

**DRAFT MINUTES of FLAC Meeting**

Held in the Village Hall, Recreation Ground, Cottenham  
On **Thursday 26<sup>th</sup> November 2015**

**Present:** Cllrs: Bolitho, Morris, Mudd, RFO (Debbie Seabright)

**15F/205. Chairman's introductions and Apologies** – Cllrs Young, McCarthy

**15F/206. Standing orders to be suspended- 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* – No members of the public present

**15F/207. Standing Orders re-instated- 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* – None

**15F/208. Minutes** – Resolution that minutes from the committee meeting held on the Tuesday 10<sup>th</sup> October are a correct record – **RESOLVED**

**15F/209. Update on the Pavilion** – Cllr Mudd fed back that there is a meeting with the architects next Monday to discuss the next invoice from Murffits and to discuss snag list. Security issues were discussed. Caretaker working out well.

**15F/210. Review of monthly management accounts (to 31<sup>st</sup> October)** – The committee reviewed the management accounts to 31<sup>st</sup> October 2015 to the committees' satisfaction.

**15F/211. Review of monthly bank reconciliation (to 31<sup>st</sup> October)** – Cllr McCarthy and RFO completed the bank reconciliation earlier on in the month (to 31<sup>st</sup> October 2015), the committee accepted the report given by RFO and report in the agenda pack from Cllr McCarthy.

**15F/212. Budget planning for 2016-17** – the budget process is ongoing and will be presented to full council at the January full council meeting for consideration.

**15F/213. Banking arrangements for savings accounts** – Resolution to move 100k to Nationwide building society savings account - **RESOLVED**

**15F/214. Review potential underspend for this year and strategic use of funds** – Cllr Morris reviewed three major capital projects (New Village hall/increased car parking at the recreation ground/Purchase of field at recreation ground) and outlined methods by which they could be funded.

**15F/215. Consider requirement of a 28 day public notice period requirement needed before council can adopt a pension scheme for its staff** – Defer decision until Cllr Morris has attended the AGM meeting for CAPALC in Histon on the 10<sup>th</sup> December.

**15F/216. Matters for consideration at the meeting**

- Budget Planning 2016-17
- Review of monthly management accounts (standard item) to end November 15 Cllr Young
- Bank reconciliation (standard item) to end of November 2015– Cllr McCarthy

- Financial summary of Pavilion
- Consider Pension arrangements for Parish Council staff

**15F/217. Date of next meeting – Tuesday 5<sup>th</sup> January**

**15F/218. Close of meeting – 20.58**

Signed \_\_\_\_\_ (Chair) Date \_\_\_\_\_