

Minutes of the Waterbeach Parish Council Finance Committee meeting held on Tuesday, 16<sup>th</sup> February, 2010 at 7.00 p.m. in the New Pavilion, Cambridge Road.

**Present:** Mr A Ball (Chairman); Mrs J Cornwell; Dr C. Grant; Mrs C Smith.

**f.09.57 Declarations of Interests for items on the agenda**

Dr Grant declared a personal interest in matters relating to the clerk due to having a business relationship with the clerk

**f.09.58 Apologies**

Mr M Leeke; Ms G. Smith; Mrs J. Williamson; Mr M Williamson

**f.09.59 To approve the Minutes of the meeting held on 19<sup>th</sup> January, 2010**

Mrs Cornwell proposed, seconded by Mrs Smith and agreed that the Minutes be signed.

**f.09.60 Clerk's report and matters arising from the Minutes**

Tillage Hall contract signed by C J Murfitt and returned. Completion date 12<sup>th</sup> December 2010

**f.09.61 To consider:**

i. expenditure and income to 31<sup>st</sup> December, 2009

Expenditure and income for the third quarter and the total to date were noted from the spreadsheet circulated.

ii. expenditure and income to 28<sup>th</sup> February, 2010

Expenditure and income for January and February and the forecast figure to the end of the fourth quarter were noted from the spreadsheet circulated. The overspend of the employment budget and the electricity budget were noted. It has been established that records of the meter type are incorrect. The clerk is endeavouring to reclaim overpaid amounts for electricity. A visit by a meter operator is scheduled for 17<sup>th</sup> February.

**f.09.62 To review bank reconciliation to 31<sup>st</sup> December, 2009**

Mr Ball agreed to verify the reconciliation once information requested from the bank regarding the erroneous cheque has been received.

**f.09.63 To consider expenditure to provide security for sports club's equipment**

It was agreed that it was not possible to recommend the expenditure and that each sports club provide security for their own equipment and kit. It is recommended that consideration should be given to having a policy regarding responsibility for the maintenance and security of the building, provision and authorisation of fitments, health and safety, provision and cost of lighting.

**f.09.64 To consider expenditure to remove floodlights from play area**

It was agreed that the removal of the lights was an unnecessary expense but the light stays should be repainted.

**f.09.65 To review projects register and agree projects to be scheduled in 2010/2011**

It was agreed that the kicking wall, hard play surface and multi-sport surface projects should be referred to the sports and youth club to determine the needs and to explore grant funding

Minimal work had been carried out on the old pavilion flat roof which would reduce the need for major repair.

It was agreed that the pavilion project had been incorporated into the Tillage Hall project, and that the lytchgate project would be cancelled.

It was agreed that works to the cemetery wall would be carried out in the most essential areas and within the budgeted sum. It is understood that a loan could be taken to do further work.

It was agreed that the project to undertake work on the footpaths across the green should be define and it established whether the paths are designated footpaths.

**f.09.66 To discuss and agree process and timing for award of grants in 2010/2011**

It was agreed that the process of awarding grants would be announced in September

**f.09.67 To consider fees charged:**

- i. Sports Clubs – it was agreed that a letter be sent informing clubs that the fees would be increased by the same rate as the increase in precept in line with previous years and that a review of the fees will take place.
- ii. Users of the green and recreation ground – no recommendation
- iii. Cemetery – it was agreed that the Clerk would make enquiries from other parish councils regarding the multiplier for purchase of graves by non-residents. The fees in general follow the recommendation of the Parochial Church Council

The meeting ended at 8.10 p.m.

Chairman ..... Date .....

UNAPPROVED