

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 29th January 2014 at 7.15pm

AGENDA

The Public and Press are invited to attend

15F/001. Chairman's Introduction and Apologies

15F/002. 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/003. 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/004. Minutes – to resolve that the minutes (circulated to members) of the Committee meeting held on Tuesday 6th January be signed as a correct record.

15F/005. Complete budget documentation – RFO

15F/006. Update on the Changing rooms project – Cllr Morris and Mudd

15F/007. Update on the Skate park project – Cllr Morris

15F/008. Risk assessment review – Cllrs Morris, Mudd, Bolitho

15F/009. Review of management accounts – Cllr Young

15F/010. Management of grant applications – Cllr Bolitho

15F/011. Sports and social club agreement – Cllr Mudd and Morris

15F/012. Office space for the Parish Council – Cllr Young and Mudd

15F/013. Safe storage of cleaning materials at the Village Hall – Cllr Bolitho

15F/014. Asset register/Liability register – Cllr Morris

15F/015. Annual review of the financial regulations – Cllr Morris

15F/016. Annual review of Standing Orders document – Cllr Morris

15F/017. Review Terms of Reference document – Cllr Morris

15F/018. Premature repayment of Ladybirds loan – Cllr Morris

15F/019. Over day centre grant application - RFO

15F/020. Exclusion of public – To exclude the public from the meeting because of the confidential nature of the business to be discussed

It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at the next agenda item (s) the

Chairman asks that in the public interest the public and press are temporarily excluded from this meeting and are herewith instructed to withdraw.

15F/021. Groundsman (closed item) – to consider the sale of equipment to the Grounds man and to complete a bank mandate form.

15F/022. Matters for consideration at the next meeting

15F/023. Date of next meeting

15F/024. Close of meeting

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22nd January 2015