

Iminster Town Council
Resources Committee Minutes

A Meeting of the Resources Committee was held on Tuesday 10th February 2015 in the Council Chamber, The Council Offices, North Street, Iminster, Somerset, on the rising of the Planning, Highways & Transport Committee

Present:

Chair: Cllr P Burton

Councillors: Cllr V Higgins, Cllr V Keitch, Cllr A Lawson, Cllr D Miller, Cllr R Neave,
Cllr J Pallister, Cllr A Shearman, Cllr S Shepherd and Cllr E Taylor

In Attendance

Miss N McIntosh (Administrative Assistant), Miss J Norris (Town Clerk)

Members of the Public

2 members of the public attended the meeting but did not wish to speak.

R67 Suspension of Standing Orders

The Committee were asked to suspend standing order 1m, which relates to photographing, recording, broadcasting or transmitting the proceedings as a new legislation allows members of the public the right to record a meeting.

RESOLVED to suspend standing order 1m.

R68 Apologies for Absence

Apologies for absence were received from Councillors Goodall, Storey, Sothern and Swann

R69 Declarations of Interest

The following declarations of interest were made.

Name	Agenda Item	Minute No	Interest	Type of Interest	Action
Cllr Shearman	6C Grant Applications	R71 C	Daughter Scout leader	Personal	Spoke and voted
Cllr J Pallister	6B Grant Applications	R71 B	Chairman of Sports Club	Personal	Did not speak left the room

R70. Minutes

RESOLVED

- (i) That the Minutes of the meeting held on 2nd December 2014 be confirmed as a correct record.
- (ii) To note the action list relating to the Resources Committee.

R71. Grant Applications

A) The Committee considered a revenue support grant application received from Ile Youth Club. The town Clerk confirmed that this application was in line with the Service Level agreement between the Town Council and the Youth Club and that the Town Council had budgeted for and committed to providing the grant applied for.

No issues were discussed during consideration of the item

RESOLVED that the Town Council gives Ile Youth Club a Revenue Support Grant

Chair's Initials

NB: Councillor Pallister left the room, whilst item B below was discussed

B) The Committee considered a grant application received from Ilminster Cricket Club for funding towards a new heavy roller.

Items discussed during consideration of the item included:

- No grant budget allocated for this year

RESOLVED that the item is deferred until the next Resources Committee meeting

C) The Committee considered a grant request from a young person, wishing to attend the World Scout Jamboree

- No grant budget allocated for this year

RESOLVED that the item is deferred until the next Resources Committee meeting

R72. Governance Documents

The Committee were asked to consider the revisions to financial regulations and standing orders and make a recommendation to Council.

RESOLVED to RECOMMEND to Council that the financial regulations and standing orders based upon the NALC model documents are approved

R73. Ilminster Weekly Market Logo

The Committee considered logos for the Ilminster Weekly Market

RESOLVED that image 2 on Page 2 be the Ilminster Weekly Market Logo

R74. Pension Discretions

It was reported to committee that the Local Government Pension Scheme (LGPS) (Administration) Regulations stipulate that all employers must prepare a written statement of its policy in relation to the exercise of its functions under certain regulations relating to individual discretions. The Committee is asked to consider the adoption of a policy.

RESOLVED that the item be deferred until the next Resources Committee Meeting.

R75. Cheque Signatories

The Committee considered arrangements for signing cheques and making payments in the period immediately after the May elections.

Items discussed during consideration of the item included:

- The potential delay in payments
- The number of bank signatories
- Only serving Town Councillors should be authorised signatories (other than the Clerk and Deputy Clerk)

RESOLVED that the Town Council notifies all suppliers to make them aware there may be an issue regarding payment in May 2015 due to the upcoming election

R76. Staffing Update

A) The Committee were informed of current staffing matters namely:

Chair's Initials

- Interviews had taken place for the position of Deputy Town Clerk that afternoon. Applicants had been shortlisted and an interviewee is to be contacted and offered the position.

B) The Committee considered the recruitment of an Apprentice to the Open Spaces team.

Items discussed during consideration of the item included:

- Requested for an agency staff to join the team
- The encouragement of recruiting an apprentice
- The need to notify schools and colleges of the recruitment before the exam period starts

RESOLVED

- (i) that a recruitment process for an Open Spaces Apprentice is run in early April and
- (ii) that a person is appointed to the role if there is suitable candidate.

The meeting closed at 20:50 hrs

Chair's Initials & Date