

**The public is reminded that these are DRAFT minutes, which means that they are not approved at the time of publication and may be subject to amendment before final approval at the next Parish Council meeting. The agreed minutes will be uploaded once they have been agreed by the Council at the appropriate meeting.**

Minutes of the Finance & Resources Committee Meeting held on Wednesday 11<sup>th</sup> November 2020 at 7pm via Microsoft Teams.

PRESENT: Councillors Pavey (Chairman), Szoka (Vice Chairman) (from point mentioned), Crabtree, Ekinsmyth, Ford, Pavey and Weatherburn

ALSO PRESENT: Ms Willsher, Clerk

The Chairman explained the safety procedures.

**FR20/11/1 TO RECEIVE APOLOGIES FOR ABSENCE**

No apologies were received.

There were no members absent.

**FR20/11/2 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**

There were no interests declared.

**FR20/11/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications for dispensations from members.

**FR20/11/4 PUBLIC PARTICIPATION (MAXIMUM 10 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)**

There were no members of the public present.

**FR20/11/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FINANCE AND RESOURCES COMMITTEE HELD ON THE 8<sup>TH</sup> JULY 2020 AND THE CHAIRMAN TO SIGN THEM**

Cllr Szoka entered the meeting at 7.03pm.

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

**FR20/11/5.2 RESOLVED that the minutes of the meetings of the Finance**

**and Resources Committee held on the 8<sup>th</sup> July 2020 are received and approved and signed by the Chairman.**

On a vote being taken on the matter there were 4 votes FOR and 0 votes AGAINST.

**FR20/11/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

The Clerk reported that the website accessibility testing had been completed and the website was compliant.

**FR20/11/7 TO REVIEW ITEMS AND TICKETS RAISED SINCE THE LAST MEETING WITH THE COUNCIL'S IT PROVIDER AND AGREE ANY FUTURE ACTIONS**

The Clerk reported that NCi had not sent the report. It was agreed that the Clerk would circulate the report by email once it was received.

**FR20/11/8 TO RECEIVE THE REPORT ON THE ACTUAL UNDERSPENDS AND OVERSPENDS VERSUS THE BUDGETS FOR THE 2019/2020 FINANCIAL YEAR**

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

**FR20/11/8.2 RESOLVED to note the report on the actual underspends and overspends versus the budgets for the 2019/2020 financial year.**

On a vote being taken the matter was approved unanimously.

**FR20/11/9 TO REVIEW THE ACTUAL INCOME AND EXPENDITURE FROM THE 1<sup>ST</sup> APRIL 2020 UNTIL THE 30<sup>TH</sup> OCTOBER 2020 AND AGREE ANY FUTURE ACTIONS**

Members discussed the cost codes relating to salaries, tax and national insurance and statutory maternity pay.

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

**FR20/11/9.2 RESOLVED that the actual income and expenditure from the 1<sup>st</sup> April 2020 until the 30<sup>th</sup> October 2020 has been reviewed and noted.**

On a vote being taken the matter was approved unanimously.

**FR20/11/10 TO REVIEW THE FORECAST INCOME AND EXPENDITURE FROM THE 1<sup>ST</sup> NOVEMBER 2020 UNTIL THE 31<sup>ST</sup> MARCH 2021 AND AGREE ANY FUTURE ACTIONS**

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

**FR20/11/10.2 RESOLVED** that the forecast income and expenditure from the 1<sup>st</sup> November 2020 until the 31<sup>st</sup> March 2021 is agreed and noted.

On a vote being taken the matter was approved unanimously.

**FR20/11/11 TO COMPARE THE TOTAL FORECAST INCOME AND EXPENDITURE WITH THE BUDGETS FOR THE 2020/21 FISCAL YEAR AND AGREE ANY FUTURE ACTIONS**

It was noted that the overspend in Cost Code 312 – Illogan Park was due to the introduction of security patrols.

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

**FR20/11/11.2 RESOLVED** to receive and note the comparison between the total forecast income and expenditure with the budgets for the 2020/21 fiscal year.

On a vote being taken the matter was approved unanimously.

**FR20/11/12 TO RECEIVE THE DRAFT BUDGET FOR THE 2021/2022 FINANCIAL YEAR, AGREE ANY FUTURE ACTIONS AND A RECOMMENDATION TO FULL COUNCIL**

Members discussed the CTS Grant; tax base; improving the area; revising the Illogan Parish Neighbourhood Development Plan; descriptions of Cost Codes; a miscalculation in Cost Code 312 Illogan Park; replacing street furniture; and how one item of correspondence could represent more than one person.

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

**FR20/11/12.2 RESOLVED** that the following amendments would be made to The draft budget:

- Cost Code 18 – Elections Expenses – include a budget of £2,500;
- Cost Code 305 – Footpath Maintenance – amend to £11,695;
- Cost Code 310 – Verge Clearing – amend to £13,605;
- Cost Code 312 – Illogan Park – amend to £13,292;

- Cost Code 502 – Capital Development –reduce to £5,000;
- Cost Code 601 – Comm. Development Fund – rename to Community Emergency Response Fund – include a budget £10,000 to be released from the Council’s reserves;
- Cost Code 604 – Neighbourhood Plan – a budget of £10,000 would be included and would be released from Ear Marked Reserves;

To recommend to Full Council that the budget for 2021/2022 financial year is £194,046.

On a vote being taken on the matter there were 5 votes FOR and 1 vote AGAINST.

**FR20/11/13 TO RECOMMEND TO FULL COUNCIL THE PRECEPT FOR 2021/2022**

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

**FR20/11/13.2 RESOLVED to recommend to Full Council that the Precept for the 2021/2022 financial year is £182,844.**

On a vote being taken on the matter there were 5 votes FOR and 1 vote AGAINST.

**FR20/11/14 DATE AND TIME OF NEXT MEETING**

The next meeting would be held on the 14<sup>th</sup> April 2021

There being no further business the Chairman closed the meeting at 8.12pm.

Signed: .....

Date: .....