



GAMLINGAY PARISH COUNCIL

This meeting may be filmed¹

Minutes of a Meeting of the Finance and General Purposes Committee held at the Eco Hub, Stocks Lane, Gamlingay on Tuesday 25th September 2018 at 7.30pm

Present: Chair P Webb, Councillors S Jones, J Newman, S Martin, M Brown and C Smith (ex officio) Clerks L Bacon and K Rayner and 0 members of the public.

42. To receive apologies for absence -None
43. To receive declarations of interest from councillors on items on the agenda.
- 43.1 To receive written requests for dispensations for disc losable pecuniary interests (if any)
- 43.2 To grant any requests for dispensations as appropriate-None received
44. **To resolve** to approve and sign the Minutes of the F&GP meeting held 24th July 2018 - **Agreed and signed**. Full Council minutes of 11th September 2018- noted and to consider any matters arising- Q1 Budget update- LB advised budget allocations had now been apportioned more accurately on Scribe- payments variance now +1,468 for the quarter. CS reported facebook postings in relation to Recycling Day- LB to investigate Cllr Smith facebook page and report back.
45. 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
46. **Finance:**
- 46.1 **To resolve** to approve the following:
 - i. Payments required – **Agreed payments 190-213**
 - ii. Bank reconciliation July 2018 – **Checked, agreed and signed**, cash book checked.
 - iii. To note external Audit clarification on assertion 4 on AGS 2017-18- explanation accepted/noted.
 - iv. Final internal auditors report to note. Matter raised-Financial Regulations- Clarification of banking procedures (electronic) – **Appendix A was agreed and recommended adoption at Full Council.**
 - v. Annual review of Investment Strategy-Noted only one account due to limited s.106 funds held -expenditure mainly in 2018-19. Cash card now being investigated as an alternative to clerks/members of staff having to use their own personal accounts to purchase Parish Council items online.
47. **General purpose**
 - i. **GDPR and Local Council Award Scheme**- new policies for consideration:-
 - a) Information Protection Policy-**Agreed for adoption**, b) Grant Awarding Policy -LB found a good example including a section on public accountability/transparency in relation to voluntary groups being awarded funds. LB to include similar section and bring further draft to next meeting. c) Training policy- **Agreed, refer to full council for adoption.**
 - ii. **Community Buildings**
 - a) Minutes of PCLC meeting 17-09-18-Report of upbeat meeting and considerations of budget loss likely to result from the loss of the nursery to projected figures (Currently a £9k loss). Fuller picture (10 months of accounts) and request for funds to be made by November Precept meeting.
 - b) Sunshine Preschool- debtor correspondence- payments and receipts still being made-further review in February 2019.

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



iii. **Recreation Spaces**

- a) Proforma for purchase of grounds mans electric vehicle and service contract- **Agreed purchase, query check VAT level.** Servicing- further enquiries to be sought from fork lift contract services in local area. Lift Safe quotation seems high- visual check, not service offered as part of contract. To be referred to FC October for a decision.
- b) Remembrance Day- Brownie display-tribute location-**Further request for display to be draped over raised planter bed sides-Agreed.** To be removed 2 weeks after the event.
- c) Skatepark- proposal for repair- repair possible- LB to pursue detailed quotation and report further. Some s.106 monies available this financial year- repair could enable park to remain for further 15 years.
- d) Rospa- repairs list- quotation CPM Playgrounds Ltd -**noted**

48. Cambridgeshire County Council

48.1 Highways

- i. Church St Parking scheme – final details and start date 6th October 2018- **Agreed proposals items 1-4 to be included in works contract to improve parking on Church St.** Works planned to commence 8th October. Plans to be advertised/made available for viewing in the Eco Hub. County leaflets to be reviewed before distribution if possible. Patching work to the highway to be conducted separately to this contract by Cambridgeshire County Council.
- ii. CamBedRailRoad presentation- Further meeting is not required at present. Full public meeting is to be held once Central Government formal consultation on the preferred route is launched (2019).
- iii. Everton Rd footpath improvements- funding shortfall report and feedback- noted. Clerk advised without further £4k being found, County grant would be lost. LB to look at unallocated resources and report to next meeting.
- iv. Traffic Management Course- noted.

49. South Cambs District Council

- i) Review of Recycling Day and Paper caddy liners- supply at PC Office and costs- SCDC to advise whether can supply in October. Thanks to Gary and Tony for making the day such a success. Keen to make this a regular annual event. Banners in prominent places may be a good way of further publicizing the event.
- ii) S.106 Community Transport- remaining funds. JN advised keen to pursue support for the community medical transport scheme-run by volunteers. S.106 is mainly for capital projects, and can not be used for revenue/general ongoing costs. Alternative funding sources may be possible- GPC grants and external funding options. Volunteer manager to be invited to meet with LB to discuss needs and options.

50. Publications and communications

- i. Next meeting- November- to be arranged

51. Staff and Councillor matters.

- i. Defibrillator training- detail and costs (PW)- Training should be made available -PW felt this should be prioritized for residents and staff near the Eco Hub. Clerk to research whether there can be a further free training session arranged at the Hub.

52. Routine Correspondence – available in the office.

53. Items for the next meeting -None. SJ requested to add item for FC- Cinqes Common- email will be circulated. Extra F&GP meeting on 27th November for all Councillors.

54. Dates of next meetings: -Planning and Full Council Tuesday 9th October 2018. next F and GP 6th November 2018. Precept F&GP on Tuesday 27th November 7.30pm (all Councillors)

55. Record Closure time of meeting-8.57pm

Signed.....Dated.....