

**KING'S SUTTON PARISH COUNCIL
FINANCE GOVERNANCE & POLICY COMMITTEE**

**MINUTES OF THE ZOOM MEETING HELD
AT 7.30 P.M. ON TUESDAY 16TH MARCH 2021**

PRESENT: Councillors R Irving (Chairman), R Burrell, T Forde, D Wood

ABSENT: Cllr J Creed

IN ATTENDANCE: Mrs E Hart (Clerk), Councillors J Patterson, S Read-Maskell

CHAIRMAN'S ANNOUNCEMENT:

The Openness of Local Government Public Bodies Regulations 2014:

The Announcement was taken as read.

FGP: 85.20/21 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR ABSENCE:

Apologies had been received from Cllr Creed.

RESOLVED: To approve the reasons for absence as submitted.

FGP: 86.20/21 TO INVITE DECLARATIONS OF INTEREST:

A. Disclosable Pecuniary Interests:

None.

B. Other/Personal/Non-Statutory Interests:

Councillor	Agenda Item	Reason
R Burrell	Item 12: project paper regarding provision of electrical car charging points	Trustee of KSMMH

C. To receive requests for Dispensations:

None.

FGP: 87.20/21 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO SPEAK TO ITEMS LISTED ON THE AGENDA:

None.

FGP: 88.20/21 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING HELD 10TH JANUARY 2021: (previously distributed)

RESOLVED: To approve the Minutes of the Meeting held 10th January 2021.

FGP: 89.20/21 RFO REPORT

Matters Arising:

Minute FGP: 75.20/21

The grass cutting payment was received in the bank account via BACS on 24th February.

HSBC accounts: £48,331.22 was transferred into the cheque account and a cheque raised for £49,171.48 to be paid into the Unity account, leaving a balance of £0.00 in the HSBC account. This was credited on 15th March 2021. The two HSBC current accounts can now be closed; closure forms have been obtained from the branch.

RESOLVED: To close both current HSBC accounts by completing the closure form.

Action: Clerk, account signatories

Minute FGP: 76.20/21

The grass cutting payments have been checked and are correct.

Minute FGP:81.20/21

The PC/PCC Liaison Group met in January 2021 and details of the meeting were circulated. The wall repair has been completed at a cost of £270 (invoice received and will be presented at the April meeting). An invoice for £135 will be sent to the PCC as it was agreed that they would fund 50% of the repair.

OTHER

Cemetery Project

Access – Highways has indicated that they would not support the access as proposed (single lane). Tom Ansell (Planning Officer) has confirmed that if Development Control felt that, due to the low usage of the proposed access (limiting it to interments and ground maintenance only with a gate locked at all other times), the proposal was of an acceptably low risk, it may be possible to condition the access use as part of the planning approval. A site meeting to assess any issues with the pedestrian visibility splay will take place at 10am on Wednesday 17th March with Cllrs Irving and Forde.

A summary will then be sent to CDS and costings for the necessary drawings showing visibility slays, etc obtained. The April Parish Council meeting will then consider the quotation.

Investment Accounts

Currently Unity deposit account is 0.0%, HSBC 1 month notice account is 0.01%.

Other options:

<https://www.cambridgebs.co.uk/savings/business-savings/council-saver> - 0.1%

<https://www.co-operativebank.co.uk/business/products/savings-accounts/95-day-notice>

- 0.12% 95 day notice

<https://www.htb.co.uk/business/savings/sme-savings-accounts/fixed-rate-sme-savings-accounts/> - a choice of one or two year bonds (0.7%, 0.75%)

Noted.

The Clerk was thanked for her report.

FGP: 90.20/21

INTERNAL CONTROLS 2021:

A. To review the Receipts and Payments Account to 16th March 2021

Noted that all payments from the March meeting had been included in the payments account.

A payment to Aylesbury Mains of £1115.40 (invoice 20156) for lantern cleaning (approved for payment at the 7th January 2021 Parish Council Meeting: Minute 159.20/21 A) had been subsequently deferred (Minute 167.2021 A4) pending a satisfactory outcome of a requested site visit. As Aylesbury Mains had not yet responded to the request to meet representatives of the Parish Council, the payment had not yet been added to the account.

Regarding receipts, an earlier interest payment on the deposit account had been included in the relevant column.

Noted that grant payments were over budget as previously discussed to provide support to village organisations during the pandemic.

Agreed to offset over budget payment for the cemetery project from the designated reserves.

FGP: 91.20/21

TO CONSIDER INVESTMENT OPPORTUNITIES WITH REGARD TO OBTAINING A MORE FAVOURABLE RATE OF RETURN

- RESOLVED:** To recommend that the Parish Council ties up £100, 000 of reserves for up to one year, in order to obtain a more favourable interest rate than 0.01% with recommendations for the details of investments to be discussed at the May Finance, Governance and Policy meeting.
- FGP: 92.20/21** **ANNUAL PARISH MEETING: TO CONSIDER ARRANGEMENTS**
- RESOLVED:** To recommend that no Annual Meeting be held as it was felt that a Zoom meeting would not attract parishioner attendance (noting that an in-person meeting was currently illegal due to the pandemic) but instead to publish a Chairman’s summary report giving the opportunity for any queries to be emailed to the Chairman.
- FGP: 93.20/21** **TO CONSIDER POLICY/DOCUMENT REVIEW SCHEDULE**
- RESOLVED:** To recommend approval of the document (review dates to be inserted dependent on review timescales), noting that the review timescales were the maximum and that reviews would be conducted earlier if legislation or direction from NALC required.
- FGP:94.20/21** **TO CONSIDER EMERGENCY PLANNING PAPER**
- The Chairman thanked Cllr Wood for his considerable efforts in producing the draft paper.*
- It was commented that WNC should take the lead role in Emergency Planning with the Parish Council role viewed as a supportive one.
- It was suggested that a contingency plan could be produced for each identified risk scenario with available resources being identified.
- It was felt that the creation of a new Parish Council role, Emergency Planning Officer, could prove beneficial.
- RESOLVED:** To recommend that the Draft Paper be accepted by the Parish Council as an initial document to be used by a Working Party to be created by the incoming Parish Council.
- FGP:95.20/21** **TO RECEIVE REPORT ON PROGRESS OF THE CEMETERY EXTENSION PROJECT**
- The progress reported by the Clerk was **noted**.
- The Environment Agency had confirmed that findings detailed in the T2 Groundwater report meant that no further investigations were necessary, as far as it was concerned.
- FGP:96.20/21** **CONSIDERATION OF PROJECT PAPER REGARDING PROVISION OF ELECTRICAL CAR CHARGING POINTS**

Noted that opportunities for smaller councils to access funding were now being presented.

Noted that the Millennium Hall car park seemed an ideal location for installing charging points but that other locations should also be considered, for example the Willows. Highways' permission would need to be obtained for any points on the highway.

Noted that the Parish Council was the custodian trustee for the Millennium Hall with the Hall trustees assuming day-to-day management responsibilities.

Noted that a project group would need to consider issues such as the various funding opportunities, costs to car owners and how to protect the charging points from damage.

RESOLVED:

To present the Paper to the April meeting of the Parish Council, recommending that a Joint Working Party consisting of trustees of the KSMMH and Parish Councillors be formed in order to take the project forward and also to recommend investigating the possibility of utilising the Grand Union Housing garaging site on the Willows to provide electrical charging points.

Cllr Wood was thanked for his excellent paper.

FGP:97.20/21

**TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE
FINANCE GOVERNANCE & POLICY COMMITTEE
(TUESDAY 25TH MAY)**

No additional items proposed.

The Meeting ended at 8.34p.m.