

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 in The Council Office, Unit 2 Wheel Agar, Tolvaddon Energy Park, Tolvaddon on Wednesday 14th July 2021 at 7.00pm.

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

ALSO PRESENT: Ms Willsher, Clerk

The Chairman explained the safety procedures.

FR21/07/1 TO RECEIVE APOLOGIES FOR ABSENCE

There were no apologies received; all members were present.

FR21/07/2 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.

FR21/07/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications for dispensations from members.

FR21/07/4 PUBLIC PARTICIPATION (MAXIMUM 10 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)

There were no members of the public present.

FR21/07/5 TO APPOINT A VICE CHAIRMAN OF THE FINANCE AND RESOURCES COMMITTEE FOR THE MUNICIPAL YEAR 2021/2022

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

FR21/07/5.2 RESOLVED that Cllr Ford is appointed Vice Chairman of the Finance and Resources Committee for the municipal year 2021/2022.

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

FR21/07/6 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FINANCE AND RESOURCES COMMITTEE HELD ON THE 11TH NOVEMBER 2021 AND THE CHAIRMAN TO SIGN THEM

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

FR16/05/6.2 RESOLVED that the minutes of the meetings of the Finance and Resources Committee held on 11th November 2021 are received and approved and signed by the Chairman with the removal of the repeated attendee Cllr Pavey.

On a vote being taken the matter was approved unanimously.

FR21/07/7 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

There were no matters arising.

FR21/07/8 TO REVIEW THE BUDGETS AND FORECAST EXPENDITURE FOR THE ILLOGAN PARK AND PARISH OFFICE PROJECTS AND AGREE ANY FUTURE ACTIONS

Cllr Ford thanked the Clerk for the provision of all of the figures.

The figures, budgets and forecast expenditure for the Illogan Park and Parish Office Projects were considered and analysed in detail.

Cllr Ford suggested that the Clerk should investigate potential changes to the audit regime with the capital expenditure the Council was making and to see if we could apply for a certificate to negate the changes as it was one off capital expenditure.

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

FR21/07/8.2 RESOLVED that the budgets and forecast expenditure for the Illogan Park and Parish Office Projects have been reviewed and that the Finance and Resources Committee would continue to closely monitor the expenditure and budgets.

On a vote being taken the matter was approved unanimously.

FR21/07/9 TO REVIEW ALL EAR MARKED RESERVES (EMRS) AND AGREE ANY FUTURE ACTIONS

It was noted that once the projects had been completed and paid for the level of general reserves would be within the recommended levels.

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

FR21/07/9.2 RESOLVED that the Ear Marked Reserves have been reviewed and that there are no further actions to be completed at this time.

On a vote being taken the matter was approved unanimously.

FR21/07/10 TO REVIEW O365 AND OTHER LICENCING FOR EMPLOYEES AND COUNCILLORS, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

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

FR21/07/10.2 RESOLVED that the O365 licensing for employees and Councillors has been reviewed and that there are no further actions to be taken at this time.

On a vote being taken the matter was approved unanimously.

FR21/07/11 TO REVIEW THE IT CONTRACT AND AGREE ANY FUTURE ACTIONS

Members felt that with the recent office move, proposed office move at the beginning of 2022 and the Clerk's maternity leave, that it was not the right time to change IT contractor.

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

FR21/07/11.2 RESOLVED that the IT contract has been reviewed, that there are no changes made at this time and that the contract is reviewed in 12 months' time.

On a vote being taken the matter was approved unanimously.

FR21/07/12 DATE AND TIME OF NEXT MEETING

The next meeting would be held on the 13th October 2021, 7pm in a venue to be confirmed.

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

Signed:

Date: