



Radcliffe on Trent Parish Council

The Grange, Vicarage Lane,
Radcliffe-on-Trent, Nottingham NG12 2FB

Tel: 0115 933 5808 Email: clerk@rotpc.com Web: www.rotpc.com

Finance and General Purposes meeting Tuesday 1st November 2022 7pm at the Grange

Present:

Cllr Gillian Dunn (Chair)	Cllr Phil Thomas (Vice Chair)	Cllr Harry Curtis
Cllr Irene Dovey	Cllr Sue Clegg	Cllr Anne McLeod
Cllr Oliver Bere	Cllr Lorraine Foster	

Also present: Sally Horn (Accounts Clerk acting Clerk), Hayley Gandy (Administrator), RBC Cllr Abby Brennan and 0 member of the public

Minutes

- 1. Apologies for Absence** –Cllr Jo Spencer, Cllr Tracy James, Cllr Ian Rhodes, Cllr Matt Douglas-Kirk, Karen Green (Clerk) and RBC & NCC Cllr Roger Upton

Absent but no apologies- none

- 2. Declarations of Interest- Cllr Thomas and Cllr Clegg Surgery Forum**
- 3. Open session for members of the public to raise matters of council business** Limited to 15 Minutes-none
- 4. Proposal to approve the Minutes of the Finance and General Purposes meeting held on 06.09.22 and 04.10.22**

Proposed Cllr McLeod Seconded Cllr Dovey 6 agreed 2 abstentions

APPROVED

- 5. Chairman's Announcements** none
- 6. Clerk's Report on previous Minutes** – Pavilion lease signed and annual rent invoiced.
- 7. Proposal to approve Income/Expenditure figures and Payments for August and September 2022**

August accounts superseded by September. £3,650 left for grants. There was a big bill from WaterPlus for the Park due to a leak - £910. Quotes being obtained.

Proposed Cllr Dunn Seconded Cllr Clegg Unanimous

APPROVED

8. Proposal to note the Bank reconciliation as 23.10.2022 - noted

9. Age Summary Report to note that old invoices have been cleared except for some small long outstanding ones that will be addressed now. Thanks to Sally Horn and Claire Sutcliffe for their help with dealing with this.

10. Proposal to approve PM Winter Mowing Contractor for 2023-2026 with the exclusion of the triangle costing This is the same company used for the last 7 years and have no complaints. It is only slightly more than last year. Note these prices are to change annually. Also, note Upper Saxondale has been removed. The Triangle is to be left to become a wild area for this year.

Proposed Cllr McLeod

Seconded Cllr Clegg

Unanimous

APPROVED

11. Proposed DRAFT Budget 2023-2024 for consideration and precept calculation

Staffing budget will increase from £187,060 to £219,462 due to the 5% pay increase predicted, this may be higher. Cllr Thomas acknowledges that there are two levels of risk if we agree to a national agreement this could mean the rise is more than 5% and then in the same place the following year as we have no control. The higher staff costs compared to other local Parishes are due to the operation of Grange Hall therefore the risk is greater here than in other areas of Rushcliffe. Cllr Dunn states the villagers are not aware of the overall costs of the assets the village has and how much the Parish Council subsidises the assets. Personnel committee will be keeping a close eye on over time etc. Cllr McLeod notes that the people do not realise the costs and asks if there is a way to inform them.

Contingency is small however more could be added should the tax base be larger than estimated. The net cost for Grange and Hall next year has an increased budget. Events budget is £2,000 change to allow for the coronation of King Charles and for any losses that may occur for the Christmas Fair.

There is a good income from RBC for the Village Public Toilets for maintenance which could be spent on Rockley Park toilets.

Looking at Reserves, the Building Maintenance Reserve needs to be built up. The Election Reserve may be used in May should there be Parish Council Elections.

Grange and Grange Hall utilities, this year the budget is £12,000 has been increased to £17,000 for next year. Fortunately, still have fixed prices until June. Sally has managed to hold the price for the Hall gas until 2027. The electricity and Grange gas prices were fixed 3 years ago so there will be a significant increase. Not certain of any Government help. Risk of higher utility cost next year- best estimate made.

