



GAMLINGAY PARISH COUNCIL

Minutes of a Meeting of the Finance and General Purposes Committee held at the Eco Hub, Stocks Lane, Gamlingay on Tuesday 26th September 2017 at 7.30pm

Present: C Smith (Chair), S Groom, J McGeady, P Webb, T Goss and A Foster. Clerks L Bacon and K Rayner.

1. To receive apologies for absence. None.
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.
3. **Resolved** to approve and sign the Minutes of the F&GP meeting held 25th July 2017 and to note the Full Council minutes of 12th September 2017 and to consider any matters arising. Noted work commenced today on first section of Chapelfield bollards.
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
 - ii. Bank reconciliations June, July and noted August to follow 2017
 - iii. Quarter 1 budget report – updated. Noted new Scribe report format
 - iv. Business debit card application. Clerks to query whether Co-op can set limit to drawdown on card to satisfy financial regulations.
 - 5.2 To review insurance cover and consider quotations for renewal. Noted recent review of cover was completed. Resolved to enter into long term (3 year) agreement with Zurich to include motor cover. Current insurer has given good service but quotation from Zurich represents a saving of over £1000 for comparable cover.
 - 5.3 Debtors report – Final invoice sent to Sunshine Pre-School noted. No liquidator has been appointed by the Charity – the Committee is dealing with outstanding debts.
6. **General purpose**
 - 6.1 Recreation spaces/community buildings
 - i. Chapel Field –revised quote for wooden posts for consideration. To note detail of positioning of posts to avoid access issues for residents. Revised quote accepted for additional section of posts. Noted that design of estate road means some residents have to reverse off drives. Agreed that posts adjacent to this section will be set further back so as not to impede access.
 - ii. Cinques Common lease with Wildlife Trust – latest. Awaiting response regarding query about conflict of wording in draft lease with Town and Village Green designation of the area.
 - iii. Cemeteries and Churchyards. i. Risk Assessment. Noted comprehensive report from GB. Repair to wall - previous contractor has been contacted to provide quotation. ii. New cemetery – order and cost of new Euro bin noted.
 - iv. Hub – waste water bill query. Lack of waste water charge will be referred to PCLC to note.
 - v. Millbrook meadows – request from Guides to bury time capsule. Agreed – but exact location to be determined. Damage to fence following road traffic collision. Clerk to contact Police for insurance details to claim.
 - 6.2 Highways
 - i. Church St Parking – to resolve how to revise scheme to fit funding available. Noted funding is around £10k short. TG felt contribution towards Cross Car Park should be revised in light of proposed move of First School – less parents needing to park. It has



previously been resolved to include 50% costs of resurfacing car park with agreement that signage is erected to clarify that this is public parking. Element of bringing Emplins access road to adoptable standard represents significant percentage of overall scheme cost. GPC does not own this road, nor does it have maintenance responsibility for it. Requirement for GPC is for road to provide additional access to new cemetery. Minimum works to entry point near gate would satisfy this requirement, albeit the remainder of the road is currently in a poor state of repair although passable. Repair to adoptable standard would be advantageous in long term to the landowner (Merton) and to GPC. Resolved – to contact Merton college to ask for contribution of £10k to secure works to bring Emplins access to adoptable standard within the scheme as preferred option. If this additional funding is not agreed, then the level of intervention on works to the access road will need to be revised.

li Footpath diversion St Mary's – progress report. Noted no objections to consultation. Assurances given to CCC that GPC will maintain the hedge adjacent to the footpath.

iii. Bus stop improvements – Agreed use of community transport S106 to fund proposals.

iv. Highways depot open day notification – to book places. None required.

6.3 Publications and communications

i. Christmas lights – approved letter to businesses. Agreed Quotation for additional festive sockets – from allocated reserve for Christmas lights with understanding that fundraising will try to recoup this and to note purchase of 2 additional lights from 2017-18 budget.

6.4 South Cambs District Council – to note any items. Mental wellbeing in the community event. Noted.

7. Staff and Councillor matters. No items.

8. Routine Correspondence – available in the office. Agreed to request for letter to support grant funding application by Woodview Farm shop

9. Items for the next meeting – Grant applications. Noted.

10. Dates of next meetings noted: -Planning and Full Council Tuesday 10th October 2017. next F and GP 7th November 2017. Date for proposed public meeting re Green End large scale planning application 5th October.

11. **Resolved closure of Meeting.** In accordance with section 1(2) of the Public bodies (admission to meetings) Act 1960 in view of the confidential nature of the business to be transacted at item 111 iii. It is advisable in the public interest that the public and press are temporarily excluded from the meeting and asked to withdraw.

i. Project Officer update on WI hall disposal. Noted satisfactory answers to questions raised at Full Council. Resolved to take this expert advice and proceed with appointment of Cheffins to handle disposal. Terms and Conditions to follow. PO to be asked to find out timescales for submission – this should be in the name of GPC to qualify as being free of charge.

iii. Staffing matters – resignation of one cleaner and offer of new contract on reduced hours to other. Agreed to accept resignation from S Clarke and to offer new contract for 9.75 hours to K Woods.

12. Record Closure time of meeting 9.10pm.

Signed.....

Dated.....