

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 remotely via Zoom on Thursday 24th September 2020 at 6.30 pm.

PRESENT:

Councillor G Winter	Chairman
Councillor D Wilkins	Vice Chairman
Councillor D Atherfold	
Councillor Mrs V Dalley	
Councillor Mrs M Williams	

IN ATTENDANCE:

Samantha Hughes, Deputy Town Clerk; Janet Ritchie, Committee Support Officer

The Chairman explained the meeting procedures to all present.

FG.3679 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

FG.3679.2 RESOLVED: that apologies from Councillors T Dalley and Ms Fox for non-attendance of the meeting of the Finance & General Purposes Committee held on 24th September 2020 were received

Proposed by Councillor Winter
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

FG.3680 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

There were no declarations of interests.

FG.3681 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no dispensation requests.

FG.3682 CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

FG.3683 TO RECEIVE AND APPROVE THE MINUTES OF THIS COMMITTEE HELD ON 23rd JULY 2020

FG.3683.2 RESOLVED: that the minutes of the Finance and General Purposes Committee held on 23rd July 2020 were received and approved for signing by the Chairman

Proposed by Councillor Winter
Seconded by Councillor Williams

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

FG.3684 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

There were no matters arising.

FG.3685 PUBLIC PARTICIPATION (SUBJECT TO STANDING ORDER 3E 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)

There were no public that had expressed a wish to speak.

FG.3686 TO CONSIDER GRANT APPLICATIONS FROM

i) Troon Cricket Club (General Power of Competence);

AGREE ACTION AND AUTHORISE EXPENDITURE

Members considered Troon Cricket Club's application for a grant to replace the door to their equipment store, which had been deliberately damaged. The club's valuable contribution as a recreational facility in the village was recognised and members welcomed the club's efforts to make improvements in its security.

FG.3686.2 **RESOLVED: that a grant of £753.60 was awarded to Troon Cricket Club under the General Power of Competence, with funds approved from the Community Grants and Donations Budget**

Proposed by Councillor Atherfold
Seconded by Councillor Williams

On a vote being taken the matter was approved unanimously.

FG.3687 **TO RECEIVE AND APPROVE THE APPOINTED COUNCILLORS' INTERNAL AUDIT REPORTS FOR APRIL 2020 BY COUNCILLORS MRS DALLEY AND FOX**

FG.3687.2 **RESOLVED: that the appointed Councillors' Internal Audit Reports for April 2020 by Councillors Mrs Dalley and Fox were received and approved**

Proposed by Councillor Winter
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

FG.3688 **TO RECEIVE AND APPROVE THE BANK CASH AND INVESTMENT RECONCILIATION, EARMARKED RESERVES REPORT AND DETAILED INCOME AND EXPENDITURE BY BUDGET HEADING REPORT UP TO JUNE 2020**

FG.3688.2 **RESOLVED: that the Bank Cash and Investment Reconciliation, Earmarked Reserves Report and Detailed Income and Expenditure by Budget Heading Report up to June 2020 was received and approved**

Proposed by Councillor Winter
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

FG.3689 **TO RECEIVE AND APPROVE THE BANK CASH AND INVESTMENT RECONCILIATION, EARMARKED RESERVES REPORT AND DETAILED INCOME AND EXPENDITURE BY BUDGET HEADING REPORT UP TO JULY 2020**

FG.3689.2 **RESOLVED: that the Bank Cash and Investment Reconciliation, Earmarked Reserves Report and Detailed Income and Expenditure by Budget Heading Report up to July 2020 was received and approved**

Proposed by Councillor Winter
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

FG.3690 **TO RECEIVE AND APPROVE THE BANK CASH AND INVESTMENT RECONCILIATION, EARMARKED RESERVES REPORT AND DETAILED INCOME AND EXPENDITURE BY BUDGET HEADING REPORT UP TO AUGUST 2020**

The Deputy Town Clerk informed members that adjustments were required to journal some Amenities and Covid-19 emergency purchases to their correct budgets. She advised that a comprehensive budget review was due later this year.

At the Chairman's request, the Deputy Town Clerk agreed to provide this Committee with further information regarding the Town Council's software licences.

FG.3690.2 **RESOLVED: that the Bank Cash and Investment Reconciliation, Earmarked Reserves Report and Detailed Income and Expenditure by Budget Heading Report up to August 2020 was received and approved**

Proposed by Councillor Winter
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

FG.3691 **TO APPROVE PAYMENTS FOR THE WHOLE MONTH OF JULY 2020 MADE UNDER FINANCIAL REGULATION 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 AND 7.2**

FG.3691.2 **RESOLVED: that payments for the whole month of July 2020 made under Financial Regulation 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 and 7.2 were received and approved**

Proposed by Councillor Winter
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

FG.3692 **TO APPROVE PAYMENTS MADE DURING THE WHOLE MONTH OF JULY 2020 MADE UNDER THE DELEGATED AUTHORITY OF THE CHAIRMAN AND VICE CHAIRMAN**

FG.3692.2 **RESOLVED: that payments made during the whole month of July 2020 made under the delegated authority of the Chairman and Vice Chairman were received and approved**

Proposed by Councillor Winter
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

FG.3693 **TO APPROVE PAYMENTS MADE DURING THE MONTH OF AUGUST 2020 MADE UNDER FINANCIAL REGULATION 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 AND 7.2**

