

**Radcliffe-on-Trent Parish Council**  
**Finance and General Purposes Committee Meeting held in the Radcliffe Room, The Grange, on**  
**Monday 01 April 2019 at 8pm**

<p>Cllrs: Josephine Spencer (Chairman) (A)          Bill Banner (Vice Chairman)          Rod Brears          Martin Culshaw          Gillian Dunn          David Barton          Pam Thompson          Georgia Moore</p>	<p>Keith Agar (A)          Graham Budworth          Sue Clegg          David Astill (A)          Graham Leigh-Browne (A)          John Thorn</p>
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**Also Present:** Jacki Grice (Parish Clerk), Jacquie Earp (Admin Assistant) and three 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**

Cllrs Jo Spencer, Keith Agar, David Astill and Graham Leigh-Browne - Approved. In the absence of the F&GP Chairman Cllr Jo Spencer, Cllr Bill Banner, the F&GP Vice Chairman chaired tonight's meeting

**2. Declarations of Interest**

There were no declarations of interest.

**3. Minutes of the Meeting held on Monday 04 February 2019 and extraordinary 18 March 2019, for Approval**

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

**4. Chairman's Announcements**

There were no Chairman's Announcements.

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

**4<sup>th</sup> February 19 M.10:** There will be an Events Committee meeting on Thursday 4<sup>th</sup> April, time to be confirmed.

**18<sup>th</sup> March 19 M.4:** All Individuals and Groups accepted their Civic Award Nominations with the exception of one individual who was grateful, but didn't want any fuss.

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

There were no comments from members of the public.

**6. Income /Expenditure Figures and Payments for January 2019**

Noted and accepted. It was noted that the Bungalow monthly maintenance fee of £25 for Worcester Bosh also included immediate call out and parts.

**7. Income /Expenditure Figures and Payments for February 2019**

Noted and accepted.

8. **Year End 31 March 2019**

**Current Predictions.**

The table was produced on the 26<sup>th</sup> March and according to the forecast outcome for 2018/19, a total budget of 92% is being spent, which amounts to £23,259 underspend.

9. **Forecast Outcome with Adjustments – To Consider – inc review of 2019/20 budget decision to use contingency for Skatepark Project (@ x3 Cllrs request)**

It was previously resolved at a Full Council meeting on the 4th February that a contribution of £9,000 would be made to the Skatepark funding from the 19/20 contingency fund to cover the WREN shortfall. Requests received from Cllrs Banner, Spencer and Barton for members of the F&GP Committee to reconsider this and to take the shortfall from the 18/19 underspend net budget, rather than allocate it to 2019/20. **Resolved:** "That the contribution of £9,000 will now be accrued from the 2018/19 net budget underspend total of £23,259 instead of next year's 2019/20 contingency fund"

10. **Bungalow Remedial Work**

Various external remedial works have been recently carried out but upon inspection of the now vacant property there are other areas in need of remedial works. The boiler is working fine, however the piping and radiator system is old, narrow and probably original. As a result it is not very efficient as the boiler is pumping/working and the water is not going to the radiators the way it should.

There is an opportunity to fund a new heating system estimated at £8,000 to bring it back to an efficient standard and the P.C will take a proactive stance in dealing with maintenance issues in the future. In addition there is approximately £4,000 required for remedial works including decoration, fencing, windows and door work. Total funds required = £12,000. **Resolved:** "It was approved to accrue £4,000 from the £10,000 Building Maintenance Designated Reserve Fund and the other £8,000 from net budget underspend to cover the necessary works at the Bungalow".

11. **To Receive a Recommendation from the 04 March 2019 Amenities Committee to Specifically Earmark £10k Designated Play Area Reserves for NCC LIS Match Funding (Wharf Lane Refurbishment)**

An NCC LIS grant application bid has been submitted by the office at an estimate of £20,000 and if approved the LIS will match fund this to £10,000. The bid had to be submitted by the end of February, however there has been no response to date. The Amenities Committee have recommended that the only way this can be match funded is by taking it from the Play Area designated reserve funding, therefore using up the reserve designated for this purpose. If the LIS application is turned down the money will not get spent and will remain in reserves. There has been a good case put forward and it is hoped the LIS application will be approved in due course.

**Resolved:** "The PC approved the recommendation from the 04 March 2019 Amenities Committee to specifically earmark £10,000 Designated Play Area Reserves for NCC LIS Match Funding (Wharf lane Refurbishment)."

12. **Debtors Listing – To Consider**

Noted. The Clerk confirmed there were no real concerns or issues with the Debtors List.

13. **Grant Applications:**

**Radcliffe on Trent Pre-School Play Group – New Provision of Roof Pergola**

Noted. Cllrs agreed it was a great idea for the school to install a polycarbonate roof pergola to run along the front of the current Playgroup building and it was to be commended that the Pre-School Playgroup had already raised a large amount of money themselves. **Resolved:** "To award a grant of £500 to Radcliffe on Trent Pre-School Play Group towards a new provision of a roof pergola."

**14. Radcliffe on Trent Carnival – Provision of Sound and Stage Equipment**

Cllrs agreed the Annual Radcliffe on Trent Carnival is a fantastic event for the village and a grant award from the PC is a gesture of their support. **Resolved:** "To award a grant of £350 to Radcliffe on Trent Carnival for the provision of Sound and Stage equipment."

**15. Standing Orders Review (Cllr Culshaw verbal report)**

Cllr Culshaw and Cllr Spencer were asked at a previous meeting to look at Standing Orders, in the light of changes to Committee Structure and the frequency of meetings. With regard to the frequency of meetings, apart from Full Council Meetings, Standing Orders do not mention the nature or frequency of Committees, Sub-Committee's or Working Groups. Full Council must meet at least four times a year. Cllrs were then asked to consider two Standing Order points. These were:

- The current overall length of time for members of the public can speak is 15 minutes. Cllrs may wish to consider that it be extended to an overall time of 20 minutes, suggested as there was recently a very large public audience at a Planning & Environment meeting and spoke for considerably longer than 15 minutes.
- Another possibility is that currently there is a 2 hour maximum time limit to PC meetings which could be extended to 2 ½ hours.

These two points are the only issues Cllrs were asked to consider. **Resolved:** Cllrs agreed to leave Standing Order decisions to extend Standing Orders if appropriate and necessary on an adhoc basis. PC members should also check the Standing Order procedures once a year".

**16. Correspondence**

There was no correspondence.

17. *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.*

**18. Personnel and Wages To Approve:**

**The Minutes of the Personnel and Wages Sub Committee Meeting Held 4<sup>th</sup> February, 12<sup>th</sup> February, 25<sup>th</sup> February and 22 March 2019**

It was **Resolved:** "To approve and accept four sets of Minutes of the Personnel and Wages Sub Committee meeting held on the 4<sup>th</sup>, 12<sup>th</sup>, 25<sup>th</sup> February and 22 March 2019."

**19. Forecast Outcome with Adjustments in relation to Personnel (see 9b paper)**

See confidential report C.A.M. 11.04.19

**20. Date of next meeting**

Monday 03 June 2019

There being no further business, the meeting closed at 8.40pm.

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