



**Minutes of a Meeting of the Finance and General Purposes Committee will be held on Tuesday 28<sup>th</sup> March 2023 at 7.30pm.**

Present: Chair S Martin, Councillors A Foster, D Cockcroft and W Boyne. Clerks L Bacon and K Rayner.

100. Resolved to accept apologies for absence from R Petch and to receive declarations of interest from councillors on items on the agenda. None.
101. To receive written requests for dispensations for disc losable pecuniary interests (if any) and to grant any requests for dispensations as appropriate. None.
102. To approve and sign the Minutes of the F&GP meeting held 28<sup>th</sup> February 2023 and to consider any matters arising. WI accounts received – noted approximately £1000 reserve is acceptable. Thanks from Cambridgeshire Search and Rescue for grant noted. Noted Full Council minutes of 14<sup>th</sup> March 2023.
103. 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. Item 106 iii b. was brought forward. Proposals for changes to cutting regime to enhance biodiversity were approved pending confirmation from contractor that contract prices will not be impacted. Plan to start regime next year, but last cut by contractors took note of plan and left some areas uncut. Acknowledged that there may be teething problems on implementation of new regime. St Marys would prefer no weedkilling around church building – not sure if this was GPC contractors to be investigated. AF queried if all the headstones are very old, or are families likely to be concerned about them being concealed if grass is left long. Yes – no visitors have been recorded. Volunteers from St Mary's will clear undergrowth under Yew tree. Need to inform GPC of dates/times for insurance purposes. Event arranged – picnic lunch for coronation. Church requested that the hedge adjoining the Church Hall is kept trimmed.



This is not in the contract, but GPC groundsman does this periodically – Clerks will schedule after bird nesting season. St Mary's to publish article in Gazette about aims of new regime once full approval is given. 1 member of the public left the meeting.

104. Finance:

- i. Payments approved – vouchers 330-339. Additional payments to L Bacon, Waresley Garden centre, K Woolcott and BT (first Cloud Voice bill) also approved.
- ii. Bank reconciliation Jan and Feb 2023. Resolved to approve.
- iii. Audit – to note date of Annual Governance and Accountability Return 3<sup>rd</sup> July 2023 and date of internal audit appointment. Noted.
- iv. Valuation office – to note appeal on rates valuation for cemetery, removal of small business rates relief and impact on budget 23-24. St Mary's field cemetery increased from £2550 to £3300 from 1.4.23, brings GPC over threshold for SBBR. Impact on budget - £1681 increase for 23-24. Appeal process has been started with Valuation office. St Mary's cemetery does not generate significant income and has no new permanent structures to trigger rates increase. Noted.
- v. Streetlighting – to receive update on complaint raised re energy costs and removal of unused MPAN and to resolve actions. Noted Vat form has been submitted to claim refund on over charged vat on one MPAN and that UK Power Networks have contacted supplier YU energy to confirm that one MPAN should be discontinued and that incorrect usage figures are being used. Resolved – to cancel direct debit for streetlighting energy supply if satisfactory resolution to complaints is not received by 31.3.2023.
- vi. To consider renewal of annual membership of Cambridgeshire ACRE. Resolved to renew membership.
- vii. To consider revised quotation for removal of conifer trees at Bowls club. Resolved to approve noting change of methodology and that works can only take place after bird nesting season and badger application is complete.

105. General purpose

- i. Progress of complaint about out of contract charges with BT. Complaint resolved today - £600 + credit issued for overcharging



- on account and refund of charges applied in error. First bill for new Cloud Voice service now received.
- ii. Broadband – report on proposed scheme by provider Gigaclear. Plan to lay cables to parts of village – will involve digging up roads/paths. 8 -10 months build programme. Potential for contribution to community scheme – Christmas lights suggested. Gigaclear will make a presentation at Annual Parish Meeting. Clerks to chase Voneus on offer of community contribution.
  - iii. Annual review of overall risk assessment policy – for recommendation for approval by Full Council. Resolved to approve with changes/additions outlined by Clerk.
  - iv. Annual review of asset register – for recommendation for approval by Full Council. Resolved to approve with additions/changes outlined by Clerk.
106. Recreation spaces/community buildings
- i. Millbrook meadows – Noted installation of donated bench and to consider quotation for path works (not received).
  - ii. Eco Hub – Noted PCLC minutes 7.3.2023 and to receive any update on calculations of future Long Term Maintenance fund contributions. Not yet received.
  - iii. Cemeteries and churchyards a. Feedback from grounds man on recent soil monitoring training course and proposal for future memorial testing procedure. Resolved to approve new procedure of quarterly checks by two persons, visual and “push” test with results recorded. Outline of process and reasoning to be published for information. b. St Mary’s cemetery - Noted order of thornless roses and arrangements for payment. c. St Mary’s closed churchyard – to consider views on proposed future grass cutting regime. Discussed earlier.
  - iv. Old Methodist Chapel – to confirm arrangements for community payback scheme works in Easter holidays. To confirm order for materials and arrangements for payment. Wickes order placed by Clerk for delivery to PC office – refund approved. AF to assist with clearing hall for team to start work.
107. Cambridgeshire County Council and South Cambridgeshire District Council



- i. Energy efficiency booklet – noted.
- ii. Letter to County Council re use of S106 Downing Gardens towards pre school provision – approved draft noted.

108. Publications and communications.

- i. APM – advert and confirmed speakers for publication. S Kindersley – to cover recent training on 20mph limit – 1<sup>st</sup>, then Gamlingay Allotment Gardeners Association, Brian Culverhouse for Gamlingay United and finally Gigaclear on village broadband. Clerks to forward Chair a brief sentence to introduce each speaker and topic.
- ii. East West rail – verbal update. Clerk KR attended recent online update – route will be announced in May then an active consultation with affected communities will be launched. Now distancing themselves from freight – not in their business plan – will be passenger travel only. Dual or tri power trains, not solely diesel. From an environmental perspective, EW rail is trying to reduce the amount of heavy engineering structures on route to reduce impact on countryside. New housing development along route will finance scheme.

109. Staff and Councillor matters

- i. Annual leave requests- to note. None submitted.
- ii. CAPALC monthly bulletin – circulated by email. Noted.

110. Routine Correspondence – available in the office. Noted.

111. Items for the next meeting- APM agenda. Next F and GP - AF – signage for recreation spaces to specify acceptable use – e.g. no quad bikes.

112. Dates of next meetings: -Planning and Full Council Tuesday 11<sup>th</sup> April 2023, APM 25<sup>th</sup> April, F and GP 23<sup>rd</sup> May 2023. Noted.

113. Record Closure time of meeting. 20.36.

Signed.....

Dated.....

