

Finance & General Purposes Committee Minutes

Held on Thursday 8th February 2024 at 10am at The Pavilion, Prestbury

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

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

The meeting was opened at 10am

Item	Item	Action
144	Apologies were received and accepted from H Breach (HB).	
145	Declarations of Interest – None	
146	Minutes of the F&GP Meeting held on 11 th January 2024 (previously circulated) were unanimously approved by the F&GP Committee and signed by MH as an accurate record.	
147	Matters arising – None	
148	Financial Statements for January – Approved and signed by MH. <ul style="list-style-type: none"> Clarification of the payment to Hygiene Services was requested. The clerk to check with the groundsman and report back. It was noted that payment 190 on the payments list of £150 was for the collaboration event with C5. JT outlined an email received from Water Plus stating that a refund would be issued for unused water on the allotments. Bulldog are visiting the office next week to disable and reconnect all the cameras to enable the 6th camera to operate again. Bulldog will maintain the cameras going forwards. No invoice has yet been received for the maintenance of the smoke alarms and fire extinguishers. Approval granted for Netwise invoice £520 and the small lotteries license £20. 	JT
149	Banking <ul style="list-style-type: none"> Cambridge & Counties -no update. HEB now has a credit card with a £500 limit. HEB cannot currently access the Lloyds Bank Account as her username is incorrect. HEB to chase new username. 	HEB
150	Tennis Finance Update Membership £3369 Bookings £1149.50 Coaching £2200 Total £6718.50 less card fees (£6910 Feb 23) Adult 64 x £50 = £3200 Winter membership £25 Junior 12 x £11 = £132 Child 2 x 6 = £12 Total £3369 (Jan 23 £3675)	

	<p>Coaching 11 x £200 = £2200 (Feb 23 £2400) Booking 209 x £5.50 = £1149.50 (Feb 23 £835 167 x £5). It is encouraging to note bookings have increased since last year.</p> <p>Resurfacing and cleaning of the tennis courts deferred to FacMan.</p>	
151	<p>Pavilion Development Update</p> <p>The planning application has been submitted. A letter will be drafted for close neighbours informing them of the application and delivered on Friday 09.02.24. This letter will be posted on the website as well.</p> <p>Costs are as follows:</p> <p>Planning application fee £353. It was noted that 50% of this fee can be claimed back. Architect fee approximately £1675 which includes the ordnance survey fee. Planning consultant fee – await invoice.</p> <p>Drains deferred to FacMan.</p>	
152	<p>Playing Field Car Park Working Group Update</p> <p>JG to invite Cllr VR, Chairman of CPWG, to the FacMan meeting on Monday for an update. The working group are currently working on costs associated with resurfacing the car park. It was noted that the sink holes have reappeared at the entrance to the car park.</p>	
153	<p>Race Week Festival Meeting</p> <p>The clerk outlined the meeting held at the racecourse to discuss plans for race week. Renting spaces in the PPC car park needs to be actioned asap if it is to proceed this year. Deferred to FacMan. Concerns were expressed regarding the state of the car park if spaces are to be rented out.</p> <p>At the meeting the clerk raised concerns regarding Starvehall Farm Estate being used for parking by racegoers and causing access problems for residents. As the roads have not yet been adopted on the estate the roads cannot be part of the road closure scheme. Permission from the developer of the estate would be sufficient to close the roads for race week. JT to liaise with the resident's association regarding this matter.</p>	
154	<p>A435 Cycle Path</p> <p>Cllr CT attending a meeting via Teams on 08.02.24 with Cllr David Gray from GCC (person in charge of the Gloucestershire cycle route) and Cllr Stephan Fifield to discuss PPC's concerns about the removal of the hedge to build the new cycle track along Evesham Road. To be discussed at FacMan on Monday in preparation for a response, deadline of 15th February, to the proposal.</p>	
155	<p>IT Storage space</p> <p>NA and PW to discuss and present specific requirements.</p> <p>It was noted that councillors need to regularly clear out emails as storage space is at full capacity.</p>	
156	<p>Phone and Internet Contracts</p> <p>It is proving very difficult to obtain quotes from BT for a new contract that should in theory be cheaper. The clerk has requested quotes for new contracts from BT but has so far been unsuccessful. Clerk to chase BT and other companies for quotes.</p>	JT
157	<p>Policies</p> <p>Complaints – MH attended a recent C5 meeting where a shared complaints policy between the parishes was discussed. However, there were reservations regarding</p>	

	<p>including anonymous complaints and no consensus on whether to adopt the proposed policy. MH recommended continuing with PPC's current complaints policy. All members agreed.</p> <p>Health and Safety – Draft policy circulated to all members prior to the meeting. NA proposed approval, KB seconded the proposal and all members agreed. To be put forward to the full council for approval.</p>	
158	<p>Consultation on Gloucestershire Pension Fund Draft Responsible Investment Policy</p> <p>NA circulated a brief report regarding the investment policy and outlined his understanding that the policy is to make investments that are more ethical and in companies that value sustainability.</p> <p>Q) Are the employees going to lose out in anyway?</p> <p>A) No because they are in a defined benefit pension scheme. It was noted that if investment returns fall significantly then contributions from present members and employers would need to increase.</p> <p>MH proposed that PPC are broadly supportive of the policy and would welcome regular reviews of the investments. PK seconded the proposal and all members voted in favour.</p>	
159	<p>Councillor Information on the Website</p> <p>A member of the public has requested more information about each councillor on the website. It was noted that all communication from the public via email comes through the clerk and councillors do not post their individual emails. Also, some councillors do not want to divulge information regarding past jobs. It was agreed to defer any decision to full council.</p>	
160	<p>Matters for Future Consideration (not to be discussed)</p> <ul style="list-style-type: none"> • JG requested an indication of how much money would be left in the budget at the next meeting including any forecasted payments. • NA sent apologies for the next meeting. • A new electricity contract. • MH and JT to attend meeting with Little Explorers on 21st Feb to discuss rent increase. • PAB newsletter – to be discussed at the PPC meeting. 	
	<p>The meeting finished at 11.15am.</p> <p>Next meeting date 7th March 2024 10am</p>	