

**Radcliffe-on-Trent Parish Council
Finance and General Purposes Committee Meeting held in the Radcliffe Room, The Grange, on
Monday 10 February 2020 at 7.40pm**

Cllr John Addiscott (A)
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)
Cllr Alice Tomlinson (A)
Cllr Anne McLeod
Cllr Sonal Modhvadia (A)
Cllr Alan Rybacki

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

Also Present: Jacki Grice (Parish Clerk) and Jacquie Earp (Admin Assistant)

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 Spencer, Cllr Addiscott, Cllr Modhvadia, Cllr Tomlinson and Cllr James - Approved.

2. Declarations of Interest

There were no declarations of interest. It was noted that the ROTSA Secretary Lawrie Dunn was not related to Cllr Dunn.

3. Chairman's Announcements

There were no Chairman's Announcements.

4. Minutes of the Finance and General Purposes Committee Meeting held on Monday 11 November 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.10: The Wharf Lane Toilet Block has now been removed.

M.11: There had been a budget underspend on the Bungalow refurbishment. This money will now go towards an additional car parking space for any new tenants.

M.12: Cllr Curtis is still reviewing the Village Defibrillators and will compile a list in due course. It was noted that some organisations do have Defibrillators but do not wish to publicly advertise this fact.

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 – October, November, December 2019

Noted and Accepted.

8. Finance and General Purposes Committee Actual vs Budget – April 2019 – January 2020

Noted and Accepted. The Clerk confirmed that although the F&GP Actual vs Budget figure currently stands at a forecasted underspend of £7,000, it is likely to become £11,000 as there may be further unspent funds in the HR and Legal budgets.

2019/20 Net Budget Considerations

9. The forecasted net budget figure for year end 31 March 2020 for all Committees is £38,900 under budget, the following items were considered for use of these funds.
10. **a) To Consider Recommendation from the Amenities Committee re: Play Equipment**
 - (i) **The Grange Grounds**
The current Slide and Springer are very old and constantly being repaired and have reached the end of their lifespan.
It was **Resolved**: "To approve the recommendation from the Amenities Committee for the purchase and installation of a new Wicksteed Simba Slide and Scramble Bike Springer at a total cost of £12,094 for the Grange Play Area."
 - (ii) **Wharf Lane**
The gate closers need replacement as highlighted in the recent Play Area inspection report (also Upper Saxondale) and the MUGA backboards also need replacing as they have disintegrated.
It was **Resolved**: "To approve the recommendation from the Amenities Committee for the gate closers and the backboards at a total cost of £1,265."
12. The decision on the replacement of the Basket Swing and Hogs Net is deferred pending further information and quotes from Cllr Rybacki.
13. **b) To Consider Year End Actions**
 - 1) **Re-Instate Used Designated Reserves**
The Designated Election Reserve is low as funds were used for the recent Grange emergency Play Area works.
It was **Resolved** "To increase the Election designated reserve by £1500."
 - 2) **To Consider Other Designated Reserves**
It was noted that the Cemetery has limited capacity and therefore income. It was proposed that a designated reserve for the Cemetery be created for the future maintenance of the existing site and the potential of a new future site.
It was **Resolved** "To approve £10,000 be allocated to a designated reserve for the Cemetery."
 - 3) **Balance into General Free Reserve**
It was **Resolved** "All other net budget underspend to go into the General Free Reserve, with the exception that the Wharf Lane replacement equipment has yet to be considered (estimated final sum to allocated to free reserves approx. £9,000)."
16. **Reserves Policy Proposals on Cemetery and Skatepark**
As the Village population increases, resources will get used more which has a cost implication for the PC.
It was **Resolved**: "The F&GP Committee approved to earmark a minimum of 10% of the sale of earthen plots at the end of each financial year (from year end 20/21) to build up the designated reserve for future Cemetery needs.
It was **Resolved** "That any remaining contingency balance at the end of the Skatepark Project is allocated to a Designated Reserve for future maintenance/enhancements of the Skatepark."
17. **Budget 20/21 Update on Tax Base and Pension Deficit**
The Tax Base has now been confirmed, which has raised a further precept of £4,819. Other unknowns have now been confirmed, pension, Bungalow agency fees/rental etc. This now has an overall positive effect for

the Budget Contingency which has increased by £2,730 to £16,647. It was noted that the contingency figure of £16,000 is still low for any 'unforeseen costs.'

18. To Receive the Notes of the Publicity and Publications Working Group Meeting Held 27.01.2020

The Chairman confirmed that the Publicity and Publications Working Group had met and reviewed policies. This included the Community Engagement Policy, which requires some updates. There is no Communication Strategy, so the Chairman will produce a 'model' to work through. Regarding the Social Media Policy, the RBC have confirmed their policy is up to date, and will be used to cross reference with a PC policy. Whether or not a PC Facebook page should be included will be reviewed at a later date. The Community Grant Policy is very good and only one Policy change was recommended. Another Working Group meeting is being planned for early March 2020 and all Cllrs were encouraged to attend the meeting.

19. Grants

To Review and Update Policy

It was **Resolved:** "The F&GP Committee approved the inclusion of a new point 20 to the Community Grant Policy i.e. Organisations will be limited to one grant application within any 12 month period".

20. Applications: ROTSA – Running Costs

Discussed. The PC reviewed and considered this Grant Application based on ROTSA's last year's accounts. **It was Resolved:** "To award a grant of £2,500 to ROTSA towards the maintenance and upkeep of Bingham Road Playing Fields, the Pavilion and Brumfitt Room".

21. Correspondence

There was no correspondence.

22. Date of Next Meeting

Monday 23 March 2020. It was also noted that an Extra-ordinary F&GP meeting would be called within the next two weeks regarding the unresolved Wharf Lane Playground repairs issue. There being no further business, the meeting closed at 7.53pm.

Signed: ChairmanDate