

Minutes of the Resourcing Committee meeting of the Council held on Monday 8th July 2024, 7:00pm
Present: Cllrs Beveridge, Cochrane (Committee Chair), Hagan and Thomas; Caroline Levett – Clerk/RFO

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These minutes are not a verbatim report of the meeting, but a summary of discussion and decisions taken at the meeting.

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| | <p>Notes</p> <ol style="list-style-type: none"> 1. WELLS : There are unlikely to be any further donations towards the Wells, and it was agreed to reduce the projected figure to £0. 2. WILDFLOWER MEADOW : As agreed by KCC, a one-off payment of £7,000 will be paid. The draft lease is yet to be received. These funds will be ringfenced. 3. ALLOTMENTS : The Allotment Association continues to apply for grants. BPC will financially support if necessary. It was agreed to remove as a budget heading and any future financial assistance would be provided in the form of a grant from S137. 4. GENERAL MAINTENANCE : includes IG noticeboard £395.70 net; and Flagpole £2,950. Actual cost to BPC £950 - £1,500 grant from KCC Members Fund and £500 requested from PCC. 5. WAR MEMORIAL : Agreed annual budget of £500, although costs this year include reimbursement relating to last year and mower service. 6. WELLS : Final payment made to Anthony Hicks in July. Additional project costs to year end - tree work and bollards. <p>It was noted that a number of projects are now complete : Parish Wells; public toilets; noticeboards; flagpole.</p> | |
| 5 Internal Audit Report 2023/24 | <p>Circulated prior to meeting. All areas found to be low risk.</p> <p>To note :</p> <ul style="list-style-type: none"> • Parish Councillor Disclosable Pecuniary Interests – Cllr Presgrave’s DPI is not shown on TWBC website. The Clerk submitted this to TWBC in October 2022 when Cllr Presgrave was co-opted. April 2023 the Clerk chased with Democratic Services Officer, and was advised it would be dealt with by Legal Services straightaway. September 2023 Legal Services advised it could not be processed as some boxes had been left blank. The Clerk advised that these specific boxes were to be left blank. April and June 2024 the Clerk chased again. Democratic Services Officer advised had raised again with Legal Services and marked as urgent, but there has still been no action. Internal auditor suggested making a complaint to TWBC. Rather than make a complaint, Cllr Dawlings has spoken directly to the Head of Service overseeing Democratic Services. • Financial Regulations and Standing Orders – covered elsewhere on the agenda. • Insurance – covered elsewhere on the agenda. | |
| 6 BPC Financial Regulations | <p>Circulated prior to meeting.</p> <p>The new Model Financial Regulations have been published by NALC. In light of this, the Clerk has reviewed the existing BPC Financial Regulations and made the necessary changes.</p> <p>The Resourcing Committee considered and discussed the new Regulations and unanimously agreed to recommend the Financial Regulations to the Parish Council for approval.</p> <p>Verification of bank reconciliations and accounts should be carried out by a member other than the Chair or a bank signatory. The Resourcing Committee propose Cllr Presgrave.</p> <p>BPC’s Standing Orders will be reviewed and amended to reflect the agreed Financial Regulations.</p> | CL |
| 7 Asset Register | <p>Circulated prior to meeting.</p> <p>Cllr Thomas advised that the bus stop outside the Village Hall is not a BPC asset and should be removed. The Clerk to confirm this.</p> <p>It was agreed that the insured value of the flagpole would be £3,000, Benenden noticeboard £1,000 and Iden Green noticeboard £400.</p> | CL |

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| | <p>The total value of Street Furniture is £102,000</p> <p>The Asset Register 2024/25 was unanimously agreed by the Resourcing Committee.</p> | |
| 8 Insurance Renewal | <p>Gallagher Brokers (previously Came & Co) have been PC brokers for a number of years.</p> <p>They normally provide several insurance company quotes for BPC to compare and consider but this year have only been able to provide one quote from Hiscox Insurance Company Limited, which is BPC's current insurer.</p> <p>The Clerk approached Clear Insurance Management broker (BHIB Insurance as suggested by internal auditor), explaining in detail the claim made for the Well. However Clear Insurance responded that insurers have declined to offer a quotation due to the claim. Clear Insurance did enquire if insurers would be willing to quote if the excess was increased but this was still refused. The Clerk also approached James Hallam Insurance Brokers but received no response.</p> <p>In 2023 BPC increased its street furniture cover and the premium was increased to reflect this, and the ongoing claim for the Well.</p> <p>The insurance claim for the Well was settled in July 2023 and a settlement of £30,886 received, after an initial offer of c£10,000 was made.</p> <p>The quote received for 2024/25 is £1,340.72 including tax and fees, with insured values of : Toilets £143,467 (2023/24 £131,621); Street furniture (including wells) £101,760 (2023/24 £96,000); War Memorial £20,632 (2023/24 £19,464); Business Equipment £5,000.</p> <p>Previous premiums : 2023/24 £1,191.98; 2022/23 £739.50; 2021/22 £698.28.</p> <p>The Resourcing Committee, all things considered, unanimously agreed to accept the quote from Gallagher/Hiscox. The Clerk has enquired about a long-term agreement.</p> | |
| 9 Bank Account | <p>The new instant access savings account with Unity Trust Bank was opened in May 2024, with £50,000 transferred from BPC's current account. The current annual equivalent rate is 2.77%.</p> <p>Interest earned to 30th June £203.42.</p> <p>The current account balance at 8th July is £22,810. It was agreed that this is an adequate balance to meet expected expenditure and will be reviewed when the next precept payment of £24,875 is made in September and when the payment of £7,000 is received from KCC for the Wildflower Meadow and the grant funding for the flagpole.</p> | |

The meeting closed at 8pm