

MINUTES OF THE POLICY AND RESOURCES COMMITTEE MEETING

HELD ON 25 JANUARY 2024 AT 10.00 AM

PRESENT

Councillors: M. Bowler (Chairman)
M. Browning, M. Burrows, C. Harris, K. Senkpiehl, S. Taylor.

Responsible Financial Officer

71. APOLOGIES FOR ABSENCE

None

72. MINUTES

RESOLVED that the Minutes of the Meeting held on 21 December 2023 be approved and signed by the Chairman.

73. DECLARATIONS OF INTEREST

None

74. PUBLIC PARTICIPATION

None

75. FINANCIAL REPORT – INCOME & EXPENDITURE- 21 DECEMBER 2023 TO 25 JANUARY 2024

The Responsible Financial Officer

(a) submitted the list of income and expenditure for approval including expenditure paid under delegated powers (copies of which had previously been circulated to Members) together summary of receipts and payments against budget headings up to 18 January 2024 and answered Members' questions.

(b) advised that two additional invoices that had been received after the despatch of the agenda required approval, namely from ESPO for £40.56 (Stationery) and from the Chairman for £30.87 (reimbursement for printer ink and refreshments for the Councillors planning day).

RESOLVED that the list of income be noted, the expenditure made under delegated powers and the following expenditure be approved:

28.12.2023	BACS	HMRC	Pension contributions	138.60
28.12.2023	DD	HMRC	Tax and NI	1059.40
28.12.2023	BACS	Staff	Payroll	3885.23
31.12.2023	Card	Posts Office	Stamps	16.00
02.01.2024	DD	Thesaurus Software Limited	Brightpay Monthly Subscription	1.87
28.12.2023	BACS	Hinckley & Bosworth BC	Street Lighting Recharge	3377.59
04.01.2024	Card	Amazon	Printer Ink	22.22
04.01.2024	Card	Amazon	Key Safe	14.95
09.01.2024	BACS	Johnson Tree Care	Tree Work – Bradgate Road	396.00
09.01.2024	BACS	Johnson Tree Care	Tree Work – Whitcroft Close	792.00
27.12.2023	BACS	M & BG	Grounds Maintenance Contract	1756.00
08.01.2024	DD	B.T.	Office Broadband	47.94
11.01.2024	DD	Vodafone	Mobile Phone Contract	59.98
31.12.2023	BACS	One Com	Broadband Charges – Community Cent	57.00
19.01.2024	BACS	The Herald	Advertising Charges	228.00
22.01.2024	BACS	ESPO	Stationery	40.56
19 .01.2024	BACS	Chairman	Re-Imbursement	30.87

76. BANK RECONCILIATION STATEMENT – DECEMBER 2023

The Responsible Financial Officer submitted, for approval, the bank reconciliation statements for the period ended 31 December 2023 (copies of which had previously been circulated to Members).

RESOLVED that the Statement be approved and authorised to be signed by the Chairman.

77. ENVIRONMENT ACT 2021 – STATUTORY DUTY

The Responsible Financial Officer submitted (1) the National Association of Local Councils Briefing Note on the new Statutory Duty under the Environment Act 2021 for public authorities (including Parish and Local Councils) to consider what can be done to conserve and enhance biodiversity (copies of which had previously been circulated to Members) and (2) submitted for approval and adoption a draft Biodiversity Policy and Action Plan.

RESOLVED that the report be noted and the draft Biodiversity Policy and Action Plan be RECOMMENDED for adoption.

The meeting concluded at 10.45 am

Chairman.