

RESOURCES COMMITTEE

Minutes of a meeting of the Resources Committee held at 6.30pm on Tuesday, 12 June 2018 in the Town Hall, Banbury.

Present: Councillor Colegrave (Chairman)

Councillors: Banfield, Clarke, Fatemian, Harrison, Hussain, Kilsby, Ross and Wren.

Alternate

Members: Councillor Milne Home (for Councillor Mallon) and Councillor Cherry (for Councillor Richards).

Officers: Mark Recchia (Town Clerk)

Mark Hassall (Deputy Town Clerk/RFO)

R.4/18 Apologies for Absence

Councillors Mallon and Richards.

R.5/18 Declarations of Interest

None.

R.6/18 Minutes of the last Meeting

IT WAS RESOLVED that the Minutes of the Meetings held on 03 April and 08 May 2018 be approved as correct records and signed by the Chairman.

R.7/18 Income & Expenditure Report

The Deputy Town Clerk & RFO updated Members on the report comparing year-to-date income and expenditure with the projected annual budget to 22 May 2018.

General Services savings were due to:

- ◆ Timing of repositioning of disabled ramp at Southam Rd Cemetery (£3k), building rental income forgone £9k.
- ◆ Potential claim for water costs associated with Bowls Club building Peoples Park (£6k), earmarked reserve expenditure St Marys wall repairs (£6k), timing of Oxford Rd & People Park planting schemes (£6k), reduced costs associated with play equipment repairs (£8k), increased expenditure on earmarked expenditure replacing Spiceball Park bins and benches (£14k).
- ◆ Timing of receipt for gas connection across Spiceball Park (£75k),
- ◆ Retention of funds associated with capital works (£19k),

Resources Committee overspend principally related to timing of earmarked expenditure on external works to the Town Hall (£39k).

With regard to the Woodgreen Pool the Chairman reminded Members that the Council subsidised the revenue costs of the pool but had very little say in operational decisions. He felt that a meeting the Woodgreen Working Group and the District Council would be worthwhile and the Town Clerk undertook to arrange this.

IT WAS RESOLVED to receive and note the Income and Expenditure report.

R.8/18 Internal Audit Report on Accounting Statements 2017/18

The Committee was reminded that the Council was required, by the Accounts and Audit Regulations (England) 2015 to have in place an Internal Audit System. Reports by the Internal Auditor must be made available to Members and to the External Auditor.

The Town Council had an arrangement with Stuart Pollard of Auditing Solutions Ltd. who provided Internal Audit Services to a number of Local Councils. The Internal Auditor examined different aspects of the Council's financial operations and had provided a report on the Accounting Statements of 2017/18 financial year. This report contained observations made during his visits throughout the year, and thereby summarised the work completed over the last twelve months. The auditor had concluded that the Accounting Statements complied with the Small Councils accounting requirements and had signed the Internal Auditor's certificate on Section 4 of the Annual Return.

IT WAS RESOLVED to receive and note the Internal Audit Report on Accounting Statements 2017/18.

R.9/18 Approval of Accounts and Annual Return 2017/18

The Committee considered a report prepared by the Deputy Town Clerk/RFO advising Members that as part of the Audit and Accounts Regulations, the Council was required to complete an Annual Return. The purpose of this report was to authorise the Leader of the Council, Town Clerk and the RFO to sign off the Annual Return and Accounts, as appropriate, on behalf of the Town Council.

The accounts for the year ended 31 March 2018 and a copy of section 1 and 2 of the Annual Return were circulated.

It was proposed by Councillor Colegrave, seconded by Councillor Clarke, and was **RECOMMENDED** to Council:

- 1) that the Annual Governance Statement (Section 1 on the Annual Return) where questions 1 to 9 were answered yes, be approved, and signed on behalf of the Council by the Leader of the Council and the Town Clerk;
- 2) that the Accounting Statements (Section 2 on the Annual Return), for the year ended 31 March 2018 be approved and be signed on behalf of the Council by the Leader of the Council and the RFO;
- 3) that the Accounts for the Year Ended 31 March 2018 as amended (unaudited) be approved and signed on behalf of the Council by the Leader of the Council and the RFO.

R.10/18 Confidential Business Exclusion

It was proposed by the Chairman and **WAS RESOLVED** that, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the items set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

The meeting ended at 7:00pm.