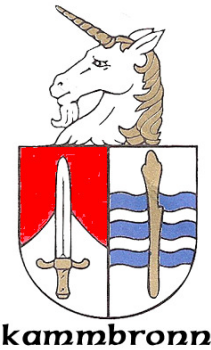


CAMBORNE TOWN COUNCIL

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CAMBORNE

Council Offices –
The Basset Centre, Basset Road, Camborne TR14 8SL
Telephone: 01209 612406
email: cambornetc@cornwall.gov.uk
web site www.camborne-tc.gov.uk



To all members of the Budget and Development Committee.

Councillors: M Brown, T Chalker, Ms Z Fox, D Everett, S Odgers, Ms J Robinson, J Rowe, R Webber, R White, C Godolphin (Ex Officio)

I hereby summon you to a meeting of the Budget & Development Committee to be held in the Clerk's Office, The Basset Centre, Basset Road, Camborne, on Thursday 22nd May 2014 at 6.30 pm.

AGENDA

1. Safety Procedures.
2. To receive nominations and elect a Chairman of the Budget and Development Committee for the municipal year 2014/2015.
3. To receive apologies for non-attendance.
4. To receive nominations and elect a Vice Chairman of the Budget and Development Committee for the municipal year 2014/2015.
5. 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.
6. To approve written request(s) for dispensations.
7. Chairman's Announcements.
8. To appoint members to the Risk Assessment Panel.
9. To appoint members to the Staffing Working Party.
10. To receive and approve the minutes of the meeting of this committee held on the 24th April 2014 and the Chairman to sign them.
11. Matters arising, where no substantive item below, for information only.

12. To receive the appointed Councillors' Internal Audit Report (Councillors Ms Fox and White)
13. To receive and approve the statement of payments and receipts, unpresented cheque list and bank reconciliation for the month of April 2014
14. To approve the payment of invoices received for the month of May 2014; up to date schedule to be tabled at the meeting.
15. To approve payments for the month of May 2014 made under Financial Regulation 3.4, 6.6 and 7.2; up to date schedule to be tabled at the meeting.
16. To receive a report from the Clerk on Health and Safety and Welfare, agree appropriate action and authorise expenditure accordingly.
17. To receive the internal audit report for the year ended 31st March 2014 from the Council's appointed Internal Auditor, agree action and authorise expenditure accordingly.
18. To receive correspondence from Coodes Solicitors regarding the recovery of monies owed by Willsher Plant Hire and Machinery, agree any action and expenditure accordingly (C.3016.8).
19. To approve the draft specification for maintaining the fountain in Commercial Square (A.3358.2).
20. To approve the draft specification for the root and branch review of Camborne Town Council (C.3016.9).
21. To review the Camborne Town Council job application form and approve any changes, and make recommendations to Full Council (C.3016.3).
22. To receive correspondence regarding Cornwall Council's security arrangements for the Basset Centre, authorise access to the Town Council Offices by Kestrel Guards and authorise provision of keys and security information.
23. To receive quotations for the monitoring of the Fire and Intruder Alarm System at Unit 5, Carn Brea Business Park, appoint a contractor and authorise expenditure accordingly (HWS.89.2).
24. To receive recommendations from the Amenities Committee regarding the replacement of litter bins situated at Cross Street and College Street, agree action and authorise associated expenditure. (A.3371.2 & A.3371.3)

25. To receive a verbal report from the Town Clerk regarding IT equipment and software and agree action.
26. To approve arrangements for photographs of the new Mayor and Councillors who joined Camborne Town Council after May 2013, and authorise associated expenditure.
27. To instruct the Town Clerk regarding the picture frames and mounting of Town Council photographs, certificates and awards; expenditure to be authorised accordingly.
28. To consider attendance by a Councillor on the Budget and Development Committee at the Local Council Advisory Service Annual Seminar on 1st October 2014 and authorise expenditure (BD.2492.3)
29. To receive an estimate for the replacement of the lighting unit on the fountain in Commercial Square, approve acceptance and authorise expenditure.
30. To approve the Internal Audit Schedule for the municipal year 2014-2015.
31. To note the correspondence from Unison regarding the Trade Dispute: NJC Pay 2014.

Given under my hand this 15th day of May 2014

Amanda Mugford
Town Clerk

| Month | Councillor | Councillor |
|-----------------|-------------------|-------------------|
| May 2014 | Ms Fox | R White |

