



Meeting (No) **RESOURCES COMMITTEE (5)**
Time & Date **6pm 29 October 2019**
Place **Town Hall**
Document **Minutes**

Present: Cllrs Jones (Chair), Hudspeth, Hutt (from item 52) and Kynaston.

In attendance: Miss A Duncan (Governance & Operations Manager), Cllr Bolderson and Cllr Wastell.

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

49 Election of Vice Chair

There were no nominations for the position of Vice Chair.

50 Questions and comments from residents: none.

51 Apologies for absence

RESOLVED to accept apologies for absence from Cllr Bennoch (business) and Cllr Roberts (personal).

Cllr Hutt joined the meeting.

52 Declarations of Interest

There were no declarations of interest.

53 Minutes of the last meeting

Councillors agreed that minute 33 should state that the pecuniary interest was declared due to business dealings with AboutMyArea. The Chair annotated and initialled the minutes accordingly

RESOLVED to approve minutes of the meeting held on 10.09.19 as amended. The Chair signed the minutes.

54 Governance & Operations Manager's report

The Committee considered the Governance & Operations Manager's report.

55 Chair's report

The Committee received an oral report from the Chair.

56 Finance

- a The Committee considered revenue from Town Hall room hire, Market Square hire and market rent to 30.09.19.
- b **RESOLVED** to approve expenditure of £40,646.73 net from the Council's current account as authorised by the RFO from 01.08.19 to 30.09.19, and FairFX card payment of £136.35 net from 01.08.19 to 30.09.19. The Chair signed the expenditure records.
- c **RESOLVED** to approve expenditure of £264.54 gross authorised under delegated authority by the SM&S Co-ordinator from 01.06.19 to 30.09.19. The Chair signed the expenditure record.
- d The Committee noted the current account income of £5,604.01 net from 01.08.19 to 30.09.19. The Chair signed the income record.

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- e **RESOLVED** to agree the reconciliation of the Council's three bank accounts to 30.09.19. The Chair signed the reconciliation records.
- f
 - i. The Committee considered an annual financial summary for the Town Hall and market.
 - ii. **RESOLVED** to establish a Town Hall Task & Finish Group to consider the issue of Town Hall income and report back to the next Resources Committee meeting. Cllr Kynaston to be lead with Cllrs Warner and Chapman being invited to join the group.

57 Authorisation of payments

The Committee discussed the current status of payment security and agreed that all Resources Committee members should forward evidence of device security for authorisation of online payments.

58 Committee budgets

- a The Committee considered the current budget and EMRs.
- b No further action was taken.
- c The Committee considered paper R5/58c and agreed to recommend to Policy Committee the RFO's draft Resources Committee budget for 20/21.

59 Risk Assessments

- a **RESOLVED** to approve the risk assessment for the Resources Committee as overviewed by the Resources Committee Chair. The Chair signed the risk assessment action plan.
- b **RESOLVED** to approve the in-depth risk assessment for the Town Hall and Market 2019/20.

60 Parkgate allotment site – access path & security

RESOLVED to provide delegated authority to the G&O Manager to purchase central path improvement materials and purchase/install a heavy duty padlock for the Parkgate allotment site at a maximum cost of £350 from budget line 4180 (allotments).

61 Market & Town Centre Working Group

The Committee considered the notes of the meeting held on 16.10.19.

62 Access to Town Hall and use of equipment

RESOLVED to approve the use and access of the town hall and market square by Hip & Harmony using agency staff (funded by Hip & Harmony) to help to facilitate the Christmas event.

63 Gazebo and Staging Hire – Public liability cover

The Committee considered report R5/63 on the appropriate level of public liability cover for hirers of the Council's gazebos and staging equipment.

The Committee decided to ask ChALC for advice on this matter and also requested that the Council Manager seek several quotes from insurance companies so as to get an idea of the cost of insuring the use of staging at community events.

64 Car parking on market day

- a The Committee received report R5/64 on the offer from the Royal British Legion Neston branch for use of their car parking facilities on market day.

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- b **RESOLVED** to approve that in exchange for the use of the RBL club car park on market days NTC would on a monthly basis provide a link on its website to promote entertainment being held in the RBL club in order to assist the club to raise funds.

The Committee agreed to recommend to the People Committee that the donation currently made by NTC to the National Poppy Appeal of £100 is split, so that going forward £50 is paid to the National Poppy Appeal and £50 is paid to the Neston RBL Club friendly society account.

65 Market trader terms and conditions & charging schedule

RESOLVED to amend the terms & conditions and the charging schedule as detailed in report R5/65.

66 Scheme of Delegation

RESOLVED to approve amendment of the Senior Markets & Support Officer's scheme of delegation as detailed in report R5/66.

67 Other items: none.

68 Date of next scheduled meeting

The next meeting was noted as 10.12.19 at 6pm.

69 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

70 Asset Management Agreement

- a The Committee received an oral report of the meeting that took place on 04.09.19.
b It was noted that the Agreement for 01.04.19 to 31.03.20 had been signed.

71 Refuse/recycling collection contract

The Committee reviewed the current contract (minute 24, 25.06.19) and confirmed that the contract should continue.

The meeting closed at 7.25pm.

Signed  Date 10/12/2019