

**FINANCE & GENERAL PURPOSES COMMITTEE**  
**Minutes**  
**20<sup>th</sup> January 2015 at 7.50 pm**

**1. APOLOGIES**

Cllr Tagg and Cllr Dowdall

**PRESENT**

Cllr Smith (in the Chair), Cllr Williams, Cllr Mrs Gold, Cllr Denley, Cllr Gist, Cllr Harriman, Cllr Mrs Tolman, Cllr Long, Cllr Mrs Coakley and Cllr Lumley

**OFFICER:** Helen Dowdall, Town Clerk

**2. MINUTES**

The Minutes of the meeting of 16<sup>th</sup> December 2014 were approved as a correct record of the proceedings and duly signed.

**3. MATTERS ARISING - None**

**4. DISCLOSURES OF INTEREST**

Cllr Lumley for item 8, as a member of Mayfest and Rotarian (Memory Café), and item 5 c regarding the Neighbourhood Plan as a relative has been providing guidance on the matter.

**5. FINANCE**

**a) Approval of Payments** – It was proposed by Cllr Gist seconded by Cllr Long and agreed to make the following payments:

**Payments for approval 20th January 2014**

FGP	DD	Three	Mobile phone	19.49	3.90	23.39
TH	DD	British Gas	Town Hall gas	760.22	152.04	912.26
OS	DD	Allstar	Fuel	71.83	14.36	86.19
TH	DD	EDF	Electricity	18.00		18.00
FGP	9193	Filmbank	Children's film	133.00	26.60	159.60
FGP	9194	ICO	Data protection	35.00		35.00
TH	9195	Lanes Group Plc	Unblock PC's	180.00	36.00	216.00
FGP	9196	Ricoh	Photocopier	239.24	47.85	287.09
OS	9197	Kedel	Recycled plastic timber	1,977.73	395.55	2,373.28
OS	9198	Fenland Leisure	Playground equipment	439.50	87.90	527.40
FGP	9199	Jane's Floral	Anniversary flowers	30.00		30.00
FGP	9200	Martin Luck	Stationery	59.61	11.92	71.53
				<b>3,963.62</b>	<b>776.12</b>	<b>4,739.74</b>

**b) Review of budget monitoring -**

The Clerk gave an update on the current financial position for the Committee. **Noted.**

**c) To review the budget provision for the Neighbourhood Plan (following the decision made at the earlier Planning Meeting).**

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Denley and agreed to pledge the following budget towards this project:

Earmarked Reserves from 2013/2014	£12,000
Community Initiatives from 2014/2015 (to be put into the Earmarked Reserves)	£13,000
Sub Total	£25,000

Plus a yearly allocation from the Precept £5,000  
(this being a virement from £15,000 Community Initiative Budget in the Annual Precept, so going forward there will be £10,000 in the Community Initiative Budget and £5,000 specifically for the Neighbourhood Plan).

(10 Support, 0 Against and 2 Abstentions (one being Cllr Lumley))

**6. FOR DECISION – To discuss the Community Chest and going forward**

- a) The Clerk gave an update on the current takings from the filmshow and refreshment kiosk. Thanks and appreciation would be given to the staff involved (MM).
- b) To discuss any forthcoming community events requesting Town Council support. The Portreeve has decided this year to combine the Organisation's Day and Charity Day, and to have a 'Community Day' on Saturday 28<sup>th</sup> March. Invites have gone out to interested parties and ten tables have already been booked.
- c) To receive an update from the Christmas Committee. The Clerk confirmed that net takings from the Victorian Market had been received this week and Cllr Mrs Gold will be arranging a 'wash-up' meeting next Tuesday at 5.30pm.

**7. FOR INFORMATION – To receive an update on the defibrillator for Kelly Bray.**

The Town Council is now in receipt of the equipment and Cllr Gist has met with the electrician to discuss the installation requirements. A press release will be organized in due course. **Noted.**

**8. FOR DECISION – To consider the grant applications for the Mayfest and Memory Café.**

**Cllr Lumley left the room for this item.**

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Long and agreed to support the Mayfest application, to the value of the hall hire for workshops and event day, which equates to approx. £470.

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Denley and agreed to demonstrate a commitment to the Memory Café in recognition of the service it provides to our residents. A donation of £50 was agreed unanimously.

**9. FOR DECISION – To receive an update on the murals, following Cllr William's report.**

**Resolved.** It was proposed by Cllr Long seconded by Cllr Denley and agreed for Cllr Williams and Cllr Mrs Coakley to get some costings and bring back to the Committee for consideration.

**10. FOR DECISION – To receive an update on the CCTV for New Road**

The Clerk has received concerns from the public about anti-social behaviour at the bus shelter, which supports the need to enhance the CCTV provision in this area. Quotes from Essa are pending. **Noted.**

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Long and agreed to put on the agenda for next month for an update.

**11. FOR DECISION – To receive an update from the Clerk on internal control monitoring.**

The Clerk gave a report on the current state of the Petty Cash, no recommendation to make any amendments. **Noted.**

The Clerk went on to discuss the General Power of Competence and the need to keep it reviewed.

**Resolved.** It was proposed by Cllr Mrs Gold seconded by Cllr Long and agreed that the Town Council continues to meet the criteria for eligibility relating to the electoral mandate and relevant training of the Clerk. There will be a perpetual resolution at each annual meeting for the Council, in order to continue exercising this power.

## **12. FOR DECISION – To consider a review of the Standing Orders and Financial Regulations.**

**Resolved.** It was proposed by Cllr Mrs Gold seconded by Cllr Long and agreed to give power to the Clerk in consultation with the Chairman to complete the review.

## **13. ANY OTHER BUSINESS**

- a) The Bookings Clerk's computer is currently experiencing some problems.  
**Resolved.** It was proposed by Cllr Gist seconded by Cllr Denley and agreed that the Clerk in consultation with the Chair be given power to replace the equipment if proven necessary.

The Chairman then moved the meeting into a Part II Session and the Clerk left the room.

There being no further business the meeting was closed at 20.38.