

**Radcliffe-on-Trent Parish Council**  
**Finance and General Purposes Committee Meeting held in the Radcliffe Room, The Grange, on**  
**Monday 10 December 2018 at 8.11pm**

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

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

**Also Present:** Jacki Grice (Clerk), Jacque Earp (Admin Assistant) Sally Horn (Accounts Clerk) 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 for Absence**

Cllrs Gillian Dunn, Pam Thompson and Graham Leigh-Browne - Approved.

**2. Declarations of Interest**

There were no declarations of interest.

**3. Minutes of the Meeting held on Monday 01 October 2018, for Approval**

It was **Resolved:** "That the minutes are approved and signed by the Chairman".

**4. Chairman's Announcements**

There were no Chairman's Announcements.

**5. Clerk's Reports on Matters and Actions Arising from Previous Minutes**

**M.5** The Health and Safety Working Group still have yet to meet to undertake a review.

**M.5 (Prev: M.12)** No response has been received yet from Keir Construction.

**M.15:** There is no Christmas Tree display in the Grange Grounds this year as VIA had previously deemed the electrical infrastructure as dangerous. An order to correct this had been placed on the 1<sup>st</sup> October but had not been dealt with before the Light Switch On. It was noted the majority of the electrical infrastructure costs was for the disconnection/reconnection of the Mains Electricity.

**M. 17:** The Clerk/Cllrs have not had the opportunity to review Standing Orders, Code of Conduct, Child Protection and Vulnerable Adult Policies.

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

There were no comments made.

**7. Income /Expenditure Figures and Payments for September 2018**

Noted and accepted. It was also noted that invoicing for the spring plants had only just been received by the office from the supplier.

8. **Income /Expenditure Figures and Payments for October 2018**  
Noted and accepted. It was also noted that there had been delays with the refurbishment of the public toilets, to allow for the drying out of the new floor screeding, although progress is now being made.
9. **Finance and General Purposes Committee Actual vs Budget – April 2018 – Part November 2018**  
Noted and accepted. It was noted that the figures are well under budget as the CCLA Investment scheme has been opted into. The interest income generated from this scheme is now doing well for the PC.
10. **PR/Events**  
**Actual vs Budget – April 2018- Part November 2018**  
Noted and accepted. Events are doing well and the advertising (2 Newsletters) income is still yet to be included. There were no delivery costs as Cllrs had distributed the newsletters themselves. The Chairman thanked Cllrs for their help. There has been £7,500 in donations and funding via The Signage and NCC LIS Scheme, and another £2,500 is expected. The PC have also already bought Holly Whips for the Valley Road Slope with a Bio Diversity Grant from RBC.
11. **To Receive and Approve the Event Working Groups Notes of Meeting Held 01 October 2018**  
Noted and approved.
12. **To Receive and Approve the Village Show Working Groups Notes of Meeting Held 21 November 2018**  
Noted and accepted. The Hall Manager will be attending the next meeting to have a full discussion on Events. It was also noted that a new young Village Show Chairman had been appointed. It was also noted that the borrowed Golf Club PA system would not support a large outdoor event therefore professionals were paid for and that the Clerk had been unsuccessful in requesting help via local groups.
13. **Grant Applications: Friends of Radcliffe Station – Planting**  
This Grant Application has now been withdrawn, as the Friends of Radcliffe Station have now found alternative funding providers.
14. **To Consider & Approve Budget and Precept 2019/20**  
Noted and discussed. The recent Cemetery Headstone Inspection project was discussed, and it was noted the Inspector had advised this is done every 5 years. The PC has been proactive and the Cllrs thanked the office staff for their work. Additional funds are needed to act on the Inspection findings and the Chairman suggested that the City Council should be contacted for advice if headstones in the Cemetery need re-instating if there are no remaining family members of the grave to pay for the work. It was **Resolved:** "To recommend to Full Council that the 2019/20 Budget and Precept was approved at £300,118 (nil increase) and a £2,000 specific budget head allocated for follow up Cemetery Inspection work transferred from contingency and for the unallocated 'Best Kept Village' winnings of £1,125 to be put towards a Cemetery Notice Board."
15. **Final External Auditor Report and Certificate 2017/18 To Note**  
Noted. The new format is now on the PC website and Notice Boards.
16. **To Consider Memorial for Jim Lambert**  
Following his recent passing, the Chairman suggested that a tree be planted for Jim Lambert at Rockley Memorial park, where he had been a PC Park Keeper for many years. It was decided that it was more appropriate for a full obituary to be placed in the next PC Newsletter.
17. **Correspondence**  
There was no correspondence.

**18. Councillors and Outside Organisations Reports**

Cllr Clegg asked for Volunteers for the Christmas Band Concert on Sunday 16<sup>th</sup> December and the OAP Christmas Party on Monday 17<sup>th</sup> December.

*The Chairman to move that the press and public be excluded from the meeting during consideration of item 20 on the grounds that it involves the likely disclosure of exempt information as defined in section 1(2) of the Public Bodies (Admissions to meetings) Act 1960.*

**19. To Approve and the Minutes of the Personnel and Wages Sub Committee Meetings Held 08 October 2018, 05 November 2018 and 03 December 2018**

It was **Resolved:** "To approve and accept three sets of Minutes of the Personnel and Wages Sub Committee meeting held on the 08 October 2018, 05 November 2018 and 3<sup>rd</sup> December 2018."

**20. Confidential Minute**

(See report Personnel 20/10.12.18)

**21. Date of next meeting**

Monday 04 February 2019

There being no further business, the meeting closed at 8.45pm.

Signed: Chairman .....Date .....