

MINUTES of FLAC Meeting

Held in the Village Hall, Recreation Ground, Cottenham
On **Tuesday 5th January 2016**

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

16F/001. Chairman's introductions and Apologies – None

16F/002. 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 – one member of the public present

16F/003. 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

16F/004. Minutes – Resolution that minutes from the committee meeting held on the Thursday 26th November are a correct record – **RESOLVED**

16F/005. Review of monthly management accounts (to 30th November) – The committee reviewed the management accounts to 30th November 2015 to the committees' satisfaction. Cllr Young pointed out that in the middle sheet section that Groundsman Holiday cover is incorrectly named – Finance officer to change.

16F/006. Review of monthly bank reconciliation (to 30th November) – Cllr McCarthy and RFO completed the bank reconciliation earlier on in the month (to 30th November 2015), the committee accepted the report given by RFO and report in the agenda pack from Cllr McCarthy.

16F/007. Budget planning for 2016-17 – the budget process is ongoing and will be presented to full council on Tuesday 12th January at the full council meeting for consideration.

16F/008. Pension scheme arrangements for the Parish council employees – Cllr Morris attended the AGM for CAPALC and the speaker advised that we do not need independent advice and we can continue as planned. No requirement for the 28 day notice period. Cllr Morris and RFO to prepare a statement of the scheme being proposed and the status of each member of staff for the February full council meeting.

16F/009. Youth Provision – to consider £4K for an enrichment programme for young Cottenham residents – to defer pending additional information

16F/010. Matters for consideration at the meeting

Management accounts to 31st Jan 16

Bank reconciliation to 31st Jan 16

Consider costings for police support, running of library, school crossings and road maintenance.

16F/011. Date of next meeting – 26th January

16F/012. Close of meeting – 20.25

Signed _____ (Chair) Date _____