

## Ruddington Parish Council

### **DRAFT Minutes of the Finance and Policy Committee Meeting**

Held at St Peter's Rooms on Tuesday 6<sup>th</sup> March 2012 at 7.30 p.m.

#### **Membership**

Councillors	N. J. Tegerdine	Chairman
	P. F. McGowan	Vice-Chairman
	Mrs B. Breakwell	
	Miss S. A. Chambers	
	K. S. Piggott	
	Mrs B. M. Venes	
	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	D J Hall
Councillor	Mrs M. Pell
G. D. Long	Clerk to the Council
Mrs. L. M. Cooke	Deputy Clerk
6 members of the public	

#### Apologies for Absence

There were no apologies for absence.

#### Declaration of Member's Interests

Councillor Mrs. B. M. Venes declared an interest in any item appertaining to the allotments.

#### Minutes

The minutes of the meeting held on 10<sup>th</sup> January 2012, having previously been circulated, were confirmed as a correct record and signed by the Chairman.

#### Matters Arising from the Minutes

There were no matters arising from the minutes.

## F. 12/1083 Motion For Adjournment

### RESOLVED:

That the Committee adjourn to allow the members of the public present to make statements on agenda items.

During the adjournment the following matters were raised:

Mr Mike Hollands presented his views on behalf of the Badminton Club regarding charges for use of the Village Hall. He explained that there are a number of factors that they would like the Parish Council to take into account when setting charges:

- The Badminton Club can only have a limited number of members as only 4 can play at any one time. This means the cost per member is higher than other groups with a larger attendance.
- The Badminton Club supplies its own equipment.
- The white lines are nearly worn away.
- Most members are retired and cannot afford significantly increased charges.
- Other groups receive lessons or provide a service, which one would expect to pay for. The Badminton Club is just a group of people practicing self fitness.

Mr Keith Sutcliffe added that in the past other groups had use of the Badminton Club's equipment, that the lines are worn (although being re-marked in 2012) and the Club feel badly done to.

The Chairman thanked Mr Hollands and Mr Sutcliffe for their contributions.

The members of the public left at this point

## **Committee in Session**

### F. 12/1084 Development

#### New Applications

That the observations contained in Planning Schedule 670 be adopted

### F. 12/1085 Statement Of Accounts

#### RESOLVED:

That the Statement of Accounts as set out below be adopted and that payments contained therein be authorised:

**Schedule of Payments for December 2011** **4,698.34**

**Inter Account Transfers**

Current Account Transfers	Debit	9,865.85
	Credit	11,067.48
Deposit Account Transfers	Debit	123,157.74
	Credit	123,175.40
Imprest Account Transfers	Debit	0.00
	Credit	12,090.26
Money Market Transfers	Debit	100,020.55
	Credit	100,000.00
14-Day Deposit Transfers	Debit	13,289.00
	Credit	0.00

**Schedule of Payments for January 2012** **16,556.79**

**Inter Account Transfers**

Current Account Transfers	Debit	8,212.97
	Credit	16,429.72
Deposit Account Transfers	Debit	126,893.23
	Credit	128,384.57
Imprest Account Transfers	Debit	0.00
	Credit	10,463.51
Money Market Transfers	Debit	100,022.60
	Credit	100,000.00
14-Day Deposit Transfers	Debit	20,149.00
	Credit	0.00

F. 12/1086 Statement Of Income Received

That the statement of income received, as set out below, be noted:

Income received for <b>December 2011</b>	3,117.00
Income received for <b>January 2012</b>	5,854.00
<b>Income received 1 April 2011 to 31 January 2012</b>	<b>42,109.55</b>

RESOLVED:

That the above information be noted.

F. 12/1087 Outstanding Sundry Debtor Accounts

The Deputy Clerk provided an update on the outstanding issue raised at the previous meeting.

### Bunbu Dojo Karate

There had been no further contact from Mr Martin, but the Parish Council office will continue to pursue settlement of the overdue account.

### RESOLVED:

That this matter be left in abeyance until the next meeting of the Committee.

### Other Outstanding Debtors

The Deputy Clerk reported that there is still an issue with SP227 who have two bills outstanding going back to a period when their systems were changing and a longstanding problem with SP207 who have still not paid. There is now only one football team, PF013, who are not up to date.

### RESOLVED:

That the above information be noted.

### F. 12/1088 Quarterly Statement of Income and Expenditure by Budget Heading to 31<sup>st</sup> December 2011

Copies of the Summary Report dated 31<sup>st</sup> December 2011 (9 months), which also includes the DLO and Administration re-charges to budget heads had previously been circulated to members.

### RESOLVED:

That the above information be noted.

### F. 12/1089 Revision to Scale of Charges 2013/14

A report on a possible revision on how the Parish Council charges for room hire had previously been circulated to members. The Deputy Clerk is preparing a proposal for a revision to the scale of charges and requested members' comments on the current arrangements for charging and possible alternative approaches.

A number of points were raised:

- Having a different rate for residents and non-residents.
- Setting a basic standard charge and agreeing discounts for particular circumstances.
- The current situation is complicated.
- Having different rates for commercial and non-commercial users.
- Comparing our charges with other parish councils and similar providers
- Reflecting social benefits in the charges

- Reflecting the cost of providing services in the charges
- Charges could take account of 'charitable' users.
- Existing charges are 'ad hoc'.
- The charges need to be fair, easy to manage and defensible.

The Chairman proposed that the Finance and Policy Strategic Plan Working Group should add this into its remit.

