

**To: Members of the Finance, Legal and Administration Committee (FLAC)**

You are hereby summoned to attend a Committee meeting

To be held in the Village hall, Recreation ground, Lambs lane, Cottenham

**Tuesday 28<sup>th</sup> June 2016 at 7.30pm**

**AGENDA**

The Public and Press are invited to attend

**16F/090. Chairman's Introduction and Apologies**

**16F/091. Any Questions from the Public or Press** – 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.*

**16F/092. Declarations of Interest** - To receive disclosures of pecuniary and non-pecuniary interests from Councillors on matters to be considered at the meeting.

*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.*

**16F/093. Minutes** – to resolve that the minutes (circulated to members) of the Committee meeting held on Tuesday 24<sup>th</sup> May be signed as a correct record.

**16F/094. Review of monthly management accounts (to 31<sup>st</sup> May 2016)** – Cllr Young & RFO

**16F/095. Review of monthly bank reconciliation (to 31<sup>st</sup> May 2016)** – Cllr McCarthy & RFO

**16F/096. Authorise online payment to Central source Ltd for Cones and Belt barriers for use in the car park at the recreation ground as the payment is required in advance. (Order ref:SO129121 for £200 + VAT)** - RFO

**16F/097. Authorise and sign cheque payment to T J Training Ltd for providing Basic Emergency First Aid Course. (Invoice no: 02088 for £193.45 + VAT)** - RFO

**16F/098. For cheque to be signed for the summer reading challenge donation request for £150 as agreed at the full council meeting on Tuesday 7<sup>th</sup> June** - RFO

**16F/099. Consider income and expense estimates for the new village hall** – Cllr Morris

**16F/100. Consider policy for retention of documents** – Cllr Morris

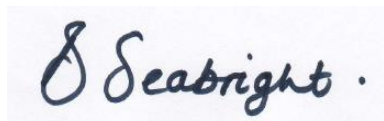
**16F/101. Consider transferring additional funds into Unity Trust saving account and closing 3 Lloyds bank accounts keeping just one open for cash payments** - RFO

**16F/102. Consider donation request from Cambridgeshire Lowland Search and Rescue** - RFO

**16F/103. Matters for consideration at the next meeting**

**16F/104. Date of next meeting** –

**16F/105. Close of meeting** -



Debbie Seabright – RFO

21<sup>st</sup> June 2016

Right Side Entrance, Community Centre

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