

Draft Ruddington Parish Council

Minutes of the Finance and Policy Committee Meeting

Held at St Peter's Rooms on Tuesday 10th September 2013 at 7.30 p.m.

Membership

Councillors	N J Tegerdine	Chairman
	K S Piggott	Vice-Chairman
A	D J Hall	
	P F McGowan	
	Mrs M Pell	
	Mrs B M Venes	
A	M Walsh	
	W A Wood	

Persons absent are marked 'A'

Persons representing the Parish Council on other business are marked 'O'

Also in Attendance

Councillor	Miss H Opie
Councillor	Mrs M Robinson
G D Long	Clerk to the Council
R Childs	Jalapeno
2 members of the public	

Apologies for Absence

Apologies for absence were received from Councillors D J Hall, and M Walsh and the reasons accepted.

Declaration of Member's Interests

There were no declarations of interest.

Minutes

The minutes of the meeting held on 11th June 2013, having previously been circulated, were confirmed as a correct record and signed by the Chairman.

F. 13/1220 Action List Update

An update on actions resulting from recommendations had previously been circulated.

Members noted this information

Action

PCO =
Parish
Council
Office

PCG =
Parish
Council
Groundstaff

The Chairman suggested, with the agreement of the meeting, that the item on purchasing a projector, screen and laptop should be taken next as Roger Childs had been invited to provide technical advice, if required. This was agreed.

F. 13/1221 Projector, screen and laptop

A report on a proposal to purchase a projector, screen and laptop had previously been circulated to members.

RPC has required the use of a projector a number of times in the recent past. Whilst it has been possible to rent one fairly cheaply from a Nottingham charity it does have to be picked up and returned. There are also other possible uses for a projector if one were regularly available.

Members considered indicative costs, asked Mr R Childs some technical questions and discussed how the projector might be used. The purchase was agreed.

Resolved that: A projector, screen and laptop should be purchased costing in total no more than £1,000.

PCO

F. 13/1222 Motion For Adjournment

Resolved that: The Committee adjourns to allow the members of the public present to make statements on agenda items.

Mr David Hollingworth commented that charging for the Parish Council car park would result in it not being used.

Committee in Session

F. 13/1223 Development

New Applications

Resolved that: The observations contained in Planning Schedule 704 are adopted.

F. 13/1224 Schedule of Payments

Resolved that: The schedules of payments and inter account transfers attached are adopted and the payments are authorised:

Month	Total Payments £
May 2013	16,434.70
June 2013	10,453.55
July 2013	6478.84

F. 13/1225 Statement Of Income Received

Resolved that: The statements of income received, attached, are noted:

Month	Income Received £
May 2013	3,037.00
June 2013	4660.85
July 2013	9178.09

F. 13/1226 Outstanding Sundry Debtor Accounts

The Deputy Clerk reported that there are no outstanding sundry debtor accounts that caused concern.

Resolved that: The above information is noted.

F. 13/1227 Quarterly Statement of Income and Expenditure

Copies of the Summary Report on Income and Expenditure to 30th June 2013, attached, had previously been circulated to members.

Resolved that: The above information is noted.

F. 13/1228 Business Directory (See minute C. 13/1703)

The Clerk reported that a local firm had approached Councillor D J Hall and asked if they could have an advert in the Business Directory, possibly on the inside cover. Members present agreed that it would not be appropriate on this occasion as other businesses had not had the same opportunity.

Resolved that: Entries to the Business Directory should remain free for this edition and no adverts should be carried.

DH

F. 13/1229 Parish Council Car Park

As a result of the proposed parking restrictions due to be introduced by Nottinghamshire County Council for on street parking, some members had raised concerns that this would put extra pressure on the Church Street Car Park owned by the Parish.

An option appraisal was carried out to investigate the feasibility of introducing Pay and Display. The councillors suggested free parking for the first two hours and charging for parking thereafter. Companies contacted stated that having free parking for the first two hours and then charging would make it uneconomic to provide a service.

Purchasing and installing a Pay and Display machine would cost a minimum of £1,500. The Council would then be responsible for the

maintenance, purchase of the tickets and cash collection. In addition enforcement would need to be arranged/paid for.

Resolved that: the Parish Council should not charge for parking in the car park on Church Street.

F. 13/1230 E-mail circulation list for Parish Council meetings

The Clerk reported that a member of the public had requested that the Parish Council have an e-mail circulation list to notify 'important' meetings. The Clerk had agreed to put this to committee, but that it would need to be every public meeting as what was deemed important by one person might not be by another. He reported that, apart from setting up the list, it would not involve much time and there would be no extra cost. Members agreed this was a good idea.

Resolved that: An e-mail circulation list should be set up list to notify members of the public of public meetings organised by the Parish Council.

PCO

F. 13/1231 Reports on Finance and Policy matters

Councillor W A Wood reported that the process for dealing with complaints about councillors that had been agreed by the Rushcliffe Borough Council Standards Committee had been approved by their full Council.

F. 13/1232 Exclusion of Press and Public

Resolved that: In view of the confidential nature of the business about to be transacted the public and press be temporarily excluded from the meeting during consideration of the following item in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 and they are asked to withdraw.

F. 13/1233 Parking in Ruddington

A report had previously been circulated regarding the possibility of renting car parking spaces to be used for shoppers 9 – 5, Monday to Saturday at the White Horse. The Chairman of Finance and Policy and the Clerk had held discussions which were reported to the meeting.

Members discussed a number of different options and agreed to pursue the option with a fixed cost over 8.5 years at the price reported.

Resolved that:

1. The 8.5 year option should be pursued at the cost reported, and
2. Clerk and Chairman of Finance and Policy Committee should take this forward and conclude an agreement.

PCO/NJT

F. 13/1234 Workload Planning

A report had previously been circulated setting out some 'legacy' issues and the general workload relating to Finance and Policy items. The backlog was currently being addressed with the assistance of Mrs S Peacock being paid on a week by week basis.

The Clerk reported that there is enough work to justify a fixed term contract and that this would bring benefits of continuity. There is sufficient budget to cover the cost.

Members discussed the proposal and agreed that Mrs S Peacock should be offered a 7 month contract to the end of April 2014 and the Clerk should report on progress on the workload at the next Finance and Policy Committee

Resolved that:

1. Mrs S Peacock should be offered a 7 month contract to the end of April 2014, and
2. The Clerk should report on progress on the workload at the next Finance and Policy Committee.

PCO

PCO

F. 13/1235 Employee 38

The Clerk reported on the probationary period of employee No 38 and proposed a specific course of action. This was agreed.

Resolved that: The course of action proposed by the Clerk is agreed.

PCO

The meeting closed at 9.06 p.m.

Chairman

Committee Chairman