

**Radcliffe-on-Trent Parish Council**  
**Finance and General Purposes Committee Meeting held in the Radcliffe Room, The Grange, on**  
**Monday 01 February 2016 at 7pm**

Cllr Josephine Spencer (Chairman)

Bill Banner (Vice Chairman)	Keith Agar
Rod Brears	Graham Leigh-Browne
Joe Bailey	Sue Clegg
Martin Culshaw	Graham Budworth
Pam Thompson	John Thorn
David Astill	
Gillian Dunn	

Ex Officio: Cllrs. Georgia Moore and David Barton

**Also Present:** Jacki Grice (Parish Clerk), Rushcliffe Borough Councillor Jean Smith and one member 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 Approved:** None received.
2. **Cllr Alice Tomlinson Standing Down from Committee** Noted.
3. **Declarations of Interest**  
Cllr J Spencer – Agenda Item 14 ROTSA Grant Request – member of Committee
4. **Minutes of the Meeting held on Monday 30 November 2015** It was **RESOLVED**: “That the minutes are approved and signed by the Chairman.”
5. **Chairman’s Announcements**  
As from 01 April 2016 contracted out Pensions will cease to exist and all employees will be subject to class A National Insurance. The change in N.I rate for employees is an additional 1.4% and for employers 3.4%. This additional cost was not budgeted for as the Council has only just been made aware of it. However the increase in the Tax Base has raised a further £3,482 and will offset this additional expenditure. The matter would be an Agenda item for the next Personnel meeting.
6. **Clerk’s Report on Matters and Actions Arising from Previous Minutes**  
**M.5 Skills Funding Agency**  
The Apprentice Age Grant of £1,500 has now been received.
7. **M.7 ROTSA**  
A meeting has been arranged for Thursday 4<sup>th</sup> Feb with ROTSA members to discuss the future of the lease with SNA for Bingham Road Playing Fields.
8. **M. 18 Parish Council Telephone System and WIFI**  
The new systems have been installed and are working well.
9. **M.25. Economic Growth Board**  
A meeting will be arranged in the near future with Peter Linfield, Liaison Officer at Rushcliffe Borough Council to further discuss Council’s bids for funding via the Asset Investment Strategy.

**Open Session for Members of the Public to Raise Relevant Matters, Limited to 15 Minutes**

10. Standing Orders were suspended at 7.04pm
- *A member of the public raised various questions with regard to the set of Accounts that ROTSA had provided and the purpose of the Grant funding request.*
11. Standing Orders resumed at 7.07pm
12. **Income/Expenditure Figures and Cheques for November 2015** were discussed and it was **RESOLVED**: “that they be accepted and approved by the committee.”
13. **Income/Expenditure Figures and Cheques for December 2015** were discussed and it was **RESOLVED**: “that they be accepted and approved by the committee.”
- Invoicing Age Analysis**
14. Noted.
- To Consider Increase in Tax Base 2016/2017**
15. Rushcliffe Borough Council has advised that the Tax Base for Radcliffe for 2016/17 has increased from 3129 to 3168 resulting in a precept increase of £3,482 p/a. As indicated in the Chairman’s Announcements part of this increase shall be needed to compensate for the increase in Employer N.I contributions. Noted.
- Statement of Activities for 2016/2017**
16. **Resolved**: “To approve the format for publication on the Parish and Borough Councils websites.”
- Investment Considerations: CCLA**
17. Cllr Banner provided an overview of the investment opportunities via CCLA (Churches, Charities and Local Authorities is a mutually owned firm of investment managers owned by LAMIT, Local Authorities Mutual Investment Trust). Only counterparties rated short term as Fitch Rating F1+ and F1 are eligible for the Public Sector Deposit Fund. Natwest part of RBS (Councils current banking provider) has a rating of F2 and does not meet the criteria.
- Option 1** – Deposit Fund (invested in 20 A rated or higher banks worldwide) Low Risk and the current return is 0.4360%.
- Option 2** – Property Fund – investment in commercial property assets across the UK. Long term investment due to market fluctuations. Annual return approximately 4.7% but withdrawal fees of 7.3%
- Natwest current rate of return is 0.05%.
- Resolved**: “To transfer all Council funds into the CCLA Deposit Fund leaving sufficient in the Natwest current account for day to day business, transfers to be made from the CCLA Deposit Fund to the Natwest current account as and when required.”
- Grant Requests**
- ROTSA**
18. The organisation is seeking a funding contribution for ongoing costs of £2,500. Members felt it prudent to invite ROTSA to the next meeting for clarification on the relationship between ROTSA and 4REC the Management Committee. A better understanding of the organisation and its accounting statements is required before a decision can be made on a grant offer.
- Resolved**: “Invite ROTSA to the next F&GP meeting.”
- Radcliffe on Trent 3<sup>rd</sup> and 4<sup>th</sup> Guides**
19. The organisation is seeking a funding contribution to help with the cost of coach transport to their Summer Camp 2016 in Essex.
- Resolved**: “To award a grant of £250.”

**Four Year Plan Phasing and Priorities (non financial)**

20. **Resolved:** "The following was considered and agreed."

