

## IRTHLINGBOROUGH TOWN COUNCIL



MINUTES OF A MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD ON WEDNESDAY 30<sup>TH</sup> NOVEMBER 2022 AT 7:00PM AT THE COMMUNITY CENTRE, FETTLINEDINE ROAD, IRTHLINGBOROUGH NN9 5XF.

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**PRESENT:** Councillors E Hopkinson, D Maxwell, R Powell, S Boyer, T Walton and J Farrar (ex officio)

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

**24. APOLOGIES – TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE RECEIVED IN ADVANCE OF THE MEETING**

The following apologies were received:

Councillor J Gray – Prior commitment

**RESOLVE P&R/11(22)/26** – That Councillor’s J Gray apologies be accepted.

**25. 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**

No declarations were made.

**26. MINUTES – TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE POLICY AND RESOURCES COMMITTEE MEETING HELD ON TUESDAY 28<sup>TH</sup> SEPTEMBER 2022**

**RESOLVE P&R/11(22)/27** – That the minutes of the Policy and Resources Committee of Tuesday 28<sup>th</sup> September 2022 be approved and signed as a correct record of proceedings.

**27. MATTERS ARISING (UNLESS COVERED BELOW)**

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

There were no matters arising.

**28. TO RECEIVE AND NOTE ACTIONS TAKEN AGAINST THE POLICY AND RESOURCES COMMITTEE'S RESOLUTIONS UP TO 22<sup>nd</sup> NOVEMBER 2022 (COPY HEREWITH)**

Nothing was raised.

**RESOLVE P&R/11(22)/28** – That the report detailing the actions taken against the Policy and Resources Committees resolutions up to 22<sup>nd</sup> November 2022 is received and noted.

**29. REPORT ON DEBTORS**

**RESOLVE P&R/11(22)/29** – That the report on Debtors was accepted.

The Finance Officer informed members the majority of these debtors relate to future hires of the Community Centre, and are therefore not due until December at the earliest.

Line 2 - £67.50 – This has since been paid.

Line 14 - £155.00 – This has since been paid.

Line 12 - £400 – This was for an Amnesty Day previously arranged and cancelled due to COVID.

No further concerns were raised.

**30. REVIEW OF BUDGET FORECASTS 2022-23**

In order to cover the play equipment being proposed for Les O'Dell Park at a cost of £49,737, there is a requirement to vire funds as there is currently £20,796 remaining on 200/4315 Play Equipment and Surfaces. It was agreed to vire amounts as below:

From 130/4265 PCSO/Traffic Warden – £15,810 to 200/4315 Play Equipment & Surfaces

From 200/4165 RG&OS Repairs & Maintenance - £5,000 to 200/4315 Play Equipment and Surfaces

From 310/4165 Comm Centre Repairs & Maintenance - £10,000 to 200/4315 Play Equipment and Surfaces

This would vire £30,810.

Due to current repairs required it was agreed to allocate £10,000 of the remaining £20,796 which would leave a shortfall of £7,927 – it is proposed this is taken from the EMR code 325 Play Equipment & Surfaces which would leave £69,590 remaining in this EMR fund.

**RESOLVE P&R/11(22)/30** – That the virements of £30,810 be accepted.

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

Cllr Maxwell enquired as to the Repairs & Maintenance budget for Public Lighting, regarding the number of lights we are responsible for.

**RESOLVE P&R/11(22)/31** – That the Finance Officer will ascertain the exact number and respond at the next P&R Meeting.

**RESOLVE P&R/11(22)/32** – That the Budget Forecast for 2022/23 as presented at the meeting is accepted.

**31. TO RECEIVE TRIAL BALANCE REPORT AND SUPPORTING CASH & INVESTMENT RECONCILIATION FOR OCTOBER 2022**

**RESOLVE P&R/11(22)/33** - That the Trial Balance report and supporting cash and investment reconciliation statements as presented at the meeting are accepted.

**32. REVIEW OF EARMARKED RESERVES 2022/23**

**RESOLVE P&R/11(22)/34** – Transfer £7,927 to 200/4315 Play Equipment and Surfaces for the proposed new play equipment at Les O’Dell park.

