

Bretton Parish Council

Minutes of the Finance Committee Meeting held on the 15th April 2019 at 7.30 p.m. at the Parish Offices, Unit 2, Pyramid Shopping Centre, Bretton

Present: Councillors, J Bhatti, J Hayes (Presiding) and C Lee,
Others: B Champness (Clerk)
Not Present: S Warren

	Open Forum
	There was no open forum and the meeting was formally opened at 19.30. In the absence of Cllr Warren Cllr Hayes acted as Chair for the evening.
106.	Apologies for absence
106.1	Apologies were received from Cllr C Rudd (work)
106.2	Resolved: that the apologies be accepted. It was noted that Cllr A Ellis had resigned from this committee but not the Council
107.	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
107.1	No one declared an interest in any matter on the agenda.
108.	To Approve Minutes of the meeting held on Tuesday 5th March 2019 (Fin 18-07)
108.1	Resolved: The minutes of the Meeting held 5 th March 2019 were approved and were signed by the Chair as a correct record
109.	Matters to report – <i>restricted to items not listed elsewhere in the agenda</i>
109.1	The Clerk was able to report the following: <ul style="list-style-type: none"> • One of the litter pickers had still not worn the new coat despite that on some days it had been raining hard • The papers from the bank had been copied and copies given to Cllrs Warren and Hayes to enable them to go to the bank with some form of identity. • There was no further news on the removal of the asbestos and the refund of the cost of the making good the electrical faults. A number of reminders had been sent but nothing had happened since the first meeting on both matters. It was agreed that the Clerk would now write direct to Mrs Gillian Beasley.
110.	Items deferred from previous meeting
110.1	There were no matters deferred from the Previous Meeting
111.	Items deferred from Full Council

	111.1	There was nothing deferred from Full Council
	112.	To receive an update on the Pyramid Community Centre
	112.1	<p>The Clerk was able to update the Committee on the following:</p> <ul style="list-style-type: none"> • Planning permission had now been granted to erect a fence around the Pyramid Centre. There was one restriction which stated that if we damaged any of the Council's bushes, we would replace them. The Clerk had been in touch with the Contractor who said that there was a 3-week waiting period for the equipment to be delivered but once that happened, they would be in touch to start the work. • CT Learning Trust were now renting what was the thrift shop as an office and store. This would give us a regular income without having to market that particular room. They had also booked a number of rooms for workshops in the next few months • Spurgeons had now stopped using the centre as they had been told by Head Office that they had to run two sessions week in the Pre-School, and they did not have enough staff to carry on in the centre • We had separate bookings for 3 groups from the NHS about illness prevention and what people could do to stop getting diabetes and how to manage their life. • St John Ambulance were now using the front office and we were in the process of agreeing a rent for the year to include this extra room and the cupboard that had been used by Spurgeons. • We had taken more money for bookings than last year, but we had spent more due to increasing expenditure on various tests and repairs. We were trying to get back money from Peterborough City Council for the electrical work we had to have done. Taking into the account the surplus from last year we were still going to end up running the centre without the residents paying for it and to be still left with a small surplus.
	112.2	<p>a) An update regarding the new boiler – The company who had given the quote was approached to see if they knew of a company in Peterborough who was able to get a grant and to give us a quote. They did not know anyone in Peterborough and the nearest was in Norfolk. The Clerk explained that he had applied for 75% of the cost of the new boiler from the Peterborough Community Fund. They had acknowledged the application and said that it would be considered. The company dealing with the grant for the 25% had been approached but they had replied saying that they did not deal with Parish Councils as they did not qualify. If we got the grant from Peterborough, then we could consider using CIL money for the 25% but we would not make a decision now until we knew what was happening</p> <p>b) The installation of a baby changer – The company who gave us a quote was contacted and they felt their prices were reasonable as they had to make a profit. They had also chosen a changer which they thought was of good quality. It was agreed that we could purchase our own changer at a fraction of the cost and then find a local builder to fit it.</p> <p>c) The installation of the defibrillator - Old Court Electrical had been out to see where the defibrillator should be sited. Where it was suggested was felt to be in the wrong place as it was on the wall next to the ramp to be used by wheelchair users. It would prevent them from using the ramp. Instead they suggested it went on the wall on the boiler room as they would have access to an electrical socket, and it would not be in the way of disabled users.</p>

