

Minutes of the Resources Committee Meeting held on 26 March 2024
at 7.30pm at the Parish Office

Present: Cllrs Berlyn, G Chapman (Vice Chairman), Churchouse, Hessing, Orange (Chair) and Sutton

In attendance: M Harper (Clerk) and 1 member of the public

23/24.123 Apologies for absence

Cllr A Chapman

23/24.124 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.

There were no declarations of interest

23/24.125 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 comments

23/24.126 To approve Minutes of the Resources Committee meeting held 11 March 2024

RESOLVED: the minutes of the Resources Committee meeting held on 11 March 2024 be approved and signed as a true record

23/24.127 Actions from the Minutes

The actions from the minutes were noted

23/24.128 To receive financial report

23/24.128.1 Receipts

The Parish Council receipts from 29 February 2024 to 26 March 2024 were noted

The Danbury Leisure Centre receipts 29 February 2024 to 26 March 2024 were noted

23/24.128.2 RESOLVED: that the Parish Council invoices and direct debits from 29 February 2024 to 26 March 2024 be approved, proposed by Cllr G Chapman and seconded by Cllr Berlyn, all agreed

23/24.128.3 RESOLVED: that the Danbury Leisure Centre invoices and direct debits from 29 February 2024 to 26 March 2024 be approved, proposed by Cllr Hessing and seconded by Cllr Berlyn, all agreed

23/24.128.4 Reconciliation

RESOLVED: that the bank reconciliations from February 2024 be approved, proposed by Cllr Hessing and seconded by Cllr Sutton, all agreed

23/24.128.5 Budget sheets / Earmarked Reserves

The Earmarked Reserves and the Budget Sheets with income and expenditure to 31 March 2024 were noted

23/24.128.6 Transfer of monies

Nothing to report

23/24.128.7 Debtors more than 3 months

Nothing to report

23/24.128.8 On Line Banking

Bank mandate forms were returned by Cllrs Churchouse and Orange

23/24.128.9 Budget for 2024/2025

RESOLVED: that the costs of the Parish Office budgeted for in the 2024/25 budget be moved from General Reserves to the Parish Office budget line, proposed by Cllr Berlyn, and seconded by Cllr Sutton, all agreed

23/24.129 Community Communication and Danbury Times

There were no items to be communicated to the community

23/24.130 Matters for Report (for information only)

There were no matters for report

23/24.131 Exclusion of Press and Public

RESOLVED: that in accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 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 Hessing, and seconded by Cllr G Chapman, all agreed

23/24.132 Staffing

RESOLVED: that relevant members of staff either receive a £1.02 per hour increase relating to the National Minimum Wage (NMW) or a £1.00 per hour increase if they are currently earning in excess of the NMW, proposed by Cllr Berlyn, and seconded by Cllr Churchouse, all agreed

23/24.133 Dates of next meeting

Wednesday 24 April 2024 to be held at 7.30pm

There being no further business the meeting closed at 8.10pm

Chairman

Date