

Minutes of the Finance & Resources Committee Meeting held in The Council Office, Unit 2
Wheal Agar, Tolvaddon Energy Park, Tolvaddon on Wednesday 26th October 2016 at 7.00pm.

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

ALSO PRESENT: Ms Willsher, Clerk

The Chairman explained the safety procedures.

FR16/10/1 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr Szoka

There were no members absent.

**FR16/10/2 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.

FR16/10/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications for dispensations from members.

**FR16/10/4 PUBLIC PARTICIPATION (MAXIMUM 10 MINS – EVERY SPEAKER A
LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)**

There were no members of the public present.

**FR16/10/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE
FINANCE AND RESOURCES COMMITTEE HELD ON THE 14TH SEPTEMBER
2016 AND THE CHAIRMAN TO SIGN THEM**

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

FR16/10/5.2 RESOLVED

**that the minutes of the meetings of the Finance
and Resources Committee held on the 14th
September 2016 are received and approved and
signed by the Chairman with the following
amendments:**

- **Page 105 – Cllr is added before Ekinsmyth
and Mrs Thompson;**
- **Page 106 – Cllr is added before Pavey and
the repetition on bullet point three is
deleted;**
- **Page 107 – Cllr is added before Ekinsmyth
and Crabtree; and**
- **Page 108 – Minute FR16/09/14 – 1st
sentence is amended to read 'The Clerk
reported that the current IT contract will
expire on the 10th December'.**

On a vote being taken the matter was approved unanimously.

FR16/10/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

There were no matters arising.

FR16/10/7 TO REVIEW THE BUDGETS AND ACTUAL INCOME AND EXPENDITURE TO DATE FOR THE 2016-2017 FISCAL YEAR AND THE SECOND DRAFT BUDGET FOR THE FISCAL YEAR 2017-2018 AND AGREE ANY FUTURE ACTIONS

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

FR16/10/7.2 RESOLVED that the election expenses of £129.00 in Cost Code 18 are taken from the Earmarked Reserve.

On a vote being taken the matter was approved unanimously.

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

FR16/10/7.3 RESOLVED that the second draft budget is received and that following actions are taken:

- **Cost Code 13 – Publications – that the Clerk obtains costings for a copy of the LCR magazine to be given to each member of the Council;**
- **Cost Code 14 – Subscriptions – that the Clerk include the subscription cost for the DIS Extra;**
- **That for this year, the budget and precept is considered and agreed at the December Full Council meeting after the tenders for the ‘Litter Picking and General Maintenance Contract’ have been considered;**
- **Cost Code 303 – General Maintenance that the budget is amended to £5,965.00;**
- **Cost Code 305 – Footpath Maintenance – that any unspent budget is put into the earmarked reserve for footpath maintenance;**
- **Cost Code 507 – Civic Regalia – that this code is renamed ‘Civic Insignia’ and that there is a budget included to cover the cost of a sterling silver chain for the Vice Chairman’s chain of office, the Clerk would obtain costings for the chain;**
- **That the Parish Plan is reviewed by the Full Council at the beginning of 2017;**
- **That the Clerk obtains estimated costings for 5 flashing speed signs; and**
- **That the Clerk contacts the Illogan Parish Neighbourhood Development Plan Steering Group to suggest that they applied for grant funding and offering to help them.**

On a vote being taken the matter was approved unanimously.

FR16/10/8 TO REVIEW THE BALANCES OF THE COUNCIL'S BANK ACCOUNTS AND AGREE ANY FUTURE ACTIONS

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

FR16/10/8.2 RESOLVED to recommend to Full Council that in the future, as soon as it is possible after the precept money has been received by the Parish Council, that any amount above the current level of funds protected by the Financial Services Compensation Scheme in the Barclays Current account is transferred into the Public Sector Deposit Account and the said account is imprest when the balance is below £10,000.00 by the current average of three months expenditure.

On a vote being taken the matter was approved unanimously.

FR16/10/9 TO RECEIVE AN UPDATE ON THE APPLICATION FOR THE LOCAL COUNCIL AWARD SCHEME AND AGREE ANY FUTURE ACTIONS

The Clerk updated members on the progress of the work towards the application. There was still some information which needed to be compiled, approved by the Council and published.

It was agreed to recommend to the Governance Review Committee that they considered drafting a continuing development program for councillors.

FR16/10/10 TO RECEIVE AN UPDATE ON THE PENSION SCHEME, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

Cllr Crabtree reported the pension scheme was set up as far as possible at the moment. Cllrs Crabtree and Uren would revisit the scheme in January 2017.

FR16/10/11 TO RECEIVE AN UPDATE ON THE NAS BOX AND DATA BACKUP, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The Clerk reported that the NAS box had been replaced and upgraded free of charge due to the issues that had been occurring. The external hard drives do not fit into the new NAS box as there are different fittings. The Council could purchase adapters for the external hard drives, purchase new hard drives or use a cloud based back up.

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

FR16/10/11.2 RESOLVED that the Council's documents on the NAS box are backed up on the Microsoft One Drive cloud storage and that the annual fee is approved.

On a vote being taken the matter was approved unanimously.

FR16/10/12 TO RECEIVE THE CONSULTATION PAPER ON LOCAL GOVERNMENT FINANCE SETTLEMENT, AGREE A RESPONSE AND ANY FUTURE ACTIONS

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

FR16/10/12.2 RESOLVED that the NALC template response to the Consultation Paper on Local Government Finance Settlement is adopted and that relevant examples are inserted into the relevant sections and a copy of the response is forwarded to George Eustice MP.

On a vote being taken the matter was approved unanimously.

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

FR16/10/12.3 RESOLVED that Cllrs Ford and Mrs Thompson meet with the Clerk to finalise the response to the Consultation Paper on Local Government Finance Settlement.

On a vote being taken the matter was approved unanimously.

FR16/10/13 DATE AND TIME OF NEXT MEETING

The next meeting would be held on the 30th November 2016, 7pm in the Council Office.

FR16/10/14 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 Thomspson and:

FR16/10/14.2 RESOLVED 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.

On a vote being taken the matter was approved unanimously.

FR16/10/15 TO RECEIVE THE DRAFT SPECIFICATION FOR IT SERVICES FOR THE COUNCIL AND AGREE ANY FUTURE ACTIONS

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

FR16/10/15.2 RESOLVED to receive and approve the draft specification for IT Services for the Council with the correction of the typo's; the removal of the list of email addresses to be replaced with one example and the deadline being the 22nd November 2016.

On a vote being taken the matter was approved unanimously.

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

Signed:

Date: