

Clerk: Joann Greer

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To all members of the Parish Council Resource Committee

Dear Councillor,

You are hereby summoned to attend a meeting of Woodhall Spa Parish Council Resource Committee, which will be held on **Tuesday 3rd September 2019** commencing at 3.30pm in the council chamber. The business to be dealt with at the meeting is listed in the agenda. .

PRESS AND PUBLIC WELCOME



Signature:

Clerk to the Council

Date: 29/08/19

AGENDA

1. To elect a Chairperson
2. Chairperson's remarks
3. Apologies for absence with reason given
4. Declaration of Members' interests in accordance with the Localism Act 2011
(Disclosure by all members present of disclosable pecuniary interests in matters on the agenda that have not already been declared on their Declarations of Interests form or put in writing to the Monitoring Officer at East Lindsey District Council)
5. To consider requests from members for a dispensation on any items on the agenda (In accordance with the Localism Act 2011 the Parish Council has the authority to grant any members present a dispensation on their disclosable pecuniary interest so that they may take place in the debate and vote)
6. To approve the notes from the Resource Committee Meeting held on 2nd April 2019 as being a true record of the meeting
7. Reports on matters outstanding and actions arising from the minutes

8. To review the terms of reference for the Resource Committee and list any amendments for consideration at the next Full Council meeting

9. Financial Matters

- a) To receive the current bank reconciliation
- b) To receive a financial update report
- c) To consider and approve electronic and future dated payments as listed below

Person/Company to be paid	Invoice No.	Details	Amount £
Staffing Costs	19/367	Staff Salary/Pension/HMRC	1367.63
Joann Greer	19/368	Postage	3.18
OPUS	19/369	Office Gas £233.46 in credit	0.00
SSE	19/370	Christmas Tree Lights	103.44
TalkTalk Business	19/371	Broadband & Telephone	41.40
Sprint Signs	19/372	Council Surgery Banner	48.00
Welton Garden Services	19/373	Village & Cemetery Grass Cutting	2220.00
Good Life Gardener	19/374	St Andrews & Chapman's Corner	175.00
R.G. Hygiene	19/375	Office Cleaning	12.00
ELDC	19/376	Election Costs	48.00

Person/Company to be paid	Invoice No.	Details	Amount £
P McFahn	19/377	Window Cleaner	15.00
Viking	19/378	Office Stationery	111.90
Tsohost	19/379	Web Domain renewal	11.99
LALC	19/380	LALC News	6.00
Tony Gibbons	19/381	Cemetery Markings	126.00
Payroo	19/382	Payroll Package	6.00
Payroo	19/383	Payroll Package	6.00
Wave	19/384	Office Water	50.77
British Gas	19/385	ATM electricity	26.43

10. To receive the tree survey and resolve actions and expenditure

11. To set a date to meet with Highways regarding the verges in and around Coronation Road and include WSPC proposals of looking at introducing a one way traffic flow

12. To set up a Working Group to review the Parish Council's policies and recommend changes where appropriate

13. To acknowledge and consider items raised at the Parish Council surgery and resolve recommendations for Full Council if required

Consider introducing a public bench register with a schedule of repair/replacement and costings

14. To review the cemetery regulations

- a. To include procedures regarding the expiry dates of EROB certificates
- b. To include memorial procedures after interment or ashes / burial only

15. To resolve the disposal of old electronic office equipment, projectors and screens

16. To set the date and time of the next meeting