

RUDDINGTON PARISH COUNCIL

DRAFT MINUTES OF THE FINANCE AND POLICY COMMITTEE

HELD AT ST. PETER'S ROOMS ON TUESDAY 18th JANUARY 2011 AT
7.30 PM

Membership

A	Councillors	P.F. McGowan	Chairman
		K.S. Piggott	Vice-Chairman
		Mrs. B. Breakwell	
		D.J. Hall	
		J.V. Norton	
		N. Tegerdine	
		Mrs. B.M. Venes	
		W.A. Wood	

Persons absent are marked 'A'

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

ALSO IN ATTENDANCE

Mrs. J.A. Goodbody	Clerk to the Council
Mrs. L.M. Cooke	Deputy Clerk
1 Member of the public	

In the absence of the Chairman, the Vice-Chairman took the Chair

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor P.F. McGowan.

DECLARATION OF MEMBER'S INTERESTS

Councillor Mrs. B.M. Venes advised Members that she will be serving on the Borough Council's Development Control Committee when a final decision is taken on planning applications.

MINUTES

The Minutes of the meeting held on 2nd November 2010, having been previously circulated, were confirmed and signed by the Chairman.

MATTERS ARISING FROM THE MINUTES

Internal Control Policy (Vide Minute F. 10/985)

The Clerk advised that she had not been able to present the revised copy of the above document in time for this meeting, and would therefore submit the revised copy for approval at the next meeting of the Committee. Members noted this information.

Elms Park Play Area (Vide Minute F. 10/980)

Councillor D.J. Hall advised Members that the new play area at Elms Park was 99% completed and should be fully operational by the end of the month, subject to turfing of the area being completed. It has been agreed with the groundstaff and the contractor that seeding the area is not an option as this would render the area unusable until such time as the grass has grown, and therefore turf will be used. It is not yet known whether the turf will be supplied/installed by the contractor or the Parish Council's own groundstaff.

Councillor Hall also advised that the well, which had been found on the site during excavations for the new area, has now been filled in with No.1 Roadstone following advised from the Conservation Officer from Rushcliffe Borough Council. It was not possible to retain the well as a feature as it was in danger of collapse and as there was no historical relevance it had been agreed to fill it in.

Members noted this information.

MOTION FOR ADJOURNMENT

RESOLVED:

That the Committee adjourn to allow the member of the public present to make statements on Agenda items.

F. 11/986 DEVELOPMENT

New Developments

RESOLVED:

That the observations contained in Planning Schedule 636 be adopted.

F. 11/987 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 October		8803.60
Inter Account Transfers:		
Current Account Transfers	Debit	7054.52
	Credit	8391.84
Deposit Account Transfers	Debit	118513.36
	Credit	137086.44
Imprest Account Transfers	Debit	0.00
	Credit	10121.52
Money Market Transfers	Debit	100021.92
	Credit	100000.00

14-Day Deposit Transfers	Debit	30000.00
	Credit	0.00

Schedule of Payments for November 10284.57

Inter Account Transfers:

Current Account Transfers	Debit	2544.08
	Credit	7106.34
Deposit Account Transfers	Debit	117363.72
	Credit	102565.31
Imprest Account Transfers	Debit	0.00
	Credit	10257.38
Money Market Transfers	Debit	100021.23
	Credit	100000.00
14-Day Deposit Transfers	Debit	0.00
	Credit	0.00

Schedule of Payments for December 8676.22

Inter Account Transfers:

Current Account Transfers	Debit	4743.72
	Credit	9361.43
Deposit Account Transfers	Debit	119956.54
	Credit	104765.64
Imprest Account Transfers	Debit	0.00
	Credit	10595.11
Money Market Transfers	Debit	100021.92
	Credit	100000.00
14-Day Deposit Transfers	Debit	0.00
	Credit	0.00

F. 11/988 STATEMENT OF INCOME RECEIVED

RESOLVED:

That the Statement of Income Received as set out below be noted:-

Income received for October	2799.69
Income received for November	3841.11
Income received for December	2414.14
Total Income received 01.04.09–31.12.10	39733.84

F. 11/989 OUTSTANDING SUNDRY DEBTOR ACCOUNTS

(Vide Minutes F. 10/977 & A. 10/837)

Ruddington Cricket Club

The Clerk reported that all outstanding monies owed by Ruddington Cricket Club had now been paid.

