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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 25 FEBRUARY 2020 AT 6:30PM AT
CAM PARISH COUNCIL OFFICES, 4 NOEL LEE WAY, CAM, GLOS, GL11 5PS

Present: J Fowler (Chair), G Gough, R Green, S Angell, J Fulcher, T Walker
Apologies: J Dormer, M Grimshaw,
Absent:
In attendance: Clerk, Projects officer

Membership:

Chairman – Cllr Fowler Vice– Cllr Fulcher
Cllrs Angell, Grimshaw, Gough, Walker, Dormer, Green

FPGP.25.073 To RECEIVE apologies for absence
Apologies were noted as above.

FPGP.25.074 To RECEIVE declarations of interest and requests for dispensations
Cllr Angell disclosed an interest in the grant applications, Cllr Fowler disclosed an interest in the handyperson contract.

FPGP.25.075 To RECEIVE any questions, statements or submissions from members of the public in attendance
None in attendance

FPGP.25.076 To CONFIRM the minutes of the meeting of December 2025 as a correct record
committee APPROVED the minutes but noted J Fowler was present, and J Fulcher was absent (minutes noted the other way round)

FPGP.25.077 To NOTE matters arising from the meeting
None to note

FPGP.25.078 To RECEIVE recommendation from working party to award the handy person contract and AGREE actions

Working party met and reviewed the 4 applications received. Committee RESOLVED to discount 2 application due to the cost exceeding the allocated budget as per the working parties recommendation. Redacted applications were scored in line with the scoring matrix. Committee

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RESOLVED to award the contract in line with the working parties recommendation to company B.
Projects Officer confirmed company B was DR Howse.

FPGP.25.079 To RECEIVE the recommendations from the Events working party and AGREE actions

Committee discussed the following program of community events as recommended by the working party:

Christmas event:

- Alpaca Walks – £650.00 from the Community Events Budget (Line 76) for an enchanted Rackleaze walk. Voluntary donations to be collected for a charity (to be confirmed).
- Laser Show – £2,500.00 from the Community Events Budget (Line 76).
- LEGO Party – £250.00 from the Community Events Budget (Line 76), delivered by volunteers as an interactive stall in the CPC Office.
- £174 to GCC for road closure license application

Community cinema night:

- Screen Hire – £2,500.00 from the Community Events Budget (Line 76) for LED screen hire and technical support on Sunday 2 August 2026.

Geocaching event:

- Storage casing: £50.00 from the Community Events Budget (Line 76).

Geocaching is an outdoor recreational activity that combines technology and adventure, where participants use GPS devices to find hidden containers called geocaches at specific locations worldwide.

Committee RESOLVED to accept £1,362.08 in external funding from local business Kerry Foods to deliver the following series of community engagement activities:

- Easter Egg Hunt (Woodfields, Saturday 11 April)
- Family Outdoor Yoga Sessions (Jubilee Park, 7 Saturday sessions during summer holidays)
- Community Arts and Craft Sessions (4 sessions at the Council Office, delivered by a neurodivergent-trained instructor)
- Rackleaze Nature Sessions (1 Bug Count and 1 Bat Walk)
- Community Nature Day (Saturday 18th April)

Committee expressed concern that in order for these events to run, there must be Cllr commitment. Chair to write an email to all councilors encouraging participation and involvement.

Otter sculpture trail

Businesses around Cam will be invited to complete an application form to host an otter through the 6 weeks of summer. There will be 2 levels of involvement – standard host only or optional sponsorship which will include additional promotion. Sponsorship is available for businesses willing and able to provide additional support to the project. This will not impact chances of being selected as the route will be decided on locations to make a viable route. Committee RESOLVED the purchase of 15 fiberglass otters for the creation of the Cam Otter Trail at a cost of £3,600.00.

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FPGP.25.080 To REVIEW grants policy and AGREE actions

Committee noted that the policy had not been updated since 2024. Committee RESOLVED to update the policy to add –

- FPGP would welcome a presentation from any applicant if they would like an opportunity to promote their project.
- For large projects over £2,500, FPGP reserves the right allocate a Councillor to ensure the project is progressing well or concluded successfully.
- Any groups or organisations that do not provide proof of spend through a completion report will be ineligible for future funding through this grant.

FPGP.25.081 To CONSIDER grant funding requests and AGREE figures to recommend to Full Council

Committee received a recommendation from the working party to prioritize projects that were time sensitive. Committee recognized the importance of all the bids received and requested that the budget be increased in financial year 2027-28 to accommodate more projects. Committee RESOLVED to recommend to Full Council, the working party recommendation as follows –

GRANT FUNDING 2026/27 - FIRST ROUND							
	Date of Application	Name of Applicant	Aims & Objectives	Total cost of scheme	Amount applied for:	Amount awarded at FPGP	Approved at FC
1	05/02/2026	GL11	Coach day trips to both its summer holiday adventure play sessions for disadvantaged local 5-11 year olds, and to its Ageing Well activities supporting low income seniors residents at risk of isolation.	£2,119	£2,119	£2,119	
2	10/02/2026	Parents & Carers	Contribution towards SEN facility at Jubilee playing fields to cover the cost of planning	£250,000+	£1,417	£1,417	
3	10/02/2026	Parents & Carers	Sensory toys, venue hire, IT costs, refreshments	£2,500	£2,500	£0	
4	03/02/2026	Dursley Rugby Club	Upgrades to community room to allow community use – acoustic panelling, new chairs, new tables	£9,000	£4,000	£0	
5	20/02/2026	Quarry Chapel	We want to lift aspiration of our current Quarry community, invite new people to take part in 'Why not Try' workshops and to learn about where we live through fossils.	£3,054	£2,654	£0	
6	20/02/2026	Breakheart Quarry	The project will update and improve areas of Breakheart community project along with main hall facilities used to deliver services and support learning education and fun.	£4,600	£3,950	£3,500	
7	20/02/2026	Cam Sports Club	Support with planning application	£40,000+	£820	£820	
8	20/02/2026	Cam Woodfields Community Centre	EICR inspection, fire door inspection, fire risk ass, Legionella ass.	£2,112	£2,112	£2,112	
Total requested					£19,302.00		
Total available					£10,000		
Total awarded						£9,968.00	
Total carried forward						-	

FPGP.25.082 To APPROVE the new Council Logo and AGREE actions

Committee RESOLVED to approve logo option B as the official logo of Cam Parish Council

Committee RESOLVED to delegate a budget of £500.00 to the Clerk, from budget line 73 for the rebranding and stationary requirements. Committee RESOLVED to delegate authority to the Clerk to implement the logo across Council materials and assets once branding guidelines have been produced.

FPGP.25.083 To APPROVE the new calendar of meeting dates

Committee RESOLVED to accept the calendar as proposed.

FPGP.25.084 To RECEIVE update on strategic and neighbourhood CIL and AGREE actions

Projects Officer explained that the feasibility for the transport interchange on E1 is being delivered in 2 phases.

Phase 1 – Community Engagement and Travel Research:

As part of the early phase of the E1 project, an application is being prepared to the Great Western Railway CCIF to fund a program of community engagement and travel research. This research will provide robust evidence to inform the wider feasibility study and future investment decisions. The program will be delivered in partnership with the Gloucestershire Community Rail Partnership, local councils, community groups, and local businesses. The program is anticipated to run for 4–6 months. Expected outcome are expected to deliver:

- A comprehensive understanding of local transport preferences and barriers;
- Evidence of existing travel patterns and mode share;
- Increased awareness of sustainable travel options;
- Insight into challenges faced by underrepresented groups;
- Greater community support for sustainable transport initiatives;
- These outputs will directly inform the wider E1 feasibility study.

Total Phase 1 (community engagement) project cost: £14,000. Budgeted as follows: Contribution from GCC: Officer time and project management. £12,000.00 GWR funding application. If approved, £2,000 (from train station EMRs) as match funding (approved by P&H Committee, February 2026).

Phase 2 –

Project stage	Activities/deliverables
Demand forecasting	• Model calibration • New developments info gathering, review, and input into model
P&R demand	• Parking provision, informed by trip rate modelling above, to consider a car park expansion and proportional uplift in spaces to accommodate additional demand at the station
Operational assessment	Understand operational constraints and consider future service increases: • Data gathering from stakeholders • Review of current train service and loading • Review of potential future service increases • Review of increased demand due to developments • Identify gaps in current service provision • Develop options for improvements
Wider connectivity	Evaluate the surrounding transport links, identifying issues risks and constraints: • Transport baseline & future improvements, including improvements to sustainable transport links to the station and proposed Cam & Dursley Greenway • Identify improvements to facilities to encourage transport integration
Station concept study & urban realm	Feasibility for improving access to the station and station facilities: • Work with stakeholders to collate requirements • Develop concept options and associated requirements (both with and without the development of the land opposite the station) • Consider whether the station is still fit for purpose with an uplift in services, including platform enhancements • Understand operational constraints at the station • Understand and improve access from all directions for pedestrians, cycles, buses and vehicular traffic • Review with stakeholders • Produce visualisations • Produce high level requirements, costings and timelines for delivery (short, medium & long term) • Produce constraints, opportunities and strategic movement plans with sketches

We have also requested some additional outcomes including the production of a high-level master plan design.

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- Proposed use of Neighbourhood CIL: To support commissioning of the broader E1 feasibility work. Proposed total cost for study is £65,000.00. Budgeted as follows: £10,000.00 commitment from GCC. Committee RESOLVED to allocate £55,000.00 EMRs Neighbourhood CIL reserves to fund the second phase feasibility work associated with the Cam Transport Hub (E1) concept.

FPGP.25.085 To APPROVE year end virements and AGREE actions

Committee approved to make a transfer of £13,342.72 from EMRs for Jubilee Field Development and £6,303.12 from EMRs Play areas to cover the end of year balance.

FPGP.25.086 To RESOLVE that by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100(A) of the Local Government Act 1972, the public and press be excluded for the following item of business, on the grounds it involves the likely disclosure of exempt information as defined in the Acts

No press or public present – see confidential minutes

FPGP.25.087 To RECEIVE update on Norman Hill

FPGP.25.088 To AGREE pension re-enrolment and declaration

FPGP.25.089 To AGREE staffing changes following Administration Officers retirement

FPGP.25.090 Any other matters for INFORMATION or REFERRAL only

With no further issues to discuss, the Chair closed the meeting at 21:25