

LYMM PARISH COUNCIL

Clerk to the Council: Kerry Duffin
Telephone: 07741 877870
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Address: The Village Hall, Pepper Street, Lymm WA13 0JB



Minutes of the RESOURCES COMMITTEE meeting held on Tuesday June 11th 2019 at noon in the Village Hall, Pepper Street, Lymm

Councillors:

- * Cllr Bamforth (Chairman)
- * Cllr Barr
- Cllr Powell
- * Cllr Johnstone
- Cllr Buckley
- Cllr Gowland

Also in attendance: Kerry Duffin (Clerk)

1. Introduction and Housekeeping

2. Apologies for Absence

Apologies were received and accepted from Cllrs Powell and Buckley.

3. Code of Conduct – Declaration of Interest

Members were reminded of their responsibility to declare any personal interest or prejudicial interest that they may have had in any item of business on the agenda no later than when the item was reached.

4. Update on actions from the previous meeting

A list of the actions was discussed and a list of the actions for the new Assistant Clerk will be drawn up for clarification of timescales and priority tasks. All new and carry forward actions are at the end of these minutes.

5. Approval of previous minutes

RESOLVED: The previous minutes were approved as accurate, proposed by Cllr Barr and seconded by Cllr Johnstone.

6. New Grant / Sponsorship Applications

A new application had been received from May Queen. There is no income estimate for 2019 on the application but there is a breakdown of predicted expenditure. A request for a more detailed breakdown of the income and expenditure for 2019 has been requested now the event has taken place.

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7. Village Hall Roof

There is still water ingress in the chair store. The Clerk is to resolve this as soon as possible.

The village hall licence was discussed at this point. Until clarification, no alcohol is to be served at the hall unless a TENS is in place. The hall agreement is to be updated accordingly.

8. Resources Committee – Standing Orders and Financial Regulations

These documents will be circulated in advance of the September Resources Committee meeting for discussion and a review of the internal systems and procedures.

The Clerk gave an update on the Annual Audit. The internal audit is being completed by Warrington Borough Council and the report will be returned in time to meet the 1st July deadline. The period of notice is provisionally set for June 24th to August 2nd.

9. Date of next meeting

The next meeting is set September 10th at noon in the Village Hall Annexe.

The meeting closed at 1.15pm

Meeting Date and Agenda Item Number	Action	Who responsible	Update on Completion
December meeting actions			
	Set up task and finish meeting to develop a grant application pack and procedure that is clear and accountable Add funding documents and criteria to the website with deadline dates	Clerk to set meeting	Pending
	Update SAGE nominal codes for 2019-20	Clerk	Pending
March meeting actions			

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7.3	Conduct energy review of village hall	Clerk	Pending
7.4	Source actual dimensions and costs for set of 3 aerial photos of Lymm and where they would be positioned in the hall	Clerk	Pending – new Assistant Clerk
7.6	Contact fire service – smoke detectors and confirm annexe capacity	Clerk	
7.5	Bring costs for new furniture for annexe and hall to full council	Clerk	For the September Full Council meeting
7.6	Free hall usage – report to Resources Committee	Clerk	For the September Resources meeting
June 2019 meeting new actions			
6	Contact May Queen regarding 2019 figures	Clerk	
7	Arrange for the swift repair of the leaky hall roof	Clerk	
7	Update the village hall hire agreement re TENS news	Clerk	