

**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, Lambs Lane, Cottenham, Cambridge

**Tuesday 25<sup>th</sup> April 2017 at 7.30pm**

**AGENDA**

All Parish Council Meetings are open to the Public and Press

**17F/050. Chairman's Introduction and Apologies for absence** – *(Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.*

**17F/051. To accept Declarations of Interest and Dispensations** – *i. To receive disclosures of pecuniary and non-pecuniary interests from Councillors on matters to be considered at the meeting. ii. To receive written requests for dispensation. iii. To grant requests for dispensation as appropriate. (NB this does not preclude any later declarations).*

**17F/052. Minutes** – To resolve that the minutes (circulated to members) of the Finance Committee meeting held on Thursday 30<sup>th</sup> March 2017 be signed as a correct record.

**17F/053. 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 to allow other people to also speak without the public session exceeding its allotted time. Questions not answered at this meeting will be answered in writing to the person asking the question, or may appear as an agenda item for the next meeting. Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted. A person may not orally report or comment about a meeting as it takes place if he is present at the meeting of a parish council or its committees but otherwise may film, photograph or make an audio recording of a meeting; use any other means for enabling persons not present to see or hear proceedings at a meeting of the parish council as it takes place or later; report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting. However, anyone wishing to do so must speak to the clerk prior to the meeting as there is a policy which must be followed.*

**17F/054. Review of monthly management accounts (to 31<sup>st</sup> March 2017)** – Cllr Young & RFO

**17F/055. Review of monthly bank reconciliation (to 31<sup>st</sup> March 2017)** – Cllr McCarthy & RFO

**17F/056. Authorise and pay Cheffins invoice dated 31<sup>st</sup> March 2017 for £250 plus VAT £50 (Total £250) for professional advice re Land adjacent to the access road to the Recreation ground** - RFO

**17F/057. Internal Audit feedback** – RFO

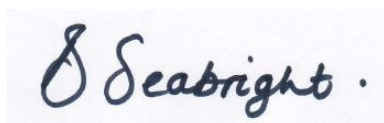
**17F/058. FLAC report for the annual Parish meeting on the 9<sup>th</sup> May** – Cllr Young

**17F/059. Matters for consideration at the next meeting**

- Review of monthly management accounts (to 30<sup>th</sup> April 17)
- Review of monthly bank reconciliation (to 30<sup>th</sup> April 17)

**17F/060. Date of next meeting** – Thursday 25<sup>th</sup> May

**17F/061. Close of meeting** –



Debbie Seabright – RFO

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