

**Minutes of the Resources Committee Meeting held on 26 September 2022**  
**at 7.00pm at the Parish Office**

Present: Cllrs S Berlyn, C Chaney, A Chapman, G Chapman, M Hessing and N Orange

In attendance: Ms M Harper (Clerk)

Cllr Berlyn advised the Committee that Cllr Sutton had resigned from the Parish Council. Cllr Berlyn was elected unopposed as the Chairman for this meeting

**22/23.47 Apologies for absence**

C Chaney

**22/23.48 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

There were no declarations of interest

**22/23.49 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

**22/23.50 To approve Minutes of the Resources Committee meeting held 26 September 2022**

RESOLVED: that the minutes of the Resources Committee meeting held on 26 September 2022 be approved and signed as a correct record

**22/23.51 Actions from the Minutes**

The actions were noted

**22/23.52 To receive financial report**

22/23.38.3 Reconciliation

RESOLVED: that the bank reconciliations from July and August 2022 be approved, proposed by Cllr G Chapman and seconded by Cllr Hessing, all agreed

22/23.52.1 Receipts

Parish Council receipts from 27 September to 26 October 2022 were noted

Danbury Leisure Centre receipts from 27 September to 26 October 2022 were noted

22/23.52.2 Payments

22/23.52.2.1 RESOLVED: that the Parish Council invoices and direct debits from 27 September to 26 October 2022 be approved, proposed by Cllr Berlyn and seconded by Cllr Hessing, all agreed

22/23.52.2.2 RESOLVED: that the Danbury Sports Centre invoices and direct debits 27 September to 26 October 2022 be approved, proposed by Cllr A Chapman and seconded by Cllr Orange, all agreed

22/23.52.3 Reconciliation

RESOLVED: that the bank reconciliations for the Parish Council September 2022 be approved, proposed by Cllr Orange and seconded by Cllr Hessing, all agreed

**22/23.52.4 Budget sheets / Earmarked Reserves**

This item was deferred to the next meeting

**22/23.52.5 Transfer of monies**

Nothing to report

**22/23.52.6 Debtors more than 3 months**

Nothing to report

**22/23.52.7 On Line Banking**

RESOLVED: that Cllr Orange be added to the bank mandate and Cllr Sutton removed, proposed by Cllr Berlyn and seconded by Cllr Hessing, all agreed

**22/23.53 Grant Applications**

RESOLVED: that the grant applications for Danbury St Johns (to be paid in 2023/24) and 1<sup>st</sup> Danbury Scouts (to be paid in 2022/23) be approved for £1,000.00 each, proposed by Cllr G Chapman and seconded by Cllr Orange, all agreed

**22/23.54 Interim Internal Audit Inspection**

The interim internal audit report in respect of the Leisure Centre was accepted and the Clerk requested to implement the recommendations. The Committee expressed their thanks and congratulations to the Clerk for the hard work

**22/23.55 Community Communication**

There were no issues for communication

**22/23.56 Matters for Report (for information only)**

There were no matters for report

**22/23.57 Dates of next meeting**

Wednesday 26 October 2022 to be held at 7.30pm

**22/23.58 Exclusion of Press and Public**

In accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 to resolve that in view of the nature of the business to be discussed it is in the opinion of the Committee advisable that the Public and Press be excluded and they are instructed to withdraw. Proposed by Cllr Berlyn and seconded by Cllr Hessing, all agreed

**22/23.59 Update on staffing**

22/23.59.1 The potential NJC review of salaries was noted

22/23.59.2 An update on matters relating to the Leisure Centre were noted

There being no further business the meeting closed at 9.08pm

Chairman .....

Date .....