

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 Corporate Governance Working Party held remotely via Zoom on Tuesday 16th March 2021 at 2.30 pm

PRESENT:

Councillor D Wilkins (Chairman)
Councillor Mrs V Dalley (Vice Chairman)
Councillor M Champion
Councillor Ms Z Fox

IN ATTENDANCE:

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

CG.113 MEETING PROCEDURES

The Chairman explained the meeting procedures to all present.

CG.114 TO RECEIVE NOMINATIONS AND ELECT A CHAIRMAN OF THE CORPORATE GOVERNANCE WORKING PARTY FOR THE MUNICIPAL YEAR 2020/2021

CG.114.2 RESOLVED: that Councillor Wilkins was elected as Chairman of the Corporate Governance Working Party for the municipal year 2020/2021

Proposed by Councillor Mrs V Dalley
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

CG.115 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

All members present.

CG.116 CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

CG.117 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 disclosable interests.

CG.118 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no written requests.

CG.119 TO ELECT A VICE-CHAIRMAN OF THE CORPORATE GOVERNANCE WORKING PARTY FOR THE MUNICIPAL YEAR 2020/2021

CG.119.2 RESOLVED: that Councillor Mrs Dalley was elected as Vice-Chairman of the Corporate Governance Working Party for the municipal year 2020/2021

Proposed by Councillor Champion
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

CG.120 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)

No members of the public were present or had expressed a wish to speak.

CG.121 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE CORPORATE GOVERNANCE WORKING PARTY HELD ON 5TH FEBRUARY 2020 FOR SIGNING BY THE CHAIRMAN

CG.121.2 RESOLVED: that the minutes of the meeting of the Corporate Governance Working Party held on 5th February 2020 were approved for signing by the Chairman

Proposed by Councillor Wilkins
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

CG.122 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

There were no matters arising.

CG.123 TO REVIEW STANDING ORDERS AND RECOMMEND ANY CHANGES TO FULL COUNCIL FOR APPROVAL

The Town Clerk did not recommend any changes to the Town Council's Standing Orders at present but advised members that changes might be required should virtual meetings become permanent. Members recognised that the meeting set-up might need to alter in future, to accommodate a virtual and a face-to-face facility in the same meeting.

CG.123.2 RECOMMENDED: that Full Council approve and adopt Standing Orders, with no changes

Proposed by Councillor Ms Fox
Seconded by Councillor Champion

On a vote being taken the matter was approved unanimously.

CG.124 TO REVIEW THE SCHEME OF DELEGATION AND RECOMMEND ANY CHANGES TO FULL COUNCIL FOR APPROVAL

The Town Clerk advised some minor changes to the Scheme of Delegation, which included increases in emergency expenditure, increase in delegated expenditure and a review of contracts for utilities and telephones.

CG.124.2 RECOMMENDED: that Full Council approve and adopt the Scheme of Delegation as amended

Proposed by Councillor Champion
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

CG.125 TO REVIEW FINANCIAL REGULATIONS AND RECOMMEND ANY CHANGES TO FULL COUNCIL FOR APPROVAL

The Town Clerk advised some minor changes to the Financial Regulations regarding the Town Clerk / RFO expenditure, methods and terms of payment, review of fees and charges, preferred methods for tendering and risk assessment for new activities.

CG.125.2 RECOMMENDED: that Full Council approve and adopt Financial Regulations as amended

Proposed by Councillor Wilkins
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

The Town Clerk advised members of the need to call an Extraordinary Full Council meeting and make further amendments to Standing Orders should there be a change in the requirement to hold virtual meetings.

CG.126 TO CONSIDER A DATE AND TIME OF THE NEXT MEETING OF THIS WORKING PARTY, IF APPROPRIATE

CG.126.2 RESOLVED: that the Chairman and Town Clerk would arrange a further meeting of this Working Party if required

Proposed by Councillor Champion
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 2.47 pm.

SIGNED BY THE CHAIRMAN.....

DATE