

**Minutes of the RESOURCES COMMITTEE meeting of LYMM PARISH COUNCIL held on Thursday 7<sup>th</sup> September 2023 at 7pm in Lymm Village Hall**

- In attendance:
- \* Cllr Marks (Chair)
  - \* Cllr East
  - \* Cllr Martland
  - Cllr Rurlander
  - \* Cllr Selwood
  - \* Cllr Sharma
- \* Denotes attendance

Also in attendance: Kerry Duffin, Clerk to the Council

**R24. Welcome and Introductions**

The meeting opened at 7.30pm.

**R25. Apologies for Absence**

Apologies were received from Cllr Rurlander.

**R26. Declaration of Interests**

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

**R27. Code of Conduct**

Members were reminded of their responsibility to follow the Code of Conduct.

**R28. Public Open Forum**

Two members of the public were in attendance regarding the LEAF grant application.

**R29. Approval of Previous Meeting's Minutes**

**RESOLVED:** Minutes of the meeting on 4<sup>th</sup> July 2023 were approved as an accurate representation and signed by the Chair.

**R30. Update on previous actions:**

ITEM	ACTION	WHO RESPONSIBLE	UPDATE
39.2 – Bank account	Open an account with Unity for the reserves	Clerk	Pending – Councillor details required
65 – traffic on Whitbarrow Road	Borough Councillors to request a meeting with highways officers	Cllrs Barr and Marks	
66 – Parish ESOL Centre	Volunteers to meet Clerk to define the request from the Parish Council and the most appropriate way to do so	Clerk	Consulted and no longer required. Remove item.

R8	Adjustments to the budgets following hall roof costs	Clerk	Completed and removed.
R9	Reserves policy to be added to the Full Council agenda for adoption	Clerk	Completed and removed.
R10	CCLA account to be opened and £85k transferred	Clerk	Pending – Councillor details required
R13	Clarify the VAT implications for the hall development	Clerk	Pending.
R18	Update the notice boards without a budget until the capital work has taken place	Clerk	Pending.
R19	Advertise grant round 2	Clerk	Completed. Remove.

## Grants

### R31. New applications

Committee reviewed and **RECOMMENDS** the following from a £6,463.95 budget:

Organisation	Funding purpose	Amount Requested	Amount Recommended and notes
Poppy Appeal	Hall hire for thank you event for volunteers (last year raised over £21k)	£70	£70
Manor Road Tennis Club	New shed which will provide members with storage and storage for maintenance equipment	£751	Defer to next Resources Committee following receipt of further information regarding the recent planning application, whether the structure is planned to be temporary or permanent, and the nature of the relationship between the rugby club and the tennis club. The financial details are also required.
Lymm Photographic Society	Gazebo and banners	£249	£249
Dickensian Festival	Advertising, printing, website, performers, insurance, first aid provision, hall hire, bins, refreshments.	£3500	£3000 – same amount as May Queen festival
LEAF	Volunteer training, marketing campaign.	£962	£962
COGS/Maple Lodge	Repair the street light head with an LED downlighter.	£774	£744
	<b>TOTAL</b>	<b>£6,306</b>	<b>£5,025</b>

**R32. Grant Evaluations**

Committee received evaluations from:

- a) Lymm Artists
- b) Lymm Festival
- c) Lymm Gardening Club
- d) Round Table

Committee commented on the improved system for grant applications, including the details on the Parish Council website.

**RECOMMENDATION** for next year's grant deadlines:

Round	Timeframe for project delivery / start date	Deadline for applications	Resources Committee consideration	Full Council decision	Funding amount per round
1	April to September 2024	18 <sup>th</sup> March 2024	Late March / early April 2024	9 <sup>th</sup> April 2024 Full Council	TBC
2	October to March 2025	1 <sup>st</sup> September 2024	w/c 2 <sup>nd</sup> September 2024	10 <sup>th</sup> September 2024 Full Council	TBC

**Finance****R33. Financial Reports to the end of August 2023**

The latest reports were shared and noted by Councillors. Comments included the increased regular hall hire income and the lower than targets casual income and any queries regarding allotment developments from tenants of which there have been none.

**R34. External Audit**

**RECOMMENDATION:** A budget of £300 to be used to support the Clerk with SAGE guidance from an accountant. Query from the external auditor requires additional support.

**R35. Aged debtors at 1<sup>st</sup> September 2023**

There are no concerns at this time.

**R36. Budget timetable for 24-25**

**RECOMMENDATION** for a timetable for budget and precept setting of:

Date	Action	Where
By 13 <sup>th</sup> October 2023	Councillors to submit budgetary requests to Clerk	Email Clerk
6 <sup>th</sup> November 2023	First draft of 2024-25 budgets	Resources Committee
14 <sup>th</sup> November 2023	Present draft to Full Council	Full Council – November 2023

5 <sup>th</sup> December 2023	Further development of budgets	Resources Committee
12 <sup>th</sup> December 2023	Table 2024-25 budget for full sign off	Full Council – December 2023

**R37. Update on any items not covered elsewhere on the agenda**

The loan application for the roof has been submitted and the result is awaited.

Insurance changes will be tabled at a future meeting.

The planning application for the replacement notice board has been approved.

**R38. Next meeting date**

6<sup>th</sup> November 2023 at 6.30pm

**Actions from the meeting:**

ITEM	ACTION	WHO RESPONSIBLE
39.2 – Bank account	Open an account with Unity for the reserves	Clerk
65 – traffic on Whitbarrow Road	Borough Councillors to request a meeting with highways officers	Cllrs Barr and Marks
R10	CCLA account to be opened and £85k transferred	Clerk
R13	Clarify the VAT implications for the hall development	Clerk
R18	Update the notice boards without a budget until the capital work has taken place	Clerk
R31	Take grant recommendations to Full Council	Clerk
R32	Taken grant timetable to Full Council	Clerk
R34	Take recommendation for SAGE support to Full Council	Clerk
R36	Take precept setting timetable to Full Council	Clerk