

Finance & General Purposes Committee Minutes

Held on Thursday 9th March 2023 at 10am at The Pavilion, Prestbury

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

In attendance: J Tetley (JT) Parish Clerk and H Bridger (HEB) Administration Assistant

The meeting was opened at 10am

Item	Item	Action
154	No apologies were received.	
155	Declarations of Interest - None were received.	
156	Minutes of the FGP Meeting held on 9 th February 2023 (previously circulated) were unanimously approved by the F&GP Committee and signed by MH as an accurate record.	
157	Matters arising: 153 – Car parking for race week. KB was reassured about arrangements for cash. 10-15 spaces to be kept for users of the facilities and approximately 30 spaces left for race goers. JT to lock car park each night at 9pm or earlier depending on last MUGA user.	
158	Financial Statements for February – Approved and signed by the chair. PK highlighted that she is liaising with Water Plus regarding the water bill for the allotments. PK outlined how she is spending the remaining allotment budget.	
159	Banking Facilities <ul style="list-style-type: none"> • It was noted that the clerk now has a credit card with a limit of £1000 which is to be kept securely. • The financial regulations have been amended to include use of the new credit card. These amendments were circulated prior to the meeting. MH proposed approval, PK seconded and all voted in favour. • A discussion took place regarding a new savings account. Skipton are currently offering a postal account offering 2.36% interest. Lloyds are offering various savings accounts: 32 notice account of withdrawal – 1.7%, 3 months' notice of withdrawal account 1.4%, 6 months 2.9%, 9 months 2.95% and 12 months 3%. JT to investigate the ease of opening a Skipton account. • The auditor's report, circulated prior to the meeting, was noted. No areas of concern. 	JT
160	Arrangements for April and May Meetings Rearrangement of Facman meetings falling on bank holidays deferred to Facman meeting on Monday. It was noted that all committee chairs needed to prepare reports for the Annual Parish Meeting on 17 th April. KB to remind PUC. MH away for 4 th May F&GP meeting. CT to chair in his absence.	MH. CT, PK, CT & KB

161	<p>Net Zero Working Group CT outlined progress at the last meeting. The next meeting is to be held on 31st March. It was noted that the TORs for the working group needed refining and would be agreed at the next WG meeting. MH to attend next meeting. Clarification is required of who the working group report to, either F&GP or full council. MH highlighted that it was originally constituted with 5 members and now only has 4 members. MH and CT to discuss later. JT to distribute NZWG minutes to all councillors when agreed.</p>	JT
162	<p>Consultation on Parish Council Plans MH awaiting a response from Barbara Pond.</p>	
163	<p>Pavilion Development 3 planning consultants have been asked to quote for work going forwards. MH outlined the present proposal for the pavilion development, the reasons behind it and the requirements put to the planning consultants. A discussion took place regarding planning permission.</p>	
164	<p>Comms and Marketing Work continues. MH noted the invaluable use of social media to inform residents. CT expressed concern that it may be taking up too much of HB's time. HB confirmed that it was not too arduous and provided useful information to residents. PK asked if all councillors were aware of all updates of all the working groups. MH to check and recirculate if necessary.</p>	MH
165	<p>PUC Trustees MH and CH joining PUC trustees.</p>	
166	<p>Councillor Training and defibrillator DT, JG and SA all attending "Be a Better Councillor" training.</p> <p>MH and JT have signed up for a module course titled: "Raise the standard of civility in public life by improving the knowledge and competence of councillors and clerks."</p> <p>Defib training was discussed. JG to liaise with outside source offering free training and provide possible dates, and to consult HB about any further deployment of defibs.</p> <p>It was noted that the new defibrillator would cost in the region of £1500 including electrician's fees. The profit from calendar sales and a private donor to cover all costs. CT proposed purchasing the defibrillator with a budget of £1500 and invoicing the donor after the purchase. KB seconded the proposal and all voted in favour.</p>	
167	<p>IT Issues PK has been trying to resolve IT issues. JT to contact IT Edge Systems and Team Tech regarding possible solutions.</p>	JT
168	<p>Utilities</p> <ul style="list-style-type: none"> • No update on BT, MH to look at BT contract. • Contract with Sirus cancelled after several phone calls and emails. • Whiskers and Tennis Hut Usage – a meter has been attached to the supply of electricity for the Whiskers hut. CT to produce figures for next meeting. 	MH CT
169	<p>Winter Action Plan No update on snow wardens.</p>	

170	<p>Little Explorers</p> <p>The chairman and manager of Little Explorers have requested a lower level of increase of fees. The contract stipulates an increase of CPI plus 1% each year. Little Explorers have asked for an increase of 6%. A discussion took place regarding this request. CT proposed an increase of 6% for 23-24 only, with an official amendment being added to the contract. The increase then reverts back to the contract of an increase of CPI plus 1% for 24/25. HB seconded the proposal. All voted in favour.</p>	
171	<p>Tennis Membership</p> <p>A discussion took place regarding the tennis courts and the maintenance of the surface. It was noted that long-term budgeting was required for the tennis facility.</p> <p>Fees CT proposed the following fees for 23/24: Adult £50 Junior £11 Child £6 Play and pay fee £5.50</p> <p>KB seconded the proposal and all voted in favour.</p> <p>JT to inform present tennis members of the increase and produce new packages on the website.</p>	
172	<p>Code of Conduct</p> <p>CBC have now adopted the unified code of conduct adopted by GCC. CBC have urged all councils to adopt the same code of conduct ensuring all councillors only have to adhere to one set of rules. The new code was circulated to all councillors prior to the meeting.</p> <p>MH proposed approving the new code of conduct. HB seconded the proposal and all voted in favour.</p>	
173	<p>Pensions</p> <p>NA's recommendations were considered, these were circulated prior to the meeting via email. MH proposed accepting NA's recommendations which are as follows: stick to the defaults for both the contribution bands and earnings threshold (the latter is unchanged anyway). JT to Inform GCC and the employees of PPC. PK seconded the proposal and all voted in favour.</p>	JT
174	<p>AOB</p> <ul style="list-style-type: none"> KB requested a staffing meeting. MH and CT to hold annual appraisal meetings with JT and CK by the end of March. MH to arrange a staffing meeting after the appraisals. 	MH
<p>Meeting finished at 11.50am. Date of next meeting 6th April 2023 10am Pavilion.</p>		