

**Minutes of the Resources Committee Meeting held on 30 July 2024**  
**at 7.30pm at the Parish Office**

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

In attendance:        M Harper (Clerk)

**24/25.29        Apologies for absence**

Cllr P Sutton

**24/25.30        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

**24/25.31        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

**24/25.32        To approve Minutes of the Resources Committee meeting held 26 June 2024**

RESOLVED: the minutes of the Resources Committee meeting held on 26 June 2024 be approved and signed as a true record

**24/25.33        Actions from the Minutes**

The actions from the minutes were noted

**24/25.34        To receive financial report**

24/25.34.1        Receipts

The Parish Council receipts from 29 June 2024 to 30 July 2024 were noted

24/25.34.2        RESOLVED: that the Parish Council invoices and direct debits from 29 June 2024 to 30 July 2024 be approved, proposed by Cllr Hessing and seconded by Cllr Berlyn, all agreed

24/25.34.3        RESOLVED: that the Danbury Leisure Centre invoices and direct debits from 29 June 2024 to 30 July 2024 be approved, proposed by Cllr Berlyn and seconded by Cllr A Chapman, all agreed

24/25.34.4        Reconciliation

RESOLVED: that the bank reconciliations for May and June 2024 be approved, proposed by Cllr Churchouse and seconded by Cllr G Chapman, all agreed

24/25.34.5        Budget sheets / Earmarked Reserves

24/25.34.5.1        The Budget Sheets with income and expenditure forecasts to 31 March 2025 for the Leisure Centre were noted

24/25.34.5.2        The Earmarked Reserves and Budget Sheets with income and expenditure forecasts to 31 March 2025 for the Parish Council were noted

24/25.24.6 On Line Banking

It was noted that the bank mandate has been sent to the bank for actioning

24/25.34.7 August payments

RESOLVED: that the August payments will be approved by the Clerk and Chairman of Resources Committee and reported to the September Resources Committee meeting, proposed by Cllr Berlyn and seconded by Cllr Hessing, all agreed

**24/25.35 Request from Facilities Committee**

RESOLVED: that the request to transfer an additional £233.33 from CIL monies to pay for the additional cost of delivery for the new goal posts be approved, proposed by Cllr A Chapman and seconded by Cllr Hessing , all agreed

**24/25.36 Staff Handbook**

It was agreed to defer this agenda item to the next meeting

**24/25.37 Community Communication**

There were no matters for communication

**24/25.38 Matters for Report (for information only)**

There were no matters for report

**24/25.39 Dates of next meeting**

Tuesday 24 September 2024 to be held at 7.30pm

There being no further business the meeting closed at 8.23pm

Chairman .....

Date .....