

Meeting Minutes

The Passmore Edwards Building, The Cross, Cross Street, Camborne TR14 8HA Tel: 01209 612406 enquiries@camborne-tc.gov.uk

MINUTES:

of the meeting of the Finance & General Purposes Committee held in The Council Chamber, The Passmore Edwards Building, The Cross, Cross Street, Camborne, TR14 8HA on Thursday 26th September 2019 at 6.30pm.

PRESENT:

Councillor G Winter	Chairman
Councillor D Wilkins	Vice Chairman
Councillor D Atherfold	
Councillor Mrs V Dalley	
Councillor J Gillingham	
Councillor J Herd	
Councillor Mrs Williams	

IN ATTENDANCE:

Samantha Hughes, Acting Deputy Clerk; Janet Ritchie, Committee Support Officer; Melanie Negus, Administrative Assistant, and two members of the public.

The Chairman explained the safety procedures to all present.

FG.3524 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

FG.3524.2 RESOLVED: that the apologies from Councillors T Dalley and Ms Fox for non-attendance of the meeting of the Finance & General Purposes Committee held on 26th September 2019 were received

Proposed by Councillor Wilkins
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

FG.3525 MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON-REGISTERABLE INTERESTS (INCLUDING THE DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THIS AGENDA INCLUDING ANY GIFTS OR HOSPITALITY EXCEEDING £25

Councillor Mrs Dalley declared interests in Agenda items 16 (i) & (ii), as she was a trustee of the Community Centre, and on the Camborne Music Festival committee.

FG.3526 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no dispensation requests.

FG.3527 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded members to respond to the Finance and Administration Officer when she contacts them regarding internal audits.

FG.3528 TO RECEIVE AND APPROVE THE MINUTES OF THIS COMMITTEE HELD ON THE 8TH AUGUST 2019 AND THE CHAIRMAN TO SIGN THEM

FG.3528.2 RESOLVED: that the minutes of the meeting of the Finance and General Purposes Committee held on 8th August 2019 were received, approved, and signed by the Chairman

Proposed by Councillor Winter
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously of those entitled to vote.

FG.3529 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

There were no matters arising.

FG.3530 TO RECEIVE AND APPROVE THE COUNCILLORS' INTERNAL AUDIT FOR APRIL 2019 BY COUNCILLORS HERD AND WINTER

FG.3530.2 RESOLVED: that the Internal Audit Reports for April 2019 by Councillors Herd and Winter were received and approved

Proposed by Councillor Mrs Dalley
Seconded by Councillor Herd

On a vote being taken the matter was approved unanimously.

FG.3531 TO RECEIVE AND APPROVE THE BANK CASH AND INVESTMENT RECONCILIATION, EARMARKED RESERVES

**REPORT AND DETAILED INCOME & EXPENDITURE BY
BUDGET HEADING REPORT FOR THE MONTH OF JULY 2019**

FG.3531.2 **RESOLVED: that the Bank Cash and Investment Reconciliation, Earmarked Reserves Report, and Detailed Income & Expenditure by Budget Heading Report, for the month of July 2019; was received and approved**

Proposed by Councillor Winter
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

FG.3532 **TO RECEIVE AND APPROVE THE BANK CASH AND INVESTMENT RECONCILIATION, EARMARKED RESERVES REPORT AND DETAILED INCOME & EXPENDITURE BY BUDGET HEADING REPORT FOR THE MONTH OF AUGUST 2019**

The Acting Deputy Town Clerk & Finance and Administration Officer, Mrs Hughes informed members that the Library Earmarked Reserve was a minus figure and a journal of £4,202.75 from New Offices Earmarked Reserves was needed to put it to zero.

FG.3532.2 **RESOLVED: that the Bank Cash and Investment Reconciliation, Earmarked Reserves Report, and Detailed Income & Expenditure by Budget Heading Report for the month of August 2019, was received, and a journal of £4,202.75 from New Offices Earmarked to Library Earmarked Reserves was approved**

Proposed by Councillor Winter
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

FG.3533 **TO APPROVE PAYMENTS FOR THE MONTH OF AUGUST 2019 MADE UNDER FINANCIAL REGULATION 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 AND 7.2**

FG.3533.2 **RESOLVED: that the payments for the month of August 2019 made under Financial Regulation 4.1, 4.5, 5.4,5.5, 6.2, 6.7 and 7.2; were approved**

Proposed by Councillor Winter
Seconded by Councillor Herd

On a vote being taken the matter was approved unanimously.

