

DRAFT MINUTES of FLAC Meeting

Held in the Village Hall, Lambs Lane, Cottenham, Cambridge
On Tuesday 27th June 2017

Present: Cllrs: Bolitho, Collinson, McCarthy, Young, RFO

17F/074. Election of chair – Cllr Young was proposed and seconded by 2 committee members and voted as the chair for the next year.

17F/075. Chairman's introductions and Apologies – Cllr Morris (Parish Council Business)

17F/076. To accept Declarations of interest and Dispensations

To receive disclosures of pecuniary and non-pecuniary interests from Councillors on matters to be considered at the meeting – no disclosures

The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is pecuniary. An interest is pecuniary if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgement of the public interest and it relates to a financial or regulatory matter

17F/077. Minutes - Resolution that the minutes from the committee meeting held on Thursday 25th May are a correct record – **RESOLVED**

17F/078. Public Participation – Standing Orders to be suspended - *Public question time is dealt with prior to the start of the meeting and doesn't form part of the formal business of the Council. Time is limited to 30 minutes and each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes in order to allow other people to also speak without the public session exceeding its allotted time. NB: Councillors will not be able to respond on items on the agenda, but will take notice of the views put forward – No members of the public present.*

17F/079. Review of monthly management accounts (to 30th April 2017) – The committee were satisfied that this was an accurate record.

17F/080. Review of Bank Reconciliation to the end of May 2017 – Cllr McCarthy and RFO completed a bank reconciliation earlier on in the month (19th June 2017) the committee were satisfied with the report given.

17F/081. Consider electricity quotes from LSI – LSI have contacted us with a recommendation that we renew our electricity with Scottish and Southern for the Village green, Recreation ground and the Pavilion. The committee reviewed the quotes and noted that the energy prices were lower last year and our understanding is that they have risen since. In addition, the RFO had looked at some comparison sites and on this basis the quotes appeared competitive. Resolution to accept the recommendation of LSI dated 26th June 2017 - **RESOLVED**

17F/082. Consider draft of our Equal Opportunities Policy – Cllr Morris had prepared a draft which the committee considered and felt satisfied for this draft to go forward to the next full council for adoption. Cllr Collinson noted that we ought to consider how we encourage a more representative group of councillors on the parish council.

17F/083. Consider money laundering issues – Cllr Bolitho is keen for us to make sure that we are protected from fraud, we discussed the processes that are currently in place and are satisfied that they are currently sufficiently robust.

17F/084. Matters for consideration at the next meeting

- Review of monthly management accounts (to 30th June 17)
- Review of monthly bank reconciliation (to 30th June 17)
- Consider the implications of the Data Protection Regulations when enacted.
- Freedom of information processes and charges

17F/085. Date of next meeting – Monday 24th July (at the Office)

17F/086. Close of meeting – 20.25

Signed _____ (Chair) Date _____