

Minutes of the Finance & Resources Committee Meeting held at the Council Office, Tolvaddon Energy Park on Wednesday 12th November 2014 at 7.00 p.m.

PRESENT: Councillors Mrs Thompson (Chairman), Szoka (Vice Chairman), Crabtree, Ekinsmyth and Pavey.

ALSO PRESENT: Ms S. Willsher, Clerk

The Chairman explained the safety procedures.

FR14/11/1 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr Ford.

FR14/11/2 MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON-REGISTERABLE INTERESTS (INCLUDING DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THE AGENDA AND ANY GIFTS OR HOSPITALITY OVER £25

There were no interests declared. The Clerk declared an interest in the website tenders.

FR14/11/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications for dispensations from members.

FR14/11/4 PUBLIC PARTICIPATION (MAXIMUM 10 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)

There were no members of the public present.

FR14/11/5 TO RECEIVE AND APPROVE THE MINUTES FROM THE MEETING HELD ON THE 13TH OCTOBER 2014 AND THE CHAIRMAN TO SIGN THEM

It was proposed by Cllr Pavey, seconded by Cllr Ekinsmyth and

FR14/11/5.2 RESOLVED that the minutes of the meeting of the Finance and Resources Committee held on the 13th October 2014 are received and approved and signed by the Chairman.

On a vote being taken the matter was approved unanimously.

FR14/11/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

There were no matters arising.

FR14/11/7 TO RECEIVE DETAILED ESTIMATES OF ALL RECEIPTS AND PAYMENTS INCLUDING THE USE OF RESERVES FOR THE 2014/15 FISCAL YEAR AND THE THIRD DRAFT BUDGET FOR THE 2015/16 FISCAL YEAR INCLUDING BUDGET RECOMMENDATIONS FROM COMMITTEES AND AGREE ANY FUTURE ACTIONS

Members discussed the detailed estimates of all receipts and payments including the use of reserves for the 2014/15 fiscal year and the third draft budget for the 2015/16 fiscal year including budget recommendations from committees and the potential for future capping and referendum.

It was proposed by Cllr Pavey, seconded by Cllr Crabtree and

FR14/11/7.2 RESOLVED to receive the detailed estimates of all receipts and payments including the use of reserves for the 2014/15 and the third draft budget for the 2015/16 fiscal year including budget recommendations from Committees.

On a vote being taken the matter was approved unanimously.

FR14/11/8 TO RECOMMEND TO FULL COUNCIL A BUDGET AND PRECEPT FOR THE 2015/16 FINANCIAL YEAR

It was proposed by Cllr Ekinsmyth, seconded by Cllr Crabtree and

FR14/11/8.2 RESOLVED to recommend to Full Council a budget of £198,064 and a Precept of £197,050 for the 2015/16 financial year.

On a vote being taken on the matter there were 4 votes FOR and 1 vote AGAINST.

FR14/11/9 THAT UNDER THE 1960 PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT THE PRESS AND PUBLIC ARE EXCLUDED DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED

It was proposed by Cllr Pavey, seconded by Cllr Crabtree and

FR14/11/9.2 RESOLVED that under the 1960 Public Bodies (Admission to Meetings) Act that the press and public are excluded due to the confidential nature of the business to be discussed.

On a vote being taken the matter was approved unanimously.

FR14/11/10 TO REVIEW THE RECOMMENDATION MADE TO FULL COUNCIL AT THE LAST MEETING ON THE PROVISION OF THE WEBSITE, DATA BACKUP AND IT SUPPORT, CONFIRM THE RECOMMENDATION AND AGREE ANY FUTURE ACTIONS

The Clerk left the room.

It was proposed by Cllr Pavey, seconded by Cllr Crabtree and

FR14/11/10.2 RESOLVED to recommend to Full Council that:

- **The contract be awarded to Focus Technology Europe Limited subject to two satisfactory references;**
- **The Chairman of the Finance and Resources Committee would obtain the references with the Administration Assistant;**
- **The initial period of the contract will be 12 months at the costs quoted in the tender documents (Website one off cost £2,770 +VAT, Email Solutions £173.60 per annum, Hosting £10.20 per month; Data Backup £325 total and IT Support £26 per month);**
- **The expenditure is approved;**
- **The Finance and Resources Committee are given delegated powers to vire funds as necessary and to set an appropriate budget for future years;**
- **The Finance and Resources Committee are given delegated powers to closely monitor the contract in line with Council policies;**
- **The Finance and Resources Committee are given delegated powers to manage all aspects of the contract including the website design etc;**
- **The Terms of Reference for the Finance and Resources Committee are amended to include the management of the Council's website and IT;**
- **Payment will only be made once the site has been approved by this Council;**
- **Illogan Parish Council are given all password and access to the control panel for the website; and**
- **In the event of company failure Illogan Parish Council retain the ownership of the website and IP address.**

On a vote being taken the matter was approved unanimously.

The Clerk re-entered the room.

FR14/11/11 TO CONSIDER THE TENDER RECEIVED FOR AN INDEPENDENT INTERNAL AUDITOR, AGREE ANY FUTURE ACTIONS AND RECOMMENDATIONS TO FULL COUNCIL

It was proposed by Cllr Ekinsmyth, seconded by Cllr Pavey and

FR14/11/11.2 RESOLVED that the Finance and Resources Committee regrets that only one tender was received and no-one more local tendered and to recommend to Full Council that the tender received from TIAA at a total cost of £1,050 is accepted for the next audit with a view to re-tendering earlier next year in hope of a higher response.

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 7.59pm.

Signed:

Date: