

Radcliffe-on-Trent Parish Council
Finance and General Purposes Committee Meeting held in the Radcliffe Room, The Grange, on
Monday 24 July 2017 at 7pm

Cllrs: Josephine Spencer (Chairman)
Bill Banner (Vice Chairman) (A)
Rod Brears
Martin Culshaw
Gillian Dunn
Dave Barton
Pam Thompson
Georgia Moore (A)

Keith Agar
Graham Budworth
Sue Clegg
David Astill (A)
Graham Leigh-Browne (A)
John Thorn

Also Present: Jacki Grice (Parish Clerk), Jacque Earp (Admin Assistant) and two members of the public.

In the interests of transparency, the council asks that any person wishing to record the meetings proceedings informs the Chairman prior to the start of the meeting and that recording equipment is on view. There is an Open Session on the Agenda at which time members of the public are invited to raise any matters pertaining to the work of the committee, limited to fifteen minutes, during which time Standing Orders will be suspended.

1. Apologies for Absence
Cllr Georgia Moore, Bill Banner, David Astill and Graham Leigh-Browne - Approved
2. Declarations of Interest
None received
3. Minutes of the Meetings held on Monday 12 June 2017, for Approval
It was Resolved: "That the minutes are approved and signed by the Chairman".
4. Chairman's Announcements
 - A letter has been received from HMRC enclosing a four year VAT back payment of £13,630 for the Grange Hall. Many thanks go to Sally Horn from the F&GP Committee for her many hours of hard work in extracting the figures and obtaining the payment
5. Clerk's Reports on Matters and Actions Arising from Previous Minutes
M.5 Rockley Bungalow
The flat roof has now been replaced, however there is now a problem with the flat roof over the porch as it was leaking to the inside of the bungalow during the recent heavy rain.
6. M.10 Christmas Lights
The Christmas Lights Working Group still need to convene to discuss future requirements. Cllr Spencer will convene this meeting within one month.
7. M.14 Working Groups Review
The Clerk has not had the opportunity to make enquiries with RBC and NCC regarding Emergency Plans. Cllr Agar will convene a Health & Safety Meeting in the near future.

8. Open Session for Members of the Public to Raise Relevant Matters, Limited to 15 Minutes
Standing Orders suspended at 7.10pm.
- Phil Taylor of the Radcliffe Conservation Group referred to the Grant Application submitted to the PC for extra equipment to be used at Volunteer work sessions. Phil confirmed that the equipment would be marked up as appropriate and stored somewhere secure if the money was granted, and all equipment would be returned to the secure store after a volunteering session.

Standing Orders resumed at 7.13pm.

9. Income /Expenditure Figures and Payments for May 2017
Noted and discussed. The Chairman noted there had been some recent unexpected expenses, however the PC should be more prudent over the next six months. The Clerk confirmed that the precept comes in twice a year. Pear mapping was discussed and the Clerk confirmed that the Office was struggling to get the cemetery digitised. The Pear system is used a lot, purely for mapping and is very useful. The Chairman suggested outside help from the School History Department. The majority of mapping is now on Excel, the map that Pear created slightly differs from the Cemetery, so the information has to be correct before it is transferred. The staff would have to spend time at the Cemetery to refine the map, but this will hopefully be done in the future. The Clerk confirmed that Jenny had been on a spraying course in May, and will go on a Chainsaw course during the quieter winter months.
10. Income /Expenditure Figures and Payments for June 2017
Noted. The transfer of £16,000 to reserves under F&GP, should be noted for Minute 12 in the agenda. It was noted that the British Gas payment in June was for The Grange only.
11. Finance and General Purposes Committee Actual vs Budget - April July 18th 2017
It was noted that the Newsletter was struggling for commercial adverts as Companies tend to use social media and their own websites. The budget therefore, would not be met on the income side. There is a provisional figure of £3466 (transfer to reserves expenditure) under July relating to item 12, subject to discussions made tonight. It was also noted that H.R charges were forecasted.
12. Debtors Listing
There are some invoices outstanding, however the Clerk confirmed they were regular users and were often late with payments, and shouldn't be a problem. If necessary, 'red' invoices are posted. It was confirmed that the Pilates Group had now withdrawn from their regular booking use at the Grange Hall, and any outstanding invoices are being dealt with. Other debtors were discussed and it was confirmed that they are also currently being dealt with.
13. Grant Applications:
The Chairman confirmed the RCG had submitted a well written grant application to the PC. The Clerk confirmed that Grant Application rules mean that Groups must be constituted and have a bank account. The RCG however do not have a bank account and Amenities do not have the money to fund this right now, so this is why a grant has been applied for. If the PC purchase the equipment, and it stays the property of the PC that the RCG use, then the Clerk will be comfortable with that arrangement. It was Resolved: "That the PC purchase equipment as per the itemised list on the RCV Grant Application to the value of £250, and to stay the property of the PC for use by RCG and to be securely stored."
14. Amenities Budget Bid. £3,000 for Dewberry Hill and Mess Room Sewage Pump
The Mess Room Sewage Pump has now been dealt with, as it was a more urgent Health & Safety issue. The budget bid for Dewberry Hill is £1600 and the Mess Room pump is £1340, making a total of £3000. Cllr Thorn confirmed that the cuts at Dewberry Hill were being done before at the beginning of the 'die

back' of grass because that is when all the nutrients would go back into the soil from the grass. The whole point of the cuts now is to try and reduce the amounts of nutrients in the area, so it can be seeded and grow wild flowers in certain areas. What Amenities are trying to do is to get a good balance between wildness and an attractive amenity for people for people to visit and realise it is a PC asset. All areas in the UK are managed and the balance needs to be right for the management of Dewberry Hill, although the ongoing costs should have been worked out. Also, because the area had been left for so long, there is a lot of work to be done. One central cut last year considerably reduced the amount of grass, so there is now a need for smaller maintenance. The funds will be vired from transferred to reserves. It was noted that it was previously agreed by each PC committee to make a bid from this contingency fund should they require capital items.

