

## Finance & General Purposes Committee Minutes

**Held on Thursday 11th April 2024 at 10am at The Pavilion, Prestbury**

Members Present: Cllrs 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
177	Apologies were received and accepted from Martyn Hansen (MH) Chairman, N Atty (NA) and H Breach (HB). Cllr KB volunteered to chair the meeting and all members agreed.	
178	<b>Declarations of Interest</b> – None	
179	Minutes of the F&GP Meeting held on 7 <sup>th</sup> March 2024 (previously circulated) were unanimously approved by the F&GP Committee and signed by KB as an accurate record.	
180	<b>Matters arising</b> – None	
181	<p><b>Financial Statements for February 2024</b> – Approved and signed by KB.</p> <ul style="list-style-type: none"> <li>• <b>Item 165</b> Financial information on the website– PK has completed splitting the financial information into 3 sections: payment reports, CIL funding and Annual Governance and Accountability Return (AGAR). Policies and procedures have also been separated as requested. PK is presently splitting the minutes into sections for each committee.</li> <li>• Facman are monitoring electricity usage of Whiskers coffee shack.</li> <li>• It was noted that the missing payment from Little Explorers was paid on 8<sup>th</sup> April 2024.</li> <li>• JG sought clarification on money unspent from the 23/24 budget. It was noted that this money will be placed into the reserve account and does not automatically form available funds for the 24/25 budget.</li> </ul>	
182	<p><b>Agreed Little Explorers Price Increase for 24-25</b></p> <p>The total amount payable for the financial year 2024/245 will be £5,521.70. This represents a 4.4% increase on the total amount paid in 23/24. The payment will be due in 10 monthly installments of £552.17.</p>	
183	<p><b>Banking</b></p> <ul style="list-style-type: none"> <li>• HEB to research accounts using the internal auditor’s recommendations and produce report. Deferred to next F&amp;GP meeting.</li> </ul>	<b>HEB</b>

<b>184</b>	<b>Contracts</b> <ul style="list-style-type: none"> <li>• Phone and Broadband Account – the clerk continues to try and solve the ongoing problem of the BT contract. HEB researching new contracts.</li> <li>• Electricity – JT making slow progress.</li> </ul>	<b>HEB JT</b>
<b>185</b>	<b>Tennis Finance Update</b> <ul style="list-style-type: none"> <li>• £1050 revenue generated which includes 21 renewed memberships.</li> <li>• It was noted that there have been many problems with members renewing as they are unable to use the renewal link and rejoin through the website which results in duplicate memberships. This is taking office time to resolve.</li> </ul>	
<b>186</b>	<b>Pavilion Development Update</b> Deferred to Full Council meeting on Monday.	
<b>187</b>	<b>PAB – update</b> <b>High Street Wall</b> - CBC Cllr Bassett-Smith was unable to provide a definitive update on the allegedly safety of the High Street wall but is trying to get an update.	
<b>188</b>	<b>Prestbury Sign Graffiti</b> CBC have acknowledged PPC’s request for removal of the graffiti on the Windyridge Sign, which will be actioned in due course.	
<b>189</b>	<b>Responsibility of Land near Robson Field</b> Still no response from GCC to request for meeting. MH to chase.	<b>MH</b>
<b>190</b>	<b>IT Storage Space</b> Deferred to next meeting when NA available. It was noted that this item should be renamed IT file sharing.	
<b>191</b>	<b>Priors Road Resurfacing</b> GCC Cllr Colin Hay is meeting GCC Highways Manager on 11 April. MH circulated recent correspondence with Cllr Hay prior to this meeting. Both Cllr Hay and Cllr Fifield have organised petitions to request resurfacing work. Meanwhile, GCC have repaired the Priors Road bus shelter roof as promised.	
<b>192</b>	<b>Cheltenham Festival Wash Up Meeting</b> Meeting TBC. PK expressed an interest in attendance.	
<b>193</b>	<b>Insurance</b> <ul style="list-style-type: none"> <li>• Tractor Insurance – JT chasing quotes.</li> <li>• Main Insurance – JT researching quotes. It was noted that the insurance needs to cover court costs if required. JT to investigate.</li> </ul>	<b>JT</b>
<b>194</b>	<b>Matters for Future Consideration (not to be discussed)</b> None.	
	<b>The meeting finished at 10.45am.  Next meeting date 9<sup>th</sup> May 2024 10am</b>	