

RUDDINGTON PARISH COUNCIL

DRAFT MINUTES OF THE FINANCE AND POLICY COMMITTEE

HELD AT ST. PETER'S ROOMS ON TUESDAY 7th SEPTEMBER 2010 AT
7.30 PM

Membership

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

Persons absent are marked 'A'

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

ALSO IN ATTENDANCE

Councillor	D. Bakewell	
Councillor	D.E.G. Williams	
Mrs. J.A. Goodbody		Clerk to the Council
Mrs. L.M. Cooke		Deputy Clerk
1 member of the public		

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J.V. Norton and W.A. Wood.

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.

The Clerk declared an interest in Agenda Item 11 – Programme of Meetings 2010/2011.

MINUTES

The Minutes of the meeting held on 15th June 2010, having been previously circulated, were confirmed and signed by the Chairman.

MATTERS ARISING FROM THE MINUTES

There were no matters raised.

MOTION FOR ADJOURNMENT

RESOLVED:

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

F. 10/960 DEVELOPMENT

Planning Meetings held during August 2010

Copies of the Minutes of Planning Meetings held on 3rd August 2010 and 17th August 2010, together with Planning Schedules 630 and 631 respectively had previously been circulated to Members.

RESOLVED:

That the Minutes of Planning Meetings held on 3rd August 2010 and 17th August 2010, having been previously circulated, were confirmed and signed by the Chairman of the Finance & Policy Committee.

New Developments

RESOLVED:

That the observations contained in Planning Schedule 632 be adopted.

F. 10/961 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 June 10481.05

Inter Account Transfers:

Current Account Transfers	Debit	3843.11
	Credit	9744.54
Deposit Account Transfers	Debit	121105.38
	Credit	103865.71
Imprest Account Transfers	Debit	0.00
	Credit	11360.84
Money Market Transfers	Debit	100022.60
	Credit	100000.00
14-Day Deposit Transfers	Debit	0.00
	Credit	0.00

Schedule of Payments for July 7423.88

Inter Account Transfers:

Current Account Transfers	Debit	9959.28
	Credit	6562.23

Deposit Account Transfers	Debit	117720.93
	Credit	109979.83
Imprest Account Transfers	Debit	0.00
	Credit	11158.70
Money Market Transfers	Debit	100020.55
	Credit	100000.00
14-Day Deposit Transfers	Debit	0.00
	Credit	0.00

F. 10/962 STATEMENT OF INCOME RECEIVED

The Clerk advised that income was continuing to rise due to an increase in bookings for Parish Council facilities. It is considered that this is primarily as a result of increased awareness of the availability of facilities mainly via the website and the newsletter. Most new hirers advise that they have viewed the facilities on the website prior to contacting the Parish Council Office. The website is currently receiving more than 3500 visitors per month, which is way beyond the original expectation given by the website producer.

Members noted this information and expressed their thanks to the Deputy Clerk for the work she has undertaken in producing the newsletter and keeping the website continually updated with information.

RESOLVED:

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

Income received for June	7142.28
Income received for July	6852.83
Income received for August	4183.50
Total Income received 01.04.09–31.08.10	24349.10

F. 10/963 OUTSTANDING SUNDRY DEBTOR ACCOUNTS

The Clerk reported that there was currently one overdue account which was causing concern. The Three Crowns Football Club has an outstanding invoice in the sum of £110.00 for 2 matches in April 2010. The Clerk advised that the club disbanded towards the end of last season due to a lack of players and the manager therefore disputes that the matches were played. It is understood that the team were fined by the league for dropping out mid-season.

Several reminders have been sent to the Club but to date the invoice has not been paid.

Members discussed whether there was any point in pursuing this matter further as agreed that as there was little chance of funds being available to pay the invoice the outstanding debt should be written off.

RESOLVED:

That Invoice No. 9662 in the sum of £110.00 be written off.

F. 10/964 QUARTERLY STATEMENT OF INCOME AND EXPENDITURE BY BUDGET HEADING

Copies of the Summary Report dated 30th June 2010 (i.e. 3 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. 10/965 PROGRAMME OF MEETINGS 2010/2011

Copies of a letter from The Clerk seeking the Council's agreement to defer the Finance & Policy Committee Meeting scheduled to take place on 11th January 2011 to 18th January 2011 had previously been circulated to Members.

The letter advised that The Clerk wished to extend her visit to Thailand by one week for personal reasons and therefore sought to defer the Finance & Policy Meeting to enable her sufficient time on her return to prepare the Budget papers for presentation at the Meeting. Whilst the Clerk was confident that the Deputy Clerk could carry out this work, she felt it was unfair to place the onus on her as it is within the Clerk's remit as Responsible Financial Officer to ensure that the Budget papers are in order for the meeting.

Members discussed the request and agreed to defer the Finance & Policy Committee Meeting from 11th January 2011 to 18th January 2011.

