

RINGMER PARISH COUNCIL

Minutes of the Office & Finance Committee Meeting

Held on Thursday 25th January 2024 at 10.00

In the Parish Rooms, Lucy Stone Room

Present:		
Cllr Nick Chaloner (NC)	Cllr David Duke (DD)	Cllr Gordon Sims (GS) - Chairman
Attendance:	Annie Hazzard (AH) - Clerk Gail Metcalfe (GM) - Administrator	
Members of the public	8	

Agenda Items

1.	To receive apologies for absence Apologies were received from Cllrs John Kay (JK) and Sarah Phillips (SP).	
2.	Declarations of Interest: Disclosure by Councillors of their personal interests regarding matters on the agenda, and whether the councillor regards their interest as prejudicial under the terms of the Code of Conduct. None.	
3.	To receive written requests for dispensation for the ensuing year None.	
4.	To approve the minutes from the Office and Finance Committee meeting held on 23rd November 2023 RESOLVED: To approve and sign the minutes.	ALL
5.	Public questions or comments relating to items on this agenda This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes. Item 9.2ii. was brought forward and discussed at this stage of the meeting because 8 members of the public were in attendance. See Item 9.2ii. 7 members of the Croquet Club left after this discussion, 1 member remained for the whole meeting.	
6.	Clerk's Report - To note. Noted.	
7.	To consider any recommendations from other Committees None.	
8.	Finance Matters	ALL
8.1	To receive the reserves statement and consider any recommendations to Full Council - received. RESOLVED: To transfer £1,215.00 from General Reserves into the Old Church EMR. RECOMMENDATION TO FULL COUNCIL: To rename the Pond Maintenance EMR as "Open Spaces Maintenance" to incorporate works on ditches, hedges ponds etc. and to allocate a further £10k to this fund from General Reserves.	CLERK
8.2	To receive the CIL Balance and consider any allocation of funds for Council approval. See Clerk's report. Received. The Clerk confirmed that there was £79,800 in unallocated CIL funds and that £22,401 had been spent from the same fund this year.	
8.3	To review bank accounts and consider moving funds. The NS&I interest rate is currently 1% p/a. The Public Sector deposit fund share class 4 yield (in which we already hold funds) was 5.29% as at 31 st December 2023. The Cambridge and Counties Bond (£100k) is due to mature in April. RECOMMENDATIONS TO FULL COUNCIL: i. To close the NS&I accounts and move the balances of £62,276.03 + interest into the Public Sector Deposit Fund. ii. To transfer £100k from Barclays BPA account to Redwood Bank 95 day notice account which is currently attracting an interest rate of 4.3% p/a	OFFICE

9.	Grants	
9.1	<p>S137 Parish Grant Fund Application</p> <p>The Clerk's report confirmed that the balance of the fund is £950, from a budget of £1500 at the beginning of the financial year.</p> <p>i. 1st Ringmer Scout Group - £500</p> <p>RESOLVED: To support and pay the full amount.</p>	CLERK
9.2	CIL Funding Grant Applications	
	<p>i. Ringmer Football Club - £15,000</p> <p>RECOMMENDATION TO FULL COUNCIL: To support by paying 2/3 up to a limit of £10k on invoice.</p> <p>ii. Cheyney Croquet Club - £24,000</p> <p>The Croquet Club were asked to get cheaper quotes for the storage unit and consider how they might contribute towards the cost. This application to be reassessed once the further information is received.</p>	CLERK
9.3	<p>Lightsource Grant Funds Applications – None</p> <p>The Clerk advised that there was £218 in the fund and the next payment would be received after February.</p>	
10.	<p>CPRE, the Countryside Charity - To decide if want to renew yearly membership from 1st April 2024 and at £84.00, £60.00 or other.</p> <p>RESOLVED: To pay £60.00 from the Lightsource Fund</p>	CLERK
11.	Other Matters	
11.1	<p>To consider moving general reserves funds away from NS&I accounts</p> <p>This was covered at Item 8.3.</p>	
12.	<p>To make any recommendations to Full Council requiring action and decision</p> <p>i. To rename the Pond Maintenance EMR as "Open Spaces Maintenance" to incorporate works on ditches, hedges ponds etc. and to allocate a further £10k to this fund from General Reserves.</p> <p>ii. To close the NS&I accounts and move the balances of £62,276.03 + interest into the Public Sector Deposit Fund.</p> <p>iii. To transfer £100k from Barclays BPA account to Redwood Bank 95 day notice account which is currently attracting an interest rate of 4.3% p/a</p> <p>iv. Ringmer Football Club CIL Application - To support by paying 2/3 up to a limit of £10k on invoice.</p>	OFFICE
13.	<p>To consider any other financial matters that cannot be held over to the next agenda at the Chairman's discretion</p> <p>Cllr Duke raised that he had received feedback from members of the public concerned that there had been a lack of publicity and awareness about LDC's Local Plan Consultation. He asked that a budget be made available to produce leaflets to distribute round the village ahead of the next consultation.</p> <p>RESOLVED: To make a budget available of £500.00 from General Reserves for leaflets to raise awareness of the next round of consultations for the Lewes Local Plan.</p>	CLERK
14.	<p>Items for inclusion on the next agenda</p> <p>See Item 12.</p>	

Signed:		Chairman
Date:		