

GREAT SHELFORD PARISH COUNCIL

Minutes

Parish Council Finance & General Purposes Committee meeting held in the Pavilion, Woollards Lane on Wednesday 13th December 2017 at 1930hrs

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1. Present: Councillors Mike Nettleton (Chair), Bridget Hodge (Deputy Chair), Malcolm Watson, Barrie Ashurst
Parish Clerk: Mike Winter
Asst. Parish Clerk: Gerrard Winter
Apologies Received: None
Members of the public. Parish Councillors attending but not on F&GP Committee, Councillors David Coggins, Helen Harwood, Peter Fane and Stefan Harris-Wright

2. There was one declarations of interest received.

- Mike Nettleton, Two cheques on payment schedule for Eagle Analysis and personal expenses

3. Public Session Notes:

The meeting was then adjourned for up to 10 minutes when members of the public were able to ask questions of the Council and put forward points of view in respect of the business on the agenda.

Public Questions were taken on all issues after the Open Discussion as agenda item 8, to consider issues around Shelford Medical Practice

Drs Katie Keller and Colin Hitchcock attended the meeting to update Councillors and Public on current status of future plans for the Health Centre as follows

- Granta and Shelford Medical Practices Proposed merger
There was no intention to, shut any of the surgeries down nor to stop providing core general practice consultations from each site. Some administrative and specialist services may be delivered from a single location.
- Current Surgery is considered by Doctors to be long term not fit for purpose
Practice in difficult negotiations with NHS Property Services to resolve building issues
- Practice is considering what alternatives are available within the village and wishes to enlist support from the Parish Council to explore any options

Parish Councillors did not believe they could assist the Practice on financial or administrative issues, believing that was best served from the Granta and Shelford merger.

However, assistance could be given by investigating what site options were available within the Village Plan and providing support at any resulting discussions. Additionally Heidi Allen could be contacted to enlist support in progressing issues with NHS property services.

Further discussions were agreed for early 2018 to develop cooperation and investigate any options.

With no further issues raised by the public attending, the meeting was reconvened at this point for the Parish Council Agenda

Shelford Medical Practice representatives and Parish Councillors who were not members of the F&GP Committee departed the meeting at this point of time

4. Minutes of the F&GP Committee meeting held on 16th August 2017 were noted as being an accurate record and had been previously signed.
5. Consider matters arising from meeting of 16th August 2017 (new information only): None
6. Minutes of the Parish Council meeting held on 15th November 2017 were confirmed as being an accurate record and were signed by the Chair.

7. Consider matters arising from meeting of 15th November 2017 (new information only): None
8. Consider issues around Shelford Medical Practice
Discussed in Public Session
9. Consider Action necessary in prevention of ASB around the Pavilion and recent Criminal Damage Clerk updated Councilors on recent ASB activity around the Pavilion and the PCSO action to deter the activity.
Additional security issues discussed but it was hoped the PCSO intervention would resolve the ASB activity.
Provision for more play facilities could assist and meeting with SSYI to investigate options was considered the most useful way forward.
ASB situation to be continuously reviewed.
10. Review and Approve a paper revaluation exercise of the Asset Register
Parish Council current Asset register reviewed with further Councilor additions to be considered prior to the year-end accounts and register of value.
11. Review and Approve Financial monthly accounts for payment and Note receipts
Clerk's schedule reviewed at meeting of Payments and Receipts for Month of December in Financial Year 2017 / 2018
This was accepted as 23 cheques for signatures and 1 pre-signed cheque at a total value of £16,354-18p for payment.
12. Review of 2017 / 2018 Financial Plan
Clerk presented the YTD (Dec 2017) Income & Expenditure for all budget lines with a forecast as to expected year end position.
The review identified a considerable underspend of £99,033 in the Financial Year 2017/18 due to various projects not progressing at the pace expected, due to reasons mainly outside of the Parish Councils control. All the projects were committed activities and the 2017/18 underspend would be carried forward into Financial Year 2018/19 to fund the outstanding projects.
13. Review Budget Plan for 2018/2019 and subsequent Precept recommendation for approval at Parish Council meeting on Wednesday 17th January 2018
Clerk presented the forecast 2018/19 budget plan and councilors debated each budget heading on a detailed basis making various changes, based on new projects, expectations and new considerations.
The resultant net expenditure forecast for Financial Year 2018/19 was £331,341, less the underspend carried forward from 2017/18 of £99,033. All subject to final / actual adjustments in accounts from January to March 2018.
This would result in a Proposed Precept application of £232,308, an increase from 2017/18, although containing various significant new projects. The new projects were considered essential to the Village development and should not be withdrawn from the Budget. It was thus considered appropriate to make a contribution from the Parish Council reserves of £20,000 reducing the Proposed Precept application to £212,308. This allowed Parish Council reserves to continue covering the PWLB capital liability and reserved funds for potential Land purchase costs.
The Proposed 2018/19 Budget and resultant Precept application of £212,308, subject to minor variation updates from January 2018 monthly accounts, was recommended by the F&GP Committee for approval at the 17th January 2018 Parish Council meeting
Proposed: Councillor Malcolm Watson
Seconded: Councillor Barrie Ashurst
Vote: Unanimous
14. Review new external Correspondence
 - SCDC Environmental Initiative
Free availability for limited days of Pavement / Road Sweeping Machines
Considered unsuitable and not to be pursued with SCDC

- Shelford Woodlands Properties Ltd
SC9 Lamp replacement. Request delay in confirmation.
Agreed that SWPL had direct contact with Paul Quigley, SCDC to progress this topic
- Theft from Memorial Hall and subsequent claim to the Community Association copied to Clerk.
Councillor Barrie Ashurst to investigate circumstances and security further with the
Community Association

15. Consider matters for future agenda consideration
None

16. With all Agenda items covered the Chair closed the meeting at 2215hrs.

Note. All the above is the official minutes of the Finance & General Purposes Parish Council meeting on 13th December 2017 that have been reviewed by the Committee with full adoption awaited at the next Parish Council meeting

Signed
Chair
Great Shelford Parish Council

Date