

GAMLINGAY PARISH COUNCIL
This meeting may be filmed¹

Dear Sir/Madam

Notice is hereby given that a **Meeting of the Finance and General Purposes Committee** will be held at the **Eco Hub, Stocks Lane, Gamlingay** on **Tuesday 23rd May 2017 at 7.30pm** All members of this Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder: -

Dated this 17th Day of May 2017
Mrs. K Rayner /Mrs L Bacon - Clerks

BUSINESS TO BE TRANSACTED

1. To elect a Chair/Vice Chair
2. To receive apologies for absence
3. To receive declarations of interest from councillors on items on the agenda.
- 3.1 To receive written requests for dispensations for disc losable pecuniary interests (if any)
- 3.2 To grant any requests for dispensations as appropriate.
4. **To resolve** to approve and sign the Minutes of the F&GP meeting held 28th March 2017 and to note the Full Council minutes of 9th May 2017 and to consider any matters arising.
5.2 Thanks for grant from EACH.6.1 vii. Charity fire walk moved venue
5. 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.
6. **Finance:**
- 6.1 **To resolve** to approve the following:
 - i. Payments required and to approve list of direct debits on account
 - ii. Bank reconciliation March 17 and confirmation/sign off of end of year petty cash balance.
- 6.2 End of financial year 31.3.2017. Internal audit report. Accounts and Annual Return – to resolve recommendation to Full Council. Grants awarded summary.
- 6.3 Cambridge water business – to note application for combined billing discount
- 6.4 Scribe accounts – to consider feedback on free trial and consider purchase of software at £385/annum.
- 6.5 Debtors report – to note part payment of rental arrears and grant application submitted by debtor to County Council to cover remainder. To note revised invoices from 1.4.17 based on hours and dates provided. To resolve any actions required.
- 6.6 Financial Regulations – Annual review. Suggested amendments for consideration.
7. **General purpose**
- 7.1 Recreation spaces/community buildings
 - i. Cinques - any update on lease.
 - ii. Millbrook meadows - ROSPA report
 - iii. Butts playground/BMX/Skatepark/Plaza – ROSPA reports
 - iv. Old Methodist Chapel – window work scheduled in summer
 - v. WI hall – to arrange management group meeting
 - vi. Cemeteries and churchyards i. War Memorial – Remembrance Day to confirm permission that dogs are allowed on hard standing areas excluding central path.
 - vii. Hub – Minutes of PCLC meeting 24th April 2017
- 7.2 Highways
 - i. Church St Parking scheme – update

¹ Further information available at www.gamlingay-pc.gov.uk



- 7.3 Risk Assessment
 - i. Cemeteries and Churchyards April 2017
- 7.4 Publications and communications
 - i. Review of social media engagement.
- 7.5 South Cambs District Council – to note any items
- 8. Staff and Councillor matters.
 - i. Cambridgeshire Pension fund – voting forms for new employer representative
 - ii. Invite to councillors to attend Scout AGM
- 9. Routine Correspondence – available in the office.
- 10. Items for the next meeting
- 11. Dates of next meetings: -Planning and Full Council Tuesday 13th June 2017. next F and GP 27th June 2017.
- 12. Record Closure time of meeting