

Minutes of the Finance & Resources Committee Meeting held in The Council Office, Unit 2  
Wheal Agar, Tolvaddon Energy Park, Tolvaddon on Monday 13<sup>th</sup> November 2017 at 7.00pm.

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

ALSO PRESENT: Ms Willsher, Clerk

The Chairman explained the safety procedures.

**FR17/11/1 TO RECEIVE APOLOGIES FOR ABSENCE**

There were no apologies for absence, all members were present.

There were no members absent.

**FR17/11/2 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**

Cllr Crabtree declared an interest in the minutes from the IT review meeting;  
the IT support and webhosting contract; the quotes for the Clerk's PC and the  
quotes for the NAS box.

**FR17/11/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications for dispensations from members.

**FR17/11/4 PUBLIC PARTICIPATION (MAXIMUM 10 MINS – EVERY SPEAKER A  
LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)**

There were no members of the public present.

**FR17/11/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE  
FINANCE AND RESOURCES COMMITTEE HELD ON THE 13<sup>th</sup> SEPTEMBER  
2017 AND THE CHAIRMAN TO SIGN THEM**

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

**FR17/11/5.2 RESOLVED that the minutes of the meeting of the Finance  
and Resources Committee held on the 13<sup>th</sup>  
September 2017 are received and approved and  
signed by the Chairman.**

On a vote being taken the matter was approved unanimously.

**FR17/11/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

In response to a question the Clerk confirmed that the quotes to replace the broken Perspex in the bus shelter by Homecroft Surgery would be considered at the next Planning and Environmental Services Committee meeting. Cllr Ford reported that there had been some vandalism to the timetable in the bus shelter opposite Homecroft Surgery.

**FR17/11/7 TO RECEIVE THE MINUTES FROM THE IT REVIEW MEETING, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Cllr Crabtree left the room.

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

**FR17/11/7.2 RESOLVED that the minutes of the IT review meeting are received.**

On a vote being taken the matter was approved unanimously.

**FR17/11/8 TO NOTE THAT THE IT SUPPORT AND WEBHOSTING CONTRACT IS DUE TO EXPIRE IN DECEMBER 2017, RECEIVE A REPORT FROM THE CLERK AND CONSIDER WHETHER TO EXTEND THE CONTRACT AS PER THE TERMS AND CONDITIONS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FR17/11/8.2 RESOLVED that the IT support and webhosting contract is extended for a further two years under the same terms and conditions.**

On a vote being taken the matter was approved unanimously.

Cllr Crabtree re-entered the room.

**FR17/11/9 TO REVIEW THE BUDGETS AND ACTUAL INCOME AND EXPENDITURE TO DATE FOR THE 2017/2018 FISCAL YEAR AND THE SECOND DRAFT BUDGET FOR THE FISCAL YEAR 2018-2019 AND AGREE ANY FUTURE ACTIONS**

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

**FR17/11/9.2 RESOLVED that the budget and actual income and expenditure to date for the 2017/2018 fiscal year and the second draft budget have been reviewed and that the following amendments and actions are completed:**

- **Cost Code 9 – Hall Hire – It was agreed that the Clerk would contact Devon and Cornwall Housing to enquire as to when they will invoice the Council for the use of Penwartha Hall and whether there will be any changes to the costs in the future;**
- **Cost Code 11 – Advertising – it was noted that the opening EMR should be carried forward to the closing EMR;**
- **That there would be a new capital budget cost code created named Illogan Park Projects;**
- **Cost Code 312 – Illogan Park – that the entire EMR is moved to the new Illogan Park Projects budget as an EMR;**
- **Cost Code 312 – Illogan Park – that the budget for 2018/2019 is £5,500;**
- **Illogan Park Projects – that the budget for 2018/2019 is £34,500;**
- **Cost Code 101 – Rates – that the unspent budget from 2017/2018 is put into an EMR;**
- **Cost Code 102 – Utilities – that the 2018/2019 budget is £2,000;**
- **Cost Code 104 – Maintenance – that the Cost Code is renamed ‘Service Charge’;**
- **Cost Code 105 – Cleaning & Consumables – that the unspent budget of £380 is put into an EMR and that the 2018/2019 budget is £100; and**
- **Cost Code 604 – Neighbourhood Plan – that the opening EMR is amended to read £6,500.**

On a vote being taken the matter was approved unanimously.

**FR17/11/10 TO RECOMMEND TO FULL COUNCIL THE BUDGET AND PRECEPT FOR 2018-2018**

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

**FR17/11/10.2 RESOLVED to recommend to Full Council a budget of £215,559.00 and a precept of £208,682.00 for the 2018-2019 fiscal year and that the Clerk will calculate the Band D equivalent for the December Full Council meeting.**

On a vote being taken the matter was approved unanimously.

**FR17/11/11 DATE AND TIME OF NEXT MEETING**

Cllr Pavey left the meeting at 8.08pm.

The next meeting would be held on the 11<sup>th</sup> July 2018, 7pm in the Council Office.

Cllr Pavey re-entered the meeting at 8.09pm.

**FR17/11/12 THAT UNDER THE 1960 PUBLIC BODIES (ADMISSION 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 Mrs Thompson, seconded by Cllr Ekinsmyth and:

**FR17/11/12.2 RESOLVED that under the 1960 Public Bodies (Admission 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.

**FR17/11/13 TO RECEIVE INFORMATION ON THE CLERK'S PC AND QUOTES FOR A REPLACEMENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE (UP TO DATE INFORMATION TO BE CIRCULATED AT THE MEETING)**

Cllr Crabtree left the room.

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

**FR17/11/13.2 RESOLVED that information on the Clerk's PC is received and that quote for the DELL Optiplex 5050 Tower – refurb as new is approved.**

On a vote being taken the matter was approved unanimously.

**FR17/11/14 TO RECEIVE INFORMATION ON THE COUNCIL'S NAS BOX AND QUOTES FOR A REPLACEMENT, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

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

**FR17/11/14.2 RESOLVED that information on the Council's NAS box is received and that the quote for the Synology DS 416 NAS with 4 WD Red 1TB 2.5" SATA NAS Hard Drives is approved.**

On a vote being taken the matter was approved unanimously.

**FR17/11/15 TO NOTE THAT THE COUNCIL'S ELECTRICITY CONTRACT EXPIRES ON THE 30<sup>TH</sup> NOVEMBER 2017, CONSIDER QUOTES, AGREE A SUPPLIER AND ANY FUTURE ACTION (UP TO DATE INFORMATION TO BE CIRCULATED AT THE MEETING)**

Cllr Crabtree re-entered the room.

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

**FR17/11/15.2 RESOLVED to note that the Council's electricity contract expires on the 30<sup>th</sup> November 2017; and that the 36 month contract with Scottish and Southern is approved providing that if the Council move office the electricity contract can either move with us or there is a get out clause.**

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 8.23pm.

Signed: .....

Date: .....