

Bretton Parish Council

Minutes of the Finance Committee Meeting held on the 3rd May 2016 at 7.30 p.m. at the Parish Offices, Unit 2, Pyramid Shopping Centre, Bretton

Present: Councillors, M Clements (presiding), J Hayes, C Lee, and C Tilling

Residents: None

Others: B Champness (Clerk)

Not Present: J Johnson

Open Forum

There were no residents present so there was no Open Forum. The meeting was formally opened at 19.32

76. Apologies for absence

76.1 Apologies were received from A Richards (personal)

76.2 **Resolved:** that the apologies be accepted

77. Declaration of Interest – To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item

77.1 No one declared an interest in any item on the agenda.

78. To Approve Minutes of the meeting held on Tuesday 1st March 2016 (Fin 15-04)

78.1 **Resolved:** The minutes were approved and signed by the Chair as a correct record.

79. Matters to report – *restricted to items not listed elsewhere in the agenda*

79.1 With regard to the request for a memorial bench the Clerk explained that he had received a message from Cllr Ellis saying that Mrs Freeman had placed a notice on the Bretton Parish Council Facebook page asking what was happening. He had replied asking how old the request was as he had been talking to Mrs Freeman on a regular basis and had been recently. It appeared that the person from Amey who the Clerk had written to had not seen the original e-mail sent so a copy was forwarded. The lady had replied saying she had not seen the petition and was only dealing with the matter of transferring the youth shelter from near Langley to the skateboard park. A reminder was then sent asking if there was any way Peterborough City Council or Amey could help to finance a bench and that was forwarded onto James Collingridge who had replied to say that they were reluctant to set a precedent and paying for a memorial bench. After considering how we could help it was agreed that the Clerk would contact James Collingridge to see if there was a bench close to the skateboard park which they would be happy to have a plaque on and whether they might be able to provide the plaque and if so what would be the cost, if any, copying in Mrs Freeman so she could correspond directly.

79.2 A question was asked about the commemorative coin which would be given to the children who helped on the weekend of the Clean for the Queen campaign. The Clerk explained that they had been delivered to the office and was able to show them to those present. A meeting was being arranged with Watgall School and we were waiting to hear from Heltwate School. Middleton School had said they would wait until around the time of the Queens official birthday to have the coins presented to the children.

79.3 A question was asked whether we had any news from the SLCC regarding charging VAT on hiring out rooms. The Clerk explained that he had not as he would not be able to get in touch with the person who gave the talk and would have to seek advice from the advice centre. He said that he would try and get the information as it could prove useful if we took over the Community Centre.

80. Items deferred from previous meeting

80.1 There was nothing deferred from the previous meeting.

81. Items deferred from Full Council: To consider the invoice from Anglian Water and to see why there has been an increase in the charges.

81.1 The accounts that had been sent throughout the last financial year were produced and considered to see if and why there was a large increase in the last invoice. The meter was read at the meeting and it appeared that we had used about 13 units since the meter was read and seemed to correspond with the other accounts except the last one. Consideration was given to why this account was so large compared to the others and it was thought there might be a leak but this was not borne out by the meter reading. The Clerk then recalled that when the room was hired out for a New Year Party someone had pushed a handbag into the water tank and had broken the plastic bar which held the stop cock, which meant that the water was never turned off. This had been like that for at least 3-4 days before it was repaired. It was felt that this was the reason why the bill was out of proportion to the others that had been sent.

82. To discuss the merits of Right to Challenge under the Localism Act and to consider what services we want to take over from the Local Authority.

82.1 There was no further news other than for the Clerk and Cllr Hayes to report that there had been a meeting at the office and there was a discussion on being able to use the Glutton Machine and the right people who could use it. It was felt that the person to talk to was Anna Williams, a Job Coach at Day Opportunities. A meeting was hoped to take place a few days ago but did not transpire but she was seeing the Clerk on the 4th May. Subject to her being able to assist once we had all the information we could put together a bid. One matter which came to light was that if we took someone on to do the cleaning we must employ them for a minimum of 16 hours a week. That information changed the thought process behind the plan in that just cleaning the square would not need someone spending 16 hours a week. As a result we wondered what area of Bretton they could consider undertaking to utilise the full 16 hours. The views of Peterborough City council would also be sought on getting out of the contract for the Pyramid Centre, and a contribution to cleaning the spine.

83. To receive an update on the Service Charges

83.1 The Clerk reported that there was no further progress and we had heard nothing further from Peterborough City Council

84. To consider whether we have any item we want to place in the Gazette.

84.1 There was nothing at this stage but if we were going to take over the cleaning of areas of Bretton this would be something that we could include and advertise.

85. To consider the reinvestment of the recently matured funds and where the money should be invested and for how long.

85.1 The financial situation, nationally, had not changed so no further consideration was given to this aspect at this meeting.

86. To receive an update on applying Anti Climb Paint at the Pyramid Shopping Centre

86.1 It was reported that after a great deal of time Peterborough City Council had written to all Tenants in the units at the Pyramid Shopping centre, including us, asking if they were happy for us to proceed and if they were willing to contribute financially. No one had replied and Peterborough City Council said that as a result if we wanted to go ahead then we could. It was agreed that the work should go ahead but the Clerk was to notify the other tenants and again ask if they were prepared to make a contribution.

87. To consider changing providers for electricity and telephone.

87.1 It was explained that this was on the agenda because the last time we discussed this matter it was agreed that we would wait until April and for the Clerk to obtain 3 quotes for different providers as well as who we were using now to be able to compare prices. Whilst at the last SLCC conference the Clerk had spoken to a utility company we was recommended by the SLCC about the price of electricity and who they might recommend. They had now provided a quote showing the prices for BES, who we use now and 4 other companies. Their advice was to accept the quote from Scottish & Southern. A few calculations were carried out and it seemed that the price difference was about £150 cheaper in a year. However the Clerk then produced a document that he had received from BES which implied that we had signed up to a new contract for 5 years. He said that he understood it was only for either a 12 or 24 month period but the document stated that if we wanted to break the contract we would have to pay a fee which was equivalent to 6 months electricity supply which would be about £600. It was agreed that in view of this we would not proceed to change providers.

87.2 With regard to the telephone account the Clerk produced a quote from Hello Telecom which was going to provide a new Business VoIP Phone system. The quote was circulated in advance and after considering the same it was resolved that we would not accept this quote but keep to what we already had.

88. To check that the Standing Order payments and payments made by Direct Debit claimed since April have been made.

88.1 Rather than to let other members sit in silence whilst they were checked by Cllr Clements it was agreed that he would make an appointment with the Clerk to come into the office to carry out the checking. It was confirmed that Cllr Clements had called into the office to check the payments up to March 2016

89. Matters of Finance –

89.1 To note current state of finances and agree the Bank Reconciliation. A copy of the budget spreadsheet was circulated to show what we had spent and received to date .A bank reconciliation had not been prepared for one month's payments but this would be produced at the next meeting. The Clerk reminded the meeting that at Full Council he had questioned why the Rates were considerably more than previously paid. He was asked to produce the accounts for the last 2 years so they could be compared with this one. The accounts were produced and it seemed that for the last 2 years we received a discount but not this year, The Clerk was asked to find out why that was so and on what basis we had received it, and whether we were going to receive it now or in future years.

89.2 To approve expenditure–

[]denotes those payments paid between meetings, which have been approved by the Chairperson and Vice Chairperson of the Parish Council or at a previous meeting but not listed

Payments made by Debit Card – £9.95 – Live Drive (Live Drive fees)

Payments made by Direct Debit -

89.3 Resolved: That the above payments be made.

90. Correspondence

90.1 There was no other correspondence which was relevant to this meeting.

91. Any Other Business – Reminder by Law – information exchange only no decisions can be made

91.3 There being no other business the meeting was formally closed at 20.25

92. The date of the next meeting – to be held on **Tuesday 5th July 2016 at 7.30 p.m. at the Parish Offices, Unit 2, Pyramid Shopping Centre, Bretton**