

CAM PARISH COUNCIL

MINUTES OF A MEETING OF FINANCE & GENERAL PURPOSES COMMITTEE HELD WEDNESDAY 4TH MAY 2016 AT 6.30PM IN THE MEETING ROOM OF THE COUNCIL OFFICES

PRESENT: B Whatling (Chairman), D Andrewartha, D Pritchard, M Clifton, J Aldridge

APOLOGIES: None

IN ATTENDANCE: A Durn (Clerk)

FGP.15.62 To receive and accept apologies for absence

The apologies as given as above and agreed.

FGP.15.63 To receive declarations of interest

D Andrewartha – Kingshill House (DPI)

M Clifton – Kingshill House

D Pritchard – Winterbotham Hall

FGP.15.64 To confirm minutes of the meeting of 30th March 2016 as a correct record

It was RESOLVED to agree to the Minutes and they were signed by the Chair.

FGP.15.65 To receive any questions, statements or submissions from members of the public in attendance

None received

FGP.15.66 To note matters arising from the minutes and not covered by agenda items, for information only

None received.

FGP.15.67 To receive an update and agree to the variation orders for the Changing Room contract and further actions:

a. Extra costs for LED lighting

It was RESOLVED to agree to pay the extra cost of £759.63

b. Extra costs for fire alarm monitoring

It was RESOLVED for the Clerk to check insurance requirements

c. Supply and installation of intruder alarm plus monitoring

It was RESOLVED for the Clerk to check insurance requirements

d. Linking alarm systems to Parish Office and monitoring

It was RESOLVED for the Clerk to check insurance requirements

e. Handover date of 30th May 2016

The date was noted

f. Police crime prevention check

A report was given on the suggestions from the PCSO. It was RESOLVED to have greater community involvement with young people and work with the Youth Services provider and the PCSOs. It was RESOLVED to pass the PCSO advice to the Sports Management Committee.

Cllr Andrewartha left the meeting for the discussions on Kingshill House.

FGP.15.68 To consider applications for Parish Council Grants Round 1 2016 and agree recommendation to Full Council

The grant applications were reviewed. It was RESOLVED to make the following recommendations to Full Council for approval:

Organisation	Total Cost (est)	Grant requested £	Purpose	Grant recommended £
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Cam Methodist Church	6500	1500	2 x Dimplex heaters @£750 each	0
Dursley Running Club	1500	1126	Equipment: 15 hurdles, turbo javelin pack, school starting blocks, shot puts, medicine balls	500
Kingshill House	1652.40	600	Contribution to Dyson hand driers	600
Cotswold Vale Talking Newspaper	800	200	2 laptops	200
Arthur Winterbotham Memorial Hall	1900	900	3 pairs of curtains	900
G11 Community Hub	500	500	Carpet, safe storage units, window blind, decorating materials, labour for creche	500
Dursley & District Good Neighbours Scheme	4267.17	500	Contribution to provision of transport for elderly to attend medical appointments	500
Cam Traders Association	736	500	Christmas trees, replacement lights, road closure fee, insurance	368
TOTALS		5826		3568

Budget 2016/17

Revenue a/c: £4500

Recommended by FGP: £3568

Balance: £932

It was RESOLVED to have a working party to review the Code of Conduct and report back to Committee.

FGP.15.69 To agree to renewal of office software licences

It was RESOLVED to renew the IRIS and Office365 software licences.

FGP.15.70 To review and agree the following policies for recommendation to Full Council:

A working group had reviewed the following policies and presented them to Committee for review and agreement.

a. Standing Orders

It was RESOLVED to agree the Standing Orders policy.

b. Financial Regulations

Further work is to be done and the policy will be brought to a future committee meeting.

c. Code of Conduct

It was RESOLVED to amend body to organisation in Appendix B (ii) and (iii) and to agree the Code of Conduct policy.

d. Media and Social Media

It was RESOLVED to agree the Media and Social Media policy. Cllr Bishop wanted it noted that he disagreed.

e. Recording of Meetings

It was RESOLVED to agree the Recording of Meetings policy.

FGP.15.71 To receive an update on 2015/16 closedown

An update was given and noted.

FGP.15.72 To resolve pursuant to the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded during the following items due to the confidential nature of the discussion relating to terms and conditions of employment

FGP.15.73 To discuss the renewal of the following contracts and agree actions:

a. **Cleaning and Caretaker Contract**

b. **Handyperson contract**

Items (a) and (b) were taken together. There was a detailed discussion on the options for the contracts. Further research to be done and a draft job description be prepared.

c. **IT Contract**

There was a detailed discussion on options for an IT strategy and types of contract. It was RESOLVED to form a small working group to carry out research and bring recommendations to a future committee.

FGP.15.74 To discuss staffing capacity and agree to a meeting of the Staffing Committee

There was a discussion on the urgency to progress the meeting and the difficulties with timescales due to an election and the formulation of the new Council and Committees.. It was RESOLVED to meet soon after the elections.

FGP.15.75 To reconvene the meeting

It was RESOLVED to reconvene the meeting.

FGP.15.76 To confirm date of the next meeting

To be confirmed.

FGP.15.77 Any other matters for information or referral only

The Chair said thank you to those councillors who are leaving.

There being no further business, the meeting was declared closed at 9.27pm.