The Clerk obtains a copy of the most up to date Governance and Accountability Guide (2017). There may be a fee to purchase this but it is necessary to have a copy of it. 3. The Clerk to invite insurance providers to meet and discuss the parish council's insurance requirements with a view to providing a quotation as the current 3 year insurance package with Zurich expires on 31st May 2018 <p>It was proposed, seconded and agreed that the recommendations, including the purchase of the 2017 Governance and Accountability Guide, be approved. The Clerk to action.</p>	Clerk
7	<p>To report on any funding applications</p> <p>An application to Awards for All for £9840 to be put towards the purchase of a portacabin for the community led library had been successful as had an application to the County Council Fund for £4000 also to be put towards the portacabin. Funds had been received.</p>	
8	<p>To consider any requests for donations</p> <p>None received</p>	
9	<p>To deal with correspondence referred by main Council</p> <p>The Clerk would be attending a training session on changes to External Audit on 27th March 2018.</p> <p>It was agreed the Grosvenor Centre Working Group should obtain information on how parish councils can borrow money.</p>	
10	<p>To confirm the time and date of the next meeting</p> <p>10.4.18 at 7.30pm</p>	

The meeting closed at 8.05pm