

Minutes of the Finance & Resources Committee Meeting held at the Council Office, Tolvaddon Energy Park on Wednesday 24<sup>th</sup> September 2014 at 7.00 p.m.

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

ALSO PRESENT: Ms S. Willsher, Clerk

The Chairman explained the safety procedures.

**FR14/09/1 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Ekinsmyth.

**FR14/09/2 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 potentially had an interest in the website tenders.

**FR14/09/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications for dispensations from members.

**FR14/09/4 PUBLIC PARTICIPATION (MAXIMUM 10 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)**

There were no members of the public present.

**FR14/09/5 TO RECEIVE AND APPROVE THE MINUTES FROM THE MEETING HELD ON THE 23<sup>RD</sup> JULY 2014 AND THE CHAIRMAN TO SIGN THEM**

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

**FR14/09/5.2 RESOLVED that the minutes of the meeting of the Finance and Resources Committee held on the 23<sup>rd</sup> July 2014 are received and approved and signed by the Chairman.**

On a vote being taken the matter was approved unanimously.

**FR14/09/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

There were no matters arising.

**FR14/09/7 TO RECEIVE THE INTERNAL AUDIT REPORT COMPLETED BY  
CLLRS PAVEY AND SZOKA AND AGREE ANY  
RECOMMENDATIONS TO FULL COUNCIL**

Cllr Pavey reported that everything was in order and there were no recommendations for Full Council.

**FR14/09/8 TO REVIEW THE INTERNAL AUDIT PROCEDURES, AGREE ANY  
FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Members discussed the internal audit procedure and the form. It was agreed that the spelling of 'personnel' was corrected and that the members completing the audit were given details of the employees' spinal column point (SCP) and contracted hours.

**FR14/09/9 TO RECEIVE DETAILED ESTIMATES OF ALL RECEIPTS AND  
PAYMENTS INCLUDING THE USE OF RESERVES FOR THE  
2014/15 FISCAL YEAR AND THE FIRST DRAFT BUDGET FOR  
THE 2015/16 FISCAL YEAR AND AGREE ANY FUTURE ACTIONS**

Members considered each cost code in order. It was agreed that Cost Code 23 – Bank Charges should be included on the spreadsheet.

Cost Code 310 – Verge Clearing – members discussed what verge clearing Cornwall Council would be completing next year and whether the budget was sufficient if Cornwall Council did not cut the verges. It was noted that there was an earmarked reserve for verge clearing. It was agreed to leave the budget as is for 2015/16 and monitor the situation.

Cost Code 604 – Neighbourhood Planning – correct the spelling error.

Members asked the Clerk to double check the calculation and the accuracy of the general fund equivalent month's costs and to confirm what the figure meant.

Members discussed the revenue budgets for the Events. It was noted that last year it had been agreed to rename the Christmas Lights Events to the Events budget; there had been an error and there were two budget heads with a budget allocated to each. Further to discussion:

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

**FR14/09/9.2 RESOLVED that Cost Code 309 is renamed to be  
called 'Events' and that the budget  
allocation and expenditure for Cost Code  
309 (currently Christmas Lights Events)  
and Cost Code 603 (Events) are merged  
into Cost Code 309 and that Cost Code  
603 is deleted.**

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Mrs Thompson, seconded by Cllr Pavey and

**FR14/09/9.2 RESOLVED** to receive the detailed estimates of all receipts and payments including the use of reserves for the 2014/15 fiscal year and the first draft budget for the 2015/16 fiscal year.

On a vote being taken the matter was approved unanimously.

**FR14/09/10 TO CONSIDER A BUDGET FOR COUNCILLOR EXPENSES FOR THE MUNICIPAL YEAR 2015/16 AND AGREE ANY FUTURE ACTIONS**

The Clerk explained that the Governance Review Committee had asked that Councillors expenses were considered to cover the costs of being a Councillor for example to cover the cost of any telephone calls that had to be made for Council business.

Members felt that it was a politically insensitive time to consider Councillor expenses; that it was inappropriate to consider Councillors expenses mid-term when members were elected knowing that they did not get any expenses and that if members needed to make long phone calls for example they could use the office facilities.

It was proposed by Cllr Ford, seconded by Cllr Szoka and

**FR14/09/10.2 RESOLVED** that there is no budget for Councillor expenses for 2015/16.

On a vote being taken the matter was approved unanimously.

**FR14/09/11 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 Mrs Thompson and

**FR14/09/11.2 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.

**FR14/09/12 TO RECEIVE INFORMATION FROM LSI INDEPENDENT UTILITY BROKERS REGARDING THE SUPPLY OF ELECTRICITY, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FR14/09/12.2 RESOLVED to accept the quote for Scottish and Southern Energy for the supply of electricity for 12 months commencing the 1<sup>st</sup> December 2014, to request that LSI correctly spell 'Tolvaddon' and that next year a representative attends the meeting to explain the figures etc to members.**

On a vote being taken the matter was approved unanimously.

**FR14/09/13 TO RECEIVE COMPLETED QUOTATION/TENDERS FOR THE PROVISION OF THE COUNCIL'S WEBSITE, DATA BACKUP AND IT SUPPORT, OPEN QUOTATIONS/TENDERS, AGREE ANY FUTURE ACTIONS, APPOINT A CONTRACTOR AND APPROVE ANY ASSOCIATED EXPENDITURE**

The Clerk left the meeting.

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

**FR14/09/13.2 RESOLVED to invite ICT Southwest Ltd and Focus Technology Europe Limited to give a presentation to the next meeting of this Committee.**

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 9.15pm.

Signed: .....

Date: .....