The Clerk thanked Members for agreeing to her request.

RESOLVED:

That the Finance & Policy Committee scheduled to take place on 11th January 2011 be deferred to 18th January 2011.

F. 10/966 COUNCIL TAX INCREASES

Copies of information from the Nottinghamshire Association of Local Councils and the Society of Local Council Clerks regarding the possible introduction by the Government of legislation requiring any billing or precepting authority which sets an excessive council tax to hold a referendum had previously been circulated to Members.

The consultation document entitled 'Local Referendums to veto excessive council tax increases' contains a series of 11 questions, and a copy of these had also previously been circulated to Members.

Members discussed the questions in great detail and subsequently agreed that the following response should be submitted to the Department for Communities and Local Government.

RESOLVED:

1. That the Parish Council does not agree that precepting authorities, such as town and parish councils, should be included within the provisions for council tax referendums.
2. That the Parish Council considers some of the processes appear to be extremely complicated and have the potential to cause parish councils to reduce the services they provide for their community in order to prevent the possible risk and cost of a referendum.
3. That the Parish Council fully endorses the representations made by Officers from the Society of Local Council Clerks and the National Association of Local Councils when they met with Government Officials responsible for the consultation.

F. 10/967 BUDGET 2011/2012

Guidelines for preparing the 2011/2012 Budget

The Clerk advised that as there had been no national agreement in respect of an increase for 2010/2011, the projected figures used for the 2010/2011 Budget would be used to produce the 2011/2012 Budget.

Members discussed the percentage increase to be applied in general to the Budget and agreed on 3% overall.

Budget Programme

Copies of the proposed Budget Programme for the 2011/2012 Budget had previously been circulated to Members. Members were reminded that it had been agreed that the Finance & Policy Meeting would be held on 18th January 2011 instead of 11th January 2011.

Items to be included in the Finance & Policy Committee Budget 2011/2012

The Clerk reminded Members that as 2011 is an election year, it would be necessary to include a sum in the Budget for the binding of the Minutes from the current Council.

RESOLVED:

1. That a 3% increase in general on the 2010/2011 Budget figures be applied for the preparation of the 2011/2012 Budget, with the exception of Salaries & Wages which will remain unchanged. JG
2. That the Budget Programme, a copy of which is appended to these Minutes, be approved. JG
3. That a sum for the Binding of Minutes be included in the Finance & Policy Committee Budget 2011/2012. JG

F. 10/968 FACILITIES HIRE RATES

Increase in VAT

Copies of information from HM Revenue & Customs regarding the increase of VAT from 17.5% to 20% with effect from 4th January 2011 had previously been circulated to Members. Members noted this information.

Effect of increase in VAT on the net income received

Members were advised that as Parish Council Hire Charges are calculated and revised annually using the **gross** amount, the increase in VAT to 20% from 4th January 2011 would result in the Parish Council receiving less net income. The Clerk therefore suggested that in order for the Parish Council to receive the same net income from 4th January 2011 it would be necessary to increase the VAT to 20%, resulting in an increase to the gross amount paid by hirers. Copies of a revised Schedule of Charges showing the revised VAT and gross amounts had previously been circulated to Members.

Members considered that the Parish Council was not in a position to reduce its income by absorbing the increase in VAT and therefore an interim increase in the revised gross charges should be applied from 4th January 2011.

RESOLVED:

That the revised Scale of Charges, a copy of which is appended to these Minutes, be adopted with effect from 4th January 2011.

F. 10/969 COMMUNITY AWARDS 2010

Copies of information received from Rushcliffe Community Partnership regarding the 2010 Community Awards had previously been circulated to Members.

The Chairman suggested that the Parish Council could nominate the Ruddington Detachment, Nottingham Army Cadet Force under the category 'Supporting children and young people'. Members agreed to this suggestion and the Chairman agreed to contact C/Sjt Russ Jones with regard to this matter.

RESOLVED:

1. That the above information be noted.
2. That the Parish Council nominates the Ruddington Detachment Nottingham Army Cadet Force for consideration for an award under the category 'supporting children and young people',
3. That the entry form be completed by Councillor P.F. McGowan on behalf of the Parish Council.

PFM

F. 10/970 RUSHCLIFFE BOROUGH COUNCIL – LICENSING

Consultation on the revised draft of RBCs Statement of Licensing Policy (Vide Minute E. 10/749)

Copies of a report by Councillor W.A. Wood regarding the draft statement of licensing policy had previously been circulated to Members. Councillor Wood's report states:-

“The statement would appear to contain little new from that which is current practice. Should Members receive complaints about licensed premises I would suggest that before approaching Rushcliffe Borough Council, they read the appropriate paragraphs to determine whether the complaint relates to that over which the Borough has authority. Should there be an application for change of use of a premise in the village for adult entertainment, it is important that members read the appropriate legislative framework prior to making a decision.”

