

MINUTES of FLAC Meeting

Held at the Parish Council Office, 250a High Street, Cottenham:
On **Monday 11th December 2017**

Present: Cllrs: Bolitho, Collinson, McCarthy, Morris, Smith, Wilson, RFO

17F/148. Chairman's introductions and Apologies – Cllr Young

17F/149. 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/150. Minutes - Resolution that the minutes from the committee meeting held on Tuesday 14th November 2017 are a correct record– **RESOLVED**

17F/151. 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/152. Review of monthly management accounts (to 30th November 2017) The committee were satisfied that the management accounts are an accurate record. The committee agreed that the £2948 (Groundwork grant returned) be recorded on the same line as the Groundwork grant re Neighbourhood plan and the £2345 for advice on our Neighbourhood plan not be taken from reserves.

17F/153. Review of Bank Reconciliation to the end of November 2017 – The RFO and Cllr McCarthy completed a bank reconciliation earlier on in the month (1st December 2017) it was noted that the cash at bank figure in the agenda pack was inaccurate and should have read £748,843.54 otherwise the committee were satisfied with the report given.

17F/154. Budget planning – consider likely income and sources for 2018/19 – The committee reviewed our income from the last 8 months and continued to look ahead and consider the possible income in the next financial year. These figures will be taken to the full council meeting in January for consideration.

17F/155. Budget planning – Consider likely expenditure across broad revenue headings (e.g Admin, Open Spaces, CALF, Highways, Shared Services, Youth, Pavilion, Village Hall and Play area) in 2018/19 – The committee looked at our expenditure over the last 8 months and continued to look ahead and consider the budget for expenditure in the next financial year, these figures will be taken to the full council meeting in January for consideration. The committee also discussed the financing of the potential Village Hall and Nursery. Resolution that the committee recommend that if we continue with the Village Hall project and Nursery that the financing will still require us to borrow

approximately 2.1 million and the finance charges for this will be approximately £118,000 per annum, this figure needs to be included in the expenditure for next year. - **RESOLVED**

17F/156. Consider grant applications –Cottenham Mobile Warden Scheme have requested £1500; the scheme benefits 15 residents and 5 associate members – at the previous committee meeting the members had requested further information which has since been provided (including more detail about the service and the safeguarding policies in place.) The committee recommend that this is put to the full council in January for further consideration.

17F/157. Matters for consideration at the next meeting

- Review of monthly management accounts (to 31st December 17)
- Review of monthly bank reconciliation (to 31st December 17)
- Data Protection Regulations
- Consider pay increase recommendations for staff in the next financial year
- Defibrillator contingency reserve – Cllr Bolitho

17F/158. Date of next meeting – Tuesday 30th January 2017

17F/159. Close of meeting – 20.50

Signed _____ (Chair) Date _____