



ST. IVES TOWN COUNCIL

The Guildhall
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St. Ives
Cornwall
TR26 2DS

Tel: (01736) 797 840

Our Ref: LD/Resources/ag
Your Ref:
Ask for: Louise Dowe
Email: stivestowncouncil@gmail.com
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Date: 29 September 2015

Dear Councillor

MEETING OF THE RESOURCES COMMITTEE MEETING – 6 OCTOBER 2015

You are given notice of a meeting of the Resources Committee meeting to be held in the Committee Room at the Guildhall, St Ives on **Tuesday 6 October 2015**, commencing at 7.00pm.

Members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business set out in the Agenda attached. Please note that Councillors who are not members of this committee are entitled to attend if they wish to do so, and may be permitted by the Committee Chairman to speak.

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of St Ives Town Council's procedure for the recording of meetings is available on the website, or from the Clerk's office on request.

Louise Dowe
Town Clerk

To: All Councillors
Press

Membership of Resources Committee:

Chairman -	Councillor R Tulley
Vice-Chairman -	Councillor L Taylor
Town Mayor and Deputy and Councillors:	Town Mayor (ex officio, voting members) Andrewes T Garrod H Glanville R Mitchell A Nicholls C Parsons A Tanner J Williams T

If you consider yourself to be a person with a disability and need further information about the suitability of the venue, please phone (01736) 797840.

RESOURCES COMMITTEE MEETING – 6 OCTOBER 2015

AGENDA

1. Apologies for absence

2. Minutes

To pass the following resolution:

RESOLVED – that the Chairman signs as a true and correct record the Minutes of the Resources Committee meeting held on 16 July 2015 (*previously circulated*) and the Minutes of the Resources Committee (meeting as Complaints Committee) held on 28 August 2015 (*copy attached*).

3. Chairmans Announcements

4. Declarations of Councillor and Officer Interests (including reasons thereof)

5. Town Clerk's update report

See Town Clerk's report attached.

Also, from previous meetings:

- R.117 – hosted IT system – deferred pending the staffing and organisational review
- R.118 – Market House rent review – tenant has agreed to the rate suggested by this council, new rate has been applied, all payments up to date.
- R.125 – Island Centre lease – nearing completion following some delay whilst final agreement is reached on a number of clauses

6. Reports for Decision

(Reports to follow)

- (1) Finance report
- (2) Conclusion of annual audit 2014/2015
- (3) Amendment to Financial Regulations (arrangements for direct payment of salaries)
- (4) Grants applications
- (5) S.106 Contribution (*Councillor Andrewes*)
- (6) Resourcing implications of moving to paperless planning application system in readiness for April 2016.
- (7) Increase of limit on credit card to £5,000
- (8) Reserves:
 - Level of Reserves
 - Reserves Policy
- (9) Decorative Lights update

(10) Christmas and New Year office opening times

(11) Criminal records checks for Members and co-opted persons)

7. **Correspondence**

None.

8. **Exclusion of the press and public**

To consider passing the following resolution:

“That in accordance with the Public Bodies (Admissions to Meeting) Act 1960 (as extended by s.100 of the Local Government Act 1972), the press and public be excluded from the meeting during the consideration of the following matters on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

9. **Confidential reports for decision**

(Reports to follow)

(1) Refurbishment / charging for public conveniences – costings update (Paragraph 3)

(2) Review of staffing / operation of the council (Paragraph 3)
(If an update is available at this stage)

(3) IT and telephones upgrade for town council offices (Paragraph 3)

(4) Update on lease progress, devolution of community building (Paragraph 3)

(5) Market House repairs (Paragraph 3)

(6) Debtors and creditors (Paragraph 3)

(7) Review of asset register (Paragraph 3)

10. **Agenda items for next meeting**