

Minutes of the Finance & Governance Committee Meeting  
of Farnsfield Parish Council held at 7pm on Tuesday 9<sup>th</sup> January 2024  
in the Lower Hall of the Village Centre, New Hill, NG22 8JN

**Attendance:** Councillor Savage (Chair), Councillor Sarre (ex officio), Councillor Thompson,  
Councillor Cracknell

**Meeting Items**

- FG24.01. Apologies for absence were received from: Councillor M Shakeshaft. All agreed and accepted the reasons for absence. 4:0
- FG24.02. Declarations of interest: None

**Items to approve**

- FG24.03. The 31<sup>st</sup> October F&G Committee meeting minutes were accepted as accurate. agreed 3:1 (not present). No matters arising, all items approved or referred on to a following meeting.

**Public Participation Item**

- FG24.04. A Resident raised concern over the 24.06 Car Park extension design. How many extra spaces would be created as cannot see where this is stated. Car Park was in every one's manifesto. Will mean that £17k spent before any works being done. Would not object to large amount of money being spent if it increases parking spaces and took into consideration previous work.
- Another resident felt it would be difficult to reach a resolution given it doesn't mention parking problem as a whole and asked how the HP scheme will alleviate the problem. Doesn't mention need for village parking, EV charging points or disabled parking (only 2 at Co-op). No information about the Usage Survey that Cllr Healy undertook. Need the key supporting documents to discuss this thoroughly. Why ViaEM being the sole company to create the design and how this complies with Financial SOs. Query on Ian Boothroyd's part in the Working Group. Cllr Sarre explained Ian Boothroyd is an advisor to the Working Party.
- Cllr Sarre went on to explain that part of the situation is due to timescales but also history and inherited timelines of the projects being progressed. The CIL funds need to be spent by April 2024. This was a low quote in comparison to previous quotes received for similar work in 2022, so good value. The working party are also having discussions with eco grid companies.
- One resident noted that improved parking in the Village was a manifesto pledge.
- One resident asked why the closed item was a closed item.
- One resident queried whether the meeting can be recorded, and it was explained that anyone can record a meeting but as a courtesy it would be good if this was mentioned.

### Items to discuss and agree a course of action

FG24.05. Budget draft: Chair introduced the budget and the intentions and approach taken. The Budget and Policy Planning Working Group have met to discuss the content of this proposed budget. The working group had worked to the principle of agreeing a balanced budget without seeking to increase the precept beyond the anticipated CPI increase by Newark and Sherwood District Council. Free reserves would only be used to support specific identified priorities rather than day to day spend. The known increase in costs resulting from the national increased cost of living increases and increases in utility costs would require us to; consider ways of building our income; reducing other costs in-year.

Discussion took place regarding the need going forwards for better scrutiny of some of the budget lines e.g., Trees & Woodlands works, small maintenance, need to assess heating and lighting costs. Cllr Thompson keen that the council received monthly I&E reports and forecasts. Clerk confirmed this was indeed possible from Rialtas (the Accounting System). It was noted that the Council were proposing to not use capital expenditure free reserves to prop up the precept as done previously. Whilst aiming to have a balanced budget addressing key concerns i.e., fuel costs as PC would be coming off fixed rate in April.

It was agreed that Farnsfield Parish Council put forward the draft budget to Full Council on 23<sup>rd</sup> January. Proposed by Cllr Sarre, seconded by Cllr Thompson. All agreed 4:0.

FG24.06. It was clarified that the design would aim to embrace the EV and disabled bays. It was noted these bays need to be designated. A suggestion was made to improve signage to the car park so visitors knew it existed. Need to clarify if the electric supply is sufficient and where the source of electricity will come from for EV bays. Proposal to engage ViaEM to extend their initial Hadleigh car park survey work to include the design stage works at a cost of £2,340.25+VAT was agreed. Proposed by Cllr Sarre and seconded by Cllr Cracknell. All agreed. 4:0

### Items for Closed Business session

FG24.07 Pavilion Tender process: 1 tender received within the advertised deadline. 3 interested parties came and visited, 3 discussed the tender proposal online, all taking substantial time. However whilst Farnsfield Parish Council received 2 quotes during the initial stages, only 1 of these progressed to full tender. It was the sole submission received in the required format by the deadline. Tender Group met to discuss the content of the 1 tender submitted and the group assessed the bid based on the Technical Details, using the published Scoring Criteria, and it scored highly at 94%. The Group had agreed this would be recommended to F&G Committee to consider. It was noted that if agreed here at F&G, it would need to go to the Full Council on 23<sup>rd</sup> January due to the costs involved. The Tender Group highlighted some minor areas for consideration with the Company, during the contract and implementation stage, which were agreed by the F&G committee. Cost of £31,586 + VAT would be spent under Miller S106 funds. Proposal made by Cllr Cracknell to recommend the tender submission to Full Council. Seconded by Cllr Thompson all agreed 4:0.

Meeting ended 8.10pm