



Howden Town Council

Minutes of the meeting of the Resources and Asset Management Committee held on Tuesday September 5th 2023 at 7.15pm at the Howden Town Council Offices, Bridgegate, Howden.

Present: Councillors Blee (Chair), Ward, Roberts, Long, Cave, Drury, Pears

In Attendance: Councillors Clarke, Drury

Clerk: S Boggitt

2023-37-RAM: Apologies for absence – to receive and accept.

Apologies were received from Councillor Ashton – accepted.

2023-38-RAM: Declaration of Interest –

2023-38.1-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.

2023-38.2-RAM For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2023-39-RAM: Minutes of the meeting held Tuesday July 11th 2023 – to agree and approve as a true record.

The minutes of the meeting held Tuesday July 11th 2023 were agreed and approved as a true record.

2023-40-RAM: Annual Budget. To review the budget at 1/3 of the year (33.3percent) (end of July) and make any recommendations.

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

2023-41-RAM: Town Council Grants. To review, accept and make recommendations on the Grant Policy and confirm details of this year's programme.

Committee reviewed the Howden Town Council grant policy and agreed to tighten up the clause which states how the monies spent are reported. Agreed a full record should be brought to Council two months after the end of the financial year for which the grant was for or a further grant will not be considered. Also agreed to ask for full acknowledgment from the recipients to publicise the grants they receive and what they are for. To recommend to Council and agree to open the Grant window after the September meeting and close it on Friday December 8th.

2023-42-RAM: Policies. To review, accept and make recommendations on the following policies and to recommend to Council for adoption: Equal Opportunities Policy; Data Protection Policy; Expenses Policy; Grievance Policy; Publication Scheme.

All policies accepted and recommended to Council for adoption.



2023-43-RAM: Finance Risk Assessment. To review the Financial Risk Assessment and make any recommendations.

The Finance Risk Assessment was reviewed and agreed to add a line to show the risk of General Reserves.

2023-44-RAM: Asset Register. To review and accept.

The Asset Register was reviewed and accepted.

2023-45-RAM: External Audit 2021/2022. To receive an update from the Clerk.

No update to report.

2023-46-RAM: Correspondence.

None.

2023-47-RAM: Items for Next Agenda.

Policies for recommendations; Grants Update.

2023-48-RAM: Date of Next Meeting: Tuesday November 14th 2023 at 7.15pm.

The meeting closed at 6.56pm.