

Minutes of the Finance & Resources Committee Meeting held in Illogan Parish Council Community Office, Trevelyan Road, Illogan, TR16 4RG on Monday 15th April 2024 at 7.00pm.

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

ALSO PRESENT: Mrs Rimell, Clerk

The Chairman explained the safety procedures.

FR24/04/1 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr Mrs Edmunds.

It was proposed by Cllr Crabtree, seconded by Cllr Cullimore and

FR24/04/1.2 RESOLVED to receive and approve Cllr Mrs Edmund's apologies for absence.

On a vote being taken the matter was approved unanimously.

There were no members absent.

FR24/04/2 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.

FR24/04/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications for dispensations from members.

FR24/04/4 PUBLIC PARTICIPATION

There were no members of the public present.

FR24/04/5 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE FINANCE AND RESOURCES COMMITTEE HELD ON THE 8th November 2023 AND THE CHAIRMAN TO SIGN THEM

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

FR24/04/5.2 RESOLVED that the minutes of the meetings of the Finance and Resources Committee held on 8th November 2023 are received and approved with the correction of the typo and signed by the Chairman.

On a vote being taken the matter was approved unanimously.

FR24/04/6 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

It was noted that the figures included in the council tax letters sent by Cornwall Council were not what was expected.

FR24/04/7 TO RECEIVE A REPORT ON COMMUNITY ROOM BOOKINGS DURING THE 2023/2024 FISCAL YEAR, REVIEW THE COMMUNITY ROOM HIRE FEES AND MAKE RECOMMENDATIONS TO FULL COUNCIL

Members discussed the use of the community room, the fee structure, increasing usage, increasing marketing, holding open days, other local halls, and the running and maintenance costs.

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

FR24/04/7.2 RESOLVED to recommend to Full Council that there are no changes to the Hire Fees for the Community Room; that the Community Room Hire Fees are reviewed in 12 months; and that the Clerk is given discretion to amend Community Room Hire Fees on a cost recovery model basis for local regular users.

On a vote being taken the matter was approved unanimously.

FR24/04/8 TO REVIEW THE END OF YEAR ACCOUNTS FOR THE 2023/2024 FISCAL YEAR INCLUDING THE COUNCIL'S RESERVES AND MAKE ANY RECOMMENDATIONS TO FULL COUNCIL

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

FR24/04/8.2 RESOLVED that the budget for Cost Code 24 is corrected to read £2,990; that the spelling of Councillor is corrected on Cost Code 12; and to recommend to Full Council that the Year End Accounts for the 2023/2024 Fiscal Year including the Council's Reserves are received and approved.

On a vote being taken the matter was approved unanimously.

FR24/04/9 TO REVIEW THE USE OF THE BARCLAYCARDS AND REPORTING OF THE EXPENDITURE, AGREE ANY RECOMMENDATIONS TO THE GOVERNANCE REVIEW COMMITTEE FOR AMENDMENTS TO THE FINANCIAL REGULATIONS, ANY RECOMMENDATIONS TO FULL COUNCIL AND ANY FUTURE ACTIONS

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

FR24/04/9.2 RESOLVED to recommend to Full Council that a list of payments made using the Barclaycards is ratified at the monthly Full Council meetings and that the Governance Review Committee reviews the Financial Regulations and Standing

Orders to reflect the usage and reporting of expenditure made using the Barclaycards.

On a vote being taken the matter was approved unanimously.

FR24/04/10 TO REVIEW THE INTERNAL AUDIT PROCEDURE, CONSIDER ALTERNATIVE OPTIONS AND AGREE ANY FUTURE ACTIONS

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

FR24/04/10.2 RESOLVED that the Internal Audit Procedure has been reviewed and that it is renamed the 'Councillor's Audit' and that all references related to cheques are removed.

On a vote being taken the matter was approved unanimously.

FR24/04/11 DATE AND TIME OF NEXT MEETING

The next meeting would be held on the Wednesday 11th September 2024, 7pm in the Council Office.

here being no further business the Chairman closed the meeting at 7.39pm.

Signed:

Date: