



## Minutes of a Meeting of the Finance and General Purposes Committee held at the Eco Hub, Stocks Lane, Gamlingay on Tuesday 28th November 2017 at 7.30pm

Present: Chair C Smith, Councillors A Foster, P Webb, J McGeady, J Wright, S Groom and K Warburton.  
Clerks L Bacon and K Rayner.

1. Resolved to receive apologies for absence from councillors A Goss, T Gurney, D Finnigan and M Brown.
2. To receive declarations of interest from councillors on items on the agenda. S Groom personal non-pecuniary as trustee of Forward Gamlingay and as employee of GCC Ltd.
- 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 7<sup>th</sup> November 2017 and to note the Full Council minutes of 14th November 2017 and to consider any matters arising. Thanks for grants received from Magpas and Blythe Way Bingo group. 5.2 Tree survey now completed. 6.3 i No response yet from Merton on request for additional funding towards Church Street improvements. 6.4 i £1080 now raised towards Christmas lights with additional donations of all the materials for the craft session and a waterproof box for the lights. Lilights put up by volunteers last Saturday. 6.4 ii No response to date to on clarification on FOI request – on hold.
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.
5. Finance:
  - i. To consider draft budget and resolve recommendation to full council on precept level 2018-19 after consideration of the following;

For the benefit of new councillors, Clerk LB explained that it is not lawful to set a precept unless a budget has been prepared and approved. The finance committee consider a draft, then make recommendation to Full council which resolves to approve the budget and the level of the precept

- Staffing Committee recommendations 27.11.17. Resolved to approve recommendations and noted these have been incorporated in draft 1.
- Reserves policy and update. Resolved to approve both the anticipated level of unallocated reserves as within good practice limits and the proposal to add £7k to allocated reserves and move £41 290 (primarily S106 funds) to be spent in 2018-19. Noted that S106 funds are time limited and must be spent on the specific project identified.
- 3 year plan 2017-2020 update. Noted all recommended additions to reserves and budget have been incorporated in draft 1.
- Income charges review. Resolved not to increase St Mary's field cemetery charges – only opened last year. To increase Stocks Lane cemetery charges by 3% rounded to nearest 50p – not increased for last two years. Other charges – Noted removal of WI income charges. Old Methodist Chapel rent increased last year as agreed following installation of new heating system. No increase. No increase on any other charges.
- Funding request - Forward Gamlingay!. Request £7290. SG explained that this represented base costs. KW asked if funding was available elsewhere – perhaps sponsorship. SG explained that funders did not support core costs. Youth work used to be paid for by County Council but was withdrawn and FG! took over with



the financial support of the Parish Council. JW said this had made an impact on reducing anti-social behavior in the village. Around 60 children attend sessions. Volunteers help with running sessions. Grants are sought for equipment/outings and training.

- Estimated Tax base adjustments – SCDC. Noted small increase in number of band D properties. Resolved – no response to the consultation on payment timings for precept, these are acceptable.
- Latest on automatic referendum principles – LCPAS. For information. Noted.
- Impact on Band D Council tax - 2018-19. Noted draft 1 represents a band D charge of £137.64 per annum.

Draft budget version 1 was considered. Clerk LB explained each budget line assumption in detail.

WI hall – assumed income based on lowest estimated return on sale. Capital receipts are restricted in use, for e.g. discharge of debt. Has been allocated to part repay PWLB loan, reducing annual repayments by an estimated £12K.

Playground - £10 290 from Annual Reserves (S 106) could go towards skatepark renewal. No input to annual reserve for this category this year – potential for receipt of small S106 contributions on new developments.

Office equipment – £1.5k of allocated reserve to be spent on IT renewals in 2018-19. KW asked if old desktop could be utilized elsewhere – potentially the library.

Election – if contested will cost around £3k, but if not, unspent funds can be moved to reserve for next one.

Insurance – new policy represents saving of around £1k (3-year term).

Grounds maintenance - £3500 of remaining S106 Open Space contributions to go towards purchase of electric vehicle at end of lease period. Service contract cost also included in budget.

Grass cutting – tenders will be opened mid Dec. Draft 1 of 18-19 budget assumes a small increase, but specification or budget may need to be adjusted following consideration of tenders received.

Church Street improvements - £250k of external funding anticipated. Scheme may need to be revised if request for additional funding from Merton is not supported.

Community Transport - £36k of S106 funding moved to be spent 2018-19 on scheme yet to be defined. Funding is time limited and must be spent.

Old Methodist Chapel – allowance made in budget for some roof works if necessary (£5k)

Eco Hub - £21k towards ongoing sinking fund. GCC predict a small profit but not sufficient to provide input to sinking fund this financial year. No revenue support funding required.

St Mary's field cemetery – retention payments of around £2k still to be paid.

Allotments – if any expenditure required, GAGA will provide funding from rent receipts.

Grants – has been reduced over last few years. Local groups now generally apply for small grants, no reduction in applications has been noticed. £2500 in 18-19 budget.

GPC's has a commitment to provide grant to WI for meeting space in perpetuity. Around £600 per 18 months, equates to cost of WI hall hire, difference in cost of hiring Kier Suite is met by WI – will be due Oct 18.

Neighbourhood Plan – will seek further external funding, but £2200 budgeted from precept for 18-19.

Info and Communications – Income of £4500 and expenditure of same to account for final grant claim on business app.

Contingency – remains at £2k.

Resolved – to recommend that Full Council approve the budget draft 1, with a precept of £199 202, a 1.67% increase on the Band D charge for the previous year. Noted that adjustments may need to be considered following receipt of response from Merton to



request for additional funding for Church Street improvements and the opening of grass cutting tenders next month.

**ii. To resolve** to approve payments required. Voucher numbers 292 to 330 were approved. Noted error on voucher for payment to HMRC on previous list – should have been £1096.47 not £1969.04.

6. **Other matters for resolution:**

- 6.2 PCLC Minutes 13.11.17. Noted verbal report had been made at Full Council outlining possible solution to roof leak.
- 7. Items for the next meeting
- 8. Dates of next meetings: -Planning and Full Council Tuesday 12<sup>th</sup> December 2017, F and GP 23<sup>rd</sup> January 2018. Noted.
- 9. Record Closure time of meeting. 8.25pm.

Signed.....

Dated.....