113. To receive an update with regard to the Copeland Community Centre	
113.1	Since the last meeting there had been some movement regarding the Copeland Centre. It appeared that Peterborough City Council did not want us to take over the immediate running of the centre as well as making bookings as they could provide someone they employed at another centre to do this. They wanted someone to clean the centre twice a week and asked if they could use the cleaner we used. This was agreed and Peterborough City Council wanted us to pay their wages and any cost for supplying bags, tea towels and cleaning equipment and we would send them an invoice to be reimbursed. In the future Peterborough City Council might want someone to help out with the bookings as well as opening and closing the centre. We had found someone who could help and again we would pay them and seek to be reimbursed from Peterborough City Council
113.2	Peterborough City Council now wanted a decision from Bretton Parish Council on whether they would be prepared to accept the Centre under the asset Transfer scheme and then to offer to a tenant a long-term lease. It would be a full repairing lease and should not cost the Parish Council anything as the tenants would be responsible for everything. They had sent a copy of the pack they had sent out to interested groups as well as other paperwork, but they were too extensive to copy. It was agreed the committee could not make a decision but in principle they felt that they would be happy to take the conversation further with Peterborough City Council but in the meantime the Clerk would send out the pack to every councillor and for full council to make the decision on the 23 rd April. It was felt that there were many questions that needed to be asked before a final decision could or would be made.
114. To receive an update on the progress of the grant for a MUGA in North Bretton	
114.1	The good news was that we had been awarded the grant subject to being able to provide the sum of £5526.12 being the third-party contribution. The other stipulation was that we had to provide further details of the consultation we had undertaken as the evidence filed was weak. A reply had now been sent setting out full details of the original consultation and the results of the most recent consultation for the Vision of Bretton survey. It was hoped this would give WREN the information they required.
115. To discuss the many concerns from residents about the increase in the Precept.	

115.1	Peterborough City Council had sent out a leaflet to every household in Bretton explaining what Council Tax they would be paying and then giving a breakdown of how that money was made up and giving details of what other Parish Councils in Peterborough were seeking and the percentage increase or decrease. This leaflet showed that Bretton Parish Council were seeking a 73% increase which was far higher than any other Parish Council. We had sent out a flyer to every household in February explaining why we were increasing the precept and that the increase would mean that the total a Band A householder would pay would be £33 per annum or 63p per week to go towards Bretton Parish Council. The leaflet had clearly not been read in conjunction with the flyer, which prompted many people to write comments of dissatisfaction on Facebook and or to telephone the Clerk or Assistant Clerk demanding an explanation for the increase. Some who telephoned were very pleasant and were happy with the explanation given. Others had written direct to the Council and with the assistance of the Chair replies had been sent. A draft response had been prepared by the Clerk and circulated in advance asking if the article was reasonable or needed amending. It was felt that we should delay sending out the reply as this matter had now gone quiet on Facebook and by replying now it could once again cause people to complain. It was agreed that if this matter was raised again on Facebook or we were tackled at the Annual Parish Meeting we would publish the response or give this information out at the meeting.
116. To decide if we wish to pay for listing on the Internet.	
116.1	The Clerk had been approached by a company who had prepared a programme on the Internet to ensure we were the first item that came up when someone was searching for Bretton Parish Council. They sent a link to see the page they had set up but if we wanted to keep this, we needed to pay for it. It was considered to be a waste of money and it was resolved that we would not pay for this service.
117. To go through Standing Orders and Direct Debit Payments as well as the bank statements.	
117.1	It was agreed that rather than to go through the bank statements now as well as the various standing orders and direct debit payments Cllr Warren would attend at the offices to undertake that task.
118. Matters of Finance -	
<p>118.1 To note current state of finances and agree the Bank Reconciliation.</p> <p>118.2 To approve expenditure–</p> <p>£5769.25 – Peterborough City Council (Rates for Office)</p> <p>£1800.00 – Perlow Estates Ltd (1st Qtrs. Rent)</p> <p>3576.00 – Scribe (Annual software licence for Accounts and Planning)</p> <p>118.3 Payments for Pyramid Community Centre</p> <p>£428.70 – Peterborough City Council (Rates for April)</p> <p>£6.80 – Mrs D Holmes (set of keys for thrift shop room)</p> <p><i>[]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</i></p> <p>118.4 Payments made by Direct Debit – £66.60 – BT (telephone charges at Office)</p> <p>118.5 Payments made by Debit Card - £45.00 – Aster Locks (gain entry to room)</p>	
118.6	Resolved: that the above payments be made.

119.	Correspondence.
119.1	Another letter had been received from the Pension Regulator about payments of the payments for staff. Despite given an explanation they were now demanding that we pay the penalty of £400. It was reluctantly agreed we had to pay this, but the Clerk would try and ascertain why they had rejected our appeal.
119.2	An application had been received from The Hackspace CIC which was based in Bretton who were looking for £8000.00. The Clerk had written asking a number of questions seeking clarification of who they were and how it would benefit the resident of Bretton. Their reply was circulated. Concern was made about whether we could give a grant to a CIC and it was agreed that the Clerk would seek advice from the SLCC.
119.3	A letter had been received from Peterborough City Council stating that we had been awarded another payment of CIL which amounted to £4636.10
119.4	We had received the invoice for the Rates on Units 2 & 3 from Peterborough City Council and the Clerk wanted to know if we should pay this in one lump sum or monthly. It was agreed that it should be paid in one payment.
119.5	We had received a copy of the insurance policy from the grass cutter, Chris Harris, and this was circulated to show he was covered in the event of an accident.
119.6	We had received an invoice for water rates both for Units 2 & 3 as well as the Pyramid Community Centre. These payments had been made but we had now received new invoices showing we were in credit.
120.	Any Other Business – <u>Reminder by Law – information exchange only no decisions can be made</u>
120.1	There being no further business the meeting was formally closed at 20.42
121.	The date of the next meeting – to be held on Tuesday 11th June 2019 at 7.30 p.m. at the Parish Offices, Unit 2, Pyramid Shopping Centre, Bretton