

MINUTES OF THE MEETING OF FINANCE & GOVERNANCE COMMITTEE
HELD IN THE MOOT AT THE PRIORY CENTRE, PRIORY LANE, ST NEOTS
ON 10 JULY 2018

Present: Cllrs C Maslen, Miss C Green, D Eyre, P Davies

In attendance: Town Clerk, Deputy Town Clerk, Finance Manager

Public Participation

5 members of the public were present. Mr Farrer asked questions relating to the accounts which were answered.

9. Apologies for Absence

Apologies received by Cllrs Thorpe, Chapman, Holmes. Cllr Giles was absent.

It was proposed and seconded that Cllr Maslen be elected as Chairman for this meeting.

Resolved to accept the proposal

10. Declarations of Interest

No declarations of interest were made.

11. Minutes

It was pointed out that the meeting was held on the 12th June and not the 5th June as shown.

It was proposed and seconded to accept the minutes subject to the date being amended.

Resolved to accept the proposal.

12. Great Paxton Proposed Cycle Path

Town Clerk informed the members that the Full Council resolved that it was minuted to support this at its meeting held on 19th January 2018. That means another resolution cannot be made tonight.

Cllr Paul Goodyear of Great Paxton POC gave an updated presentation to members. Members asked for a feasibility study for the proposed routes. He will ensure that copies are sent to SNTC. He then explained where the proposed routes are and gave an estimate of the indicative costs which are £601,000.

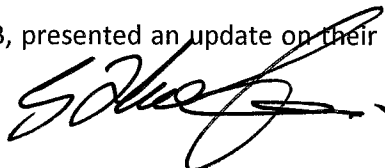
Chairman stated that full council agreed that in principal it is a good idea. Cycle paths come under Cambridgeshire County Council.

It was proposed and seconded that we continue to support this project and wait to receive more information from Great Paxton Parish Council.

Resolved unanimously to accept the proposal.

13. Citizens Advice Bureau Report on Transformation Programme

Trevor Evans and Bob Forthrop, Trustees from CAB, presented an update on their transformation program to the members.



From October 2018 clients will initially telephone at which point they will be given and will be advised what documentation etc. they will need to bring to that appointment. This service will be provided from the porta cabin which is presently located in St Neots. It was confirmed that the presence and activity will be from the porta cabin for 4 working days per week. They will be monitoring how many people need a 'drop in'.

Finance Manager clarified that the grant had been put on hold to make sure members are happy for these funds to be released.

Town Clerk advised members that if they were satisfied that the requirement to provide a service for four days per week in St Neots, then they can resolve to release the grant in two tranches as agreed.

It was proposed and seconded to release 50% of the grant.

Resolved unanimously to accept the proposal.

14. Income & Expenditure and Balance Sheet as at 31 March 2018

Town Clerk stated that Cllr Thorpe asked at full council for this item to be added onto the agenda for this meeting due to the reduction in the general reserve. The auditor had also voiced concern about the level of our general reserve.

Members reviewed and noted.

15. Fixed Assets as at March 2018

Finance Manager explained the lay-out of the report.

Members reviewed and noted.

16. Income & Expenditure and Balance Sheet as at May 2018

Finance Manager presented to members and suggested that they look at the earmarked reserve.

Members reviewed and noted.

17. Bank-Cash and Investment Reconciliation as at 31 May 2018

Finance Manager presented the report to the members.

Approved by members.

18. Income and Expenditure by Budget Heading for the period 1 April – 31 May 2018

Finance Manager gave a summary of the report to the members.

Approved by Members.

19. List of Payment for May 2018

Approved by Members.

20. Timetable of Key Documents and Policies for Review by Finance & Governance Committee – 2018-2019



Noted by Members.

21. Revised Financial Regulations for Review and Approval

Town Clerk recommended that under 'Budgetary Control the following be added to the end of paragraph 4.8 on page 7:

'All none budgeted spending requests are to be passed to the Finance & Governance Committee for consideration. The F&G committee will then pass to full council for recommendation'.

This was proposed and seconded.

Resolved to accept the proposal.

22. To set a date for the Grant Sub-Committee July 2018

It was suggested either Monday 23rd July or Wednesday 25th July. The meeting will be held on 23rd July 2018.

Meeting closed at 8:55pm.



Ed Reilly
Town Clerk

Chair

Finance &
Governance
Committee