



Minutes of a Meeting of the Finance and General Purposes Committee held at the Eco Hub, Stocks Lane, Gamlingay on Tuesday 28th March 2017 at 7.45pm

Present: C Smith (Chair) and councillors P Webb, J McGeady, A. Foster, S Groom (delayed). Clerks L Bacon and K Rayner, and Cllr G Burne. Six members of the public were present.

1. To receive apologies for absence – SG (delayed)
2. To receive declarations of interest from councillors on items on the agenda.-None
- 2.1 To receive written requests for dispensations for disc losable pecuniary interests (if any)
- 2.2 To grant any requests for dispensations as appropriate. None received
3. **To resolve** to approve and sign the Minutes of the F&GP meeting held 28th February 2017 –**resolved** and to note the Full Council minutes of 14th March 2017 –**noted** and to consider any matters arising. i. Response to letter sent to Stephen Kelly – Joint Director of Planning and Economic Development at SCDC regarding plot permissions outside the village-meeting arranged on 10th April, member/s of the Planning Committee will attend. Blythe Way card of thanks was received in relation to grant award. Quotation for replacement shed roof- agreed option A (Clerk to contact both contractor and asbestos firm) Northfield Close- report on the meeting was received (to be circulated).Self- seeded large tree was discussed-referred to Full Council.
4. To receive any representations from Members of the Public and Press relating to items of business on this agenda during a ten-minute Open Forum. Item 6.1 (v) was brought forward as 6 members of the public representing Sunshine Preschool were present.
 - 6.1 v.WI hall – i. Sunshine Preschool-rent arrears- Cathy Swinburne (Chair) introduced Sara Mead (Treasurer), and advised current roll was 26 children which will drop down to 15 in September. They have 11 2 year olds and 15 3 year olds. Staff ratios are 1 to 3 for 2 year olds and 1 to 8 3 year olds, although Sunshine run 1 to 6 ratio for 3 year olds. Government funding is not monthly-payments are in August, November, December, March April and June. Cash flow issues in October. Funding rate from Government increasing from £4.04 to £5.41 per hour for funded children. Non funded children currently charged at £4 per hour. CS advised that the accounts provided show Sunshine is not a viable business. The parish Council is merely the landlord and not the responsible body to provide early years education. Rent is currently 9 months in arrears totaling £7,144.20. CS advised the Parish Council have a duty to collect rental income from the hall, if this does not happen the burden falls on tax payers of Gamlingay. Cathy S compared Rainbow Preschool rents- Rainbow were sustainable (according to accounts filed with the Charity Commission). Sunshine stated they could not afford their rent which is £200 per month more than Rainbow. LB and JMcG pointed out that the accounts Sunshine had provided to the parish council showed no expenditure on rent. Sunshine said this was their error. JMG and LB pointed out that these accounts show that ,even without paying rent, Sunshine was still making a loss of around £150 each month, so the business is not viable. LB noted that some income streams, such as fundraising, did not appear on the accounts provided. CS stated that premises costs is a core outgoing which needs to be accounted for in any business. Cathy S advised that other charity preschools pay no rent for premises, and that Sunshine’s rent was unduly high. SG arrived at the meeting. A Sunshine representative said that Sunshine would have to close with a loss of 2 year olds access to preschool . LB asked for details of current balance – last complete year accounts show £11k at end of year. S mead said Sunshine currently have £4k balance, but that income of £10k and then £5k are expected for summer term, but this would be needed to pay staff. CS pointed out that a secured premises was the priority for a business. Sara Mead advised that they would look at the numbers to see what they could afford. Cathy S advised that more early years places are required not less-what happens to the children? County Council is the responsible



authority-not the Parish Council. Increase to 30hours funding will increase demands for service. Cathy S advised of grants that Sunshine have received from the Parish Council- 2015- and £400 in 2016-used to buy tablets for children's use. Telephone Line- costs prohibitive due to asbestos. LB asked for clarification on number of hours used annually- currently 1323 hours (over 38 weeks), but divided equally over the year. Sunshine asked for this arrangement (the same as Rainbow) some years ago in order to set up a direct debit for the rent. This worked for a while. Cathy S said she had no knowledge of this – the Committee changes regularly. CS asked Sunshine what their proposal was regarding rent arrears and ongoing rent – what can they realistically afford to pay? No proposal or figures were provided. S Mead asked for Council support. CS offered to assist with analyzing figures when he is able. Cathy S-other preschools have lower rents , use school premises or are businesses. Cathy S advised she would speak with PLA, legal advisers and the County. CS advised until rent arrears is paid, the Council will not reconsider rent levels set. LB asked that hours of use are checked and clarified, so revised invoice can be made if necessary. Cathy S advised she would look into whether they can afford to pay the money right now and how much they can afford ongoing – LB advised this information was needed for Full Council on the 11th April.

6 members of the public left the meeting. G Burne left the meeting.

5. **Finance:**

5.1 **Resolved** to approve the following:

- i. Payments required
 - ii. Bank reconciliation Feb 17
- 5.2 To consider grant applications received – Resolved to award £100 to Avenalls Way OAP group, £100 to Autism Bedfordshire , noting currently assisting 3 local families and £50 to Blythe Way lunch club, noting £50 previously awarded to Blythe Way Bingo Club.
- 5.3 Application to GrantScape for new footway provision and estimated outlay. Noted and resolved to approve potential outlay.
- 5.4 Application to RDP for business app – Resolved to apply for 100% funding without advertising. Noted app could be self funding in future if take up is good. Income generated could cover staff time required to administer. PO to check if grant submitted for 3 or 5 years costs.
- 5.5 Resolved to renew annual of membership of ACRE

6. **General purpose**

6.1 Recreation spaces/community buildings

- i. Cinques – i.progress on new lease. Noted Wildlife Trust have received suggested additions for inclusion ii. Response from highways regarding drain works. Noted, Clerks to respond that no changes to responsibility have occurred since highways drain was put in.
- ii. Millbrook meadows – to note number of trees marked for removal. Now removed.
- iii. Butts playground – to note quotation request for further painting and upcoming ROSPA inspection in April. Quotation not received, Rospa noted.
- iv. Old Methodist Chapel – Cost detail breakdown feasibility study. Noted supplied to inform S 106 discussions. Resolved not to proceed with tile replacement at present but to seek a structural check from an expert to assess stability/safety of delaying works. Resolved to continue to pursue S106 funds for improvements to hall.
- v.WI hall – i. To note response sent to Sunshine requesting meeting to discuss financial matters and to arrange meeting. Discussed earlier.
- vi. Cemeteries and churchyards i. War Memorial – noted recommendation for Grade 2 listing ii. New path St Mary's – progress. Noted, positively received by residents.
- vii. Eco Hub - i. Plaza – request for booking for charity fire walk. resolved to approve.

6.2 Highways

- i. Church St Parking scheme – no update

6.3 Risk Assessment



- i. Vehicular access to public open spaces policy. Resolved to approve noting emergency and maintenance vehicles are exempt.
- 6.4 Publications and communications
 - i. Annual Parish Meeting – to resolve agenda items – suggestions – Neighbourhood Plan, Police. SG will present on NHP with assistance from KR. JMG asked for inclusion of Speed Watch update and NHW scheme.
- 6.5 South Cambs District Council Dementia Action Alliance – request from District Councillor B Smith. Noted Library Manager is attending training – as both Hub and GPC employee.
- 6.6 Neighbourhood Watch – to note offer by Cllr M Brown to become coordinator for a new Gamlingay scheme. Received with thanks, Council hopes this will be well supported.
- 7. Staff and Councillor matters.
 - i. Cambridgeshire Pension fund – noted contribution rates as expected.
 - ii. New annual contract to replace zero hours contract from 1.4.17. Clerks to seek advice on whether specific annual contract is required as model one has clauses that are irrelevant.
 - iii. To discuss future membership of LCPAS/CAPALC and to note minutes of Chatteris Town Council discussing this matter. Resolved to remain with LCPAS at present noting substantial cost saving.
- 8. Routine Correspondence – available in the office. NALC note on continuing austerity. Noted.
- 9. Items for the next meeting – Sunshine Pre School rent arrears proposal.
- 10. Dates of next meetings noted: -Planning and Full Council Tuesday 11th April 2017, APM 28th March 2017, next F and GP 23rd May 2017.
- 11. Record Closure time of meeting. 9.35pm

Signed.....

Dated.....