

MINUTES OF MEETING 13
FINANCE AND GENERAL PURPOSES COMMITTEE
CAWSTON PARISH COUNCIL

Meeting Held remotely on Tuesday 11th August 2020 at 7:30pm.

Members Present:	Chair: Cllr. R Bishop (RB), Cllr. S Bestwick (SB), Cllr. M Cool (MC)
Guests in Attendance:	None
Public in Attendance:	None
Minute Taker:	Gemma Burgess
Officers in Attendance:	Clerk: Gemma Burgess FCM: Valerie Moody Cawston Community Hall, Scholars Drive, Rugby, CV22 7GU Email: clerk@cawstonpc.org

F20-49 **Apologies:** None

F20-50 **Declarations of Interest:** None.

F20-51 **Minutes:** The minutes of Committee Meeting (12) held 13th July 2020 were approved as an accurate record of the meeting and signed by the Chair.

F20-52 **Considered:**

a. The following quotes were considered:

EICR: £600+VAT

COVID-19 measures for CCH: First Aid PPE/preparation up to £120;
Increased cleaning costs to £677.95 a month for daily cleaning; £486.12
annually for increased hygiene services; £215 (+VAT where applicable)
for printing of floor stickers and signage.

Payments for August totalling £10 298.62 were considered.

It was noted that the full balance of NNDR (£11 102.75) is due for the year
to RBC.

RESOLVED: To approve all quotes and payments.

b. Bank reconciliations have been checked and agreed up to 31/07/20 by
Cllr. M Cool.

c. The Terms and Conditions for hirers of Cawston Community Hall were
considered.

RESOLVED: The revised T&Cs for CCH were adopted.

d. The supplemental 'Special Conditions of Hire during COVID-19' document as presented by the FCM was considered and revised to include a disclaimer that the document is subject to change.

RESOLVED: The 'Special Conditions of Hire during COVID-19' document was adopted.

F20-53 **Future Agendas:** To include direction of the Lengthsman on the next full Council agenda.

F20-54 The next meeting date was agreed as Monday 7th September 2020 at 7:30pm.

The meeting was closed at 20:16.

Signed:
Chairperson

Date: