



COITY HIGHER COMMUNITY COUNCIL
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MINUTES OF THE MEETING OF THE FINANCE & RESOURCES COMMITTEE HELD AT
ST MARY'S CHURCH HALL, COITY ON 2ND MAY 2019 AT 7.30 PM

Present: Councillor A Hughes (Chair)

Councillors: A Wathan
M Williams (Chair of Council)

Apologies: Cllr D Barrington

Also Present: Mrs A C Harris, Clerk & RFO
Mr P Ley, Asst Clerk & FO

FR39/18 TO RECIVE DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST

There were no declarations of interest.

FR40/18 TO RECORD THE ACCURACY OF THE MINUTES OF THE FINANCE & RESOURCES COMMITTEE MEETING HELD ON 7TH MARCH 2019

The Minutes of the meeting held on 7th March 2019 were accepted as a true and accurate record; with this, the Chair duly signed the Minutes.

FR41/18 MATTERS ARISING FROM THE MARCH 2019 MINUTES

There were no matters arising from the March 2019 minutes.

FR42/18 YEAR END REPORT

The Finance Officer gave a year end report for information and tabled an up-to-date budget monitoring sheet giving the unaudited year end balance.

Resolved: This was noted. It was agreed that the Committee would meet again in early June prior to the June Ordinary Council Meeting to revise the budget, then start projects already agreed and future projects. It was agreed to recommend opening an account with the Cambridge Building Society to Full Council as funds following receipt of the precept along with the balance carried forward from year end will exceed the Financial Services Compensation Scheme limit of £85,000.

FR43/18 FUNDING UPDATE

The Clerk gave the following funding update:

- £96,300 precept received
- £782.50 Rights of Way agency agreement claim received
- £14,999.97 match funding awarded from BCBC's Town and Community Council Fund to refurbish the play area at Great Western Avenue, Pendre
- £15,415.27 match funding awarded from BCBC's T&CC Fund to refurbish Coity Castle Play Area.

Resolved: The information was noted.

FR44/18 Community Asset Transfer Update

The Clerk updated members as follows:

- Great Western Avenue Play Area - lease received and members updated on the Community Council's solicitor's advice.
- Expression of Interest Great Western Avenue Car Park - this is now included in the Community Council's expression of interest for the whole site. BCBC had

informed the Clerk that the car park would not be transferred in isolation from the playing fields and pavilion.

- Expression of Interest All Play Areas in the 3 wards - completed and sent to BCBC in late February. BCBC are in the process of determining ownership of some of the sites and land which may be owned by a third party such as CADW.

Resolved: The updates were noted.

FR45/18 **STAFF CONFIDENTIAL** (press and public to be excluded)

The Clerk and Assistant Clerk had been provided with details of a new salary scale alignment, contract and job descriptions.

Resolved: The staff agreed the changes and it was agreed to approve the new salary scale, contract and job descriptions for both staff members and recommend them to Full Council for approval and adoption. In addition it was agreed to recommend that a review of working hours would take place in October before Precept Setting and to recommend that the Assistant Clerk look into adding key worker cover to the council's insurance policy and cyber insurance.

FR46/18 **ITEMS FOR THE NEXT FINANCE & RESOURCES COMMITTEE MEETING**

- Revise the 2019/20 budget
- Community Asset Transfer Update
- Funding Update
- Insurance Update - key worker and cyber insurance

FR47/18 **TO AGREE THE DATE AND LOCATION FOR THE NEXT FINANCE & RESOURCES COMMITTEE MEETING**

Resolved: The Committee will next meet in early June 2019 - time and venue tbc

With there being no further matters to discuss the Chair thanked Members for their attendance and closed the meeting at 8.36 pm