

FENSTANTON PARISH COUNCIL

Minutes of Meeting

FENSTANTON PARISH COUNCIL, Finance and Constitution Committee
held by Zoom Video Conference on * Tuesday 03rd November 2020
at 19.00

Kevin Mitchell
Acting Clerk & RFO

6 High Street, Fenstanton, Cambs PE28 9LQ
Telephone (01480) 465300 / Email: clerk@fenstantonparishcouncil.org.uk/www.fenstantonpc.org
15 October 2020

In attendance: Cllr Mitchell (Chair); Cllr Kent; Cllr Ferrier; Cllr McGee; Cllr White

AGENDA

F&C.1 Apologies for absence – Cllr Hayes

F&C.2 Public consultation - None

F&C.3 Declarations of interest - None

F&C.4 To approve the minutes of the last F&C Committee meeting – 24.08.2020

Proposed: Cllr Kent, Seconded: Cllr White Approved

Matter arising: F&C.10 - Fenstanton Parish Council as a Sole Charity Trustee. Still outstanding. Cllr Mitchell following up with Charity Trust specialist from CambsACRE

F&C.5 Update on recruitment of a new Parish Clerk, Administrator and Responsible Finance Officer

Candidates for the roles of Clerk, Assistant Clerk (Administrator), RFO. Have been interviewed and preferred candidates identified. The Committee agreed to initially move ahead with the preferred candidate for Clerk, on a 20hrs per week basis (particularly whilst the office remains closed). Once she is fully up to speed, to review the Clerk's hours and the requirement for Assistant Clerk and RFO roles – possibly on a contract basis.

It was proposed the Parish Clerk will report to Cllr Mitchell on a day to day basis

Proposed: Cllr, White, Seconded: Cllr Ferrier Approved

F&C.6 Budget and precept for FY 2021/22

Alternative options were discussed. Given the anticipated expenditure for FY 2021/22 will include agreed provision for the Village Hall Trust funding, a new Community Warden scheme and an increase in Village Maintenance commitments, it was proposed the precept for a level D property should be raised by £13.99 per annum to £83.92 (£1.17 per month). This will still ensure Fenstanton's precept remains in the bottom quartile of similar sized parish councils in Huntingdonshire.

Proposed: Cllr Ferrier, Seconded: Cllr Kent Approved

F&C.7 Review of applications for Community Grant funding

Applications were received from six organisations.

After review and discussion the following grants were proposed:

Community Café	£500	From S137
Glebe Allotments Steering Group	£540	From S137
United Reformed Church	£1,000	From S137
Fenstanton Friendship Club	£250	From S137
Fenstanton Football Club	£12,000	From S106

An application from Aquaid for the provision of funding containers and shipping of donations from parishioners to families in Mali was considered to fall outside of the conditions for approval for all the possible funding sources available to Fenstanton Parish Council. However, it was agreed the Parish Council will support in 'non-monetary' ways.

Proposed: Cllr Ferrier, Seconded: Cllr Kent Approved

F&C.8 Review and approval of standing orders, policies for current financial year

The suite of draft policies and standing orders were reviewed. The following amendments made: Add protocols for Zoom (remote meetings); add details of minimum number of meetings and frequency for each of the Committee standing orders.

A proposal to agree these and take them forward to the next Full Council Meeting for adoption was made:

Proposed: Cllr Mitchell, Seconded: Cllr Ferrier Approved

F&C.9 Fenstanton Ivy Nursery –S106 funding

The funds from the two S106 agreements have now been received from Hunts District Council. The agreement relating to 'the provision of formal green spaces for outdoor sports' was exercised for the benefit of Fenstanton Football Club to support the development of the new pitches on the site of the old cricket club (see item F&C 7).

F&C.10 Community Warden

Fenstanton Parish Council has been successful in its application to Cambridgeshire County Council's Cultivate and Innovate fund, which will provide £10,500 towards the introduction of a Community Warden for Fenstanton for 24 months. Users will contribute £9,464 over this period.

It was proposed that Fenstanton Parish Council should fund a further £10,383 over a 24 month period, starting January 2021.

Proposed: Cllr Kent, Seconded: Cllr McGee Approved

F&C.11 Update on CIL projects, including MUGA, Village Pond and Clock Tower

Cllr Mitchell provided an update:

- The A14 Community Fund has approved the recommended provider for the MUGA. Work is scheduled for Spring 2021. Dates need to be finalised with the School and CCC's Education Capital projects team.
- The Fen group will commence work on the new bollards by the Clock Tower on 26th November, moving onto the pond on 7th December, with new fencing installed after the clearing is completed.

F&C.12 Other matters

Bus shelters. Cllr McGee has now received three quotes for the refurbishment. These were discussed, with the committee to recommend to full council the solution to use 8mm safety glass. Cost of £10,848 (less 10% discount).

Litter bins. Cllr McGee has reviewed the increased workload on Tom Morris following the deployment of the new bins. A recommendation to contract HDC to clear the four additional bins on the main highways: Low Road, Cambridge Road was proposed:

Proposed Cllr McGee, Seconded: Cllr Kent Approved

F&C.13.To accept notices and matters for the next agenda

To discuss options on the blocked drain in the school car park

To update the results of the village survey of drains by CCC Highways and the resultant work orders

***please note the date of this meeting had to be changed due to illness**