



Meeting (No) **RESOURCES COMMITTEE (8)**

Time & Date **6pm 10 April 2018**

Place **Town Hall**

Document **Minutes**

Present: Cllrs Carter (Chair), Clayton, Griffiths (substitute for Cllr Kynaston), Marlow and Pilley.

In attendance: Miss A Duncan (Governance & Operations Manager).

PART 1: Items considered in the presence of the press and public

90 Questions and comments from residents: none.

91 Apologies for absence

RESOLVED to accept apologies for absence from Cllr Kynaston (personal).

The absence of Cllr Hine was noted.

92 Declarations of Interest

There were no declarations of interest.

93 Minutes of the last meeting

RESOLVED to approve minutes of the meeting held on 13.02.18. The Chair signed the minutes.

94 Governance & Operations Manager's report

The Committee considered the Governance & Operations Manager's report and noted in particular:

Allotments (minute 77) – perimeter tree pruning completed at Raby Park Road and Parkgate allotment sites. Combined cost was £3,440 (Raby Park Road £2,500 / Parkgate £860) against an allocated budget of £3,500.

Benches (minute 77) – work to prepare and seal Town Council benches completed.

95 NABMA membership

RESOLVED to approve annual subscription renewal for the National Association of British Market Authorities (NABMA) at a cost of £318.

96 Finance

- a The Committee considered the revenue from Town Hall room hire, Market Square hire and market rent to 31.03.18.

The Committee requested that the RFO provide details of related costs for the financial year 2017/18 in order to compare revenue with income.


- b The Committee noted payments authorised by the RFO totalling £55,153.81 to 31.03.18, and totalling £6,644.75 from 01.04.18 to 04.04.18.

RESOLVED to approve payments of £33,686.07 from the Council's current account from 05.04.18 to 10.04.18.

97 Committee Budget

The Committee considered the Committee's budget and EMR. No changes were made. The Committee did, however, request that the RFO rationalise the structure of budget categories.

Chairman's initials and date:

 22/5/18

98 Assets List

Recommendation: Committee considered the end of year assets list position and agreed to recommend the list to Council for approval subject to deletion of any insurance value for bunting.

Recommendation: Policy Committee to be asked to consider updating the information panels on the pop-up stand.

The Committee agreed to investigate the possibility of installing in the main hall a hearing loop that would be compatible with the existing sound system.

99 Risk Assessments

RESOLVED to approve the Resources Committee risk assessment. The Chair signed the risk assessment document.

100 Benches

- a The Committee noted that the remedial work on Town Council benches had been completed.
- b The Committee considered that it would be useful to investigate the costs of workshop restoration versus replacement in the longer-term.

101 Hire of staging equipment and gazebos

RESOLVED to confirm the hire of staging equipment and gazebos by ParkgateFest for 2018 under the same hire conditions agreed for the 2017 festival.

The Committee agreed to consider future requests on an individual basis.

102 Next meeting

The Committee noted that the date of the next meeting would be confirmed at the Annual Meeting of the Council on 22.05.18.

103 Other items: none.

104 Exclusion of the Press and Public

RESOLVED to exclude the public and press for the remaining items because of likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.

PART 2: Items considered in the absence of the press and public

105 Repair of Town Hall fire exit to Market Square

The Committee considered two quotations for responsive maintenance work to the external gate leading from the basement to Market Square in order to comply with H&S fire regulations.

RESOLVED to appoint JST Construction to undertake the work at a cost of £830+VAT from Town Hall/Market square EMR.

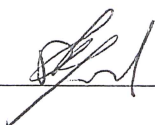
106 Town Hall remedial maintenance

The Committee considered two quotations for remedial decoration following water damage to the small meeting room adjacent to the club room.

RESOLVED to appoint Northwich Town Council to undertake the work at a cost of £108+VAT from budget line 4417 (Responsive Maintenance).

The meeting closed at 7.25pm.

Signed



Date

22/5/18