

# Bradford on Avon Town Council

## Resources committee - Minutes



Held at 7.00pm on Tuesday 4<sup>th</sup> June at Kingston House, Bradford on Avon

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### Present

Cllr K Vigar (meeting Chair)

Cllr A Kay

Cllr J Parker

Cllr T Trimble

Cllr E Franklin

Ian Brown (Chief Executive & Town Clerk)

Sarah Hawkins (Accountant)

Chris Stringer (Deputy Clerk)

Members of the public: None

Apologises: Cllr S Gibson, Cllr D Garwood, Cllr S Blackwell

### 1. Election Of Chair of the Resources Committee

Cllr Vigar as Chair for the evening took nominations for Chair of the committee for the current financial year. Cllr Blackwell was nominated by Cllr Trimble and seconded by Cllr Parker and with no further nominations and all in favour **resolved**: Cllr Backwell was elected as Chair of the Resources committee.

### 2. Election Of Vice Chair of the Resources Committee

Cllr Vigar as Chair for the evening took nominations for Vice Chair of the committee for the current financial year. Cllr Vigar was nominated by Cllr Parker and seconded by Cllr Franklin and with no further nominations and all in favour **resolved**: Cllr Vigar was elected as Vice Chair of the Resources committee.

### 3. Question from the Public

None

### 4. Declarations of Interest

None

#### 5. Minutes

It was proposed by Cllr Trimble seconded by Cllr Kay and with all in favour it was **RESOLVED**: that the minutes of the last meeting held on the 19<sup>th</sup> March 2024 be accepted as a true record.

#### 6. Matters Arising

None

#### 7. Accounts for payment

Cllr Franklin had pre-submitted some questions listed at the end of the minutes.

It was proposed by Cllr Franklin seconded by Cllr Trimble and with all in favour it was **RESOLVED**: To pay invoices and payroll and direct payments for February, March and April 2024.

#### 8. Management Account reports

The income and expenditure reports by committee for February, March and April 2024 were noted.

#### 9. Reserves

The Town Clerk reported that at the end of financial year 2023/24 the Town Council has used all its general reserves.

#### 10. Safeguarding Policy

An updated safeguarding policy was introduced, and Cllr Trimble proposed and seconded by Cllr Parker it was **resolved**: to adopt the updated Safeguarding policy.

#### 11. Equality, Diversity and Inclusion Policy

An updated Equality, Diversity and Inclusion policy was introduced, and Cllr Trimble proposed and seconded by Cllr Kay it was **resolved**: to adopt the updated Equality, Diversity and Inclusion policy.

#### 12. Next meeting

It was noted that the next meeting 10<sup>th</sup> September 2024

#### 13. Confidential business

It was proposed by Cllr Kay and seconded by Cllr Franklin and with all in favour it was **RESOLVED**: To start confidential business.

Meeting closed: 7.35 pm.

### Questions from the public or Councillors

Question: VIC RENT £3567.63 - Could you inform me if the opening times, how many volunteers Run it, how much we actually have on the return of this building?

Answer: The visitor information centre is open 10.30 to 4.30 every day, depending on volunteer availability.

There are currently 19 volunteers.

Sales vary from month to month as you might expect, although the TIC is an information point.

Question: What is the Public works loan board?

Answer: This is repayment of a loan taken out in 2012/2013 by the then town council and town clerk for the refurbishment of St Margaret's Hall, there is currently £200,031 left to pay.

Question: What were the fence panels and posts for £250.22 21/3/24

Answer: Replacement panels and posts fitted by Rich, for 7 Pound Lane (domestic rental property)

Question: Did we make any money back on the Frozen/Shrek/miracle club film showings?

Answer: No, The films [Sunday's] were part of the Councils winter offer, under the 'Warm Spaces Banner' and the service will be reviewed prior to any provision for this winter.

Question: Mower insurance £109.84 is it being used.

Answer: This is insurance for the new to us Toro mower until the end of May24. The Toro mower is on a 3 year lease.

Question: Best of Travel (Times) advert? What was this for?

Answer: This was an advert in a Sunday Times supplement promoting the town.

Question: What is 4450 Street scene costs £53,423?

Answer: This related to 2022/23 accounts for costs associated with the asset transfer ie the idverde contract.

Comment: Hanging baskets, I will again say against these and save £10k plus watering and put the money to greater good say in allotment areas which DO need attention.

Question: Staff appraisals are these available to be viewed?

Answer: No, appraisals are a confidential process between staff and their manager.