FG.3534 **TO APPROVE PAYMENTS FOR THE MONTH OF SEPTEMBER 2019 MADE UNDER FINANCIAL REGULATION 4.1, 4.5, 5.4,5.5, 6.2, 6.7 AND 7.2**

FG.3534.2 **RESOLVED: that the payments for the month of September 2019 made under Financial Regulation 4.1, 4.5, 5.4,5.5, 6.2, 6.7 and 7.2; were approved**

Proposed by Councillor Winter
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

FG.3535 **TO APPROVE THE PAYMENTS MADE DURING THE MONTH OF AUGUST 2019, MADE UNDER THE DELEGATED AUTHORITY OF THE CHAIRMAN AND VICE CHAIRMAN**

FG.3535.2 **RESOLVED: that the payments made during the month of August 2019, made under the delegated authority of the Chairman and Vice Chairman, were approved**

Proposed by Councillor Winter
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

FG.3536 **TO APPROVE THE PAYMENTS MADE DURING THE MONTH OF SEPTEMBER 2019, MADE UNDER THE DELEGATED AUTHORITY OF THE CHAIRMAN AND VICE CHAIRMAN**

FG.3536.2 **RESOLVED: that the payments made during the month of September 2019, made under the delegated authority of the Chairman and Vice Chairman, were approved**

Proposed by Councillor Wilkins
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

FG.3537 **PUBLIC PARTICIPATION (SUBJECT TO STANDING ORDER 90 MEMBERS OF THE PUBLIC ARE PERMITTED TO MAKE REPRESENTATIONS, ANSWER QUESTIONS AND GIVE EVIDENCE IN RESPECT OF ANY ITEM OF BUSINESS INCLUDED IN THE AGENDA, UP TO A MAXIMUM OF FIFTEEN MINUTES)**

A member of the public spoke in support of the Citizenship for life grant application:

The project provides 13-14 year olds who are experiencing acute personal challenges with the opportunity to participate in a 12 month programme, one day a month, paired with a voluntary worker, to enable them to learn about social responsibility, and to give them life experiences. A panel of five workers visits schools and interview approximately sixty children for the fourteen places available each year. The project has a very high completion percentage.

In the eight years since the project started only one person has not completed their time and that person was a volunteer. The start times of the project vary each year as they were dependant on the availability of Terry Waite to attend the presentation of the awards at the end of the programme each year.

A member of the public spoke in support of the Camborne RFC grant application:

The club has approximately 150 children and 29 coaches. The kit worn by the players has an approximate 5 year life for the younger groups; less so for the older as they play rougher.

The container needed to store kit was to be a replacement of an old dilapidated one beyond repair. The Town Council Logo would be on all clothing even if the Town Council could not support this application, in appreciation of previous support.

FG.3538

GRANT AID APPLICATIONS

- (i) Citizens Advice Cornwall – Camborne Office (Local Government Act 1972 s.142 2A(a))**
- (ii) Camborne Music Festival (Local Government Act 1972, s.145)**
- (iii) All Saints Church Community Centre (Local Government Act 1972 s.133)**
- (iv) Pengegon Institute Trust Community Hall (Local Government Act 1972 s.133)**
- (v) Citizenship for Life CIC (Local Govt Misc Provisions Act 1976, s.19)**
- (vi) Heartlands Trust (Local Government Misc Provisions Act 1976, s.19)**
- (vii) Camborne RFC Mini Junior Section (Local Government Misc Provisions Act 1976, s.19)**
- (viii) WILD Young Parents' Project (Local Government Act Misc Provisions Act 1976, s.19)**

FG.3538.2

RESOLVED: to grant £6,000 to Citizens Advice Cornwall, to be taken from the Community Grants and Donations budget; under Local Government Act 1972 S.142 2A(a)

Proposed by Councillor Gillingham
Seconded by Councillor Mrs Williams

On a vote being taken the matter was approved by a Majority.

Having declared an interest in this agenda item Councillor Mrs Dalley abstained from voting.

Having declared an interest in the next agenda item Councillor Mrs Dalley left the room.

FG.3538.3

RESOLVED: to grant £500 to Camborne Music Festival, to be taken from the Community Grants and Donations budget; under Local Government Act 1972 s.145)

Proposed by Councillor Atherfold
Seconded by Councillor Herd

On a vote being taken the matter was approved by a Majority.

