

Minutes of the Finance & Resources Committee Meeting held in The Council Office, Unit 2
Wheal Agar, Tolvaddon Energy Park, Tolvaddon on Wednesday 10th October 2018 at 7.00pm.

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

ALSO PRESENT: Ms Willsher, Clerk

The Chairman explained the safety procedures.

FR18/10/1 TO RECEIVE APOLOGIES FOR ABSENCE

No apologies were received; all members were present.

**FR18/10/2 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.

FR18/10/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications for dispensations from members.

**FR18/10/4 PUBLIC PARTICIPATION (MAXIMUM 10 MINS – EVERY SPEAKER A
LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)**

There were no members of the public present.

**FR18/10/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE
FINANCE AND RESOURCES COMMITTEE HELD ON THE 12th SEPTEMBER
2018 AND THE CHAIRMAN TO SIGN THEM**

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

**FR18/10/5.2 RESOLVED that the minutes of the meetings of the Finance
and Resources Committee held on 12th September
2018 are received and approved and signed by the
Chairman.**

On a vote being taken on the matter there were 6 votes FOR and 0 votes
AGAINST.

**FR18/10/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS
OF ACTIONS, FOR INFORMATION ONLY**

There were no matters raised.

FR18/10/7 TO REVIEW THE ACTUAL INCOME AND EXPENDITURE FROM THE 1ST APRIL 2018 UNTIL THE 30TH SEPTEMBER 2018; TO REVIEW THE FORECAST INCOME AND EXPENDITURE FROM THE 1ST OCTOBER 2018 UNTIL 31ST MARCH 2019; COMPARE THE ACTUAL INCOME AND EXPENDITURE WITH THE BUDGETS FOR THE 2018-2019 FISCAL YEAR AND AGREE ANY FUTURE ACTIONS

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

FR18/10/7.2 RESOLVED that the actual income and expenditure from the 1st April 2018 until the 30th September 2018 has been reviewed; that the forecast expenditure from the 1st October 2018 until 31st March 2018 has been reviewed; that the actual income and expenditure has been compared to the budgets for the 2018-2019 fiscal year; and that it is noted that the expenditure to repair the showers in Illogan Park needs to be added to the forecast in the capital budget for Illogan Park.

On a vote being taken the matter was approved unanimously.

FR18/10/8 TO RECEIVE THE 1ST DRAFT BUDGET FOR THE 2019/2020 FINANCIAL YEAR AND AGREE ANY FUTURE ACTIONS

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

FR18/10/8.2 RESOLVED that the 1st Draft Budget is noted and that the Clerk will check the formulas in the spreadsheet.

On a vote being taken the matter was approved unanimously.

FR18/10/9 TO RECEIVE THE AUDIT REPORTS COMPLETED BY COUNCILLORS AND AGREE ANY FUTURE ACTIONS

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

FR16/05/9.2 RESOLVED that the audit reports completed by Councillors are received and it is noted that cheque signatories should be reminded to initial the invoices and cheque stubs. It was agreed that the Council would trial signing cheques in the Office and not in the meeting hall.

On a vote being taken the matter was approved unanimously.

FR18/10/10 TO RECEIVE THE EXTERNAL AUDITORS REPORT FOR THE YEAR ENDED 31ST MARCH 2018 AND A REPORT FROM THE CLERK, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The Clerk reported that she had previously sought advice on how to prepare the Council's accounts as income and expenditure rather than receipts and payments. It appears that the advice given at that time was not totally correct and that there were elements to the change which had not been explained. The Clerk had contacted Scribe who were helping to restate last year's accounts.

The Clerk had made enquiries about training and there was training available at a day rate plus mileage from and to Cheltenham at 45p per mile. The training would start at 9 and be for 7 hours with a short break for lunch. The trainer had proposed that the morning session would cover the end of year requirements and the afternoon session would cover other functions of Scribe. Members felt that the morning and afternoon sessions should be swapped so that the Administration Assistant could partake in the training if she wanted to.

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

FR18/10/10.2 RESOLVED **that the External Auditors report is received and to recommend to Full Council that the Clerk and Administration Assistant, providing she is willing to participate, are given one day of Scribe training as per the quote for the day rate plus mileage of 45p per mile from and to Cheltenham and that the morning session covers the general functions of Scribe and the afternoon session covers the end of year procedures and processes etc.**

On a vote being taken the matter was approved unanimously.

FR18/10/11 TO RECEIVE CORRESPONDENCE FROM BARCLAYS REGARDING CHANGES TO THE COUNCILS BANK ACCOUNTS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

Cllr Crabtree reported that he had looked on the internet and found that most banks make similar charges and some banks charges were higher than Barclays.

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

FR18/10/11.2 RESOLVED **to receive the correspondence from Barclays regarding changes to the Council's bank accounts and that the changes are accepted.**

On a vote being taken the matter was approved unanimously.

FR18/10/12 DATE AND TIME OF NEXT MEETING

The next meeting would be held on the Wednesday 14th November 2018, 7pm in the Council Office.

There being no further business the Chairman closed the meeting at 7.35pm.

Signed:

Date: