



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

Present: C Smith (Chair) and councillors P Webb and J McGeady. Clerks L Bacon and K Rayner.

1. Resolved to receive apologies for absence from T Goss, S Groom and A Foster.
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.
3. **Resolved** to approve and sign the Minutes of the F&GP meeting held 24th January 2017 and to note the Full Council minutes of 14th February 2017 and to consider any matters arising. i. Employers contributions - pension information. Noted P Webb to visit office to request further detail. ii. updated Annual Investment Strategy. Noted. iii. Annual grass cutting contract review notes. Noted Football aware that some items are "one off" and funding will need to be found for more pitch improvements. Noted Clerk used emergency powers to incur expenditure to clear fallen tree. Other matters arising – from full council – PO requests permission to incur expenditure of £275 for Highways survey of WI site in order to move forward with her investigations. Resolved to approve. Cemetery shed roof – resolved to seek additional quotation for replacement as appointed contractors have not started work despite significant time lapse and reminders. Northfield Close site meeting – TG and PW can make Saturday morning in March (from second Saturday).
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. **None present.**
5. **Finance:**
 - 5.1 **Resolved** to approve the following:
 - i. Payments required – as per updated schedule presented.
 - ii. Bank reconciliation Dec 2016 and Jan 17
 - 5.2 To consider grant applications received. Resolved to award £250 to Gamlingay and Gransden Scouts towards Kent Jamboree, £831.90 to WI for 16 months of meetings in the Eco Hub. WI to be advised that any further meetings or space will require separate funding applications. £50 to Blythe Way Bingo club for coach costs for outing. £111 to EACH for music therapy and bereavement support and £100 for this year towards the work of Cambridgeshire Hearing Help. Resolved to defer application from Blythe Way lunch club as it is for general running costs – Clerks to suggest they reapply with a specific project and detail of costs. Autism Bedfordshire – deferred for information about how many families locally benefit from service. Sunshine Pre-School – not supported. Noted letter regarding rental arrears and funding situation from Chair of Pre-School will be considered at next Full Council.
 - 5.3 To note interim internal audit visit 24th Feb 17. Noted.
6. **General purpose**
 - 6.1 Recreation spaces/community buildings
 - i. Cinques – response from Wildlife Trust to suggested new lease arrangements. Noted draft lease now received – will be presented with report to Full Council. Disposal will need to be re advertised as lease is over 7 years.
 - ii. Millbrook meadows – Risk assessment report. Noted, JW will discuss with Friends group which areas can be covered.
 - iii. Butts playground – progress report on landscaping works. Tree issue, vandalism and broken drain cover – actions taken. Noted contractors have inspected cankerous limb and will remove in summer. Drain – partial collapse of top of clay soak away pipe exposed during clearance work on bank- noted made safe with concrete slab. Vandalized see saw seat now repaired by grounds man.



- iv. Old Methodist Chapel – minutes of management group meeting. Noted heating engineers have visited and problem is resolved.
- v. WI hall – minutes of management group meeting. No attendees – asbestos inspection done by Clerk. Meeting to be rescheduled.
- vi. Cemeteries and churchyards
 - i. memorial bench requests x 2. Noted one is no longer wanted. Andy Knibbs memorial bench – suggested location bottom of St Mary's field overlooking block bridge. Hard wood preferred.
 - ii. New path St Mary's – specification, costs and funding ideas. Resolved to accept quote from J and P Plant for 1.5m path to facilitate occasional vehicular access to maintain hedge. Funded from current cemetery paths budget (originally earmarked for Stocks Lane cemetery paths). Will replace funding in future budget. Resolved to pursue relocation of public footpath – cost in region of £5k To be funded from S106 transport scheme budget remainder 16-17 or reserve of same depending on timing of invoicing. St Mary's churchyard – to comment on proposals for improvements. Resolved to approve proposals but pass on advice that cyclamen carpet may not thrive under Yew. Proposer to provide sketch of location of benches to inform grass cutting contractors and St Mary's to be responsible for any additional strimming/close cutting around or under benches if normal contracted cuts are not considered sufficient.
 - iv. War memorial – invitation to comment on proposed listing. Noted, no comment.
 - v. Boundary treatments St Mary's cemetery – suggestions from adjacent landowner.
 - vii. Eco Hub -
 - i. Plaza – information on liability for outdoor events. Noted liability lies with hirer.
 - ii. Minutes of PCLC on 23rd January. Noted verbal report given at last meeting.
 - lii. Snagging – completion of phase 2 and retention release. Anticipated request will be received in next few days.
- 6.2 Highways
 - i. Church St Parking scheme – update on progress and funding. Noted Kier have received update and copied drawdown request to Merton.
 - ii. County Council – Drove road safety improvements update. Noted.
 - iii. Speed watch – notification of new coordinator. Noted. Clerks to write formally to thank outgoing coordinator and welcome new one.
- 6.3 Neighbourhood Plan update
 - i. Policy training – BS/KR and GB attended quite useful session.
 - ii. Task and finish group – second session more productive than first.
 - ii. Single dwellings in open countryside (planning committee). Resolved to approve Clerk (KR) to write to SCDC and CCC to express Council's concern about cumulative effect of recent increase in approvals for single dwellings in the open countryside with no community benefits attached.
- 6.4 Risk Assessment
 - i. To receive any reports (due quarterly Jan/April/July and Oct). Clerk to send reminder prior to April meeting.
- 6.5 Publications and communications
 - i. Minutes of Publications Committee meeting 24th Jan 17. Noted submission sent for April.
 - ii. New website – training update and official launch date. Now up and being populated with documents. Training undertaken. Official launch imminent.
 - iii. Annual Parish Meeting – suggestions for topics. Development – with input about NHP and Local Plan.
- 7. Staff and Councillor matters.
 - i. Invitation from Cambridgeshire Pension fund for an employer representative. No volunteers.
 - ii. Staffing meeting 27th Feb – verbal update. Noted one recommendation going to Full Council in March.



8. Routine Correspondence – available in the office. Noted. E-cops notification of community safety day March 18th at SCDC and dates of Neighbourhood Panel meetings. All noted.
9. Items for the next meeting. None.
10. Dates of next meetings: -Planning and Full Council Tuesday 14th March 2017, F and GP 28th March 2017. Resolved to approve moving 24th October meeting to the 7th November.
11. Record Closure time of meeting – 21.26

Signed.....

Dated.....