

Radcliffe-on-Trent Parish Council
Finance and General Purposes Committee Meeting held in the Radcliffe Room, The Grange, on
Monday 21 March 2016 at 7pm

Cllr Josephine Spencer (Chairman)

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

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

Also Present: Jacki Grice (Parish Clerk), Jacquie Earp (Admin Assistant) Rushcliffe Borough Councillor Roger Upton and 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:** Cllr Georgia Moore, Cllr David Barton, Cllr John Thorn, Cllr Graham Leigh Browne, Cllr David Astill
 Cllr Pam Thompson
2. **Cllr Alice Tomlinson and Cllr Joe Bailey Stood Down from Committee** Noted
3. **ROTSA: Presentation by Richard Jones (Chairman) the Structure and Activities of the Organisation**
 Richard Jones introduces himself and Mick Brown to the Committee, Richard being the Chair of ROTSA for 12 months and Mick being with them since 1990. Richard Jones gave an overview of the roles and responsibilities and discussed details of their Current Account and Reserves for future maintenance projects. An explanation was also provided on the relationship between ROTSA and 4Rec the Management Organisation. There is uncertainty regarding the future of the lease which expires in 2020 and SNA has advised that as they have no use for the facilities the annual maintenance funds of £1,600 will not continue. Cllr Agar advised ROTSA to seek legal advice on the terms of the lease as there may be an option to extend under the Landlord and Tenants Act 1954. It was noted that the Parish Council has registered Bingham Road Playing Fields as an Asset of Community Value. The Chairman thanked Richard and Mick for their attendance, and they then left the meeting.
4. **Declarations of Interest**
 Cllr Spencer is Deputy Chairman of ROTSA and Cllr Clegg has represented the Residents Association at ROTSA Committee meetings in the past. (Did not take part in the vote regarding Grant Request).
5. **Minutes of the Meeting held on Monday 1st February 2016** It was **RESOLVED:** "That the minutes are approved and signed by the Chairman."
6. **Chairman's Announcements**
 The Chairman advised that the increase in the Precept for the forthcoming Financial Year had been raised on Social Media by residents recently.
7. The Chair brought to the attention of members of the public a Guidance Note on Public Participation at meetings
8. **Clerk's Report on Matters and Actions Arising from Previous Minutes**
M.9 Economic Growth Board
 The Clerk is waiting for a response from Peter Linfield regarding the Borough's view on submitting a joint bid with the Business Forum for Leisure/Employment.

9. **M.24 CCTV**

Quotations are being sourced for a ten camera system, however this is expected to be over budget and the working group may have to meet again to revise the specification.

10. **M. 25 Standing Orders**

There are a few more amendments to make to Standing Orders, the Clerk will Agenda for the next meeting.

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

12. Standing Orders were suspended at 7.18pm

Cllr Upton reiterated that ROTSA need professional legal advice with regard to the lease for Bingham Road Playing Fields. He also queried the Public Participation Guidance for meetings as it states comments to refer to the Agenda. The Clerk will amend to read Committee/Council.

A member of the public advised that he thinks the professional technical advice that ROTSA require will be expensive.

13. Standing Orders resumed at 7.21pm

14. **Income/Expenditure Figures and Cheques for January 2016** were discussed and it was **RESOLVED**: "that they be accepted and approved by the committee."

15. **Income/Expenditure Figures and Cheques for February 2016** were discussed and it was **RESOLVED**: "that they be accepted and approved by the committee."

Finance

16. **a) Invoicing Age Analysis**

There were no areas of concern.

17. **b) Forecast Year End 31.3.2016**

Members were provided with an estimate of net expenditure and the reserves held at the end of March is expected to be in the region of £215,000. Noted.

Grant Requests

19. **ROTSA**: Contribution to Ongoing Costs – **Resolved** to award £2,500".

20. **R.O.T Pre-School Playgroup**: Contribution to New Provision – The Group seek to apply for £1000 – **Resolved** "to award £500 now, the Clerk will invite them to apply for another grant later for specific items/projects".

21. **Trent District Vale First Responders**: Contribution towards Responder Kits – **Resolved** "to award £750".

22. **Radcliffe Carnival**: Contribution to Outside Generator – **Resolved** "to award £125".

23. **Radcliffe Local History Society**: Contribution to Poster Exhibition Queens 90th - **Resolved** "to award £50".

24. **To Consider Office I.T Requirements**

PC Office IT Requirements and Recommendations were put before the Committee to include additional laptop and software, monitor upgrades, Wi-Fi access point and server replacement.

Resolved "to approve expenditure of £2,577.05 for Office I.T Requirements funded via Transfer to Reserves budget."

Queens 90th Birthday Celebrations

25. **To Consider Village Flags and Bunting and Financial Contribution** – Cllr Budworth gave an overview on the feedback from Local Businesses, and will also be contacting the Evening Post to take photographs. Posters will also be placed in shop windows to make the public aware of the reasons for the decorations which will range from the Queen's birthday through to the proms and Street parties. £1000 of funding has been raised from the member's allowances of Borough and County Councillors. The Chairman has also contributed £200 from the Chairman's Allowance. The total project cost to decorate the village with flags and bunting is estimated at £1,500-£1600. Cllr Budworth offered to organise the wood stabilisers for the flags FOC.

Resolved: "to approve a contribution from the Parish Council of £700 to include contingency, Funded via Transfer to Reserves budget."

26. **To Consider Commemorative Medals**

Committee decides not to pursue medals, item not discussed.

Communication

27. **To Consider regular Informal Parish Council Surgeries (via Four Year Plan)**

Resolved: "It was agreed that a trial period for Informal Surgeries for the Public should take place once a month. This will fall on the 1st Saturday of the month, from 10am until 12noon. Two Councillors will be available starting on Saturday the 7th May 2016. Cllr Agar volunteered for this first date, the Clerk will email out details to all Councillors".

28. **To Consider ROTPC Facebook Page (Current use of Social Media = Website/Twitter/Streetlife/G.Hall and Village Show FB Pages)**

There was general discussion on the pros and cons of ROTPC Facebook Page. Cllr Culshaw suggested considering the issue further and to also look at other Parish Councils and whether or not they have a dedicated page that works for them. This matter therefore deferred until the next meeting.

29. **Correspondence:**

None received.

30. **Reports from Outside Organisations**

NCC has purchased land back from SNA for Playgroup. Cllr Banner is Junior School Governor and states that Governor Brian Hollis is retiring, having served the school since 1973. He asks that this outstanding achievement is recorded in the minutes.

31. **Councillors' Reports**

Cllr Clegg went to the second consultation of the Local Planning Meeting on Friday 18th March between 5pm and 6pm and reports a very positive and busy attendance.

32. **Date of Next Meeting**

13th June 2016

There being no further business, the meeting ended at 8.28pm

Recording to cease

Signed: Chairman Date