



Minutes of a Meeting of the Finance and General Purposes Committee will be held on Tuesday 23rd May 2023 at 7.30pm.

Present: Chair S Martin, Councillors A Foster, R Petch, J Evans and W Boyne. Clerks L Bacon and K Rayner and 1 member of the public.

1. To elect a chair and vice chair of Finance and General Purposes Committee. Resolved to elect S Martin Chair and A Foster Vice Chair.
2. To receive **apologies for absence and to receive declarations of interest** from councillors on items on the agenda. None.
3. To receive written requests for dispensations for disc losable pecuniary interests (if any) and to grant any requests for dispensations as appropriate. None.
4. Resolved to **approve and sign the Minutes** of the F&GP meeting held 28th March 2023 and to consider any matters arising. To note the Full Council minutes of 9th May 2023. Noted internal audit report (verbal summary previously given at Full Council).
5. 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 items.
6. **Finance:**
 - i. Resolved - Payments to be approved. Vouchers 35-44. Vouchers 45 – 54 were also approved. Noted increase in direct debit amount for Old Methodist Chapel electricity supply due to higher usage over period Nov – Jan. Account still in arrears by over £500. Noted new payee LGS services (Internal Audit) and that bill covers two years of IA service as not invoiced last year. Noted BT bill covers two months of new cloud voip service and D/D mandate signed for future bills. Credit on previous account has now been paid into bank account. Noted bill for PC office business rates – D/D mandate signed for future bills.
 - ii. Bank reconciliation April 2023. Resolved to approve.



- iii. Valuation office – revaluation request update St Mary’s cemetery. Noted review is underway.
 - iv. Streetlight energy complaint – update. Ombudsman has taken on case. UK Power Networks have emailed YU to support PC’s case that YU are using incorrect USC to bill account and that one MPAN should have been disconnected.
 - v. To review banking arrangements – signatories for all accounts and direct debit list. Noted. Signatories still satisfactory. Direct Debits – Yu energy/1 & 1 internet (Gamlingay Guardians domain name), O2 (Gamlingay Guardians mobile contracts) and Haven Power (previous streetlight energy suppliers) cancelled. New D/D’s x 2 added to list. No water bill for St Mary’s cemetery due to bore hole water supply.
 - vi. Bank card proposal and application for consideration. Internal Auditor advice that use of personal cards and reimbursement is not acceptable practice. Council should use A rated financial institution (as per Annual Investment Strategy) to supply charge card – fees may be incurred. Unity Trust bank deals specifically with Parish Council’s and card has enhanced financial controls. Resolved to take out Unity Trust corporate multi pay card x1, noting set up and monthly fees.
7. **General purpose**
- i. Annual report – draft for approval and publication. Resolved to approve .
 - ii. Coronation bench – to consider new bench. Resolved to use Jubilee committee left over funding (£900) towards purchase and installation of new bench on same side as Queen Elizabeth Jubilee bench on recreation field. Design of bench to be similar to the existing one and circulated for approval prior to order being placed. Jubilee committee to be informed of plans.
8. **Recreation spaces/community buildings**
- i. Eco Hub a. PCLC minutes of 24.4.2023 to note. Noted. b. update on long term maintenance schedule. No written update received but N Muirhead and P Dolling have met and are thoroughly interrogating the schedule with a view to future proofing the detail within. GCC aware that the amount has already been budgeted for the LTMF this



- year and any proposed increase will have to be considered at Full Council.
- ii. Millbridge Brook Meadows a. Notes of meeting JE, update from G Williams and any actions. Resolved to remove remaining upright timbers of maze as several are rotting and ROSPA has flagged these as a hazard, also possible head and finger entrapment. Suggestion of installation of a sundial or similar feature as replacement to celebrate 10 year anniversary of meadows in 2024. Resolved – JE to draft article for publication on social media asking for ideas and Clerks to seek ideas from professional forums. Football goals – noted that privately owned large size goalposts are being regularly used for football games on the meadows close to houses and being left in situ. Article to be drafted advising residents that it is currently allowed for younger children to have a kickabout in the centre of MBM (mowed area away from houses) as long as any equipment is removed at end of play and it is not causing a nuisance to other users. Mowing – grasscutters to be asked to try and restrict the width of the mown path coming down from Chapel field towards the tennis court if possible. b.to consider quote for kissing gate adjustments. Noted quote estimate (around £2.5) is for a chicane arrangement suggested by contractor – would enable larger mobility vehicles to access but also potentially other small motorized vehicles and would not prevent children or animals from running into the road. SM – would like to consider cost of larger accessible kissing gates for comparison. Quotes to be provided to full council. Willow dome – damaged and has been removed. Would like to see a replacement if possible.
 - iii. Old Methodist Chapel – draft article for publication. Noted current user may need to vacate earlier than requested if a new hirer comes forward. SM – article should have history of building as introduction.
 - iv. Closed churchyards – to note further repair required to St Mary’s wall. Quotation not yet received.
 - v. Rospa report 2023 – to note works required. Noted works designated to specialist contractors/grounds man/volunteers/clerks. Quote for repair to wooden steps from plaza (minimum repair to make safe – steps are not fully accessible but alternative metal steps are available

- from Hub to playground) and tarmac on plaza (trip hazard) – tarmac will be cut out and will be black not red.
- vi. Signage – to approve draft wording for open spaces signage. Not yet supplied – defer.
9. **Cambridgeshire County Council and South Cambridgeshire District Council items**
- i. Transport contribution – to sign indemnity agreement and consider projects to benefit from funding (GAM 8 of Neighbourhood Plan). Resolved to sign.
10. **Publications and communications**
- i. To consider any items for next Gazette/social media posts. Old Methodist chapel advert/MBM maze replacement suggestions/Lupin field public meeting advert. AF – post later in year about need for voter ID, also publicize at Connect Café.
11. Staff and Councillor matters
- i. To discuss cleaning arrangements at Old Methodist Chapel. Noted cleaner may not be required past July unless new user comes forward – cleaner is aware.
12. Routine Correspondence – available in the office.
13. Items for the next meeting. Scything in churchyard – H Young, Cinques car park repairs quote, moment to remember Amanda Cawthorn (GCSG – Robert Petch request), Lupin field application Section 106, Gigaclear update.
14. Dates of next meetings: -Planning and Full Council Tuesday 13th June 2023, F and GP 27th June 2023. Noted.
15. Record Closure time of meeting 20:38

Signed.....

Dated.....

