

Bretton Parish Council

Minutes of the Finance Committee Meeting held on the 7th January 2020 at 7.30 p.m. at the Parish Offices, Unit 2, Pyramid Shopping Centre, Bretton

Present: Councillors, A Gasparutti, P Gatward, J Hayes, C Lee(presiding), J Merrill and S Warren.

Others: D Holmes (Assistant Clerk) J Wightman

Not present:

	Open Forum
	There being no members of the public present no open forum was held, and the meeting was formally opened at 19.30
77.	Apologies for absence
77.1	No apologies were received
78.	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
78.1	No one declared an interest in any matter on the agenda.
79.	To Approve Minutes of the Special meeting held on Tuesday 5th November (19-06)
79.1	Resolved: The minutes of the meeting on 5 th November were approved and signed by the Chair as a correct record
80.	Matters to report in respect of the meeting on the 5th November 2019 – restricted to items not listed elsewhere in the agenda
80.1	There were no matters to report.
81.	Items deferred from previous meeting
81.1	There were no matters deferred from the previous meeting
82.	Items deferred from Full Council
82.1	There was nothing deferred from Full Council.
83.	To receive an update on the Pyramid Community Centre
	The Clerk noted that C P learning Trust had now vacated the community centre and that this was a loss of revenue.

	It was reported that the new caretaker had started, and he was assisting with running the community centre.
84.	To consider starting the process of advertising for a new Clerk and how that process will take place
84.1	It was agreed that advertising for the new Clerk would begin at the beginning of February with April as the proposed start date. The advertisement should be sent to the Peterborough Telegraph, NALC, CAPALC and the jobcentre. The advertisement will be prepared and will be shown to Full Council.
85.	To consider the draft of the Clerks job description
85.1	The Clerk's job description was amended to include management of staff and the management of the Community Centre. It will be made available to Full Council for approval.
86.	Matters of Finance – All payments were approved.
87.	Any Other Business – <u>Reminder by Law – information exchange only no decisions can be made</u>
87.1	There being no further business the meeting was formally closed at 20.35 hours
88.	The date of the next meeting – to be held on Tuesday 4th February 2020 at 7.30 p.m. at the Parish Offices, Unit 2, Pyramid Shopping Centre, Bretton