

Finance & General Purposes Committee Minutes

Held on Thursday 7th July 2022 at 10.00am at The Pavilion, Prestbury

Members Present: Cllrs: M Hansen (MH), C Taylor (CT), K Bishop (KB), and P Kennard (PK)

In attendance: J Tetley (JT) Parish Clerk,

The meeting was opened at 10.00am

Item No.	Item	Action
22/23/018	Apologies were received and accepted from H Breach (HB). Declarations of Interest None were received	
019	Minutes of the FGP Meeting held on 9th June 2022 (previously circulated) were unanimously approved by the F&GP Committee and were signed by MH as an accurate record.	
020	Matters arising: Covered on agenda	
021	Playground Inspection Certificate The playground was inspected on 04.04.22 certificate received with 3 items graded low risk. CT has received written confirmation that these low-grade items are of no concern.	
022	Tennis Courts Business rates – no update from CBC. Tom Jacobsen – Tom has requested a reduction in his monthly payment as he stated he is not using all the sessions which he originally requested as he is unable to recruit tennis coaches to help him. It was agreed to lower his monthly payment to £200. CT to liaise with TJ and issue new contract.	CT
023	Electricity Account PPC are now back on their contract rate and the compensation has been applied to the account. Energy contract runs until 30 th June 2024.	JT
024	Financial Statements –Approved and signed by the chair. It was noted that the increased payment per month by Little Explorers, in line with their contract, needs to be adjusted on the budget.	JT
025	Review of Financial Regulations F & GP reviewed and approved the financial regulations. It was noted that the regulations are still in-line with NALC’s model regulations.	
026	Help for Groundsman and Clerk There is presently a live advert for the role of an Administration Officer, the closing date for applications is 15 th July 2022. KB is to liaise with CK and two potential candidates to supply help for the groundsman.	KB

027	<p>Fund to Improve Road Safety HB proposed a speed survey to assess if there is an issue. If speeding is an area of concern apply for a road safety officer support followed by community speed watch cameras if required. MH will complete further research on the road safety website and draft a proposal for the meeting of the full council on Monday.</p>	MH
028	<p>Whiskers Contract The new contract has been signed and MK is to set up a direct debit. JT to send an invoice each month.</p>	
029	<p>Bush Court Raised beds, a wheelbarrow and a storage unit have been bought by PPC and installed at Bush Court with help from Cheltenham is Growing. JT needs to purchase soil for the beds as it would appear that could be a wildlife issue with taking topsoil from the mound at the bottom of the car park. PK to check CCTV to review any wildlife using the mound.</p>	PK
030	<p>Asbestos Rex Bishop has cleared the asbestos from the entrance to the playing fields. Chris Arnold to remove the bank and the tree by the office for approximately £800 in August. It was noted that there is the stump of an old ash tree behind the tennis courts causing issues for the neighbour behind it. Chris Arnold could remove this as well for an extra £200.</p> <p>F & GP voted in favour of a budget of £1k, exclusive of VAT, for the above work.</p>	
031	<p>Little Explorers CT had a meeting with Ros regarding the monthly payment. In April the rent increases by CPI plus 1% as stipulated in their contract. CPI was 7% in April 2022 plus 1%. Little Explorers have now amended their monthly payment accordingly.</p>	
032	<p>AOB</p> <ul style="list-style-type: none"> • Bushes and Trees – any bushes and trees owned by PPC will be cut back by the groundsman. Other trees and bushes in the Prestbury Parish should be referred to JP or residents directed to Fix My Street. • Keys for the Office – with a new door on the office there are 5 sets of keys, and the key holders are JT, CK, CT, GG, and PK. • VAT has been claimed up until 31st March 2022. There is still an outstanding amount of £125 from years before which needs to be located and either claimed for or written off in this financial year. • CCTV – it was noted that CCTV needs to be switched off in the office for the Festival. All boards displaying codes also need to be covered for the Festival as the office is being used as a medical centre. • Wards – The Local Government Boundary Commission is consulting Cheltenham residents on new Borough Council ward boundaries. Closing date for this phase of the consultation is 31 August. See: https://www.lgbce.org.uk/all-reviews/south-west/gloucestershire/cheltenham for a map of current CBC boundaries and the opportunity to make comments. • Sign for Windyridge – sign due to be installed in September. • Pavilion Development Options – these will be on display in the Parish Gazebo for public consultation at the Festival on 9th July 2022. 	
	<p>The following dates were agreed for the F&GP Meetings: 4th August 2022, 8th September 2022, 6th October 2022, 3rd November 2022, 8th December 2022, 5th January 2023, 9th February 2023, 9th March 2023, 6th April 2023</p>	
	<p style="text-align: center;">Meeting finished at 11.50am</p>	
	<p style="text-align: center;">Date of next meeting 4th August 2022 10am at the Pavilion</p>	

