

**Minutes of the Meeting of the
GENERAL PURPOSES COMMITTEE
held remotely on Thursday 26th November 2020 at 1:31pm
using the online Zoom meeting platform**

Cllrs Present: R Gardner, S May, R Patient, M Strubel & Mrs M Weir.

- 1. To elect a Chairman for the civic year 2020-21:**
Cllr R Patient nominated Cllr R Gardner. This was seconded by Cllr S May. There were no further nominations and Cllr R Gardner was nominated as Chairman with all Members in agreement.
- 2. To elect a Vice Chairman for the civic year 2020-21:**
Cllr R Gardner nominated Cllr R Patient as Vice Chairman. This was seconded by Cllr S May. There were no further nominations and Cllr R Patient was nominated as Vice Chairman with all Members in agreement.
- 3. Apologies for non-attendance at meeting:**
Cllrs T Manyika and Mrs N Shaw had given apologies.
Members **received** the apologies tendered.
- 4. Declarations of any:**
 - a) **Disclosable Pecuniary Interest;**
 - b) **Other Pecuniary Interest; or**
 - c) **Non-Pecuniary Interest****on any matter on the agenda for 26th November 2020:**
None were declared.
- 5. Public Forum:**
No members of the public were present.
- 6. To approve the Minutes of the meeting held on 11th November 2019 meeting:**
The Minutes of the Meeting were **approved** and Members agreed to the destruction of the notes in respect of that meeting.
- 7. Action Update List – November 2020:**
 - 7.1 The Youth Working Group (YWG) had agreed to amend the Terms of Reference (ToR) in line with the comments set out in the Minutes. The amended ToR had not been received due to the Chairman of the working group's resignation from Council and the Coronavirus pandemic. The Clerk suggested that the group may wish to reconvene until the pandemic was over. Members noted there were no longer many Members on the YWG and **agreed** to disband the group until the next Civic year when a new group with more Members could be established.
Members **accepted** the Action Update List.
- 8. Financial Report – October 2020:**
The Clerk reported that the budget was on track.
There were no questions and Members **accepted** the Financial Report.

9. Agree General Purposes Budget 2021-22 (Bid 1) for recommendation to the Finance Committee:

Members noted the report which had been prepared by the Clerk. Cllr R Patient informed Members that historically Council had a work programme every year and that gave Members an opportunity to discuss new projects. He noted that this no longer happened and enquired why. A work programme described by Cllr R Patient had not occurred in the Clerk's time, but the Clerk encouraged Members to put forward new initiatives, noting that there was nothing preventing them from doing so at any opportunity. Cllr R Patient also raised concerns about the Precept levels going forward, erring on the side of caution about keeping the precept too low. It was noted that Council had one of the lowest Precepts in the District.

The Clerk informed Members additional monies had been allocated to the Health & Safety Equipment & Maintenance budget (proposed increase of £3,800 from 2020-21 to £8,000) to allow for an additional new defibrillator and any potential costs from the Coronavirus pandemic fallout.

Members discussed having a contingency budget in case Council took on new Members and they wanted to start new projects/initiatives. Chairman R Gardner felt this may be a way to encourage new Members. Cllr R Patient felt that Council were not taking on any new projects and had not done so for some time. The Clerk reminded Members that the Street Lighting Project, which had run over the last three years, had seen all the Parish streetlights converted to LED lights. This had been a substantial project and had been completed in September. The Clerk reminded Members of the Fiscal Policy and of the importance of costing out proposed initiatives/projects; it was agreed that Members start to consider new projects and a working programme, as described, next year to allow time to plan and cost out such proposals prior to the budgeting round. The Clerk also advised Council currently had high General Reserves and that it was not prudent to add surplus monies to budgets as a general contingency.

Chairman R Gardner suggested adding monies to allow for charitable causes given the fallout of the Coronavirus pandemic. The Clerk reminded Members that the Grants budget fell under the Finance budget and not General Purposes.

Cllr Mrs M Weir enquired if an allocation to an events budget should be made but it was agreed any new events in the following year would be unlikely given the pandemic. It was noted that there were funds allocated for a defibrillator community event which had been unable to take place in 2020 due to the Coronavirus pandemic.

Members **agreed** to the 2021-2022 budget proposal report set out by the Clerk with a few amendments. These were to keep the Street Lighting Equipment and Maintenance budget at £3,500; to increase the Grounds Maintenance Street Scene budget to £1,000 from £500; and to further increase the Equipment & Maintenance budget for Health and Safety from £4,200 to £9,000.

Members **agreed** a total General Purposes budget for recommendation to the Finance Committee of £29,200 for 2021-22.

10. Agree Youth Budget 2021/22 (Bid 1) for recommendation to the Finance Committee:

Members agreed a Youth Budget of £1,500 for 2021-22 for recommendation to the Finance Committee.

- 11. Consider scheme to be put forward to Local Highways Panel (LHP) for 'Information' sign at junction of Thorpe Road/Main Road:**
Members agreed to support the scheme.
It was noted there currently was no County Councillor in post, but that Cllr Steptoe would be able to assist in the interim. The Clerk would set the wheels in motion.
- 12. Christmas Parcels Working Group:**
a. Receive notes of Meeting held on 19th October 2020;
Members received the notes of the Meeting held on the 19th October 2020.
b. Receive notes of Meeting held on 4th November 2020.
Members received the notes of the meeting held on the 4th November 2020.
The Clerk informed Members that all the biscuits for the Christmas Parcels initiative were now in the office. Cllrs Mrs N Shaw and Mrs M Weir were labelling all the cards and work on the distribution list would be taking place the following week; Members willing to deliver would be contacted soon. Cllr Mrs M Weir requested that the deliverers would need to ensure the cards would be secured to the biscuits in case of doorstep deliveries.
- 13. Street Light Upgrade Project: Verbal update from Clerk:**
The project had been completed in September and all Parish streetlights were now LEDs. There would be a reduction in energy costs, and it was acknowledged the contractor had done an excellent job. Thanks were given to the Clerk.
- 14. Youth Working Group (YWG) – receive Minutes of the Meeting held on the 7th October 2019:**
Members received the Minutes of the YWG for the meeting held on the 7th October 2019. Members again **agreed** to disband the group until the next civic year. (Minute 7.1)
- 15. Community Engagement Working Group (CEWG) – receive Minutes of Meeting held on 9th March 2020:**
Members received the Minutes of the CEWG for the meeting held on the 9th March 2020. Members noted there were only a few people left on the CEWG and **agreed** to disband the group until the next civic year.
- 16. Summary of Decisions:**
- Cllr R Gardner elected as General Purposes Committee Chairman for 2020-21.
 - Cllr R Patient elected as General Purposes Committee Vice Chairman for 2020-21.
 - YWG disbanded until next civic year.
 - GP budget of £29,200 for 2021-22 agreed; to be passed to Finance Committee for recommendation.
 - Youth budget of £1,500 for 2021-22 agreed; to be passed to Finance Committee or recommendation.
 - Work around proposal of new projects/initiatives to be carried out in Summer to allow suitable time to cost out and plan for new projects to feed into budgeting round.
 - Members supported LHP scheme for 'Information' sign at junction of Thorpe Road/Main Road; Clerk to start the process.
 - CEWG disbanded until next civic year.

The Chairman declared the meeting closed at 2:06pm

Chairman