**RESOLVE P&R/11(22)/35** – That the Earmarked Reserve figures as presented at the meeting are accepted.

**33. REVIEW BURIAL FEES FOR UNDER 18 YEARS**

To review burial fees for under 18 years

**RESOLVE P&R/11(22)/36** – That the item is deferred to the next P&R agenda.

**34. For Information Only - Public Sector Deposit Fund Factsheet**

**RESOLVE P&R/11(22)/37** – That the Public Sector Deposit Fund Factsheet presented at the meeting is accepted.

**35. BUDGET SETTING DISCUSSIONS FOR 2023/24**

- i) Preliminary Report Budget Figures 2023-24
  - a) To note the increase to the Grounds Maintenance Contract

It is noted that the increase on the Grounds Maintenance Contract for the interim period from 1<sup>st</sup> January 2023 to 31<sup>st</sup> December 2023 is 16%. (as per RESOLVE ITC/11(22)316)

Although the North Northants Council Administration and Supervision costs remain the same at 5% and 9% respectively, in real terms this will increase costs as the base rate will be higher.

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

b) To consider DLP Planning Revised Costs

It is noted that the revised DLP fees have £21,030 still to bill and all meetings and project management time will be charged in addition to this. It is expected that this will equate to around £478 per month where meetings are held.

The current EMR amount is £18,663, therefore there will be a shortfall on these costs. Grants will be explored.

c) To consider Pear Technology additional Costs

It is noted that the price of PT-Mapper TS & Updates will increase by £10 per month from March 2023.

d) To consider events for 2023-24

The Events suggested for approval by the Town Council at their December meeting include the following:

- 8<sup>th</sup> March 2023 – Christopher Wren Day – Budget £100  
It was agreed to recognise his key achievements Wren 300  
Place information in shop windows and on the Parsons Green railings  
Budget £100  
**RECOMMEND** – That the council agrees a CHRISTOPHER WREN Day budget of £100
- 15<sup>th</sup> April 2023 – Irthlingborough Yard Sale – Budget £0  
**RECOMMEND** – That the council agrees an Irthlingborough Yard Sale budget of £0
- 23<sup>rd</sup> April 2023 – St Georges Day – Budget £100  
**RECOMMEND** – That the council agrees a St Georges Day budget of £100
- 6<sup>th</sup> May 2023 – The Coronation of King Charles III – Budget £1,000  
We will follow the national directive for this event. Also agreed not to hold a market on this day as people will be watching the Coronation  
**RECOMMEND** – That the council agrees a Coronation budget of £1,000
- 14<sup>th</sup> May 2023 – Town Run – Budget £1,000  
**RECOMMEND** – That the council agrees a Town Run budget of £1,000
- 25<sup>th</sup> October 2023 – St Crispin’s Day – Budget £500  
Saint of Shoe Makers. Fly Northamptonshire Flag.  
Schools to be asked for pupils to create posters for around the town  
**RECOMMEND** – That the council agrees a St Crispin’s Day budget of £500
- August – Date TBD – Irthlingborough on Sea – Budget £1,000

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

It was agreed to put a large tarpaulin on the Recreation Ground and cover it in sand. Invite the Punch & Judy man and ice cream van, possibly music.

**RECOMMEND** – That the council agrees an Irthlingborough on Sea budget of £1,000

- e) To note energy rate increases  
All budget energy prices have been increased by a minimum of 30% in anticipation of the potential impact on the council.
- f) To consider play equipment requirements for 2023-24

Quotations received to date:

**Central Rec:**

- Quote A: Central Rec Toddler Area - £26,751.18  
Central Rec Junior Option 1 - £48,434.51  
Central Rec Junior area Option 2 - £39,185.49
- Quote B: Toddler and Junior Area - £68,056.12
- Quote C: Toddler and Junior Area - £67,476.14

**Crow Hill:**

- Quote A: £65,017.43 (Proludic)
- Quote B: £77,713.64 (HAGS)
- Quote C: £57,000 (Wicksteed), if include trim trail an additional £19,723.72

**MUGA:**

- Quote A: £78,908

- g) To consider any planned projects
- ii) Precept 2023/24

Current Precept: £540,559 (this was an 8% increase last year)

**RECOMMEND** that the precept request figure of a **£554,073** an increase of 2.5% on the current year is put forward for acceptance at the December Full Town Council meeting.

Date of the next meeting is 17<sup>th</sup> January 2023 at the Community Centre, Fettleline Road, NN9 5XF.

There being no further business the meeting closed at 8:09pm

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_