RESOLVED:

That the above information be noted.

Ruddington Village Football Club

The Deputy Clerk reported that there were several overdue accounts in respect of the 1st Team, Under 12's and Ladies Under 16's. She advised that both the Secretary and Treasurer of the Club had been advised and both emails and statements had been sent out to the team managers asking that all outstanding monies be paid without delay.

The Chairman advised that this matter will be brought up at the next meeting with representatives of the football club which will be taking place on Thursday 20th January 2011.

RESOLVED:

That the above information be noted.

F. 11/990 PARISH COUNCIL ELECTIONS – MAY 2011 (Vide Minutes F.10/983 & C. 10/401)

Details of the suggested copy prepared by Councillor W.A. Wood had previously been circulated to Members. The Clerk reported that no suggested copy had been received from Councillor P.F. McGowan.

Members agreed that the article was eye-catching as well as being informative and recommended unanimously that this should be forwarded for ratification by the Parish Council at the meeting scheduled to take place on 25th January 2011.

RESOLVED:

1. That the copy for publication on the website and in the Village Newsletter be approved.
2. That the approved copy be submitted to the Parish Council for ratification prior to its publication.

JG

F. 11/991 BUDGET 2011/2012

Finance & Policy Committee Probable Out-Turn 2010/2011; Annual Budget 2011/2012 and Proposed Scale of Charges 2011/2012

Copies of the Probable Out-Turn estimate 2010/2011, Proposed Annual Budget 2011/2012 and Proposed Scale of Charges 2011/2012, together with a sheet showing the effect of the Proposed Precept on a Band D property, had previously been circulated to Members.

Members discussed the document and agreed the following recommendation:

RESOLVED:

That the Finance & Policy Committee's Probable Out-Turn estimate 2010/2011; Annual Budget 2011/2012 and Scale of Charges, a copy of which is appended to these Minutes, be adopted and included in the Parish Council's Overall Budget proposals.

Overall Probable Out-Turn 2010/2011; Annual Budget 2011/2012; Revised Scale of Charges 2011/2012

Members considered the document at length and made one slight amendment to the Equipment Renewals and Repairs Fund. Following discussion, the following recommendations was made:-

RECOMMENDATIONS:

1. That the Parish Council be recommended to adopt the Probable Out-Turn estimate 2010/2011; the Annual Budget 2011/2012 and the Revised Scale of Charges 2011/2012
2. That the Parish Council be recommended to levy a Precept of £257489 for the year 2011/2012.

F. 11/992 REPLACEMENT COMPUTERS (Vide Minute F. 10/984)

Copies of a report prepared by Councillors J.V. Norton, K.S. Piggott and N.J. Tegerdine, a copy of which is appended to these Minutes, was circulated to Members at the Meeting.

Councillor J.V. Norton explained that a specification was drawn up in order that prospective suppliers could provide like-for-like quotations for the replacement of existing equipment, together with provision of a management and support system going forwards.

Tenders were sent out to five prospective suppliers and the following three submitted quotations:-

Purple Zebra	£4110.17
Jalapeno	£4038.75
Crusader	£5765.65

Members were advised that the successful company would be invited to re-visit the Parish Council Office in order to give a full breakdown of what is required and submit a report, together with any additional costs which may be incurred. It was pointed out that there was a sum of £5000 in the Renewals & Repairs Fund for IT provision and therefore the working group should ensure that this sum is not exceeded.

RESOLVED:

1. That the quotation from Jalapeno in the sum of £4038.75 be accepted.

2. That Jalapeno be invited to re-visit the Parish Council Office in order to re-assess requirements.
3. That the working group be given authority to spend up to £5000 on IT provision.

F. 11/993 THE JAMES PEACOCK BREAD CHARITY (Vide Minute F. 10/981)

Copies of a letter from former Parish Council Chairman Ken Phethean regarding the Parish Council's involvement with the above Charity had previously been circulated to Members.

Members agreed that the Clerk should contact the Charity Commission in an effort to ascertain the position of the Parish Council's involvement with this Charity.

