



Saxmundham Town Council

Minutes of the Meeting of Resource Committee on the 25th of January 2021 at 10.30am by Video Conference

Committee Members:

Cllr. John Findlay (Chair)

Cllr John Fisher

Cllr. Jeremy Smith,

Cllr. Di Eastman

Cllr. Nigel Hiley

Cllr. James Sandbach (Arrived 10.45pm and left 11. 05)

Also Present: Rosalind Barnett (Town Clerk)

69/20R	Apologies for Absence No apologies were received.
70/20R	Declarations of Interest Cllr Eastman declared a non-pecuniary interest in item 74 as she is a trustee of IP17 Good Neighbours Scheme.
71/20R	Minutes of the Previous Meeting It was unanimously RESOLVED to accept the minutes of the 21st of December with the addition of John Fisher who attended the meeting. Please note – all documents will be signed at the first opportunity as this was a Zoom meeting.
72/20R	Public Forum There were no members of the public present.
73/20R	Finance a) It was unanimously RESOLVED to approve the January payments presented to the Town Council with additional late payment from Karen Forster of £628.08 for financial consultancy to support the new clerk (Appendix A). It was agreed that the chair and clerk would liaise with the IP17 Good Neighbours Scheme to agree and make payment for additional hours worked over the Christmas period. b) It was unanimously RESOLVED to approve the January payments for the Market Hall with the additional late payments of £187 for Hallmaster software, £1047 painting of kitchen to Phil Leon, £456.34 painting of hallway to Phil Leon, £98.37 for a Viking noticeboard, £1722 Floor restoration to Roger Hyde, and £1968.48 consultancy Karen Forster (Appendix B). c) The balances of £17,502.28 in the Market Hall Account and £ 167,647.73 in the Town Council account were noted. The balance on the Cambridge Society savings account remains £60,000 d) The report on performance against budget for both the Town Council was reviewed and noted. (Appendix C).

Signed

Date

25.01.21

74/20R	<p>Budget</p> <p>a) Cllrs noted that the conservative estimate on the outturn of the budget for 2020-2021 is in the region of £31,654. Cllrs discussed options for how this resource could be deployed. The Market Hall foyer and toilets, the Memorial field project and town centre improvements were initially considered. Cllrs asked whether our current reserves were in line with figures set out in the Council's reserves policy and suggested increasing the capital reserve to £30,000. It was suggested in the short-term that the funds go into general reserves to allow time for Council Committees to consider priorities and develop worked up proposals.</p> <p>RESOLVED: Cllrs agreed to recommend to Full Council that any surplus funds money be transferred to reserves at the end of the financial year.</p> <p>b) Cllrs noted that a precept demand of £222,999.56 has been sent to East Suffolk Council</p> <p>c) Cllrs discussed the allocation of the additional £7665 in the 2021-2022 budget. They also discussed the continued support for the IP17 Good Neighbours Scheme. It was agreed that an options paper on the different management models for IP17GNS be prepared for Full Council's consideration.</p> <p>RESOLVED to recommend to Full Council that the £7665 be allocated as follows – Covid-19 Emergency Fund (£3000), Neighbourhood Plan (£3000) and to improve communications (£1665).</p>
75/20R	<p>Budget</p> <p>a) RESOLVED Cllrs agreed the application of a Barclays debit card on the Town Council's Business Account to improve purchasing.</p> <p>b) Cllrs noted that the current utilities have been set up as direct debits.</p> <p>c) RESOLVED Cllrs agreed to use Lumina Commercials Service Group for the procurement of 100% renewable energy suppliers. Cllrs agreed to switch to Scottish & Southern for 36 months at a small increase of for £138/annum for electric and a saving of £1,142/annum for gas.</p>

Meeting finished 11.58am

Roz Barnett
Clerk/RFO

Signed



Date

21.07.21