

**Gnosall Parish Council**

**Minutes of the Resources Committee Meeting  
held on 4 December 2014 at 7.30pm in the Parish Office**

Present: Cllr K Ingram (in the chair)      Cllr P Alker  
           Cllr G Payne                                Cllr M Booth  
           Cllr S Green                                Cllr J Cook  
           Cllr K Abbott  
           Jayne Cooper, Clerk and Responsible Financial Officer  
 Press and Public – none present

1	<p><b>To receive apologies and record absences</b>                  Apologies received from Cllr Greatrex and Cllr Watson-Jones</p>	
2	<p><b>To receive any declarations of interest</b>                  There were no declarations of interest</p>	
3	<p><b>To receive and confirm the minutes of the meeting held 7 October 2014</b>                  The minutes of the meeting were proposed, seconded and agreed as a true record.</p>	
4	<p><b>To consider any matters arising not dealt with elsewhere on the agenda</b></p> <ul style="list-style-type: none"> <li>• The SCRIBE system was now working after many months of issues.</li> <li>• Cllr Abbott had advised the Clerk on a suitable laptop and projector. The Clerk to action.</li> <li>• A separate bank account for S106 funds is in the process of being opened</li> </ul> <p>It was reported that the previous Chairman, Cllr Cowie, despite receiving committee papers at the correct time, had continued to express his concerns in the public domain that he had not been asked if he wished to be considered as Resources Chairman. It is not a requirement to ask this specifically. Cllr Cowie had resigned since the last Resources Committee. Members agreed that the correct procedures had been followed.</p>	Clerk Clerk
5	<p><b>To receive accounts for the second quarter for the financial year 2013/14</b></p> <p>This item had been included on the agenda in error. The accounts for the second quarter had been approved at the October meeting. The accounts for the third quarter would be discussed at the February meeting.</p>	
6	<p><b>To continue with the budget preparation for financial year beginning 1 April 2015, consideration of precept and concurrent grant requirements for 2015/16</b></p> <p>Members received a copy of the proposed budget for 2015/16 that included budget requests from Open Spaces Committee, Grosvenor Committee and Communications Committee. The employment budget heading had been increased following recommended pay increases as recently agreed by the National Association of Local Councils (pay rises to be implemented from 1<sup>st</sup> January 2015).</p>	

	<p>Amendments were made to some other budget headings including, increasing the election budget heading to cover any costs in the 2015 elections, to increase the staff training budget, to amalgamate the donation budget heading to include Best Kept Village and GFest. One item of special expenditure had been received for an information board to be located inside the Grosvenor Centre giving information about the centre. This was agreed and expenditure would come from Grosvenor Centre projects budget heading.</p> <p>The precept was discussed in detail and members had previously received details from Stafford Borough Council about Gnosall Parish Council's Tax Base for 2015/16. Should it remain at £28.11 (Band D property) a precept of £51,526.47 would be generated. In addition the Local Council Tax Support Grant of £2636.00 would be added giving a total amount of £54162.47.</p> <p>After discussion it was proposed that the precept be increased by 1.3% based on £28.50 per Band D, an increase of 0.39p, giving a total precept of £54,877. This was seconded and a vote taken with all members voting unanimously in favour of the proposal.</p> <p>It was noted that the concurrent function allowance for 2015/16 remains the same as 2014/15 at £3,680.00</p> <p>Following agreement on the precept, it was proposed and seconded to accept the budget for 2015/16 as presented taking into account the few amendments. This was seconded and a vote taken with all members voting unanimously in favour of the proposal.</p> <p>The budget and precept would be presented to Council on 8<sup>th</sup> December.</p>	
7	<p><b>To report on any funding applications</b></p> <ul style="list-style-type: none"> <li>• Funding bids to several sources would be considered by the GFest Committee to help meet the costs of GFest 2015</li> <li>• The Police and Crime commissioners fund would be considered for lighting the MUGA</li> <li>• The application to CPI for £800 had been successful and would be used to purchase a new notice board for the village green.</li> </ul>	GFest Committee Open Spaces Clerk
8	<p><b>To consider any requests for donations.</b></p> <p>One request from Staffordshire South West Citizens Advice Bureau had been received. The Clerk would respond confirming the Parish Council's policy to award donations to local charities.</p>	Clerk
9	<p><b>To deal with correspondence referred by main Council</b></p> <p>A letter from SBC regarding the Civic Amenity Visits for 2015/16 had been received. It was agreed to arrange 3 visits (pay for two with the third visit free) at a total fee of £150.00.</p>	Clerk
10	<p><b>Date of Next Meeting</b></p> <p>To be held on 3<sup>rd</sup> February 2015 at 7.30pm</p>	

The meeting closed at 8.40pm