RESOLVED

- |    |  |                |
|----|--|----------------|
| 1. | That the Finance and Policy Strategic Plan Working Group should include a draft proposal on the approach to setting the Scales and Charges for 2013/14 in its remit. | KSP/NJT/<br>MW |
| 2. | That the Deputy Clerk be involved in the process.  | LC             |

F. 12/1090 Village Hall Maintenance (Vide Minute A. 12/929)

Village Hall Floor

Details of quotes obtained for sanding and sealing the Village Hall floor, including marking out the badminton court, had previously been circulated to members. It had been noted that, on this occasion, the floor requires sanding back to bare wood and not just refurbishing.

RESOLVED

That the quote from Sand and Sealed Ltd be accepted. LC

Village Hall – Wet Rot

Details of quotes obtained for dealing with the wet rot problem at the Village Hall had previously been circulated to members.

RESOLVED

That the quote from Rentokil Initial UK Ltd be accepted. GDL

Village Hall – Other Works

The Clerk reported that work was progressing on obtaining quotes for installing facilities for the disabled, but that two firms had not submitted quotes after site visits.

Future work was planned regarding the roof, external painting, repointing some of the rear, clearing drains and in the kitchen.

RESOLVED

That the above information be noted.

#### F. 12/1091 Charges for the Village Hall and St Peters Rooms for Elections

The Clerk reported that Rushcliffe Borough Council had contacted the Parish Council about the use of the Village Hall and St Peters Rooms for use as polling stations for the Police and Crime Commissioner elections in November. Previously the charge for use of the Village Hall and St Peters Rooms had been set at £50 each and had remained unchanged for a number of years.

He reported that, in order for these premises to be used, existing users had to be cancelled. In the case of the Village Hall this was normally three users (morning, afternoon and evening) each of whom paid for their session. In the case of St Peters Rooms it was normally either two or three users.

#### RESOLVED:

That the charge for use for each of the Village Hall and St Peters Rooms as polling stations be set at three times the session rate for the main hall.

GDL

#### F. 12/1092 Request for Grant Aid

Copies of correspondence from St Peter's Junior School requesting a contribution towards the provision of a pedestrian bridge had previously been circulated.

Members considered this request and concluded that this was not a matter that the Parish Council could assist with at this time.

#### RESOLVED:

That the Clerk should inform St Peter's School that the Parish Council is unable to assist with funding at this time.

GDL

#### F. 12/1093 Gypsy Traveller Sites

Copies of correspondence from Sutton Bonnington Parish Council regarding the lack of provision of gypsy traveller sites by Rushcliffe Borough Council had previously been circulated.

This lack of provision had resulted in both Sutton Bonnington and East Leake having planning refusals for such sites being overturned at appeal.

Members considered this request in detail, were sympathetic to the point of view expressed by Sutton Bonnington Parish Council and agreed they would hope that Rushcliffe Borough Council would fulfil their responsibilities regarding provision of gypsy traveller sites.

RESOLVED:

That the Clerk should inform Sutton Bonnington Parish Council that Ruddington Parish Council is sympathetic to their point of view and the opinion that Rushcliffe Borough Council should fulfil its obligations regarding provision of gypsy traveller sites.

GDL

F. 12/1094 Strategic Plan for the Finance and Policy Committee  
(Vide Minute F. 11/1080)

Councillor K. S. Piggott reported that the Working Group had met once and produced a short note addressing the key areas of finance (including cost and efficiencies) and policy. The Working Group intends to consider other parish council's Finance and Policy plans.

RESOLVED:

That the above information be noted.

F. 12/1095 Appointments Process (Vide Minute F. 11/1059)

The Clerk reminded members of a previous discussion where it had been agreed that the members of the recruitment panel for the appointment of the current Clerk would provide feedback on the recruitment process. He also reported that it had previously been agreed that a working group should be set up to formulate a Recruitment Policy for the Parish Council.

The Chairman reported that the members of the panel for the appointment of the Clerk had already, as agreed, been working on feedback from the process.

RESOLVED:

That the members of the recruitment panel for the appointment of the Clerk will form the Working Party to formulate a Recruitment Policy.

PFM/MP/  
NJT/SKS

F. 12/1096 Annual Wakes (Vide Minute A. 12/938)

Copies of correspondence from D Cox and Son Amusements had previously been circulated.

Members considered this request and agreed that the charge should remain at the same level as was charged for 2011.

RESOLVED:

That the rate to be charged for the hire of Sellors Playing Field for the Annual Wakes remains at the same level as was charged for 2011.

GDL

#### F. 12/1097 Parish and Town Council Forum Event

Copies of correspondence from Rushcliffe Borough Council regarding a Parish and Town Council Forum event on 26 March 2012 had previously been circulated.

Councillors P. F. McGowan and Mrs B. M. Venes volunteered to attend.

#### RESOLVED:

That the Clerk should register councillors P. F. McGowan and Mrs. B. M. Venes for the Parish and Town Council Forum event on 26 March 2012.

GDL

#### F. 12/1098 Reports on Finance and Policy matters

##### Use of Parish Council Car Park

The Clerk reported that he had given permission for contractors to cone off two spaces in the Parish Council Car Park to enable work to lighting on the Medical Centre to go ahead on 8<sup>th</sup> and 9<sup>th</sup> March 2012.

##### Abolition of Standards Board for England

Councillor W. A. Wood reported that he would be attending (in another capacity) a meeting at Rushcliffe Borough Council regarding the implications of the abolition of the Standards Board for England. This may have consequences for the Parish Council.

The meeting closed at 8.44 p.m.

Chairman

Committee Chairman