



Radcliffe on Trent Parish Council

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Minutes of the Finance and General Purposes Committee Meeting held on Tuesday 8th March 2022 at 7pm at Grange Hall

Present: Cllr Gillian Dunn (Chair), Cllr Phil Thomas (Vice Chair), Cllr Sue Clegg, Cllr Jo Spencer, Cllr Anne Mcleod, Cllr Harry Curtis, Cllr Tracy James, Cllr Matt Douglas-Kirk, Cllr Oliver Bere, Cllr Shaun Moroney, Cllr Irene Dovey, Cllr Ian Rhodes, Cllr Lorraine Foster

Also present: Karen Green (Clerk), Sally Horn (Accounts Clerk), Claire Sutcliffe (Parish Council Administrator), Cllr Richard Clarke, NCC/RBC Cllr Roger Upton and 5 members of the public

1. Apologies for Absence

Cllr Alice Tomlinson, Cllr Martin Davis, Cllr David Graham, RBC Cllr Abby Brennan.

2. Declarations of Interest

Cllr Bere declared a non-pecuniary interest in Agenda points 10d and 10f.

Cllr James declared an interest in Agenda point 10a.

Cllr Spencer declared an interest in Agenda point 10a.

3. Open Session for Members of the Public to Raise Matters of Council Business – limited to 15 minutes

Standing Orders were suspended at 7.01pm

- Tracey Bere who is the Chair of Radcliffe Community Kitchen Trustees talked about how Radcooks is helping the community every week by providing 55 two course meals of excellent quality. They are now 5* accredited and she offered her thanks to the Parish Council for their support of the initiative by allowing use of The Grange. There are now 45 volunteers who are all Radcliffe on Trent residents. They have a firm mandate to continue what they are doing and are looking at ways to reduce costs. For example, it costs £1,000 per year for packaging so they are looking to invest in reusable bento type boxes but this requires funds and this is why they are asking the Parish Council for the grant. They do not charge for the meals but do ask for a voluntary contribution if the resident is able to.

- The Chair of the Radcliffe Conservation Group Phil Taylor advised they have taken delivery of core trees from Trent River Trust and will be planting them on 9th March.
- Oliver Furniss from Trent District Community First Responders demonstrated what the grant they have requested will pay for. It is a new monitoring device which will combine all existing functions into a single unit which is easy to carry and fully medically certified. It will replace the separate items they currently use which are very heavy and dated. The group actively respond to emergencies in the village as well as other parts of Rushcliffe. The income they generate from events they attend throughout the year goes towards their running costs and as a charity they need about £12,000 per year. They are trained and dispatched by EMAS but get no funding from them, the NHS or the government. They rely on donations and volunteers. They have approached other Parish Councils in Rushcliffe in the same way so the cost can be shared.

Standing Orders were reinstated at 7.18pm

4. Proposal to approve the Minutes of the Extraordinary Finance and General Purposes meeting held on 22nd February 2022

Proposal: That the minutes were approved as an accurate record and signed by the Chairman.

Vote: Approved unanimously.

5. Chairman's Announcements

Chair suggested visiting the viewing areas at Cliff Top now that they have been cleared as the work has been very successful.

6. Clerk's Report on Previous Minutes

- The EPC rating for Rockley Bungalow is D.
- Royston and Lund provided quotes for the cosmetic work to the bungalow which has been approved and the lease agreement signed.
- The new windows for The Grange are being fitted the first week of April.
- Doss Security is being added to the office photocopiers at a cost of £75 + VAT to make them more secure.
- The projector screen for Grange Hall needs replacing because the existing one has broken so the office are obtaining quotes for this as various regular bookings require the use of the projector and screen.

7. Proposal to approve Income/Expenditure Figures and Payments for December 2021 and January 2022

Proposal: To approve the Income and Expenditure Figures and Payments for December 2021 and January 2022.

Vote: Approved unanimously.

Cllr Thomas asked for it to be noted that Sally Horn, Accounts Clerk, should be recognised for her efforts in securing fixed energy prices for the Parish Council before recent global events caused huge increases for most. This was done of her own volition. It costs around £9,000 per year for the required energy for Grange Hall alone so collective efforts are needed to get a more efficient system in place as soon as possible.

8. Proposal to approve allocation of surplus monies remaining at the end of year 2021-2022

The Budget Working Party met after the implementation of the changes approved at the F&GP meeting on 22.02.22 to form a proposal for any remaining surplus.

