



BRETTON PARISH COUNCIL

Chairperson

Councillor Catherine Lee
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Clerk to the Council

Bernard Champness
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Agenda for the Finance Committee Meeting to be held on Tuesday 6th March 2018 **starting at 19.30 at the Parish Offices, Unit 2, Pyramid Shopping Centre, Bretton**

Public and Press are invited to attend, and it is requested they are seated by 19.25 to ensure a prompt start to the meeting.

Open Forum – A period of 15 minutes will be allowed for the public to address the Council

AGENDA

- 74. Apologies for absence**
- 75. 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
- 76. To Approve Minutes of the meeting held on Tuesday 8th January 2018 (Fin 17-05)**
- 77. Matters to report from the minutes of the meeting held on the 8th January 2018** – *restricted to items not listed elsewhere in the agenda*
- 78. Items deferred from previous meeting** – there was nothing
- 79. Items deferred from Full Council** – there was nothing
- 80. To receive an update on the progress of the Asset Transfer of the Pyramid Community Centre and to decide what if any action is required to progress the running of the Centre.**
- 81. To approve the purchase of a new buffer and cleaning equipment for the Community Centre**
- 82. To consider the request for a grant from Platform 8**
- 83. To approve the clerk attending a RoSPA Approved Managing Health & Safety training session on the 6th March at a fee of £203 + VAT.**
- 84. To approve continued funding for the Youth Project for a further 6-8 weeks pending obtaining funding from Awards for All.**
- 85. To consider whether to employ a Commercial Surveyor to help with ascertaining whether the request to increase the rent is reasonable and proportionate.**
- 86. To consider whether or not we have members of staff and volunteers DBS checked.**
- 87. To check that the Standing Order payments and payments made by Direct Debit**
- 88. Regarding the General Data Protection Regulation which comes into force on the 25th May 2018 whether we pay £70 to CPALC so either the Clerk or a Councillor could attend training or for the Councillors to read the documents themselves and to agree what needs to be done by the March meeting**

89. To confirm Expenditure

- [£49.50 – APS (payroll charges Oct to Dec)]
- [£96.00 – Jupiter Play (Replaced damaged seat of outdoor gym equipment)]
- [£4.34 The Peoples Pension (Pension contributions)]
- [£251.20 – Litter Picker (salary)]
- [£452.52 – Litter Picker (salary)]
- [£4.46 – The Peoples pension (Pension contributions)]
- [£251.20 – Litter Picker (salary)]
- [£452.52 – Litter Picker (salary)]
- [£4.46 – The Peoples pension (Pension contributions)]
- [£2787.54 – HMRC (PAYE & NI + interest)]
- £1500.00 Can Do Communities CIC (setting up and facilitating Youth Forum)
- £2150.77 – B M Champness (salary)
- £1157.33 – Cambridgeshire County Council (pension contributions)
- £881.52 – Enterprise Managed Services Ltd (hire of freighter)
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- £1.49 – B M Champness (batteries)
- £24.00 – Jason Merrill (expenses to meetings)
- £240.00 – Pyramid Community Centre (fee for hire of hall for youth provision up to January 2018)
- £29.99 – B M Champness (boots for litter picker)
- £33.14 – B M Champness (drain rods and gloves)

[] 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*

Expenditure for Pyramid Community Centre

- [£50.00 – Slimming World (refund of overpayment)]
- [£58.82 – BT (Telephone charges)]
- [£99.07 – Hereward Stationers & Printers Ltd (bleach, hand wash and loo rolls)]
- £229.30 – PCVS (Fee for help and support in relation to Pyramid Centre)
- £72.00 – Richards property Refurbishments Ltd (unblock toilet)
- [£50.00 – Catherine Lee (security personnel attending function)]
- Payments made by Government Preferment Card**-£11.28 – Microsoft Office (Office 365)
- £35.00 – Information Commissioner (annual fee)
- Payments made by Direct Debit –**
- £28.80 – BT (mobile charges)
- £176.16 – Direct365 (Trade waste collection)
- £334.55 – BES (electricity charges)

90. Correspondence.

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

92. The date of the next meeting – to be held on **Tuesday 8th May 2018 at 7.30 p.m. at the Parish Offices, Unit 2, Pyramid Shopping Centre, Bretton**

Cut off time for the meeting is 21.30.

Further information can be obtained from the Clerk using the details above

Signed *B M Champness* (Clerk) Dated 28th February 2018