**Community Links / Communications**

- Develop stronger links relationship with Upper Saxondale Residents Association and strengthen links with that community. (*Cllrs K Agar and G. Moore shall act as the P.C representatives at USRA meetings*)
- Investigate the possibility of publishing a list of local available tradesmen on the P.C website. (*Do not progress*)
- Publicise and promote the village more on P.C website (*Ongoing*)
- Set aside a 10 minute slot at Full Council for Community Group to speak. (*Agreed – advise groups via Annual Parish Meeting, Website and Newsletter - Suggest amendment on Standing Orders*)
- Establish regular informal Parish Council surgeries (*Future Agenda Item*)
- Produce welcome packs for people moving to Radcliffe (*Currently creating a Village Guide, provide to local Estate Agents to give to new residents inclusive of a welcome letter.*)
- Allow public to speak just before the relevant item (*Do not progress, noting 15 minute slot already allocated at meetings.*)
- Publicise meetings with attractive posters. (*Do not progress*)

**Village Wide Strategy**

- Provide light industrial units (*Ongoing via Neighbourhood Plan*)
- Support Radcliffe becoming a Fairtrade Village (*Do not progress*)

**Families/Young People**

- Continue to support Playgroup's search for a permanent fit for purpose building (*Invite representatives to provide an update at a future meeting*)
- Lobby for the expansion or redevelopment of the Junior School into a Primary School (*beyond the powers of PC- do not progress*)
- Assist in the creation of Volunteers Forum to develop a befriending service for lonely, isolated and disabled people in the village (*provide support to a community group that set it up*)
- Invite a Youth Representative from SNA who would represent the young people of the village and would attend events / full council meetings (*Cllrs Thompson, Bailey, and ask Cllr Tomlinson to visit SNA to discuss*)

**Other Suggestions in relation to F & GP Committee and other areas of P.C**

- Set up suggestion Boxes (*In Hand*)
- Carry out condition survey of all P.C assets (*on Agenda*)
- Encourage tourism by producing Leaflets for a walking trail (*In Hand via Leader Funding*)
- Focus each year on a specific group in the community i.e. elderly, young (*Do not progress, current events aimed at target groups*)

**Parish Council Owned Buildings: Condition Surveys**

21. Cllrs Agar and Budworth have professional expertise in carrying out building surveys and offered to conduct an informal survey of Council's buildings and provide a schedule of any issues found on a voluntary basis which may take some months to complete. This would provide additional understanding of future requirements when setting budgets. If an urgent issue was found then Chartered Surveyor Professionals with indemnity insurance would be asked to confirm any findings via a full inspection report. The Clerk would put the proposal to Councils insurers to ensure that there are no problems with the proposal from their point of view. Cllrs Agar and Budworth would communicate with the Clerk prior to any inspections taking place. Cllrs Agar and Budworth were thanked for the offer."

**Resolved:** "To approve the above proposal subject to the approval from Councils insurers regarding the inspections".

**Quality Status Update**

22. The Working Group comprising of Cllrs Agar, Budworth, Culshaw, Banner and Barton would reconvene a meeting to progress this matter.

**Positive Futures**

23. At the last Full Council meeting, Borough Councillor Neil Clarke advised that funding for Positive Futures ends in December 2016 and the programme will then cease in Radcliffe. Cllr Clarke advised that he would look into the matter. Cllr Bailey has emailed for an update but none provided as yet. The Clerk would send an email reminder to Cllr Clarke. Cllr Bailey has been liaising between the Youth Group and Positive Futures who are providing support to get the Youth Club up and running again. Noted.

**CCTV****a) To Consider Scheme for Grange Grounds**

24. A Working Group comprising of Cllrs Thorn, Moore and Spencer would investigate suitable schemes and bring a recommendation to a future meeting.

**b) To Accrue Budget Balance in Security Heading for CCTV in the Next Financial Year**

A budget of £2,000 has been set for 2016/17 with a view to considering a CCTV system for the Grange Grounds. Members were advised that there will be a balance of funds in this year's Security budget of £1,626 which could be carried over to provide additional funds for a CCTV system with a higher specification.

**Resolved:** "To carry over Security budget balance of £1,626 for CCTV to the next financial year."

**Standing Orders Additional Review**

26. Cllrs J Spencer and M Culshaw recommend a few changes to Standing Orders. It was agreed that The Clerk would circulate the proposed amendments to all Councillors for consideration and approval at the next Full Council meeting.

**Correspondence**

27. a) Rev, Graham of St Marys Church has written to advise that they will be organising a special service to celebrate the Queen's 90<sup>th</sup> Birthday over the weekend of 11-12 June. He seeking information on other groups organising something over this weekend to avoid a clash of times. The Clerk will advise that the Council's organised plans are during the Queen's actual Birthday weekend in April.
28. b) A local resident has emailed members to express her concerns that the Parish Council does not have any Security in the village. The email raised issues with young people roaming the streets especially on Friday evenings. The Clerk would respond explaining that Security has been provided in the past for the Councils owned buildings and not the village centre, clarification would also be provided on the current policing regime in Radcliffe and Rushcliffe.

**Reports from Outside Organisations**

29. Cllr Thompson reported that South Nottinghamshire Academy had recently achieved a Good Ofsted Report and that changes are due to be made to the start and finish time of the school day.
30. Cllr Barton advised that the recent Economic Growth Board meeting included a presentation from East Midlands Trains, provided a Neighbourhood Plan update and noted Councils three bids with regard to the Asset Investment Strategy.

**Councillors' Reports**

31. Cllr Bailey enquired about the pricing structure of the Cemetery. Cllr Thorn explained that a comprehensive review of the Cemetery had taken place last year and that the pricing was set based on Radcliffe residents only (or people with a strong connection to Radcliffe) using the amenity.
32. The Local Plan Part 2 (inclusive of the Greenbelt Review) consultation has now been launched. The information is advertised on the Parish Council website and would also be put on social media.

**Date of Next Meeting**

33. 21 March 2016

There being no further business, the meeting ended at 8.38pm  
Recording to cease