RESOLVED:

1. That clarification be obtained from the Charity Commission regarding the Parish Council's involvement with the James Peacock Bread Charity. JG
2. That this matter be further discussed at the next meeting of the Committee. JG

F. 11/994 PROGRAMME OF MEETINGS 2011/2012

Copies of the Proposed Meeting Dates 2011/2012, including the Annual Parish Meeting, had previously been circulated to Members. The Clerk advised Members that the original date set for the Annual Parish Council Meeting had been 10th May 2011. However, following a discussion with the Electoral Office at Rushcliffe Borough Council it has been established that the Parish Councillors who are successfully elected on 5th May 2011 do not officially take office until 4 days after the election i.e. 9th May 2011. In view of this, it would not be legally possible to call a Parish Council Meeting for 10th May 2011 and therefore the date has been amended to 17th May 2011.

RESOLVED:

That the Programme of Meeting Dates 2011/2012, a copy of which is appended to these Minutes, be approved. JG

F. 11/995 PARISH COUNCIL SURGERY DATES 2011/2012

Copies of the Proposed Parish Council Surgery Dates 2011/2012 had previously been circulated to Members.

The Clerk advised Members that she would not be unable to allocate specific dates to Councillors until after the Parish Council Election on 5th May 2011.

RESOLVED:

1. That the Programme of Parish Council Surgery Dates 2011/2012, a copy of which is appended to these Minutes, be approved. JG
2. That this matter be further discussed at the Annual Parish Council Meeting scheduled to take place on 17th May 2011. JG

F. 11/996 REPORTS PRESENTED AT MEETINGS

Councillor W.A. Wood advised Members that he had requested this item to be placed on the Agenda following the last Parish Council Meeting as he felt some of the comments made under the heading 'Reports' were inappropriate.

The Clerk pointed out that reports made at the Parish Council meeting should consist of items from the County Councillor, Borough Councillors and Parish Council Representatives on Outside Bodies. Reports made at Committee Meetings should concern matters relating to that Committee only.

The Clerk also reminded Members that resolutions can ONLY be made on items which appear on the Agenda and CANNOT be made on matters considered under the heading 'Reports'.

Members agreed that this matter should be discussed more fully by the Parish Council and highlighted to new Councillors when they take up office following the Elections in May 2011.

RESOLVED:

That this matter be further discussed by the Parish Council. JG

Councillor N.J. Tegerdine left during discussion of the following item

F. 11/997 POLICY IN RESPECT OF DOG CONTROL ON PARISH COUNCIL FACILITIES

Councillor D.J. Hall reported that he is anxious for the Parish Council to implement a new policy in respect of dog control on Parish Council facilities. He is very concerned at the increase of unattended dogs on the facilities and the health risk associated with dog faeces not being cleaned up. He said that it has been noticed that dogs have been fouling the new surface of the teenage area on Elms Park and therefore he would like the Parish Council to consider adopting a policy that dogs must be on a lead at all times when on Parish Council owned facilities and open spaces over which it has control i.e. all open spaces and playing fields.

Councillor Hall pointed out that Tollerton Parish Council had implemented a blanket policy for the control of dogs on their facilities and he would like to see Ruddington take similar action.

Members agreed that more information is required before the Parish Council can make such a drastic decision and therefore the Clerk was requested to obtain information from Tollerton Parish Council as to how they approached the situation, the information they obtained, and also discuss with the Dog Warden the implications of action which may be taken if the Parish Council implemented a stricter policy with regard to dog control.

It was therefore suggested that this matter be discussed more fully, and when more information was available, by the Amenities Committee.

RESOLVED:

1. That further information be sought regarding this matter.
2. That this matter be discussed more fully by the Amenities Committee.

JG

JG

F. 11/998 REPORTS ON FINANCE & POLICY MATTERS

The Standards Board

Councillor W.A. Wood reported that proposals contained within the Government's Localism Bill include the abolition of the Standards Board regime and will revoke the centralist model code of conduct for Councillors, abolish the need for a local authority to have a statutory standards committee and abolish the Standards Board for England (which regulates local authority standards committees).

The Clerk advised that information had been received from the National Association of Local Councils in respect of The Localism Bill and this is being circulated for discussion at the next Parish Council Meeting.

Members noted this information.

The Meeting closed at 9.10pm

Chairman

Committee Chairman