

IRTHLINGBOROUGH TOWN COUNCIL



MINUTES OF A MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD ON TUESDAY 27th JULY 2021 AT 7:30PM HELD AT CROW HILL COMMUNITY CENTRE, FETTLEDINE ROAD, IRTHLINGBOROUGH NN9 5XF.

PRESENT: Councillors S Boyer, J Farrar, E Hopkinson, D Maxwell and P Boyer (Mayor Ex Officio)

IN ATTENDANCE: A Daly (Clerk to the Council) and P Smith (Finance Officer)

01. Election of Chairman – To elect a Chairman for the 2021-22 Civic Year

Cllr S Boyer proposed Cllr Hopkinson, seconded by the Mayor.
Cllr Farrar self-nominated, there was no seconder.

RESOLVE P&R/07(21)/01 That Cllr Hopkinson be elected Chairman of the Policy & Resources Committee for the civic year 2021-22

02. Election of Vice Chairman – To elect a Vice Chairman for the 2021-22 Civic Year

Cllr Maxwell proposed Cllr S Boyer, seconded by Cllr Hopkinson.
Cllr Farrar self-nominated, there was no seconder.

RESOLVE P&R/07(21)/02 That Cllr S Boyer be elected Vice Chairman of the Policy & Resources Committee for the civic year 2021-22

03. Apologies – To receive and accept apologies for absence received in advance of the meeting.

Cllr Powell had given prior apologies due to illness
Cllr Walton was noted as absent due to a work commitment.

RESOLVE P&R/07(21)/03 – Apologies were accepted for Cllrs Powell & Walton

04. Declarations of Interest – To receive declarations of Disclosable Pecuniary Interest and other interests and the nature of those interests relating to items on the Agenda

There were no declarations of interest

05. Minutes – To approve and sign as a correct record the minutes of the Policy and Resources Committee meeting held on Tuesday 30th March 2021.

RESOLVE P&R/07(21)/04 That the minutes of the Policy and Resources Committee of Tuesday 30th March 2021 be approved and signed as a correct record of proceedings.

Chairman: _____

Date: _____

06. Matters Arising (unless covered below)

There were no matters arising

07. To receive and note actions taken against the Policy and Resources Committee's resolutions up to 20th July 2021 (copy herewith)

RESOLVE P&R/07(21)/05 Actions noted

08. Report on Debtors

Discussions took place regarding the one debtor that was in arrears, following the letter from the solicitor the garages had now been vacated and adverts had been placed for another tenant.

Until recently the debt was being cleared with small payments each month, unfortunately due to COVID the tenant was currently struggling financially. It was agreed to pursue the debt as and when the tenant was able to pay in small amounts until cleared.

RESOLVE P&R/07(21)/06 – To accept the report on debtors.

RESOLVE P&R/07(21)/07 – To allow the previous tenant longer to pay and pursue the £620 arrears asking for small payments when their financial position changes.

09. Review of Budget Forecast 2021/22

RESOLVE P&R/07(21)/08 – That the Budget Forecast for 2021/22 as presented at the meeting are accepted.

10. To receive the Trial Balance Report and supporting Bank Statements for June 2021

RESOLVE P&R/07(21)/09 That the Trial Balance figures as presented at the meeting are accepted.

RESOLVE P&R/07(21)/10 – That a year on year comparison spreadsheet is presented to future meetings.

11. Review of Earmarked Reserves 2021/22

RESOLVE P&R/07(21)/11 – That the Earmarked Reserves for 2021/22 as presented are agreed.

12. 2020-21 Audit Figures Review (copy herewith)

RESOLVE P&R/07(21)/12 – That the Audit figures for 2020-21 as presented are understood and agreed.

13. Community Centre Bookings (copy herewith)

Chairman: _____

Date: _____

Discussions took place regarding the booking request. It was felt that the event would require a level of security and would not be appropriate in a residential area.

RESOLVE P&R/07(21)/13 – That the potential Community Centre booking be refused.

14. Review Stationery & Printing Costs and consider options

Members considered the report prepared by the Finance Officer and could see the potential cost savings of members using iPads to access meeting papers. However, some members still preferred the option of having a printed pack as these could be used to make notes for the meeting. It was suggested that an option could be made available that paper could be provided for those members wishing to print their own packs at home.

RESOLVE P&R/07(21)/14 – Photocopier paper to be provided to those Councillors wishing to print their packs at home.

Meeting closed at 8:25 pm.

Date of next meeting: Wednesday 1st September 2021

Chairman: _____

Date: _____