

IRTHLINGBOROUGH TOWN COUNCIL



MINUTES OF A MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD ON TUESDAY
5TH JULY 2022 AT 7:00PM AT THE COMMUNITY CENTRE, FETTLINEDINE ROAD,
IRTHLINGBOROUGH NN9 5XF.

PRESENT: Councillors S Boyer, P Boyer (substituting for Cllr T Walton), D Maxwell, R Powell and J Farrar (ex officio)

IN ATTENDANCE: A Daly (Clerk to the Council)

01. ELECTION OF CHAIRMAN – TO ELECT A CHAIRMAN FOR THE 2022-23 CIVIC YEAR

Nominations for Chairman were requested.

Councillor S Boyer was nominated and seconded. No further nominations were received.

RESOLVE P&R/07(22)/01 – That Councillor S Boyer be elected Chairman of the Policy and Resources Committee for the Civic Year 2022/2023.

02. ELECTION OF VICE CHAIRMAN – TO ELECT A VICE CHAIRMAN FOR THE 2022-23 CIVIC YEAR

Nominations for Vice Chairman were requested.

Councillor R Powell was nominated and seconded. No further nominations were received.

RESOLVE P&R/07(22)/02 – That Councillor R Powell be elected Vice Chairman of the Policy and Resources Committee for the Civic Year 2022/2023.

03. APOLOGIES - TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCES RECEIVED IN ADVANCE OF THE MEETING

Councillor J Gray – prior commitment
Councillor E Hopkinson – personal commitment
Councillor T Walton – personal commitment

Chairman: _____

Date: _____

RESOLVE P&R/07(22)/03 – That Councillor’s J Gray, E Hopkinson and T Walton’s apologies be accepted.

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

No declarations were made.

05. MINUTES – TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE POLICY AND RESOURCES COMMITTEE MEETING HELD ON THURSDAY 24TH MARCH 2022

RESOLVE P&R/07(22)/04 - That the minutes of the Policy and Resources Committee of Thursday 24th March 2022 be approved and signed as a correct record of proceedings.

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 28TH JUNE 2022 (COPY HEREWITH)

Nothing was raised.

RESOLVE P&R/07(22)/05 - That the report detailing the actions taken against Policy and Resources Committees resolutions up to 28th June 2022 is received and noted.

08. REPORT ON DEBTORS – CONSIDER ANY ACTION ON AGED DEBTORS

Councillor R Powell and D Maxwell enquired regarding the following Debtors:

Line 10 - £400 – The Clerk advised that this debt had now been received in full.

Line 5 - £620 – The Clerk informed him that this was the former occupier of the Allen Road garages, the debt is chased on a monthly basis.

The following queries would be referred to the Finance Officer for explanations following the meeting:

Line 1 - £177.50

Line 11 - £192.50

Line 13 - £185

Chairman: _____

Date: _____

RESOLVE P&R/07(22)/06 – To refer the queries to the Finance Officer for explanation and accept the report on debtors.

09. REVIEW OF BUDGET FORECASTS 2022-23

Members discussed the expenditure to date and agreed that the utility charges would need reviewing as these were much higher than forecast. An estimate would be made at the next meeting once trends were analysed, a virement could then be agreed.

The following queries would be referred to the Finance Officer for explanations following the meeting:

- i) Subscriptions – members would like to receive a breakdown of the budget as this is double the amount of last year.
- ii) Advertising – members would like to receive a breakdown of costs as this is currently at 113.1 %.

RESOLVE P&R/07(22)/07– That the Budget Forecast for 2022/23 as presented at the meeting is accepted. The queries would be referred to the Finance Officer.

10. TO RECEIVE TRIAL BALANCE REPORT AND SUPPORTING CASH & INVESTMENT RECONCILIATION FOR MAY 2022

Members enquired when the CCLA investment was due to be reviewed. This query would be followed up by the Finance Officer.

RESOLVE P&R/07(22)/08 - That the Trial Balance report and supporting cash and investment reconciliation statements as presented at the meeting are accepted.

11. REVIEW OF EARMARKED RESERVES 2022/23

Discussions took place regarding the earmarked reserve funds and members requested a full breakdown of the projects allocated for each of the reserves. The Clerk responded that this had been provided to the auditor and would be sent to all members following the meeting but went through each reserve allocation and the relevant projects. Members requested that this breakdown is provided at all further P&R Committee meetings.

It was agreed that account code 331 – Skate Park S106 Maintenance should be changed to read Skate Parks as this was for maintenance to both of the skate parks.

Members also requested that a paper be included at the next meeting detailing the definition of what Capital Funds could be spent on.

RESOLVE P&R/07(22)/09 - That for all future meetings a breakdown detailing each of the earmarked reserve project allocations is included.

Chairman: _____

Date: _____

RESOLVE P&R/07(22)/10 - That the account code 331 – Skate Park S106 Maintenance should be changed to read Skate Parks as this was for maintenance to both of the skate parks.

RESOLVE P&R/07(22)/11 – That the Finance Officer produce a report to be included at the next meeting detailing the definition of what Capital Funds could be spent on.

RESOLVE P&R/07(22)/12 – That the Earmarked Reserve figures as presented at the meeting once amended as per **RESOLVE P&R/07(22)/10** above are accepted.

Date of next meeting 27th September 2022 at the Community Centre, Fettleline Road, NN9 5XF.

There being no further business the meeting closed at 7:54pm

Chairman: _____

Date: _____