Councillor Mrs Dalley re-entered the meeting.

FG.3538.4 **RESOLVED: that the grant application from All Saints Community Centre was deferred to the next meeting of Full Council for clarification on the VAT charged on a disability product**

Proposed by Councillor Mrs Dalley
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

FG.3538.5 **RESOLVED: to grant £940 to the Pengegon Institute Trust Community Hall, to be taken from the Community Grants and Donations budget; under Local Government Act 1972 s.133)**

Proposed by Councillor Herd
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

FG.3538.6 **RESOLVED: to grant £3,300 to Citizenship for Life, to be taken from the Community Grants and Donations budget; under Local Government (Miscellaneous Provisions Act 1976 s.19)**

Proposed by Councillor Winter
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

FG.3538.7 **RESOLVED: to grant £1,000 to Heartlands Trust, to be taken from the Community Grants and Donations budget; under Local Government (Miscellaneous Provisions Act 1976 s.19)**

Proposed by Councillor Mrs Williams
Seconded by Councillor Winter

On a vote being taken the matter was approved unanimously.

Councillor Mrs Williams declared a late interest in Agenda item 16 (vii), as she was a member of the Camborne RFC, and abstained from the vote.

FG.3538.8 **RESOLVED: to grant £3,000 to Camborne RFC Mini Junior Section, to be taken from the Community Grants and Donations budget; under Local Government (Miscellaneous Provisions Act 1976 s.19)**

Proposed by Councillor Wilkins
Seconded by Councillor Atherfold

On a vote being taken the matter was approved by a Majority.

FG.3538.9 **RESOLVED: to defer the WILD Young Parents Project grant application to a meeting of Full Council to give the applicant an opportunity to present the Project to Councillors, as it was unknown to Councillors**

Proposed by Councillor Winter
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

Two members of the public left the meeting at 7.24 pm.

FG.3539 **TO CONSIDER A REQUEST FROM THE SENIOR LIBRARIAN TO PURCHASE A SCRAP STORE CARD FOR USE BY LIBRARY STAFF, AGREE ACTION AND APPROVE ASSOCIATED EXPENDITURE**

FG.3539.2 **RESOLVED: that a request from the Senior Librarian to purchase a Scrap Store card for use by Library staff was approved and the associated expenditure was authorised**

Proposed by Councillor Gillingham
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

FG.3540 **TO RECEIVE A CORNWALL PENSION FUND EMPLOYER NEWSLETTER FOR AUGUST 2019**

FG.3540.2 **RESOLVED: that a Cornwall Pension Fund Employer Newsletter for August 2019, was received**

Proposed by Councillor Mrs Dalley
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

FG.3541 TO RECEIVE CORRESPONDENCE FROM THE CHARTERED INSTITUTE OF PUBLIC FINANCE & ACCOUNTANCY (CIPFA), AGREE ACTION AND AUTHORISE ANY EXPENDITURE

The Finance Officer informed members that this service was aimed at the public sector to provide up-to-date financial information and advice. She requested that the cost of five streams of the service be considered during the budget setting process.

FG.3541.2 RESOLVED: that correspondence from the Chartered Institute of Public Finance & Accountancy (CIPFA) was received, and the expenditure of five streams of the service be considered during the budget setting process

Proposed by Councillor Mrs Dalley
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

FG.3542 TO NOTE CORRESPONDENCE FROM HSBC UK

FG.3542.2 RESOLVED: that correspondence from HSBC UK was noted

Proposed by Councillor Winter
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

FG.3543 TO NOTE CORRESPONDENCE FROM UNITY TRUST BANK REGARDING THE CURRENT ACCOUNT

FG.3543.2 RESOLVED: that correspondence from Unity Trust Bank regarding the current account was noted

Proposed by Councillor Winter
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

FG.3544 TO NOTE CORRESPONDENCE FROM UNITY TRUST BANK REGARDING ONLINE BANKING SECURITY

FG.3544.2 RESOLVED: that correspondence from Unity Trust Bank regarding online banking security was noted

Proposed by Councillor Winter
Seconded by Councillor Herd

On a vote being taken the matter was approved unanimously.

FG.3545

TO NOTE CORRESPONDENCE FROM ROYAL MAIL GROUP LTD

FG.3545.2

RESOLVED: that correspondence from Royal Mail Group Ltd was noted

Proposed by Councillor Winter
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 7.30 pm.

SIGNED BY THE CHAIRMAN.....

DATE

