

Signed.....
Date.....



CAM PARISH COUNCIL,
4 Noel Lee Way, Cam, Glos GL11 5PS
www.camparishcouncil.gov.uk

MINUTES OF A MEETING OF FINANCE, POLICIES & GENERAL PURPOSES COMMITTEE HELD
WEDNESDAY 25th June 2025 AT 6:30PM AT
CAM PARISH COUNCIL OFFICES, 4 NOEL LEE WAY, CAM, GLOS, GL11 5PS

Present: J Fulcher (Chair), G Gough, M Clifton, D Andrewartha
Apologies: J Fowler, S Angell. M Grimshaw
Absent:
In attendance: Clerk, Deputy, Projects Officer, MOPx1

Membership:

Chairman – Cllr Fowler Vice– Cllr Fulcher
Cllrs Angell, Andrewartha, Grimshaw, Gough, Clifton

FPGP.25.001 To RECEIVE apologies for absence

Apologies were noted as above.

FPGP.25.002 To RECEIVE declarations of interest and requests for dispensations

None

FPGP.25.003 To RECEIVE any questions, statements or submissions from members of the public in attendance

None present.

FPGP.25.004 To CONFIRM the minutes of the meeting of December 2024 as a correct record

Committee RESOLVED to accept the minutes as a correct record.

FPGP.25.005 To NOTE matters arising from the meeting

No issues to note

FPGP.25.006 To RECEIVE updated Youth Contract and AGREE actions

Committee RESOLVED to re-confirm the commitment to the youth contract with The Door for 3 years at a cost of £22,015 subject to inflation increases and APPROVED the SLA. This is a council commitment to our young people and the continuing development of relationships and improvement to their community.

FPGP.25.007 To AGREE to purchase replacement Union Flag and AGREE actions

Cllr Morton upon swapping flags for St Georges day, noticed the condition of the Union flag is in a state of disrepair and needs replacing. Committee considered 3 comparable quotes and RESOLVED to purchase a replacement Union flag through Flagpole Express at a cost of £69.00 +VAT £14.29 +Delivery £2.45 = **Total £85.74**

FPGP.25.008 To REVIEW the Risk Management Policy and Agree actions

Clerk has reviewed the Risk Management document with no major changes for 2025. First Aid Risk assessment has been updated to reflect the increase in staff members. This now triggers a need for a trained First Aider to be in the office. Council APPROVED First Aid training for the Clerk and Deputy (for office cover) plus the Projects Officer (for Office cover and events) at a cost of £359 pp.

FPGP.25.009 To RECEIVE advice on investment figures and AGREE actions

Clerk was asked to investigate moving additional funds into the investment fund and sought advice from SLCC. Since this, the purchase of Everlands has completed and £100,000 funds paid from the account. This leaves a balance of £194,695.92 as of 20/06/2025. Clerks recommendation is to continue to hold this balance in the account and not make any additional deposits. To be reviewed again mid financial year at FPGP in October.

FPGP.25.010 To RECEIVE report on CIL funding and AGREE actions

Committee RESOLVED to advertise the CIL Policy for the 2025/2026 financial year. The amount available will be removed from marketing material so applicants are not restricted and the dates revised in line with the proposed project timeline as outlined below.

FPGP.25.011 To AGREE the purchase of new laptop for Clerk at a cost of £831.60 and AGREE actions

Committee RESOLVED to delegate a budget of up to £850 for a new laptop for the Clerk pending a comparable market check by Cllr Green.

FPGP.25.012 To AGREE the upgrade of the office@camparishcouncil account to the full Microsoft license at an additional cost of £2.64pcm

Committee RESOLVED to upgrade this account

FPGP.25.013 To APPROVE Deputy Clerks subscription to the SLCC at a cost of £255

Committee RESOLVED to cover this cost.

FPGP.25.014 To AGREE to advertise the Grass Keep tender for a 5-year period July 2025 – December 2030

Committee RESOLVED to advertise the grass keep tender with the longer lease period to allow for some sustainable farming where appropriate.

FPGP.25.015 To AGREE office opening hours for Christmas period 2025

Committee RESOLVED the following opening hours over Christmas -

Monday 22nd December – All staff to take leave

Tuesday 23rd December - All staff to take leave

Wednesday 24th December – All staff to take leave

Thursday 25th December – Christmas Day

Signed.....
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Friday 26th December – Boxing Day

Monday 29th December – All staff to take leave

Tuesday 30th December – All staff to take leave

Wednesday 31st December – Office closed

Thursday 1st January – New Years Day

Friday 2nd January – Office closed

FPGP.25.016 To Approve additional costs associated with the logo and AGREE actions

Committee RESOLVED spending an additional £99 with Brandestiny to work on an alternative logo design. Committee will recommend to Full Council that the working party continue to work on the logo design with final sign-off being approved by FPGP.

FPGP.25.017 To APPROVE the additional legal costs associated with the funding of the purchase of Everlands and AGREE actions

Committee RESOLVED to approve the updated expenditure of £3,126.00 (inc VAT) relating to professional fees incurred for the CIL agreement with Everlands Sports Club.

FPGP.25.018 To AGREE additional banking signatory for the Unity Trust Account

Committee RESOLVED to add Cllr Dormer as a signatory to the Unity Trust bank

FPGP.25.019 To REVIEW information on the Westend boundary and AGREE actions

Defer to Full Council as no information available.

FPGP.25.020 To RECEIVE budget update

Committee REVIEWED the budget with no issues to note.

FPGP.25.021 Any other matters for INFORMATION or REFERRAL only

Clerk updated committee on a meeting with James Brain, Director of Place at SDC. Cllr Fowler, Projects Officer, Clerk and District Councillors met with James to review the contents of the RFQ for the village center. A detailed update will be given at Full Council

With no further business, the Chair closed the meeting at 19:57pm