Proposal:

- Further increase the Designated Reserve for Grange Hall and The Grange refurbishments by £5,000 (in addition to the £10,000 previously approved of which £5,510 has been spent/accounted for) leaving a balance of £9,490.
- Increase the Designated Reserve for Rockley Bungalow by £3,325 (making a total of £6,000) to cover any additional costs to achieve a C rating for the EPC.
- Create a Designated Reserve for NCC Matched Funding of £5,000.
- Increase the Designated Reserve for Buildings by £8,262 to a total of £22,500 as there is some major work to be done on The Grange.
- Transfer any remaining surplus to Free Reserves.

Vote: Approved unanimously.

9. Proposal to approve the addition of Clerk and Councillors to bank signatories and the removal of those no-longer serving

Proposal: To approve the addition of Karen Green as Parish Clerk and Cllr Thomas to bank signatories and remove those Cllrs who are no longer serving the Parish Council.

Vote: Approved unanimously with 1 abstention.

10. Proposal to accept Grant requests from:

a) ROTSA

Requesting £2500 for the maintenance and upkeep of Bingham Road Playing Fields.

Standing Orders were suspended at 7.42pm

The Chair of ROTSA Richard Jones spoke to the Committee to give more details about the application. They are in the process of negotiating another 20-year lease which is still with the Department for Education. The current All-Weather surface will need replacement in the next 12 months and the roof and car park also need upgrading which will use up the funds they currently have. They have had to increase the fees they charge to customers like Radcliffe Olympic by 33% in an attempt to cover their increasing costs.

Standing Orders were reinstated at 7.52pm

The Committee felt that there was still not enough detail on the application to show exactly what the money will be spent on and that it needs revising before it can go ahead.

Proposal: To approve the £2500 grant request from ROTSA with the caveat that they provide specific details on how the money will be used.

Vote: Approved unanimously with 2 abstentions.

b) Radcliffe Community Gardens

Proposal: To grant the requested amount of £221.71 to Radcliffe Community Gardens for them to use for their Public Liability Insurance (£200.71) and Annual Allotment Plot (£20).

Vote: Approved unanimously.

c) Radcliffe Conservation Group

It was determined that the grant request was not applicable because the work proposed will be on Parish Council land. It was therefore agreed the £150 requested could come from Nature Reserves which will need to be approved by the Amenities Committee at their next meeting on 5th April 2022.

d) Radcooks

The Clerk advised that the Parish Council are unable to vote on Radcook's grant application at this time as they are only entitled to make one application per 12-month period. They will therefore need resubmit this once that time has elapsed from September 2022.

e) Radfest

Proposal: To approve the £500 grant request from Radfest (Young Radcliffe) for them to use for the hire cost of two generators.

Vote: Approved unanimously with 1 abstention.

f) Trent First Responders

Proposal: To approve the £1500 grant request from Trent First Responders to pay for a new piece of life saving equipment.

Vote: Approved – 7 For/1 Against/ 4 abstentions.

Proposal: To take the remaining required amount of £471 to fulfil this grant request from Free Reserves.

Vote: Approved unanimously.

11. Proposal to accept the requested funding for Picnic in the Park

Proposal: To approve the requested funding of £540 so the Picnic in the Park event can go ahead on Sunday 3rd July 2022.

Vote: Approved unanimously.

Volunteers are needed for this event so if you are able to help, please pass names to the Hall Manager and Cllr Moroney as soon as possible.

12. Reports from Working Groups:**a) Audit**

Cllrs Dunn and Thomas need to get the Audit Working Group up and running again. They have requested information from the Accounts Clerk. Some invoices have not been paid so formal letters requesting payment need to be sent out.

- b) **PR**
Nothing to report.
- c) **IT**
Nothing to report.
- d) **Health and Safety**
Nothing to report.

13. Correspondence

None received.

The chairman to move that the press and public be excluded from the meeting during consideration of item 14 and on the grounds that they involve the likely disclosure of exempt information as defined in section 1 (2) of the Public Bodies (Admissions to meetings) Act 1960

14. Proposal to approve nominations for Civic Awards

There will be no Youth Award this year.

Proposal: Civic Award - Radcooks Community Kitchen.

Vote: Approved unanimously with 1 abstention.

Proposal: Civic Award - Melissa Evans.

Vote: Approved unanimously with 2 abstentions.

Proposal: Civic Award - Brian Nowell.

Vote: Approved - 9 For/3 Against with 2 abstentions.

Proposal: Chairman's Award – Radcliffe Conservation Group.

Vote: Approved unanimously.

15. Date of next Finance and General Purposes Meeting: Tuesday 3rd May 2022 at 7pm

Meeting Closed at 8.34pm

I declare that the above is a true record of the meeting

Signed

Date

Chair

Radcliffe on Trent Parish Council