



Minutes of a Meeting of Gamlingay Parish Council ¹ held virtually on Tuesday 28th July 2020 at 7.45pm.

Present: Chair C Smith, Councillors P Webb, A Goss, T Gurney, J Wright, A Kirby, J Darcy, S Martin, W Boyne and K Warburton. Clerks L Bacon and K Rayner. 0 members of the public.

55. **Vote.** To accept apologies for absence. – B Petch, D Finnigan, A Foster- previous engagement. Apologies from Cllr S Kindersley and Cllr B Smith.
56. **Note declarations of interest from councillors on items on the agenda,** to receive written requests for dispensations for disclosable pecuniary interests and to grant any requests for dispensations as appropriate-None granted
57. **Note.** To receive any representations from Members of the Public and Press relating to items of business on this agenda during a fifteen-minute Open Forum.-None
58. **Vote.** Approve as a correct record the Minutes of the Meeting of 14th July 2020 **-Agreed** and to note minutes of F and GP 23rd June 2020-**Noted.**
59. **Note.** Any Matters Arising from these minutes-Item 17- Nationwide/Unity accounts-counter signatory cheque -CS has returned this and LB can now process. Item 19.1 GAGA Accounts have been received and distributed to all councillors. Awaiting response to offer of £413 towards fencing. Item 21.2-ROSPA- pack quotes from CPM Playgrounds-£2280 **accepted-work to be commenced as soon as possible (quiet period).** Repainting Toddler frame- further quotation to follow next year /Spring. Budget -CS asked where was funding from? LB stated if amount increases beyond budget could consider vires of FG! grant return to playgrounds budget line. There will be gaps in playground as two items are being removed.
60. **To receive reports on other Parish Council responsibilities and projects: -**
- 60.1 **Community Buildings**
- i. Eco Hub i. PCLC minutes 20.7.2020 and financial report. To resolve any recommendations and consider requests for drawdown of sinking fund- Report noted. Consider selling concrete cubes as they cannot be practically fixed to the ground and are a continued problem and health and safety risk. Resolved to invite offers via PC Facebook page. KW find out how much they cost-clerks to investigate Ensure if they are sold they are removed at own risk. Finances look OK due to grant received, 5 new trustees recruited to GCC Ltd- good news. Sinking Fund- work continuing to update this document- 3 drawdown requests presented at the meeting were approved (roof works, winding mechanism for light catcher, replacing pressure vessel in plant room) li. Resolve feature bench installation for Greensand Ridge walk.- Councillors discussed proposed design and location of proposed feature. Fencing in this location not appropriate and bench very close to the existing bench. Plain oak bench was preferred- examples were very ornate and not appropriate for setting. Councillors discussed the impact of the end of the walk on the carpark. Due to experiences with concrete boulders- a greensand boulder was not supported. Clerk suggested area by the

¹ This meeting will be recorded



three oak as a possible location/redesign of fencing. Feedback to be provided- design not really appropriate for the space /setting available- suggested site visit. Clerks to respond.

60.2 Recreational Spaces

- i. Recreation field – trees. Issues raised by neighbouring residents and actions - Black poplar has fallen adjacent to brook and competent person has now removed it. Further poplar may be unstable due to badgers set- area needs to be surveyed and tree inspected-Autumn tree works. 2 Residents have contacted about tree issues adjacent to Chapel fields open space and the recreation ground. Clerks to investigate and consider further actions required (health and safety only). Play area steps- clerk to chase week commencing. 10th August if they have not been installed by then.
- ii. First School Field. i Update on plans for future use. Clerk has chased for an update, and field is being cut , authorized by Gamlingay Football Club.
- iii. Gamlingay woods – vehicular access removal – response from Wildlife Trust to meeting request. No response received to date-KR to set up zoom meeting with representative of Wildlife Trust, CS,JW, PW, BS, Eleanor Jack once contact is made.

60.3 Cemeteries and Churchyards

- i. Letter about rabbit problem in St Mary's cemetery. To consider any actions- Clerk advised rabbit proof fencing was removed from the design due to cost and likelihood that would not have much impact. Principle of cemetery is 'field like'. Not aware of burrowing in vicinity of cemetery. KW advised clearing out of burrows on neighbouring land by ferreter would not be expensive. Clerk concerned about potential criticism of this action. Not aware of any significant damage to cemetery, Clerks to ask handyman to monitor the situation. Clerks to send response.

61. Financial

- i. To be approved- payments list -vouchers 80-101 presented for approval- includes refund to LB for domain name renewal. **All payments approved.**
- ii. Bank reconciliations April, May, June.- Difficult to cross reference bank statements, petty cash and reconciliation during zoom meetings. PW agreed to attend office to peruse original documents to check reconciliations prior to next meeting in September- **Agreed.**
- iii. Quarter 1 budget review-to next F&GP meeting.
- iv. Thanks from Bobby Scheme for grant **-noted**
- v. To receive and approve accounts – year end 31.3.2020
 - a. To review the effectiveness of the system of internal audit 2019-20 (reviewed and approved by F and GP on 25.2.2020) and to receive and note the Annual internal audit report. Internal Auditor has visited and submitted a report (circulated). February meeting agreed processes about appointment and scope of Internal audit arrangements. Resolved to approve.
 - b. To approve Section 1 of the Annual Governance and Accountability Return 2019/20– Annual Governance Statement.-**Section 1 Approved.** Annual Governance statement-council asked to agree to statements 1-8 on AGAR (9 not applicable)-**Resolved all in agreement.**
 - c. To approve Section 2 of the AGAR – Accounting Statements-**Section 2-Approved.-** Accounting statement- Actual figure variances reported on- other receipts significant



difference this year to last year as income derived from sale of the WI Hall, s.106 funds received and Business App grant. SJ concerned that had not heard anything about Solution Gamlingay! and queried why it was called an 'App', when it is a website. LB advised that it is a mobile responsive website which you can download onto a phone. LB to chase for report from designers on usage to September meeting. Updating Solution Gamlingay website content is down to Clerk (LB) and restricted by time availability. Box 5- loan reduced due to using receipt from sale of WI Hall to reduce the PWLB loan – now repayments are approx. £24k per annum. Box 6- reduction this year as we have not had significant s.106 payments- last year we paid out s.106 Church St works. No significant changes to fixed assets.

62. **South Cambridgeshire District Council and Cambridgeshire County Council** – to receive any reports and note any items.-County want to offer two replacement trees for the tree cut down outside 12 Stocks Lane- clerk to write to Charnocks Green Home owners Association to ask if they are interested.
63. **Staffing and Councillor matters**
New councillor training requirements reminder.-BP to attend October training- WB to discuss with BP feedback. Clerks to respond to CAPALC regarding breaks.
64. **General Correspondence** – available in the office-noted
65. **Items for the next agenda** – Bowls Club electricity quote-£5k, Green End development start on site (CS), s.106 monies report (receipts)(PW)
66. **To note the dates of the next Parish Council and Committee meetings**
Full Council Tuesday 8th September 2020 at 7.30pm, F and GP 22nd September 2020
Planning meetings 7pm prior to all meetings. -noted.
67. To formally record the **time of closure** of the Parish Council Meeting **-8.40pm**

Signed.....

Dated.....