

**FINANCE & GENERAL PURPOSES COMMITTEE  
Minutes**

**21st April 2015 at 6.42pm**

**1. APOLOGIES**

Cllr Dowdall, Cllr Long and Cllr Harriman

**PRESENT**

Cllr Smith (in the Chair), Cllr Williams, Cllr Mrs. Gold, Cllr Denley, Cllr Gist, Cllr Mrs. Coakley, Cllr Lumley Cllr Tagg and Cllr Mrs. S Tolman

**OFFICER:** Helen Dowdall (Clerk)  
Martyn Mortimore (Taking Minutes)

**2. MINUTES**

The Minutes of the meeting of 17<sup>th</sup> March 2015 were approved as a correct record of the proceedings and duly signed.

**3. MATTERS ARISING -** None

**4. DISCLOSURES OF INTEREST- CLLR GIST 5A WITH REGARDS TO A PAYMENT**

**5. FINANCE**

a) Approval of payments

**Payments for approval 21st April 2015**

TH	DD	British Gas	Unit 11 PM	104.79	5.23	110.02
FGP	DD	Three	Mobile Phone	19.15	3.83	22.98
TH	DD	Opus	TH electricity	314.51	62.90	377.41
OS	DD	Allstar	Fuel	199.36	39.86	239.22
OS	9297	Seton	Eye wash	16.94	3.39	20.33
FGP	9298	Filmbank	Paddington	133.00	26.60	159.60
FGP	9299	Green Magic	Leaflet dispensers	36.50	7.30	43.80
FGP	9300	Ricoh	Photocopier	244.07	48.82	292.89
OS/TH	9301	Chris Leach	Unit 6 repirs & fountain repairs	735.00		735.00
TH	9302	J Gist	Mirrorball & mic stand	185.73	37.15	222.88
OS	9303	Kedel Ltd	Plastic Lumber	420.76	84.15	504.91
TH	9304	Reactive Fire	Annual Fire Test	40.00	8.00	48.00
FGP	9305	Peter Pascoe	Mural refurbishment	250.00		250.00

		Sequel				
TH	9306	Training	Booking refund	48.00		48.00
OS/TH	9307	GB Tool Hire	Gloves & cleaning equipment	266.25	53.25	319.50
OS/TH	9308	Trewarthas	Various	221.42	44.28	265.70
FGP	9309	SeaDog IT	Mailbox upgrade/monthly hosting	34.95		34.95
				<b>3270.43</b>	<b>424.76</b>	<b>3695.19</b>

b) Review of Budget Monitoring

The Clerk gave an update on the final outturn for the year, and went through the various appropriations to and from reserves. **Noted**

**6. FOR DECISION - INTERNAL CONTROL & GOVERNANCE ARRANGEMENTS**

As part of the overall controls and governance arrangements for the Councils a review of the Internal Controls has been completed together with a general Statement of Control.

The Councillors scrutinized and challenged the robustness of the systems in place and were satisfied.

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Denley and agreed to approve the Internal Audit Controls Review for 2014/2015 and recommend to Full Council the approval of the Statement of Control.

**7. FOR DECISION - To discuss the Community Chest and going forward.**

The Clerk gave an update on the film shows. The Annual Film Show License is due for renewal, Easter disco went well and the recent film show was well attended.

**Resolved.**

It was proposed by Cllr Mrs. Gold seconded by Cllr Gist and agreed that the Council should write a letter to the Lions to say thank you for all their support with the various community events held during the year.

Cllr Lumley went on to ask for help with marshalling at Mayfest.

**8. FOR DECISION – To receive an update on the IT system with a recommendation to review Council email security.**

A discussion was had on the current system and ways to enhance security going forward and future upgrades.

**Resolved.**

It was proposed by Cllr Gist and seconded by Cllr Tagg and agreed for the Clerk to discuss high priority issues with Sea Dog IT this week and to review further matters later in the year, to coincide with building works and timings of upgrades.

**9. ANY OTHER BUSINESS –** To consider any other urgent items, at the discretion of the Chair.

**a) Open Spaces Post Coding.**

It was proposed by Cllr Gist and Seconded by Cllr Denley and agreed to contact the local Football Club with regards to their campaign regarding postcodes for open spaces and sports clubs and offer support.

**b) Parking issues.**

It was proposed by Cllr Gist and seconded by Cllr Smith and agreed that the Clerk pursue the request to meet with Cornwall Highways and Parking officers with high priority.

There being no further business the meeting closed at 19.41 and the meeting then entered a Part 2