

**FINANCE & GENERAL PURPOSES COMMITTEE
Minutes**

8th December 2015 at 7.05pm

1. APOLOGIES

Cllr Mrs. Coakley, Cllr Mrs. Gold and Cllr Dowdall

PRESENT

Cllr Smith (in the Chair), Cllr Denley, Cllrs Lumley, Cllr Mrs. Tolman , Cllr Williams, Cllr Tagg, Cllr Harriman, Cllr Long (late arrival) and Cllr Gist.

MEMBERS OF THE PUBLIC: 0

OFFICER: Helen Dowdall (Clerk)

2. MINUTES

The Minutes of the meeting of 17th November 2015 were approved as a correct record of the proceedings and duly signed, with 2 abstentions.

3. MATTERS ARISING - None

4. DISCLOSURES OF INTEREST-

CLLR SMITH FOR ITEM 5A (FAMILY MEMBER IN RECEIPT OF PAYMENT)

5. FINANCE

a) Approval of payments

It was proposed by Cllr Gist seconded Cllr Denley and agreed to approve the following payments:

Payments for approval 8th December 2015

| | | | | | | |
|-------|------|-------------------------|---------------------|--------|-------|--------|
| FGP | 9582 | SLCC | Membership | 260.00 | | 260.00 |
| TH | 9583 | Trewarthas | Misc | 204.16 | 40.83 | 244.99 |
| TH | 9584 | Colins | Misc | 96.85 | 19.37 | 116.22 |
| TH | 9585 | Callington Launderette | Tablecloths | 22.50 | | 22.50 |
| TH | 9586 | M Mortimore | TV bracket | 18.00 | | 18.00 |
| TH | 9587 | Reactive Fire Solutions | Annual Service (HC) | 25.00 | 5.00 | 30.00 |
| TH/OS | 9588 | GB Tool Hire | Misc | 496.39 | 99.28 | 595.67 |
| OS | 9589 | Mrs H Dowdall | Stone | 45.36 | 9.07 | 54.43 |

| | | | | | | |
|-----|------|--------------------------|-----------------------|-----------------|---------------|-----------------|
| FGP | 9590 | RBS | Software maintenance | 235.00 | 47.00 | 282.00 |
| OS | 9591 | Smallridge Bros | Linkage Pin | 4.50 | 0.90 | 5.40 |
| FGP | 9592 | Post Office Counters Ltd | Stamps | 145.00 | | 145.00 |
| FGP | 9593 | SeaDog It | Tweaks to website | 22.50 | | 22.50 |
| OS | 9594 | Cormac Ltd | November hire charges | 47.97 | 9.59 | 57.56 |
| FGP | 9595 | Martin Luck | Stationery | 19.90 | 3.98 | 23.88 |
| OS | 9596 | Tavistock Woodlands | Timber | 87.86 | 17.57 | 105.43 |
| FGP | 9597 | Age Concern Cornwall | Donation | 50.00 | | 50.00 |
| | | | | 1,780.99 | 252.59 | 2,033.58 |

b) Budget Monitoring – The Clerk went through the current financial position for this Committee. **Noted.**

6. FOR DECISION – To receive an update on the Council Tax Support Grant level of reserves and to ring fence any funds for agreed projects, namely CCTV in the Saltash Road Recreational Ground (£10,000) and an information audio visual (AV) board in the Town Hall foyer (budget to be proposed).

The Outside Services Committee has proposed to use some of the grant to finance additional CCTV. A discussion then followed on the current level of grant uncommitted.

Resolved. It was proposed by Cllr Tagg seconded by Cllr Gist and agreed unanimously to proceed with the preferred supplier, permitting an exemption from the tendering process on this occasion, with finance of £10,000 provided from the Council Tax Support Grant.

Cllr Tagg had completed some research on the costings for an information audio visual (AV) board, which were discussed.

Resolved. It was proposed by Cllr Tagg seconded by Cllr Denley and agreed to proceed with a budget of £1,500 from the Council Tax Support Grant. The AV would be used only for events either in the Town Hall or supported by the Town Council; all other events must go to committee for consideration.

7. FOR DECISION – To receive any feedback from the Christmas event.

The events on Saturday had gone very well despite the horrendous weather conditions.

Resolved. It was proposed by Cllr Smith seconded by Cllr Gist to reimburse any expenses for the relocation of the Victorian Market, and a thank you sent to the Primary School for their hospitality at the eleventh hour.

There was a peal of bells during the lights switch on, which made the announcements very difficult to hear. The Clerk would contact Rev. Stephens to ask if the timings of bells would be altered for another time.

Cllr Long entered the meeting.

A discussion then followed on standardizing the tuck-shop prices, it was agreed that staff would be asked to set up a price list and bring back to committee for ratifying. **Noted.**

8. FOR DECISION - To discuss the Community Chest and going forward:

a) Cllr Smith explained briefly the ROC Cinema initiative.

Resolved. It was proposed by Cllr Gist seconded by Cllr Long and agreed to put on the agenda for next month, once further information has been gleaned.

b) Prim Raf are applying for a grant to help finance a roof for the theatre, and letters of support would be appreciated to accompany the application.

Resolved. It was proposed by Cllr Gist seconded by Cllr Long and agreed unanimously to send a letter of support for the project.

9. FOR DECISION - To review the Transparency Code requirements and the publication of the Council Finances.

The Clerk gave an update on the Transparency Code requirements and explained what updates need to be done.

Resolved. It was proposed by Cllr Gist seconded by Cllr Denley and agreed unanimously to proceed with the amendments and enhancements, with updates provided on the website.

10. FOR DECISION – To review the website and identify any areas that need updating.

Councillors had been asked to review the website and notify staff of any areas that need updating. The following items were discussed:

- The Twinning section to be updated.
Resolved. It was proposed by Cllr Long seconded by Cllr Gist and agreed unanimously that Cllr Long and Cllr Denley be tasked with providing latest information to the office.
- To encourage better promotion of local businesses.
Resolved. It was proposed by Cllr Gist seconded by Cllr Long to focus on promoting the local business section of the website once the Cornwall Council Local Plan has been completed (scheduled for September 2016).
- The event section is accumulating rather than archived (currently 35 pages).
Resolved. It was proposed by Cllr Gist seconded by Cllr Smith and agreed to ask the web designer to only show events on a rolling twelve month basis, the rest to be archived.

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

Nothing.

There being no further business the meeting was moved to a Part II Session.