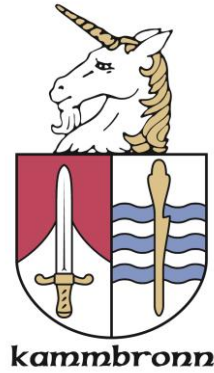


# CAMBORNE TOWN COUNCIL

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Council Offices –

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### **To all members of the Finance and General Purposes Committee.**

Councillors: R Webber (Chairman), S Odgers (Vice Chairman), M Brown, T Chalker, Ms Z Fox, J Gillingham, C Godolphin, W Krey, J Teixeira, Mrs V Dalley (Ex Officio)

I hereby summon you to a meeting of the Finance & General Purposes Committee to be held in the Clerk's Office, The Basset Centre, Basset Road, Camborne, on Thursday 22<sup>nd</sup> September 2016 at 6.30 pm.

#### AGENDA

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 the 28<sup>th</sup> July 2016 and the Chairman to sign them.
7. Matters arising, where no substantive item below, for information only.
8. To receive the appointed Councillors' Internal Audit Report for July 2016 from Councillors Mrs Dalley and Odgers.
9. To receive the appointed Councillors' Internal Audit Report for 2016 from Councillors Godolphin and Brown.
10. To receive the appointed Councillor's Bank reconciliation report from Councillor Krey.
11. To receive and approve the statement of payments and receipts, unrepresented cheque list and bank reconciliation for the month of July 2016.

12. To receive and approve the statement of payments and receipts, unrepresented cheque list and bank reconciliation for the month of August 2016.
13. To approve payments made by Direct Debit Mandate for the months of July and August 2016
14. To approve payments for the month of August 2016 made under the delegated authority of the Chairman and Vice Chairman.
15. To approve payments made under Financial Regulation 7.2 for the months of July and August 2016.
16. To approve the payment of invoices received for the month of September 2016; up to date schedule to be tabled at the meeting.
17. To approve payments for the month of September 2016 made under Financial Regulation 4.1, 4.5, 5.4, 5.6, 6.2, 6.7 and 7.2; up to date schedule to be tabled at the meeting.
18. To receive the Ear-Marked Reserve report for the month of August 2016.
19. 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).
20. Grant Aid Applications
  - i. Camborne Music Festival (Local Government Act 1972 s.145)
  - ii. All Saints Church (Localism Act 2011 s.1)
  - iii. Heartlands Trust (Local Government Act 1972 s.145)
21. To receive a presentation from Mr M Davies CCLA regarding The Public Sector Deposit Fund and Local Authority Property Fund and agree any action.
22. To receive correspondence from the Town Council's Accountant and verbal report from the Town Clerk regarding interim arrangements for Finance administration and agree any action.
23. To receive an invitation to the Cornwall Pension Fund Employer's Meeting, agree attendance and authorise associated expenditure.
24. To note correspondence from Zurich Insurance regarding Insurance Premium Tax.

25. To note correspondence from Royal Mail regarding changes to the terms and conditions of service.
26. That the 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.
27. To receive and consider quotations for the provision of payroll and pensions administration, agree action and authorise expenditure accordingly (C.3721.3)

Given under my hand this 15<sup>th</sup> day September of 2016.

Amanda Mugford  
Town Clerk

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

#### **Councillors' Internal Audit Schedule 2016/2017**

<b>Month</b>	<b>Councillor</b>	<b>Councillor</b>	<b>Audit month</b>
<b>August 2016</b>	<b>Odgers</b>	<b>Mrs Dalley</b>	<b>July 2016</b>
<b>September 2016</b>	<b>Godolphin</b>	<b>Brown</b>	<b>August 2016</b>
<b>October 2016</b>	<b>Chalker</b>	<b>Krey</b>	<b>September 2016</b>
<b>November 2016</b>	<b>Webber</b>	<b>Teixeira</b>	<b>October 2016</b>
<b>December 2016</b>	<b>Ms Fox</b>	<b>Gillingham</b>	<b>November 2016</b>
<b>January 2017</b>	<b>Odgers</b>	<b>Mrs Dalley</b>	<b>December 2016</b>
<b>February 2017</b>	<b>Godolphin</b>	<b>Brown</b>	<b>January 2017</b>
<b>March 2017</b>	<b>Chalker</b>	<b>Krey</b>	<b>February 2017</b>
<b>April 2017</b>	<b>Webber</b>	<b>Teixeira</b>	<b>March 2017</b>

### **Bank Reconciliation Schedule 2016/2017**

<b>Month</b>	<b>Councillor</b>
<b>July</b>	<b>Krey</b>
<b>October</b>	<b>Ms Fox</b>
<b>January</b>	<b>Godolphin</b>
<b>April</b>	<b>Odgers</b>