

Finance & General Purposes Committee Minutes

Held on Thursday 5th October 2023 at 10am at The Pavilion, Prestbury

Members Present: Cllrs Martyn Hansen (MH) Chairman, K Bishop (KB), J Gardener (JG) and P Kennard (PK).

In attendance: Jane Tetley (JT) Parish Clerk and Helen Bridger Administration Assistant

The meeting was opened at 10am

Item	Item	Action
075	Apologies received and accepted from: N Atty (NA) and H Breach (HB).	
076	Declarations of Interest – None	
077	Minutes of the F&GP Meeting held on 13 th September 2023 (previously circulated) were unanimously approved by the F&GP Committee and signed by MH as an accurate record.	
078	Matters arising – None	
079	Financial Statements for September – Approved and signed by MH.	
080	Banking <ul style="list-style-type: none"> Cambridge & Counties – JT to progress opening an account with a view to transferring £100,000. 	JT
081	Tennis <ul style="list-style-type: none"> Resurface – 3 quotes received ranging from £29.5 - £33k. Waiting for a 4th quote from Grimshaws that visited the courts this am. It was agreed to defer this matter until after the 4th quote has been received. It was noted that no grants are available for resurfacing of courts. Memberships: 12 x 11 = 132 (no increase), 2 x 6 = 12 (no increase), 63 x 50 = 3150 (no increase) 1 x 0 membership – HEB to check whether member has paid. Total 3294 minus fees. Coaching 7 x 200 = 1400 Bookings 192 x 5.5 = 1056 Overall total 5750 before deduction of card fees 	HEB
082	Budget 24/25 Process and WishList <ul style="list-style-type: none"> FacMan to discuss wish list with overall maintenance costs to be reviewed. MH, JG and JT to discuss budget. MH to arrange a meeting. 	MH

083	Idsall Car Park – update <ul style="list-style-type: none"> MH and NA to attend a meeting with Cllr Peter Jeffries, Deputy Leader of Cheltenham Borough Council, Cabinet Member for Finance & Assets on Monday 09.10.23 at the Municipal Offices to discuss Idsall Car Park. It was noted that this is intended as a fact-finding mission as there is no mandate for action. MH clarified that no councillor had expressed an interest in PPC purchasing the car park. It was noted that there had been a certain amount of media interest in this topic and that some comments made by members of the public had been factually incorrect. A discussion took place regarding this matter. A statement regarding Idsall has been posted on the website and social media clarifying the present situation. MH to review a policy for social media usage. An email from a litter picker outlines the huge extent of the litter problem in Idsall Car Park. 	MH
084	Standing Orders and TORs <ul style="list-style-type: none"> GAPTC have no model policies on email correspondence. Referred to next meeting as input from NA required. 	
085	Pavilion Development <ul style="list-style-type: none"> Update deferred to FacMan meeting as NA absent. 	
086	Events <ul style="list-style-type: none"> Remembrance Service – All in hand. C5 – all councillors have been invited to the Cheltenham parish council's collaboration event, being held on Saturday 18 November, arrival from 9.30am for a 10am start. The cost is £150 for each parish council. This cost was approved (allocated to Council Administration, Subscriptions). Christmas Competition – the idea of a Christmas Competition like the Coronation Competition was discussed. MH to discuss with HB, deferred to next meeting. Summer Festival – It was noted that volunteers for a future festival have not been forthcoming. Last year PPC received a grant and had a dedicated team of volunteers neither of which are available now. 	MH
087	Co-option of New Councillors <ul style="list-style-type: none"> Approval of co-option for Vince Russell planned for October meeting. Rob Allen attended September meeting to observe but has yet to complete a co-option application. Another member of the public possibly attending the November meeting with a view to being co-opted. MH and JT to visit Bush Court 	MH/JT
088	Community Speed Camera It was noted that PPC had agreed not to pursue the installation of a speed camera.	
089	IT Storage Space Still under consideration. MH and PK to liaise and discuss. It was noted that emails take a long time to arrive in the inbox which creates problems for the office staff.	PK/MH
090	TORs for Financial Monitoring Officer	KB

	There are no model TORs for a Financial Monitoring Officer on the GAPTC website. KB, present financial monitoring officer, to research. It was noted that there is a difference between the Monitoring Officer and the Financial Monitoring Officer.	
091	Matters for Future Consideration (not to be discussed) <ul style="list-style-type: none"> • 2 extra wheelie bins required. Agreed in principle. Referred to FacMan. 	
	The meeting finished at 11.30am. Next meeting date 9th November 10am	