

Minutes of the Finance & Resources Committee Meeting held in The Council Office, Unit 2 Wheal Agar, Tolvaddon Energy Park, Tolvaddon on Wednesday 22nd April 2015 at 7.00pm.

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

ALSO PRESENT: Ms S. Willsher, Clerk

The Chairman explained the safety procedures.

FR15/04/1 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Ekinsmyth and Ford.

There were no members absent.

FR15/04/2 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.

FR15/04/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications for dispensations from members.

FR15/04/4 PUBLIC PARTICIPATION (MAXIMUM 10 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)

There were no members of the public present.

FR15/04/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETINGS OF THE FINANCE AND RESOURCES COMMITTEE HELD ON THE 17TH MARCH 2015 AND THE 24TH MARCH 2015 AND THE CHAIRMAN TO SIGN THEM

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

FR15/04/5.2 RESOLVED that the minutes of the meetings of the Finance and Resources Committee held on the 17th March 2015 and the 24th March 2015 are received and approved and signed by the Chairman.

On a vote being taken the matter was approved unanimously.

In response to a question the Clerk confirmed that Council meetings were displayed in a different colour on the What's On calendar on the website. Members asked the Clerk to enquire with Focus Technology whether there could be a separate calendar for Council meetings or whether Council meetings could be made more prominent on the current calendar.

FR15/04/6 TO RECEIVE THE AUDIT REPORTS COMPLETED BY COUNCILLORS AND AGREE ANY FUTURE ACTIONS

Members reviewed the completed audit reports; the only comments that had been made were that some of the cheques stubs were not initialed by two councillors.

It was proposed by Cllr Pavey, seconded by Cllr Szoka and:

FR15/04/6.2 RESOLVED that the audit reports are received and that the Clerk reminds all cheques signatories to initial the cheques stubs when they are signing cheques.

On a vote being taken the matter was approved unanimously.

FR15/04/7 TO REVIEW THE BUDGETS AND ACTUAL INCOME AND EXPENDITURE FOR THE FISCAL YEAR 2014-2015 AND AGREE ANY FUTURE ACTIONS

Members carefully reviewed the budgets and actual income and expenditure. Further to an in depth discussion:

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

FR15/04/7.2 RESOLVED that the invoice for the solicitors fees is moved from the code for Illogan Park to the code for Audit and Legal Fees and that the following amounts are vired to Codes 7 – Printing and 8 – Petty Cash & Postage to balance the budgets:

- £250.00 from code 10 – Equipment Rental & Maintenance;
- £356.78 from code 14 – Subscriptions;
- £405.00 from code 22 – Newsletter; and
- £29.77 from code 24 – Councillor’s Expenses.

On a vote being taken the matter was approved unanimously.

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

FR15/04/7.3 RESOLVED that the following amounts are vired to Codes 103 – Insurance and 104 – Maintenance to balance the budgets:

- £154.01 from code 100 – Rent;
- £695.71 from code 101 – Rates;
- £441.97 from code 102 – Utilities;
- £587.65 from code 105 – Cleaning & Consumables; and
- £430.38 from code 3 – Admin Support.

On a vote being taken the matter was approved unanimously.

FR15/04/8 TO REVIEW THE UNSPENT BUDGET ALLOCATION FROM THE 2014-2015 FISCAL YEAR AND AGREE WHAT FUNDS TO PUT INTO EARMARKED RESERVES AND ANY FUTURE ACTIONS

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

FR15/04/8.2 RESOLVED to recommend to Full Council that the following sums are earmarked to the following budgets:

- £1,000.00 earmarked to code 7 – Printing;
- £3,000.00 earmarked to code 104 – Maintenance;
- £2,000.00 earmarked to code 302 – Litter Control;
- £2,000.00 earmarked to code 305 – Footpath Maintenance;
- £40,000.00 earmarked to code 502 – Capital Development; and
- £8,000.00 earmarked to code 604 – Neighbourhood Plan.

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Crabtree, seconded by Cllr Szoka and:

FR15/04/8.3 RESOLVED to recommend to Full Council that £100,000.00 from the current account and £100,000.00 from the deposit account is transferred to the Public Sector Deposit Fund.

On a vote being taken the matter was approved unanimously.

FR15/04/9 TO CONSIDER THE CLERK HAVING A DUAL SCREEN SET UP AND AGREE AN FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

It was proposed by Cllr Mrs Thompson, seconded by Cllr Crabtree and:

FR15/04/9.2 RESOLVED to the Clerk has a dual screen set up at a cost of £143.97 + VAT for two screens and £36 +VAT for a graphics card.

On a vote being taken the matter was approved unanimously.

FR15/04/10 TO CONSIDER FIBRE TO THE PREMISES FOR THE COUNCIL OFFICE AND AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FR15/04/10.2 RESOLVED that the Council gets fibre to the premises at a cost of £29 + VAT per month.

On a vote being taken the matter was approved unanimously.

FR15/04/11 TO DISCUSS COUNCILLOR'S EMAIL ADDRESSES AND AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FR15/04/11.2 RESOLVED that Councillors will have Council email addresses to use for Council business for Councillors who will use them and that a maximum of 14 email accounts are set up at a maximum cost of £420 + VAT per annum

On a vote being taken the matter was approved unanimously.

FR15/04/12 TO REVIEW THE COUNCIL'S NEW WEBSITE, RECEIVE CORRESPONDENCE FROM FOCUS TECHNOLOGY EUROPE LIMITED, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The email from Focus Technology was circulated to members.

It was proposed by Cllr Mrs Thompson, seconded by Cllr Crabtree and:

FR15/04/12.2 RESOLVED that the Clerk would arrange a meeting with Focus Technology to finalise what photographs would be used and where they would be placed on the website and that either the map or the link to the map would go on the 'About Us' page.

On a vote being taken the matter was approved unanimously.

FR15/04/13 DATE AND TIME OF NEXT MEETING

The next meeting would be held on, Wednesday 22nd July, 7pm in the Council Office.

There being no further business the Chairman closed the meeting at 8.30pm.

Signed:

Date: