

**Strategic Resources Committee**

**Tuesday 11th February 2025**

**MINUTES**

|  |  |
| --- | --- |
| 1 | **Present:** Cllr Rob Herd (Chair), Cllr Amanda Miller, Cllr Krissie Myler, Cllr Sam Otter and Cllr Peter Bulmer  **Apologies:** Cllr David Flood due to illness  **In attendance:** Cllr Keith Scargill and Andrew Davies (Clerk) |
| 2 | **Open Forum:** There were no members of the public present. |
| 3 | **Declarations of Interest:**  Cllr Otter informed the committee that whilst obtaining quotes from contractors for electrical work at VXCC he was made aware one of the contractors is related to the current clerk. He confirmed to the committee that the clerk has had no involvement in obtaining the quotes and the quotes discussed at part 7 will be anonymous. |
| 4 | **Minutes of previous meeting:** Councillors accepted the minutes of the previous meeting on Tuesday 3rd December 2024 as accurate and these were signed by Cllr Herd.  Cllr Bulmer raised the finances of the Vicars Cross Community Centre. He requested that the centre manager prepare a presentation for councillors showing the finances for the last financial year.  **Action:** Centre manager to prepare a presentation of finances to the Parish Council at end of financial year. |
| 5 | **Asset Report:** Cllr Otter informed the committee the asbestos is being removed from the allotment site this week. During this process a second shed will be tested to establish if the roof consists of asbestos. Upon completion of the work Malcolm Bate will be instructed to make good any damage to shed roofs on the allotments.  Cllr Otter informed the committee of the intention to sign a grounds maintenance contract with Botanic landscapes this week, for four open spaces sites. This contract will initially be for one year with the option of extending for a further two years if satisfactory work completed.  Cllr Otter outlined plan to also sign a one-year contract with Morgan Landscapes for the remaining open spaces. Concerns were raised about the cost of maintaining the Caldy Valley roundabout. Cllr Otter stated all sites now had a budget and it is anticipated next year’s open spaces will be in budget.  Committee were informed that any extra work can only be authorised by the clerk/deputy and this had been written into contract. |
| 6 | **Tree Survey:** Clerk informed committee that due to unforeseen circumstances Murray Tree Consultancy can no longer complete the tree survey. Following a discussion, it was agreed that three quotes should be obtained for a tree survey and the matter reconsidered.  **Action:** Clerk to obtain three quotes for tree survey. |
| 7 | **LED Light Panels in Vicars Cross Community Centre:** Cllr Otter presented four quotes for replacement light panels to the hall to the committee in a sanitised document with details of contractors removed. Following a brief explanation of warranties Cllr Herd proposed a vote.  The committee members unanimously voted for option D.  **Action:** Cllr Otter to instruct contractor D. |
| 8 | **Community Flagpole:** Cllr Miller outlined a plan for a community flagpole at VXCC and Caldy Valley Neighbourhood Centre. Cllr Miller presented a basic project planning framework. The matter was discussed, and it was agreed a policy would be required regarding flags to be displayed. The committee felt the plan in general would be a good community asset.  **Action:** Cllr Miller to explore costings further and establish if planning permission is required. |
| 9 | **Appointment of internal auditor:** Clerk informed the committee that it was the intention to instruct SJC Chartered Accountants to complete the councils internal audit as last year’s audit was completed with no issues. Cllr Herd proposed a vote.  The committee members unanimously voted to instruct SJC Chartered Accountants.  **Action:** Clerk to instruct SJC Chartered Accountants. |
| 10 | **Community Youth Council:** Cllr Herd outlined a plan to create a youth community council in Great Boughton. Cllr Herd believes youths are not represented sufficiently in the community and more active engagement is required which would benefit councillor recruitment in the future.  Cllr Herd envisaged a similar structure to the council with a chair and regular meetings. A discussion took placed regarding the logistics of organising a youth council and practicality of hosting, with safeguarding a major issue. It was agreed that Cllr Herd should further explore this council as it would be of great benefit to the community.  **Action:** Cllr Herd to liaise with CHALC for guidance and establish if there any similar councils in the country. |
| 11 | **Councillor’s reports and items for future agenda:** Cllr Otter felt the clerks emergency spending budget should be increased from £500 to £1000 due to increasing costs. It was agreed this matter should be raised on a future agenda of a full parish council meeting.  Cllr Miller updated the committee regarding a review of the recent development evening. Cllr Miller stated the review will be on the agenda at the next full council meeting to progress. |
| 12 | **Delegated decisions to report to council:**  Approval of a contractor to complete new LED light panels within VXCC hall  Approval of SJC Chartered Accountants to complete internal audit |
| 13 | **Recommendations for council:** No recommendations for council |
| 14 | **Date of next meeting:** Tuesday 1st April 2025 at 6.30pm (Date changed at request of committee members) |