



GAMLINGAY PARISH COUNCIL

Minutes of a Meeting of the Finance and General Purposes Committee held virtually on Tuesday 1st December 2020 at 7.30pm.

Present: Chair P Webb, Councillors S Martin and C Smith, A Foster, R Petch, K Warburton, W Boyne, S Martin and H Gould. Clerks L Bacon and K Rayner.

57. To receive **apologies for absence and to receive declarations of interest** from councillors on items on the agenda. To receive written requests for dispensations for disc losable pecuniary interests (if any) and to grant any requests for dispensations as appropriate.

None declared. All councillors invited to this meeting, only F&GP members to vote on agenda items.

58. To **approve and sign the Minutes** of the F&GP meeting held 27th October 2020 and to consider any matters arising.

Minutes approved. Thanks were received from MAGPAS for grant. The Full Council minutes of 10th November 2020 were noted.

59. 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.

No members of public present.

60. **Finance:**

- i. Payments to be approved

Payments 197-226 were approved.

- ii. Bank reconciliation Sept.

Bank reconciliation check- chair to attend office to undertake physical check of bank statement reconciliations-noted. 218 Birds nest swing repair, salary includes extra hours for Gamlingay Guardians scheme implementation, and purchase of GG equipment detailed (from SCDC Grant).

- iii. Notice of conclusion of audit for year ending 31.3.2020. To note external auditors report.

Clean audit was reported, no matters arising. Auditor comment about public examination period delay- within allowable guidelines, requirement to post as soon as approved in future (2021)

- iv. To consider draft budget and resolve recommendation to full council on precept level 2021 -22 after consideration of the following;

1. Action Plan 2021-22

Projects identified in 2020 have been included, updated from last year, including Quality Status which was achieved this year. The action plan can be updated through the year. Traffic scheme allocation has been included. KW consideration of implications of closure of Gamlingay Gym to be considered. HG asked about parking on junction (Station Rd/Stocks Lane) -scheme design to address this problem. PW, scheme design -must be to CCC development standards, as must be adoptable (highway).

2. Reserves policy

Paper demonstrates reserves as at the end of September, and assumptions with regard to the use of unallocated reserves to support identified future projects. £15k moved to allocated reserves is proposed. Unallocated reserves identified are within good practice limits- 7 months costs equivalent.

3. S106 update

Existing resources and spend 2020-2022 discussed. Not expecting any new s.106 resources in 2021/2. Cycleway LHI application- awaiting response. Alternative -GG outings for community transport funding remainder should LHI be unsuccessful. SM asked whether the junction remodelling scheme included external funding from CCC. Station Rd/Church Lane junction remodelling- £23k earmarked is entirely Parish Council funded, as CCC has refused to support the scheme as seen as not a priority. It would have to progress as a PHI.

4. Funding requests

£1500 earmarked for grants 2021/2.

5. Income charges review

3% increase proposed across all income areas. Cemeteries and churchyards- fees are low compared with neighbouring areas. 3% uplift on Methodist Chapel discussed. Proposal rather than blanket increase (no increase for 2 years) consideration of increasing Breakfast Club charging, once this recommences. Current budget does not include this rental increase in the figures. Proposed increase to £5.45 per hour. Concern about increasing rent during pandemic, when numbers of children attending have lowered. **Resolved- 3% general increase across all income streams to be applied.**

6. Draft Budget 2021-22 and impact on council tax

Clerk (LB RFO) outlined main increases/inclusions- £10.6k PHI traffic scheme, £7k-FGI!, with £3k being brought forward from this year (not open due to Covid), £3k for relocation of Bowls Club, £3k for new accessible website, £4k to complete funding for the water fountain, Grass cutting contract with 1% increase, staffing budget the same, with 20 hours overtime a contingency measure (Clerks), £21k sinking fund (annual), and PWLB payment included. £10k contingency included for resurfacing entry point to St Marys field Cemetery, subject to scheme proposal from Merton College (owners of track). PW- PC own 12% of the length of the road. Covid grant from SCDC has helped mitigate income loss, £5k to carry forward. Remedial works to Stocks lane paths- allocation to reserves Cemetery maintenance for longer term remedial works. 20/21 precept £202,566(1.5% increase) proposed 2021/2 £205,999, equivalent rise of 1.6%. However due to increase housing numbers (new properties completed) the precept increase regard budget version 1 is 0% increase for band D property.