Cllr Dunn recommends that the figures for Grange and Grange Hall and Amenities go back to the relevant Committee to go through their own budgets before the next F & GP meeting.

The final precept is to be approved by Full Council by the end of January. The current Precept calculation is a 5.17% increase which is £5 per band D property.

Cllr Bere asked a question about the expansion of the village and the amount of money trickling in. Sally Horn explained that any increase in the Tax Base from these properties has been counteracted by Upper Saxondale leaving the Parish.

Proposed Cllr Thomas

Seconded Cllr Bere

Unanimous

APPROVED IN PRINCIPLE

Note Sally Horn's efforts have been exceptional.

12. Policies for Approval:

Financial Reserves Policy document remains as it is.

Proposed Cllr McLeod

Seconded Cllr Clegg

7 agreed 1 abstention

APPROVED

Health and Safety Policy – List obligations and who is responsible. The document must be displayed in both the Grange and Grange Hall. All staff need to see this document and sign to say it has been looked at. Cllr Bere asks questions regarding PPE and about staff potentially missing some items and that in light of this document there is an emphasis that staff adhere to it. Cllr Bere also asks if there is anyone who has had a full 4 day first aid course, Sally Horn states that staff have only completed a 1 day course. Perhaps this is something that can be looked into to upgrade a person to a full first aider. Cllr Thomas requests that the audit committee review the operation in line with this policy.

Proposed Cllr Clegg

Seconded Cllr Dunn

Unanimous

APPROVED

13. Proposal to approve quote for renovation of the Grange roof, agreed at Amenities £17,600 plus VAT coming out of building maintenance reserves

Proposed Cllr Dunn

Seconded Cllr Thomas

Unanimous

APPROVED

14. Proposal to accept the quote from the Grange and Grange Hall committee for renewal of the Hall lights to LEDS 3 quotes received. In Grange and Grange Hall committee meeting earlier agreed to go ahead with GlobeSec quote £8,127 plus VAT from the Grange and Grange Hall refurbishment account.

Proposed Cllr Thomas

Seconded Cllr McLeod

Unanimous

APPROVED

15. Proposal to accept the Grant application from Radcliffe Surgery Forum

£84 to cover the cost of the Dowson room hire. Cllr Bere counter proposes that a grant be awarded for £150 instead

Proposed Cllr Bere **Seconded Cllr McLeod** **6 agreed 2 abstained**
APPROVED TO £150

16. Proposal to Agree a way forward for the renewal of Bingham Road fence – Vandalised fence.

Proposal to ask those involved for a donation.

Proposed Cllr Clegg **Seconded Cllr McLeod** **unanimous**

17. Proposal to agree the costings of fixing the water leak at Rockley Park – third quote to be received on 2nd November 2022. Emergency meeting required.

18. Proposal to use funds from the Leisure Hub designated reserves to have a traffic survey completed (agreed by Amenities)

To be referred to Amenities committee meetings

19. Proposal to use designated reserves for the NCC match funding to update the carpark at Wharf Lane

To be referred to Amenities committee meetings

20. Proposal to agree the Christmas Fair Hall budget and costings - none

21. Reports from Working Groups: a) Audit – no update

b) PR – no update

c) IT – no update

d) Health and Safety - discussed

22. Correspondence- CCLA note the extension of redemption notices – 90 days to 6 months extension.

Cllr Clegg proposes the personnel sub committee defer points 23-25 to after the full council meeting. Meeting suspended 8.07pm

Cllr Dunn restarts meeting at 9.15pm.

The Chair to move that the press and public be excluded from the meeting during consideration of item 23-25 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

23. Proposal to accept Minutes of the Personnel sub-committee on 28.10.2022

The minutes were accepted.

24. Proposal to accept the Proposals for the Personnel sub-committee

The proposals were noted.

25. Proposal to set up a Pensions working group

This was referred back to the Personnel Committee.

26. Date of next Meeting Tuesday 8th November 2022

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

Signed

Date

Chair

Finance and General Purposes