Councillor N.J. Tegerdine, who also read the consultation document reported that he echoed the comments made by Councillor W.A. Wood.

RESOLVED:

That the above information be noted.

Liquor Licence Application – 10-14 Wilford Road – Sainsburys

Copies of information received from Rushcliffe Borough Council regarding an application by Sainsburys Supermarket for a 'new premises licence for sale of alcohol and late night refreshment between 0600 and 0000 each day' had previously been circulated to Members.

The Clerk confirmed that there is no necessity for Sainsburys to obtain planning permission for Change of Use as the premises are already registered as A1 Retail.

The Clerk reported that following a discussion with the Senior Licensing Officer at the Borough Council she had been advised to inform Members that

- (a) The Parish Council **is not** a 'Responsible Authority' and therefore is not one of the parties that can object under this category
- (b) The Parish Council **is not** an interested party. However, a Parish Councillor can represent someone who does live in the vicinity and who had already made a valid objection, provided that this request to represent them is made in writing. Any elected Member of Rushcliffe Borough Council, irrespective of whether they live in the vicinity or not, can object under this category. Similarly, they can also represent someone who does live in the vicinity and who had already made a valid objection, provided that this request to represent them is made in writing.

Members discussed the application at considerable length. Councillor N.J. Tegerdine advised Members that there are restrictions which a licensing authority can place on applicants such as: unique labelling to enable products to be specifically identified; an age restriction on sales; no sales of beers, lagers and ciders over 5.5%; restricted licensing hours to correspond with other licensed outlets etc.etc.

RESOLVED:

That the above information be noted.

F. 10/971 VILLAGE HALL

The Clerk reported that she had been contacted by Nicola Ward on behalf of the Ruddington Beaver Scouts regarding the possibility of them holding a 'sleepover' in the Village Hall on either 9th or 16th October 2010. The Clerk had advised her that permission would need to be obtained from the Parish Council and she would therefore contact her once a decision had been made.

Members were reminded that in 2008 the 3rd Ruddington Brownies had held a 'sleepover' at the Village Hall without any problems.

Members agreed to the use of the Village Hall, free of charge, for the proposed 'sleepover' provided the Beavers had their own adequate insurance cover.

RESOLVED:

1. That permission be granted for the use of the Village Hall by Ruddington Beaver Scouts for a 'sleepover'.
2. That the Parish Council be assured by Ruddington Beaver Scouts that they had adequate insurance cover for the 'sleepover'.
3. That no charge be made for the use of the Village Hall for the 'sleepover'.

F. 10/972 KEYWORTH & PLUMTREE AREA – PROPOSED 7.5T ENVIRONMENTAL WEIGHT LIMITS

Copies of correspondence from Nottinghamshire County Council, together with a map showing the extent of the proposals, had previously been circulated to Members.

The letter advises that Scott Wilson Ltd. is acting as an external consultant on behalf of NCC in respect of traffic management schemes in the County and has developed proposals to introduce an environmental weight restriction on the roads within the area bounded by the A46, A60, A606, A6006, Flawforth Lane and the County Boundary with Leicestershire. The scheme will prevent the use of the roads within this area by unsuitable vehicles and will reduce the environmental nuisance caused by HGVs in the residential areas along these routes.

Before proceeding further, they are seeking the views of interested bodies and the Parish Council has been asked to comment on the proposals by 10th September 2010.

Members considered that by **not** including Ruddington but including an area which borders Ruddington in the proposals, this would push more traffic through the village and would therefore have a negative effect on Ruddington.

It is therefore suggested that the proposals should be extended to include Ruddington by extending the boundary along the A52 to the boundary with Wilwell Cutting, and then in a southerly direction along the route of the Great Central Railway. Basically, the area should be extended to include the whole of Ruddington Parish, using the parish boundary as the criteria.

RESOLVED:

1. That the above information be noted.
2. That a response be made to Scott Wilson Ltd. as stated above.

JG

F. 10/973 REPORTS ON FINANCE & POLICY MATTERS

Councillor D.J. Hall declared an interest in the following item and took no part in the discussions.

Proposed event to be held at St. Peter's Rooms

The Clerk reported that she had been contacted by a Ruddington-based company, currently selling plus-size ladies clothing via E-Bay, regarding the possibility of hiring St. Peter's Rooms to hold a 'Clothing Sale'. The Clerk had explained to the gentleman concerned that it is Parish Council policy **not** to allow sales to take place on its facilities that could affect local traders. She did, however, agree to seek advice from the Committee regarding his application.

Members discussed this matter fully and agreed not to allow the use of St. Peter's Rooms for a clothing sale, particularly if there is another outlet selling ladies clothes on Church Street.

The Meeting closed at 9.20pm

Chairman

Committee Chairman