

To: Members of the Finance, Legal and Administration Committee

You are hereby summoned to attend a Committee meeting

To be held in the Village Hall, Lambs Lane, Cottenham on

Thursday 26th February 2014 at 7.15pm

AGENDA

The Public and Press are invited to attend

15F/025. Chairman's Introduction and Apologies

15F/026. 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.

15F/027. 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.

15F/028. Minutes – to resolve that the minutes (circulated to members) of the Committee meeting held on Thursday 29th January be signed as a correct record.

15F/029. Update on the Changing rooms project – Cllr Morris & Mudd

15F/030. Update on the Skate park project – Cllr Morris

15F/031. Asset and Liability register– Cllr Morris & Mudd

15F/032. Risk assessment & health safety checks– Cllrs Morris, Mudd & Bolitho

15F/033. Financial checks –Cllr Morris

15F/034. Insurance reassessments – Cllr Mudd and Morris

15F/035. Sports and social club agreement – Cllr Mudd and Morris

15F/036. Amendment to Financial regulations – Cllr Morris

15F/037. Annual review of Standing Orders document – Cllr Morris

15F/038. Review Terms of Reference document – Cllr Morris

15F/039. Investigation into the premature repayment of Ladybirds loan – RFO

15F/040. Additional Clerk / RFO resource – Cllr Morris

15F/041. Management accounts – Cllr Young

15F/042. King Georges field Cottenham charity – RFO

15F/043. Cost of cleaning materials and where they are stored – Cllr Bolitho

15F/044. Consider VAT arrangements – Cllr Morris

15F/045. Internal Audit arrangements – RFO

15F/046. Grant application forms/requests - RFO

14F/047. Exclusion of public - To exclude the public from the meeting because of the confidential nature of the business to be discussed.

- 15F/048. Office space for the Parish Council – Cllrs Young and Mudd**
- 15F/049. Matters for consideration at the next meeting**
- 15F/050. Date of next meeting – Thursday 26th March (at the Parish council office)**
- 15F/051. Close of meeting**

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11nd February 2015