It was Resolved: "As carried from the Amenities Committee meeting that out of reserves would pay for Emec at a cost of £1600 to do the cuts at Dewberry Hill in late August and the Mess Room pump expenses of £1340".

15. CCLA investments. Propose transferring £50 000 from Deposit Fund to Property Fund.
Sally Horn has been looking into the possibility of the PC transferring money to the CCLA investments Property Fund. Sally has requested that she be allowed to investigate this further by the F&GP Committee. The Clerk confirmed the PC already has a deposit fund with CCLA, namely the Church, Charities & Local Authorities Fund, and that a large amount of public sector, Local Authorities and 'Jeffrey Dole' belong to the fund. The majority of the PC funds are with the deposit fund, the property fund being a higher risk fund. A full proposal will be brought to the next meeting in order to test a sum of £50,000 from the deposit fund to the property fund.
It was agreed that Sally could go ahead and make further investigations into the CCLA Property Fund Investment, and to provide a short paper before the next meeting listing the recommendations, yield and what the PC would be investing in.
16. Newsletter advertisements.
The Chairman re-iterated that the PC Newsletter is struggling for advertisements, free advertising is provided for local groups and that the Newsletter is getting bigger with that content. The commercial ads subsidise the community advertisements however a large amount of time and paper is spent on adverts, and there is also more competition for advertisements by other local magazines that are produced on a more regular basis. The PC Newsletter used to be produced 4 times a year, but is now only twice a year and is therefore hard to keep customers. The Chairman suggested that the Working Party for the Newsletter need to meet to discuss its format and the website. It was noted that social media which includes 'The Fountain' is being used as an advertising platform for local businesses, which is free. Cllr Dave Barton will convene the P.R Working Party to look into the future of the format of the Newsletter and website, and to report back for the next F&GP meeting.
17. Correspondence
None received.
18. Reports from Outside Organisations
 - There has been another incident regarding the Travellers on the Bingham Road Playing Fields. They have now left, however there is lots of human excrement all over the children's play park and glass on the field that needs clearing up. ROTSA are convening tonight to discuss ways of protecting the facility and limiting access to the site. The PCSO had been spoken to on the day the Travellers arrived, but the group who left the mess were not the same group as the first group. The last group were very aggressive and did not use the black bags offered to them as the first group. It was then confirmed there had been three groups of travellers in total, and there were no problems with the first and second group who bagged up their rubbish on leaving the site.

- There was a meeting of the Radcliffe and Bingham Economic Growth Board Group last week, where it was decided to split into two Boards. Radcliffe will now have their own Economic Growth Board, which will be a more controlled/managed way into the RBC. The Village Centre Masterplan was adopted by the EGB last week and needs to be formally adopted by the PC. It is therefore requested this be put on the next Planning Committee Agenda, so that a fuller report can be provided and reported back.
- A Police Setting Meeting was held last Thursday in Radcliffe. It was noted that the Travellers were here to attend Christian Festivals Monday to Friday and were at Aslockton last week. The Travellers wait for a 'call' over the weekend to be told where the event will be held. It is suggested that all PC property be gated to avoid the same thing that happened at Bingham Road Playground. There are now two Radcliffe youths who are subject to restrictions in the village, and Wharf Lane is visited regularly by Police regarding the ongoing antisocial issues there, although the offenders need to be caught in the act before anything can be done. The Residents Association is celebrating 80 years of the Taxpayers and Residents Association tomorrow night in St Mary's Hall, all Cllrs are invited.
- It was confirmed that a Planning Application for a second Zebra Crossing to be based on a speed cushion for the village has been applied for by the NCC. It doesn't feature specifically in the Village Masterplan, but it will potentially become a pedestrianised area with a 20mph speed limit.

19. Councillors' Reports

- Cllr Agar referred to the Neighbourhood Plan which is scheduled to have its Referendum on the 19th October. There is an item on the Planning Agenda for the 31st July to discuss the promotion of the Referendum. Although RBC are holding and pay for the Referendum, they will not be promoting it, it will be the PC who are the promoters and marketers. Cllr Agar requested flexibility for this agenda item next week. £1,000 is earmarked within budget for consultancy fees. As the NP progressed then more funding may have been required for Bob Philips (Planning Consultant) but this hasn't been necessary. Clarification therefore is required from F&GP for next week's Planning Meeting of how the £1,000 could be spent. Cllr Culshaw confirmed it is a change of use, however the PC has spent years getting this far with the NP and the last act is the Referendum. It is essential that a majority of people vote, and simply to advertise around the village is a logical step and something the PC can do. An editorial in a local paper was suggested and also to look at Social Media to ensure everybody knows the Referendum is taking place and to advertise it where possible. The Clerk then confirmed that Planning & Environment Committee already has the authority and flexibility to decide how to spend the £1,000. The Referendum will be run like a local election and it is believed that all Polling Stations will be open. This is not the first Referendum that has happened in Nottinghamshire, so questions can be raised with those who organised them previously. Cllr Culshaw confirmed this issue will be discussed on Monday 31st July and then a Working Group would be set up by Cllr Agar (Vice Chairman of the Steering Group) to decide the way forward.

20. Date of next meeting

2nd October 2017

There being no further business, the meeting closed at 8pm.

Signed: ChairmanDate