

Finance, Legal and Administration Committee (FLAC) Minutes
Meeting held via Zoom on Tuesday 23rd February 2021 at 7.30pm

Present: Cllrs Bolitho (chair), Morris, Young & RFO

21F/021. Chairman's Introduction and Apologies for absence – Cllr Collinson (Illness), McCarthy (Personal)

21F/022. To accept Declarations of Interest and Dispensations – None given

21F/023. Minutes – Resolution that the minutes of the Finance Committee meeting held on Thursday 28th January 2021 be signed as a correct record. **RESOLVED.**

21F/024. Public Participation – One member of the public present.

21F/025. Management Accounts (to 31st January 2021) – Noted that there is an underspend on the Youth budget due to the Connections Bus not being able to operate during Covid. Contract negotiation with the groundsman is nearly complete. The committee were satisfied that the management accounts are an accurate record.

21F/026. Bank Reconciliation (to 31st January 2021) - The RFO and Cllr McCarthy completed a bank reconciliation. The committee were satisfied that the bank reconciliation is an accurate record.

21F/027. Future options for paying off loans – The committee looked at some ways in which the five loans might be paid off. The primary repayment method is from the supplementary precept. Expected s106 payments over the next few years may mean that the parish council is able to pay off one or more of the five loans or able to offset the money to reduce the precept. It is also hoped that as the Village Hall starts to generate an income then this will be used to either help pay off loans or reduce future precepts.

21F/028. Cashflow position – A cashflow was not completed for the meeting tonight due to time pressures. Committee members expressed disquiet that FLAC does not have access to our current cash flow position for the project. There is an expectation that a report will be produced for the next full council meeting detailing the project finances. The application for an additional loan is ongoing but they require some additional information. Some issues discussed around being able to use all the space in the Village Hall to help with potential income, but the funding required up front to pay for a complete fit out necessary is high.

21F/029. Kids club contract – The committee considered a draft contract for Cambridge Kids Club. The contract will be updated to incorporate the decisions made and sent out to the committee. The committee asked that a solicitor look at the document to ensure that we have not missed anything.

21F/030. Kebab Van contract – The committee spoke briefly about a need for a contract for the kebab van looking at rental charges, litter issues and willingness to formalise the informal agreement that he locks the gate at the end of the night as he leaves.

21F/031. External Management of alarm systems – We have two new buildings, both are secured using locked doors with steel roller shutter overlays, in addition the main points of entry are secured using pre-programmed card-based access limiting which visitors are allowed access and when. Fire and Intruder detection systems are installed throughout and can send an alert message to an external centrally monitored system which can then do a callout to a trusted CPC security monitor or the police. We are currently looking at setting this up (possibly one year contract).

21F/032. Matter for consideration at the next meeting –

- Bank Reconciliation and Management accounts
- Cashflow position

21F/033. Date of next meeting – TBA

21F/034. Close of meeting – 9.14 pm

Signed _____ (Chair) Date _____