SM proposed no increase to Rainbow Preschools rent for 2021/2 (removal of 3% increase), not currently in budget figures. PW requested figures published by SCDC to ensure it identified as an 0% increase. PW expressed reservations about a PHI project allocation for Church Lane junction. Clerk advised it was identified as 'Traffic Scheme' and monies could be allocated to an alternative scheme if there was one which was a higher priority for the village.

Resolved- to propose current budget with 0% increase to precept to Full Council for consideration.

61. General purpose

ii. Christmas lights/trees – update

No Christmas lights this year, but Mr Middlicott kindly donating three trees again this year. Trees should be delivered Friday 4th December. Volunteers mobilizing to decorate/attach lighting. Christmas lights on lampposts- Volunteer group is now forming; however, the attachments policy must be resubmitted and is unlikely to be approved in time. Issue of Health and Safety/Risk Assessment- Clerk continuing to discuss matters with insurers about what can be done. CS- Ely volunteers witnessed on recent visit putting up lights. AF next to Central Bedfordshire parishes and towns, Cambridgeshire looks mean. Unfortunately, following current guidelines, it is unlikely that lights will be erected this year. It was agreed that a plan be put together in good time to ensure lights happen for Christmas 2021 -**Agreed.**

iii. Neighbourhood plan – update on consultation.

SM- raft of feedback. Group has resolved draft responses to residents, and will begin with the landowner/developer responses shortly. Meetings likely to continue into the new year.

62. Recreation spaces/community buildings

i. Eco Hub – opening hours update (if available).

Details to be advised as return to tier system tomorrow (Tier 2)

ii. Playground – update on delivery and installation of new equipment
25th January, proposed installation date /delivery (subject to weather)

iii. Grass cutting review meeting – to be arranged

Zoom meeting to be arranged shortly between contractor and clerk/s. Agenda items, for example hedge trimming protocols, verge wildflower specific verge experiment, carbon footprint monitoring visits and equipment use.

63. Gamlingay Guardians

i. Verbal report. Appointment of staff and feedback on safeguarding training and launch of scheme (LB)

Deputy Guardian post has not been filled. Vacancy to be put on hold until Head Guardian has established scheme and considered requirements of the role. Head Guardian (HG) started last Monday, and has so far 12 volunteers and 3 clients enquiries. Targeting children of elderly relatives living in the village, who can't visit and provide support at present. HG meeting with Carers groups and Baptist support group, networking to establish client base. Lots of ideas, DBS checks process starting.

64. Cambridgeshire County Council and South Cambridgeshire District Council items

i. Latest update for parish and community groups. SCDC weekly bulletin circulated by email.

Covid briefing Thursday 10th December -clerks to circulate details. KR attended Greater Cambridgeshire development strategy briefing, where options for level of development and where this should occur were identified. Further work to follow on this. Key issues, water strategy has highlighted supply issue and harm to chalk aquifers, requirement for significant reservoir/water supply infrastructure which will limit development numbers. Carbon use strategy- initial calculations show transport being highest contributor, determining location of development should be tied to public transport links, and proximity to major services. Infrastructure improvements required to develop alternative methods of how we get about. Spatial strategy work to continue and main proposal will be outlined Summer 2021.

65. Publications and communications

i. Gazette submission – latest (Gamlingay Guardians)

Advertising GG- cost likely to be £158 for ½ page for 3 issues, funded from SCDC grant-**agreed**

66. Staff and Councillor matters

i. To note ongoing arrangements for staff working.
Currently working from home, by appointment only (members of public) , LB attending office normally on a Wednesday, KR on Thursday. Mainly dealing with burial administration and enquiries. LB recently selling brown compost bags (socially distancing), due to numbers of enquiries.

67. Routine Correspondence – available in the office.

Noted

68. Items for the next meeting. Full Council – GVP consultation on extending age range and Fitness Centre closure, approval of budget and precept level 2021/2-Full Council.

Noted

69. Dates of next meetings: -Planning and Full Council Tuesday 8th December 2020, F and GP 26th January 2021

70. Record Closure time of meeting- 20.28pm

Signed.....Dated