Parish Council Office - The Pavilion - New Barn Close - Prestbury - Cheltenham - GL52 3LP

Prestbury

RISH COUNCIL

Finance & General Purposes Committee Minutes

Held on Monday 6th July 2023 at 10am at The Pavilion, Prestbury

Members Present: Cllrs: N Atty (NA), K Bishop (KB) and J Gardener (JG).

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

The meeting was opened at 10.02am

Item	Item	Action
020	Apologies received and accepted from H Breach (HB), M Hansen (MH) Chairman and P Kennard (PK). In MH's absence NA was elected to chair the meeting.	
021	Declarations of Interest - None were received.	
022	Minutes of the F&GP Meeting held on 8 th June 2023 (previously circulated) were unanimously approved by the F&GP Committee and signed by NA as an accurate record.	
023	Matters arising: It was noted that the hedge left of the kissing gate on the far left of the playing field had been cut back by GCC after being chased by the clerk. The hedge running along Prestbury Road has been cut back by an unknown person.	
024	Financial Statements for June – Approved and signed by the chair.	
025	 Banking Unity Trust Bank – it was noted that Unity have now confirmed the only way to withdraw funds would be to use CHAPS. This is a chargeable service at £28 each time, per payment. A discussion took place regarding this fee and the account. NA proposed opening the Unity Trust Savings Account and investing £100k. All approved this transaction. JT to action. Bank of Ireland – HEB has been informed this account is no longer available. HEB to research other banks. Electrician's Invoices – 2 invoices have been received from DBF. One invoice from work carried out last October 2022 for £558 and one invoice for the installation of the defib at Park Stores for £240. Approval was given for both invoices to be paid. It was noted that a query had been raised regarding an invoice for the installation of hand dryers. JT to investigate. 	JT HEB JT
026	 Grants 1. GCC and SF - £7500. JT has completed a request from CBC for various documents in order to authorise payment. 2. Youth Grant – on-going 3. Football Foundation – grant under assessment. JT to chase. 	TL

027	Pavilion Development	
	JT gave an update on expenditure to-date on the changing rooms. It was noted that the project for refurbishment is within budget.	
	NA outlined an update on the pavilion development. Currently 3 strands of activity:	
	1. Refurbishment of Changing Rooms. Work is progressing and is still on target to	
	be finished before the start of the new season.	
	2. Solar Electricity Generation – JT to chase date of installation.	
	 Planning Consultant Agreed – a single planning application is required for all the remaining work to be carried out. 	
	NA to set up a meeting with Little Explorers to explore their requirements for their new facility.	
	Next phase of the development is for the relocation of the groundsman.	
028	Tennis Nombershin (Deckinge	
	Membership/Bookings Currently have 70 members. There are still incidents of people playing and not paying. A	
	general discussion took place regarding booking and court access.	
	Bench/Bin	
	HEB is currently researching bins. Referred to FacMan.	
029	Football Tournament	
	• JT outlined the expenditure for the football tournament and it was noted that the	
	sponsor had covered all the costs.	
	 It was noted that HB had worked extremely hard in organising this tournament. JT to liaise with HB regarding final arrangements. 	
030	IT Issues	
	PK to progress a shared storage space online for documents for the pavilion	РК
	development.	
031	Training	
	JT and MH are still waiting for access to the Civility and Respect module course.	
032	Community Speed Camera	
	KB to liaise with Quenington and arrange a visit.	КВ
033	Risk Assessment and Litter Picking	
	• All litter pickers to complete a new litter pickers' disclaimer form.	
	 It was agreed to fully adopt CBC'c risk assessment policy on litter picking. 	HEB/JT
	 HEB and JT to amalgamate the playing field risk assessment into the current policy. 	
034	Work of Groundsman	
	It was noted that the contractor for strimming had completed another 4 hours of work	
	and invoiced the council for £100. Approval given for the payment of the invoice. It was	
	noted that CK will contact the strimmer directly when he is required again. This will end in September.	
035	TORs	
	It was acknowledged that there is a conflict between what the office can achieve and the	

	working days. It was agreed that this will need to be addressed when more members are present.	
036	Emails from Councillors A discussion took place regarding emails. It was noted that emails are problematic, but no conclusion was reached.	
037	No Matters for Future Consideration (not to be discussed)	
	The meeting finished at 11.15am. Next meeting date 10 th August 10am	