



Howden Town Council

Minutes of the meeting of the Resources and Asset Management Committee held on Tuesday July 11th 2023 at 7.15pm at the Howden Town Council Offices, Bridgegate, Howden.

Present: Councillors Blee (Chair), Drury, Pears, Ashton

In Attendance: Councillor Long

Clerk: S Boggitt

2023-24-RAM: Election of Chair.

Councillor Pears proposed Councillor Blee for the position of Chair. There were no other nominations and Councillor Blee accepted – Resolved.

2023-25-RAM: Election of Vice-Chair.

Committee resolved not to appoint a Vice-Chair.

2023-26-RAM: Apologies for absence – to receive and accept.

Apologies were received from Councillors Roberts and Ward – both accepted.

2023-27-RAM: Declaration of Interest –

2023-27.1-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.

2023-27.2-RAM For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2023-28-RAM: Minutes of the meeting held Tuesday March 14th 2023 – to agree and approve as a true record.

The minutes of the meeting held Tuesday March 14th 2023 were agreed and approved as a true record.

2023-29-RAM: Annual Budget. To review the budget at 1/6 of the year (end of May) and make any recommendations.

Committee reviewed the documents prepared by the Clerk. Accepted and no recommendations.

2023-30-RAM: Ear Marked Reserves. To agree adjusted figures in EMR, receive end of year budget and receive bank statement and reconciliation from NS&I.

The Clerk reported there was £43,895.72 in the Co-Operative Bank at the year end. Council had already agreed to supplement the 23/24 budget with £15,000 – leaving an excess of £28,895.72 at year end. The Clerk suggested General Reserves should sit at around £57,000,



so £11,000 should be transferred to NS&I (Reserves account). Approved. The Clerk also suggested the remaining funds should be left in the Co-Operative Bank to help with the VAT element of some big projects that would not be recouped until next financial year. Approved.

2023-31-RAM: Finance Risk Assessment. To review the Financial Risk Assessment and make any recommendations.

The Finance Risk Assessment was reviewed and accepted with no recommendations.

2023-32-RAM: Asset Register. To review and accept.

The Asset Register was reviewed and accepted. Noted that Changing Places would be added once the building had been handed over.

2023-33-RAM: External Audit 2021/2022. To receive an update from the Clerk.

The Clerk reported all the required documents had been sent to PKF Littlejohn (external auditors) and they had acknowledged receipt.

2023-34-RAM: Correspondence.

None.

2023-35-RAM: Items for Next Agenda.

Standing items.

2023-36-RAM: Date of Next Meeting: Tuesday September 12th 2023 at 7.15pm.

It was agreed as the Chair was not available on September 12th, to move the RAM meeting to Tuesday September 5th at 6.30pm before the Planning meeting.

The meeting closed at 7.30pm.