

DRAFT - AWAITING APPROVAL

GREAT SHELFORD PARISH COUNCIL

Minutes of the Finance and General Purposes Committee Meeting
held in the Pavilion, Woollards Lane, Great Shelford at 7:30 pm on 20 August 2014.

1. **Present:** Cllrs Nightingale (Chairman), Hodge, Shelton, Smith and Watson, and the Clerk. No members of the public were present. **Apologies** received from Cllr Harwood who was unwell. There were no **Declarations of Interest**.
2. **Minutes** of the F & GP Committee meeting of 11 December 2013 were **confirmed** as accurate records and signed by the Chairman.
3. **Minutes** of the Council Meeting of 22 July 2014 were received. The following progress was noted:
 - **Grange Field Dangerous Trees.** The Clerk said he was in touch with the owners who seemed responsive and were planning an inspection.
 - **Arch.** The Clerk said that Nigel Benee had provided a wealth of advice on repositioning the Arch. Travis Perkins in Stapleford had agreed to provide a truck with a crane to lift it into position.
 - **Skateboard Ramp.** Cllr Shelton was working with the SSYI to attract funding for a replacement. WREN and Ameycespa were suggested as donors who might be sympathetic to an approach from SSYI.
 - **High Green Phone Box.** It was agreed that the SCDC consultation be put on hold in the hope that BT was about to refurbish the box. **Action: Clerk.**
 - **Social Club insurance.** Cllr Smith was asked to obtain confirmation from the Community Association that insurance was in place and covered usage of the Social Club by the youth group. **Action: Cllr Smith.**
4. **Risk Assessment/Management.** The Clerk introduced a draft Risk Management/Assessment matrix. He emphasised that it was for Parish Councillors to identify the risks, assess them as high, medium or low, and identify the controls necessary to minimise risk. It was agreed that Cllr Watson should take this forward initially with the Clerk with the intention of bringing it to the September Council Meeting. **Action: Cllr Watson and Clerk.**
5. **Defibrillator.** Agreed that the Parish Council, working with the Football Club, should purchase this at a cost to the Council of £318. **Action: Clerk.**
6. **Play Area repair and maintenance.** Agreed to accept the quote from Borley Brothers, including their Option 1 for renewing chains on the 4 seat 2 bay junior swings. Total cost £1,044 plus VAT. **Action: Clerk.**
7. **Clay Pit future arrangements.** Agreed that possibility of forming a new Standing Committee be on Agenda for next Council Meeting. **Action: Clerk.**
8. **SSYI request for grant.** Grant **agreed** of £2,400 from LGA 1972 Section 137 Funds. **Action: Clerk to inform SSYI and process payment.**

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9. **St Mary's Toddler Group request for grant.** Suggested that the Parochial Charities might be a more appropriate local organisation from which to seek funding. **Agreed** that the Toddler Group be invited to use Sports Pavilion in lieu of a donation. **Action: Clerk.**

10. **Finance.** Cheques (8) as presented by the Clerk amounting to £6,549.51 were signed and receipts of £940.00 noted. The Clerk was instructed to hold payment in respect of the repair to the damaged area on the Rec behind the Memorial Hall until such time as further work had been completed to a satisfactory standard.

11. **First quarter accounts** reviewed and approved. **Budgets** were reviewed. No changes were proposed. It was noted that Cllr Harwood was anticipating at least a full spend in respect of the Cemetery Budget given that various tools needed replacement, and plants and other supplies were to be ordered.

12. **Cemetery and Allotment charges.** The following charges were **agreed**:

Cemetery:	Exclusive right of burial	£200.00
	Exclusive right of Cremation	£150.00
	Interment	£150.00
	Headstone	£150.00
	Kerb	£170.00

Allotments:	Stonehill Road	Full	£40.00
		Half	£25.00
		Third	£21.00
		Small	£19.00

Cemetery	Full	£35.00
	Smaller	£30.00
	Half	£22.00

Agreed that in future invoices should issue in April for the year ahead.

13. Agreed next F & G P Meeting will be Tuesday 16 December 2014.

14. **Matters for Future Consideration:** Jesus College proposals for a Science Park and 1,250 houses between Trumpington and Great Shelford. It was hoped that District Councillors would brief the Parish Council on what was being proposed. **Action Chairman and Cllr Shelton.**

15. **HR.** Discussion took place.

16. There being no other business, the Chairman closed the meeting at 9.45 pm.

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Signed:

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