

**Minutes of the Resources Committee Meeting held on 25 May 2022**  
**at 7.30 pm at the Parish Office**

Present: Cllrs S Berlyn, A Chapman, G Chapman, M Hessing and P Sutton

In attendance: Ms M Harper (Clerk)

**22/23.1 Election of Chairman for 2022/2023**

Cllr Sutton was proposed by Cllr Hessing and seconded by Cllr Berlyn. Elected unopposed

**22/23.2 Election of Vice- Chairman for 2022/2023**

There were no nominations for the position of Vice Chairman

**22/23.3 Apologies for absence**

Cllr Chaney

**22/23.4 Declarations of Interest**

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept and the DCA

None

**22/23.5 Public Question Time**

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

There were no members of the public present

**22/23.6 To approve Minutes of the Resources Committee meeting held 27 April 2022**

RESOLVED: that the minutes of the Parish Council meetings held on 27 April 2022 be approved and signed as a correct record

**22/23.7 Actions from the Minutes**

The actions were noted

**22/23.8 To receive financial report**

22/23.8.1 Receipts

The receipts from 28 April 2022 to 25 May 2022 were noted (Appendix 1)

22/23.8.2 Payments

22/23.8.2.1 RESOLVED: that the invoices received and direct debits from 28 April 2022 to 25 May 2022 be approved, proposed by Cllr Hessing and seconded by Cllr A Chapman, all agreed (Appendix 2)

22/23.8.3 Reconciliation

It was noted that as previously discussed, payments and receipts are not being uploaded into the Rialtus System until the financial management system for the Sports & Social Centre are confirmed as all the coding the Rialtus system will need to be reset. Financial Regulations 2.2 state that bank reconciliations will be carried out at least quarterly, therefore it is anticipated that these will be available for the Resources meeting to be held in July 2022

22/23.8.4 Budget sheets / Earmarked Reserves

The income and expenditure, Earmarked Reserves and the Budget Sheets were noted

22/23.8.5 Insurance Claim Log

Nothing to report

22/23.8.6 Virement of monies

Nothing to report

22/23.8.7 Debtors more than 3 months

Nothing to report

22/23.8.8 On Line Banking

It was noted that Cllr Berlyn now has access to the system

**22/23.9 Funding Request from other Committees**

RESOLVED: that the request from Community Engagement and Health & Wellbeing Committee for additional funding for a Jubilee Bench to commemorate the Queen’s Platinum Jubilee to be sited at Eves Corner as a replacement for an older damaged bench be approved at a cost of £1,380.00 to be taken from CIL monies, proposed by Cllr A Chapman and seconded by Cllr Hessing, all agreed

**22/23.10 Community Engagement**

There were no issues raised for community engagement

**22/23.11 Matters for Report (for information only)**

There were no matters for report

**22/23.12 Exclusion of Press and Public**

RESOLVED: that in accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 in view of the nature of the business to be discussed the Public and Press be excluded and they were instructed to withdraw, proposed by Cllr Sutton and seconded by Cllr Hessing, all agreed

**22/23.13 Staffing**

RESOLVED: that the Assistant Clerk be awarded a pay increase of two scale points with effect from 1 June 2022 and that a further pay increase of four points on the 1<sup>st</sup> of the month following the transfer of the Sports & Social Centre, proposed by Cllr Hessing and seconded by Cllr Orange, all agreed

RESOLVED: that the Clerk be awarded a pay increase of 5 scale points with effect from 1 June 2022, proposed by Cllr Sutton and seconded by Cllr Berlyn, all agreed

RESOLVED: that a further pay increase of four points on the 1<sup>st</sup> of the month following the transfer of the Sports & Social Centre subject to the criteria of the job meeting the job profile, proposed by Cllr Berlyn and seconded by Cllr Sutton, all agreed

**22/23.14 Dates of next meeting**

Wednesday 15 June 2022 to be held at 7.30pm

There being no further business the meeting closed at 9.14pm

Chairman .....

Date .....