FG.3693.2 **RESOLVED: that payments made during the month of August 2020 made under Financial Regulation 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 and 7.2 were received and approved**

Proposed by Councillor Winter
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

FG.3694 **TO APPROVE PAYMENTS MADE DURING THE MONTH OF AUGUST 2020 MADE UNDER THE DELEGATED AUTHORITY OF THE CHAIRMAN AND VICE CHAIRMAN**

FG.3694.2 **RESOLVED: that payments made during the whole month of August 2020 made under the delegated authority of the Chairman and Vice Chairman were received and approved**

Proposed by Councillor Winter
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

FG.3695 **TO RECEIVE A REPORT OF EXPENDITURE DELEGATED TO THE DEPUTY TOWN CLERK FROM THE DATE OF THE LAST MEETING AND UP TO THE DATE OF THIS MEETING FOR APPROVAL**

The Deputy Town Clerk advised that this Council's expenditure for High Street re-opening would be refunded by Cornwall Council.

The cost of repairs to the toilets at Camborne Recreation Ground had been removed from the report because the work had not yet been carried out, as the Amenities Committee had requested that further quotations were sought.

FG.3695.2 **RESOLVED: that a report of expenditure delegated to the Deputy Town Clerk from the date of the last meeting and up to the date of this meeting was received and approved**

Proposed by Councillor Winter
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

FG.3696 **TO APPROVE PAYMENTS FOR THE MONTH OF SEPTEMBER 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**

FG.3696.2 **RESOLVED: that payments for the month of September 2020 made under Financial Regulation 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 and 7.2 were received and approved**

Proposed by Councillor Winter
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

FG.3697 **TO RECEIVE THE PAYMENT OF INVOICES RECEIVED FOR THE MONTH OF SEPTEMBER 2020, UP TO DATE SCHEDULE TABLED AT THE MEETING**

FG.3697.2 **RESOLVED: that the payment of invoices received for the month of September 2020 was received and approved**

Proposed by Councillor Winter
Seconded by Councillor Williams

On a vote being taken the matter was approved unanimously.

FG.3698 **TO RATIFY A DECISION BY THIS COMMITTEE BY E-MAIL REGARDING LIBRARY PUBLIC FINES**

The Deputy Town Clerk advised that Cornwall Council had been informed of the decision by this Council to reinstate Library fines from 1st October 2020, and that all Councils were meeting with Cornwall Council to discuss future fines, going forward.

FG.3698.2 **RESOLVED: that a decision by this Committee by e-mail regarding Library Public Fines was ratified**

Proposed by Councillor Winter
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

FG.3699 **TO CONSIDER ARRANGEMENTS FOR THE LIBRARY COMPUTERS, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Deputy Town Clerk informed members that a change in Government legislation made it inevitable that the reinstatement of public access to the Library computers should be delayed.

Allowing greater numbers of public into the Library building during the coronavirus resurgence would not show a responsible attitude by the Town Council. She recommended that arrangements for the Library computers were paused and brought back to a future meeting.

Members agreed that this was a sensible precaution but recognised the ongoing difficulty for those without computer access.

FG.3699.2 **RESOLVED: that arrangements for the Library Computers were considered and that owing to Government restrictions, no action was taken regarding reinstatement of public access and that the matter was deferred to a future meeting of the Finance Committee**

Proposed by Councillor Winter
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

FG.3700 **TO RECEIVE AN INTERNAL AUDIT PROPOSAL COVERING 2020/21 TO 2022/23, AGREE ACTION AND AUTHORISE EXPENDITURE**

Members considered the proposal and noted a small price increase, which reflected the growth of this Council.

FG.3700.2 **RESOLVED: that an Internal Audit Proposal covering 2020/21 to 2022/23 was received and approved and expenditure authorised from the Audit budget code**

Proposed by Councillor Winter
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

FG.3701 **TO RECEIVE A QUOTATION FOR A CARD PAYMENTS READER FOR THE LIBRARY SERVICE, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Deputy Town Clerk advised that the Library staff had made a request for a card payments reader, for contactless payments. As the coronavirus situation was ongoing, this payment method was a safer alternative to cash transactions for Library staff and the public.

FG.3701.2 **RESOLVED: that a quotation for a Card Payments Reader for the Library Service was received and approved, with funding from the Office Equipment budget**

Proposed by Councillor Winter
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

FG.3702

THAT THIS COUNCIL RESOLVES UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED

FG.3702.2

RESOLVED: that under the 1960 Public Bodies (Admission to Meetings) Act, the Press and Public were excluded

Proposed by Councillor Winter
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

FG.3703

TO CONSIDER ICT SUPPORT PROVISION FROM OCTOBER 2020, AGREE ACTION AND AUTHORISE EXPENDITURE

The Deputy Town Clerk advised members that this Council's IT contract was due for renewal. The current provider had entered into a partnership with another IT company and was offering to continue provision to this Council for six months, keeping the same price terms as the current contract.

The Deputy Town Clerk had sought further quotations but due to timescales it had been difficult to get a variety of comparisons.

Discussion took place and members considered this Council's ICT requirements and the need for a continuous and reliable service.

FG.3703.2

RESOLVED: that ICT support provision from October 2020 was considered and that Tanist was contracted to provide the Town Council's ICT requirements, to be reviewed within the next six months

Proposed by Councillor Williams
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 7.16 pm.

SIGNED BY THE CHAIRMAN.....

DATE