

**Radcliffe-on-Trent Parish Council**  
**Finance and General Purposes Committee Meeting held in the Radcliffe Room, The Grange, on**  
**Monday 30 September 2019 at 8.40pm**

Cllr John Addiscott  
Cllr Maggie Clamp  
Cllr Lorraine Foster (Ab)  
Cllr Diane Farthing  
Cllr Harry Curtis  
Cllr Tracy James (A)

Cllr Gillian Dunn (Vice-Chairman)  
Cllr Alan R Harvey (Chairman) (A)  
Cllr Alice Tomlinson (A)  
Cllr Anne McLeod  
Cllr Sonal Modhvadia

Ex-officio: Cllr Josephine Spencer (PC Chairman) (A) Cllr Sue Clegg (PC Vice Chairman)

**Also Present:** Sally Horn (Acting Parish Clerk), Jackie Earp (Admin Assistant) and no 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 Harvey, Cllr Tomlinson, Cllr Spencer and Cllr James - Approved. In the absence of the Chairman the Vice Chairman (Cllr Dunn), chaired tonight's meeting.

**2. Declarations of Interest**

The Vice Chairman declared an interest at Agenda item 12: Grant Application for Phoenix Signing Choir and it was confirmed that she would not take part in any discussions or decision making.

**3. Chairman's Announcements**

There were no Chairman's Announcements.

**4. Minutes of the Finance and General Purposes Committee Meeting held on Monday 15 July 2019**

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

**5. Clerks Report on Matters and Actions Arising from Previous Minutes**

**M.5:** Joinery work and painting is currently taking place at the Bungalow. A Working Group Site meeting is also scheduled for the 3<sup>rd</sup> October at 3.30pm.

**M.5:** The PC Mower has been advertised and any sealed bids will be opened when the Clerk returns from Annual Leave.

**M.9:** The Clerk had recently met with the Wicksteed Representative and commencement dates for the installation and refurbishment of The Grange Play Area is in hand.

**M.11:** Cllrs still need to convene a PR Working Group meeting (to include the Hall Manager). It was also noted that a Cllr Group Photograph was required. It was agreed to move these matters under the umbrella of the Four Year Plan.

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

There were no members of the public.

**7. Income /Expenditure Figures and Payments for July and August 2019**

Noted and Accepted. **July:** The PC Newsletter printing and distribution costs needed reviewing in the future and it was confirmed that the new battery supplied for the bowser was a rechargeable item. **August:** Following the tree report major work was required, and there is still a long way to go to bring the bungalow up to rentable standard.

**8. To Consider Traveller Injunction Costs and Funding Source**

Considered and discussed. It was recommended that the PC contribute £1,000 towards the Traveller Injunction Costs out of the Legal budget. It was **Resolved**: "That the PC contributes £1,000 out of the legal budget towards the Traveller Injunction Costs."

**9. Finance and General Purposes Committee Actual vs Budget – April 2019 – 11 September 2019**

Noted and accepted. Various items were discussed including grants, contract mowing, and sealed bids for the sale of the PC mower.

**10. Annual Governance and Accountability Return for year ended 31 March 2019 – Notice of Conclusion of Audit**

Noted. For Cllrs information only. Sally Horn explained that the PC have NALC approved Audit visits and internal Audit visits throughout the year.

**11. To Note Arrangement of 20/21 Budget Meeting – with F&GP Chair and Vice Chair (Date TBC)**

The 20/21 Budget meeting for Cllr Harvey, Cllr Dunn, the Clerk and Sally Horn has been provisionally fixed for the 15<sup>th</sup> October 2019, subject to the approval of the Clerk.

At 8.57pm the Vice-Chairman then extended Standing Orders till after 9pm to allow tonight's meeting to continue.

**12. Grant Applications**

**Phoenix Signing Choir: Support Costs**

As the Vice-Chairman had declared an interest in this agenda item, Cllr Clegg led the discussion for this grant application. It was noted the Signing Choir members are predominantly from Radcliffe and it was hoped this was reflected on programmes and promotional information for the choir. Although the choir have been successful in competitions, support good causes and have signed at PC events, the PC cannot afford to donate a grant of £3,000 in support of their grant application and it was suggested that choir members are charged to cover costs and that the mini bus in the village is used. It was also hoped that in the future the signing choir would appear on BBC Songs of Praise and that Radcliffe would be mentioned. The BBC will be filming the Choir at Grange Hall, and a contribution out of the PC Chairman's allowance has been paid to cover Hall hire. Cllrs still wished to award a smaller grant to the Choir and 3 proposals to award either £250, £300 or £500 towards support costs were put forward.

It was **Resolved**: "To award a grant of £500 to Radcliffe Phoenix Signing Choir towards support costs."

**13. 5<sup>th</sup> Radcliffe on Trent Brownies: Running Costs**

The 5<sup>th</sup> Radcliffe Brownies have applied for a grant of £1,000 towards the rent of Grange Hall as the meeting rooms used by the group at the Methodist Church is closed, due to refurbishment. After further discussions including other village venue suggestions, it was **Resolved**: "To award a grant of £250 for the 5<sup>th</sup> Radcliffe on Trent Brownies rental of the premises on the following conditions: The Grant is held as a provision in the PC accounts to be drawn on to pay 25% of each invoice for the hire of space in the Grange Hall or The Grange for the duration of the closure of the Methodist Church Hall, or when the grant is spent, whichever comes first."

**14. Correspondence**

**Nottingham Association of Local Councils: AGM 2019**

Noted. Cllr Clegg agreed to represent the PC at the NALC AGM on Thursday 21<sup>st</sup> November at 7.30pm, will stand as a voting delegate and will collect the runners up cheque for this year's Best Kept Village Competition.

**15. Long Service Certificates**

It was noted no Cllrs qualified for a long service certificate either from the existing or recent past Parish Council.

**16. Nominations for Executive Committee**

Cllr Clegg nominated herself to join the NALC Executive Committee in time for the Annual General meeting. It was noted that the form should be completed and submitted by Friday 11<sup>th</sup> October 2019.

**17. Nominations for the Election of Officers**

Cllr Clegg also volunteered to represent the PC for the NALC Nominations for the Election of Officers for 2019/2020.

**18. Appointment of Voting Delegates**

As per agenda item 14, Cllr Clegg will stand as a voting delegate.

*"The Chairman moved that the press and public be excluded from the meeting during consideration of item 13 on the grounds 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. Minutes of the Personnel and Wages Sub Committee meeting held 25 July 2019 for Acceptance**

Noted and discussed. It was **Resolved:** "To approve and accept the minutes of the Personnel and Wages Sub Committee meeting held on the 25 July 2019."

**20. Date of Next Meeting**

Monday 11 November 2019

There being no further business, the meeting closed at 9.30pm.

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