



GAMLINGAY PARISH COUNCIL

NOTICE OF A FINANCE AND GENERAL PURPOSES COMMITTEE MEETING

Dear Sir/Madam

Notice is hereby given that a **Meeting** of the **Finance and General Purposes Committee** will be held **on Tuesday 28th May 2024 at 7.30pm**. All members of this Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder:-

LB

Dated 21.5.2024

Mrs. K Rayner /Mrs L Bacon

Clerks

BUSINESS TO BE TRANSACTED

1. To elect a chair and vice chair of Finance and General Purposes Committee
2. To receive **apologies for absence and to receive declarations of interest** from councillors on items on the agenda.
3. To receive written requests for dispensations for disc losable pecuniary interests (if any) and to grant any requests for dispensations as appropriate.
4. To **approve and sign the Minutes** of the F&GP meeting held 26th March 2024 and to consider any matters arising. To note the Full Council minutes of 14th May 2024.
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.
6. **Finance:**
 - i. Payments to be approved. Vouchers 40 -50
 - ii. Bank reconciliation April 2024
 - iii. To consider purchase of a. new laptop b. extendible hedge trimmer



- iv. To review banking arrangements – signatories for all accounts and direct debit list
- v. To receive internal audit report and note submission of AGAR
- vi. New model financial regulations – to receive report on changes for recommendation for adoption to next full council
- vii. Quotation to correct unsafe memorials for consideration
- 7. **General purpose**
 - i. Grass cutting – to note communication from contractor, contract end date and to approve arrangements to re tender/get quotes for grass cutting and other works/ for remainder of season.
 - ii. Renewal of contracts for water supply for consideration
- 8. **Recreation spaces/community buildings**
 - i. Eco Hub a.update on occupational licence proposal
 - ii. Millbridge Brook Meadows a. Hemlock – to consider options for control/removal b. MBM 10 – report on costs
 - iii. Old Methodist Chapel – update on electrical works
 - v. Rospa report 20234 – to note reports and works required
- 9. **Cambridgeshire County Council and South Cambridgeshire District Council items**
 - i. To receive notice from SCDC of proposed disposal of “Asset of Community Value” - Gamlingay First School playing field and scout hut.
- 10. **Publications and communications**
 - i. To consider any items for next Gazette/social media posts – MBM10 article for approval (JE)
 - ii. Website accessibility – to consider options and costs for new website
- 11. **Staff and Councillor matters**
 - i. Annual appraisals – to arrange (additional staffing committee member required)
 - ii. Annual leave requests to consider (6)
- 12. Routine Correspondence – available in the office.
- 13. Items for the next meeting.
- 14. Dates of next meetings: -Planning and Full Council Tuesday 11th June 2024, F and GP 25th June 2024.
- 15. Record Closure time of meeting



