



## Howden Town Council

Minutes of the meeting of the Resources and Asset Management Committee held on Tuesday March 14<sup>th</sup> 2023 at 7.15pm at the Howden Town Council Offices, Bridgegate, Howden.

Present: Councillors Blee (Chair), Ashton, Ward, Pears, Blee, Roberts

Clerk: S Boggitt

### **2023-11-RAM: Apologies for absence – to receive and accept.**

Apologies were received from Councillor Smythson – accepted.

### **2023-12-RAM: Declaration of Interest –**

2023-12.1-RAM Declarations of Interests, in respect to Agenda items, to be made and recorded in the minutes even if an interest has been declared in the register.

None.

2023-12.2-RAM For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

### **2023-13-RAM: Minutes of the meeting held Tuesday January 4<sup>th</sup> 2023 – to agree and approve as a true record.**

The minutes of the meeting held Tuesday January 4<sup>th</sup> 2023 were agreed and approved as a true record.

### **2023-14-RAM: Annual Budget. To review the budget at 11/12 of the year and make any recommendations.**

The budget was reviewed and accepted .

### **2023-15-RAM: Ear Marked Reserves. To agree figures in EMR and receive bank statement and reconciliation from NS&I.**

Committee agreed the NS&I statement and reconciliation and adjusted the Ear Marked Reserved figures.

### **2023-16-RAM: Savings Account. To agree Council savings account and update conditions to spend.**

Committee agreed updated conditions to the Financial Regulations regarding spend on the NS&I account. Any spend would be minuted at either Committee or Full Council alongside the two signatory request which is sent in writing. Updated Financial Regulations to be taken to Full Council for approval.

### **2023-17-RAM: Policies. To review, accept and make recommendations on the following policies and to recommend to Council for adoption: Office Lone-Working Policy, Social Media Policy, Media Policy and updated Standing Orders.**

Committee recommended that all above policies be adopted by Council.



**2023-18-RAM: Office Leases. To agree leases for office rental and recommend to Council.**

Committee recommended the leases be adopted by Council.

**2023-19-RAM: Finance Risk Assessment. To review the Financial Risk Assessment and make any recommendations.**

Committee reviewed the Financial Risk Assessment and reduced some risk levels to reflect the actions undertaken.

**2023-20-RAM: Asset Register. To review and accept.**

The asset register was reviewed and accepted.

**2023-21-RAM: Correspondence.**

None.

**2023-22-RAM: Items for Next Agenda.**

End of Year Report, Ear Marked Reserves.

**2023-23-RAM: Date of Next Meeting: TBC.**

Due to elections this year it was agreed to move RAM items into Full Council on Tuesday May 16<sup>th</sup> 2023.

The meeting closed at 7.55pm.