



CAMBOURNE PARISH COUNCIL  
District of South Cambridgeshire

**FINANCE AND POLICY COMMITTEE**

A meeting of this Committee was held at The Hub Community Centre, Cambourne on Tuesday 21st October 2014

Present:

Cllr S Crocker (Chairman)  
Cllr P Gavigan

Cllr J O'Dwyer

In attendance: John Vickery Parish Clerk

1 member of the Public was in attendance for the meeting.

**1. APOLOGIES**

Apologies for absence were received from Cllr J Patel and Cllr Mrs R Poulton

It was:

**RESOLVED** that the apologies for absence from Cllr J Patel and Cllr Mrs R Poulton be approved.

**2. MEMBERS DECLARATION OF INTEREST OR REQUEST FOR DISPENSATION** for items on the agenda.

Cllr S Crocker declared a non-pecuniary interest in Item 7 as he is a friend of the correspondent Chris Williamson.

**3. MINUTES**

It was:

**RESOLVED** that the Minutes of the meetings held on Tuesday 15<sup>th</sup> April (M57) were confirmed as being a correct record and duly signed by the Chairman.

**4. CHAIRMAN'S ANNOUNCEMENTS**

- A meeting to agree the format of the Parish Plan recruitment event has been arranged for the 7<sup>th</sup> November at 3.00pm in the meeting room at The Hub.
- An informal meeting was held with the Chairman and Clerk for Caxton Parish Council to understand their views on governance if West

Signed

Date 16<sup>th</sup> December 2014  
1-3

Cambourne is granted Planning Consent.

My personal opinion is that if West Cambourne receives consent Cambourne Parish Council should be responsible for governance.

The personal opinion of the Caxton Chairman was that was that Cambourne should manage any new development as they would not be in a position to manage it. Caxton Parish Council is to be briefed on the discussion.

- Electronic Banking: we have met with two banks Barclays and Unity, we are awaiting the second proposal so a report can be given to the next Council meeting.
- Cllr Colin McPhie has resigned from the Council a notice of vacancy will be displayed. If no election is called we will carry out the co-option for both positions on the 2<sup>nd</sup> December 2014.

## 5. **BUDGET 2015-2016**

To receive a report from the Parish Clerk.

This is the first opportunity for the Finance and Policy Committee to consider projects to be included in the development of the budget for the next financial year.

The following were suggested for inclusion in the estimates for consideration by the Council.

It was:

**Resolved** that the following budgets items were suggested for inclusion in the estimates for consideration by the Council:

- Parish Plan process.
- Equipping the new Parish Office.
- Equipping the Cricket Pavilion.
- Widening doorway into meeting room.
- Planning of replacement of gym equipment.
- Maintenance and running of Blue School.
- Maintenance Store.
- Brace Dein Toilets.

The precept should be set if at all possible at a level to maintain the tax base at the same level as the last financial year. With any increase in Precept being covered by increase in dwellings.

## 6. **ANNUAL RETURN 2013-2014**

To receive the Annual Return for 2013-2014 and take any necessary actions.

The Parish Chairman went through section 3 of the Annual Return. The Chairman was 100% confident that all safe guards are in place to ensure the safety of the public purse. The return was carried out in the same manner as in previous years and is not aware of any change in policy. There was no request for additional information or clarification as in previous years. As part of the return process the minimum of information is sent in line with the auditors request.

The feedback in section 2 of the Annual Return has no reflection on the Parish Clerk or Parish Council.

Disappointment was expressed over the service provided by PKF Littlejohn, the

Signed

Date 16<sup>th</sup> December 2014  
2-3

External Auditors, in carrying out the audit and the poor value for money.

It was:

**Resolved** that the Chairman and Vice-Chairman be delegated to complete the satisfaction survey.

A report and action plan for the items raised on Section 2 will be drawn up to address the issues.

**7. CORRESPONDENCE**

The Item could not be discussed as the committee was not quorate for this item. The Parish Clerk will discuss it with the Chairman of the Leisure and Amenities Committee.

**8. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Exclusion of the press and the public.

**MOVE:** that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public are excluded from the Meeting.

**CONFIDENTIAL ITEM**

**9. STAFFING ISSUES**

To receive a report from the Parish Clerk

It was:

**RESOLVED** the report be received and the recommended actions taken be confirmed.

**10. STAFFING WORKING PARTY**

To receive a report from the Working Party

It was:

**RESOLVED** the report be received.

**11. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Re-admittance of the press and the public.

**MOVE:** that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

**12. DATE OF NEXT MEETING – 16<sup>th</sup> December 2014**