

# Agenda



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

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COMMITTEE:

**To all Members of the Finance and General Purposes Committee**

COUNCILLORS:

**G Winter (Chairman), D Wilkins (Vice Chairman), D Atherfold, T Dalley, Mrs V Dalley, Ms Z Fox, J Gillingham, J Herd, M Williams**

I HEREBY SUMMON YOU TO A MEETING:

**of The Finance and General Purposes Committee**

TO BE HELD:

**The Passmore Edwards Building, The Cross, Cross Street, Camborne, TR14 8HA**

ON:

**Thursday 27<sup>th</sup> February 2020 at 6.30pm**

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1. Safety Procedures.
  2. To receive apologies for non-attendance.
  3. 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.
  4. To approve written request(s) for dispensations.
  5. Chairman's Announcements.
  6. To receive and approve the Minutes of the meeting of this Committee held on 28th November 2019 and the Chairman to sign them.
  7. Matters arising, for information only, where not included below.

8. To receive and approve the appointed Councillors' Internal Audit Reports for August 2019 by Councillors Atherfold and Winter.
9. To receive and approve the Bank Cash and Investment Reconciliation, Earmarked Reserves Report and Detailed Income & Expenditure by Budget Heading report up to 31<sup>st</sup> December 2019.
10. To receive and approve the Bank Cash and Investment Reconciliation, Earmarked Reserves Report and Detailed Income & Expenditure by Budget Heading Report up to 31<sup>st</sup> January 2020 (to follow).
11. To receive and approve the VAT return for the Period 1<sup>st</sup> October 2019 to 31<sup>st</sup> December 2019.
12. To approve payments for the month of January 2020 made under Financial Regulation 4.1, 4.5, 5.4,5.5, 6.2, 6.7 and 7.2.
13. To approve the payments made during the month of December and January 2020, made under the delegated authority of the Chairman and Vice Chairman.
14. To approve payments for the month of February 2020 made under Financial Regulation 4.1, 4.5, 5.4,5.5, 6.2, 6.7 and 7.2; up to date schedule tabled at the meeting (to follow).
15. To approve the payment of invoices received for the month of February 2020, up to date schedule to be tabled at the meeting (to follow).
16. Public Participation (subject to Standing Order 103 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).
17. Grant Aid Applications
  - (i) Connecting @ Veor CIC (General Power of Competence)
  - (ii) I Sight Cornwall (General Power of Competence)
  - (iii) Troon Association Football Club (General Power of Competence)
18. To review the Effectiveness of Internal Controls and approve any amendments.
19. To review the Financial Risk Assessment and approve any amendments.
20. To review the Risk Register and approve any amendments (to follow).
21. To receive a verbal update from the Deputy Town Clerk regarding Display Screen Equipment Assessments, approve action and authorise associated expenditure.
22. To review the Asset Register and approve any amendments (to follow).
23. To review the Publication Scheme and approve any amendments.

24. To review the Grant Award Policy and approve any amendments.
  25. To receive correspondence from Cormac Solutions regarding Cleaning Service Level Agreement 2020-21 for the Passmore Edwards Building, agree action and authorise associated expenditure.
  26. To receive and note correspondence from Grant Aid recipients:
    - (i) Merlin MS Centre;
    - (ii) Camborne Rugby Football Club.
  27. To receive quotations and consider options for book binding of Town Council Minutes for archiving, agree action and authorise associated expenditure.
  28. To receive and note a quotation from Microtest Business for iPad Security Licences.
  29. To receive quotations for electric cooking equipment for the staff kitchen at the Passmore Edwards Building, agree action and authorise associated expenditure.
  30. To receive correspondence from Sarah Mason of Cornwall Association of Local Councils regarding National Association of Local Councils legal advice on repairs to property relating to affairs of the church and agree action.
  31. To receive and note correspondence from The Unity Trust Bank.
  32. To receive and note a Public Sector Deposit Fund Fact Sheet.
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Given under my hand this:

**20<sup>th</sup> day of February 2020**

**Samantha Hughes**

Deputy Town Clerk

This meeting has been **advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media and members of the public.**

Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **we cannot guarantee this**, especially if you are speaking or taking an active role.