



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 21<sup>st</sup> March 2017

Present:

Cllr S Crocker (Chairman)  
Cllr P Gavigan  
Cllr S Krintas

Cllr J O'Dwyer  
Cllr J Patel  
Cllr Mrs R Poulton

In attendance:                      John Vickery Parish Clerk  
   Jessica Lydon Office Administrator

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

**1. APOLOGIES**

No apologies for absence had been received.

**2. MINUTES**

It was:

**RESOLVED** that the Minutes of the meetings held on Tuesday 20<sup>th</sup> December 2016 (M65) were confirmed as being a correct record and duly signed by the Chairman.

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

Cllr S Crocker declared a personal non-disclosable interest in items on the agenda as he is also a District Councillor.

**4. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made no announcements.

**Cllr J Patel joined the meeting during the next item.**

**5. FINANCIAL STATEMENT**

**5.1 Schedule of Payments**

Questions raised were clarified by the Parish Clerk.

It was:

Signed

Date 18<sup>th</sup> July 2017  
1-3

**RESOLVED** that the schedule of payments be received and the payments be approved.

## **5.2 Current Financial Statement**

It was:

**RESOLVED** that the report on the Finance Spreadsheet as at 15.03.17 be received.

## **5.3 Bank Reconciliations**

It was:

**RESOLVED** that the Bank Reconciliation be received and approved.

## **6. GRANT AID POLICY**

The Grant Aid Policy was reviewed and it was suggested that the months for when grant applications are considered be added to the policy. Grants are considered at the September and March Council meetings.

Copy of updated Grant Aid Policy attached.

It was:

**RESOLVED** that the Grant Aid Policy should have the months added for the meetings for when grants are considered.

## **7. REVIEW OF ACCESSIBLE PLAY EQUIPMENT IN PLAY AREAS**

The Parish Clerk reported that he and The Community Development Officer have been researching types of accessible play equipment and gathering quotes to be presented to the next Full Council meeting.

It was:

**RESOLVED** to receive the report.

## **8. CORRESPONDENCE**

Correspondence had been received from Heidi Allen MP regarding a consultation on funding for schools in the area.

The Chairman was delegated to write a letter to Heidi Allen MP to support the initiative. It was suggested that the email and attachments be posted on to the Parish Council Facebook Page and Website.

It was:

**RESOLVED** that the correspondence be received and the Chairman write to Heidi Allen MP supporting the initiative.

## **9. 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.

Signed

Date 18<sup>th</sup> July 2017

**CONFIDENTIAL ITEMS**

**10. KEY HOLDING SERVICES**

The Parish Clerk reported on key holding services for the Parish Council buildings.

It was:

**RESOLVED** to receive the report and agree actions in appointing Cambridge Security Services as key holders.

**11. STAFFING**

The Parish Clerk gave an update on the 4 current job vacancies. The closing date for the apprenticeship vacancies for Office Administrator and Groundsman have been extended to the end of March.

It was:

**RESOLVED** that the reports be received and the agreed actions be taken.

**12. 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.

**13. DATE OF NEXT MEETING – 18<sup>th</sup> July 2017**