



ST. IVES TOWN COUNCIL

The Guildhall
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St. Ives
Cornwall
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Our Ref: LD/Resources/ag
Your Ref:
Ask for: Louise Dowe
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Date: 23 September 2016

Dear Councillor

**MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING –
29 SEPTEMBER 2016**

You are given notice of a meeting of the Finance & General Purposes Committee meeting to be held in the Committee Room at the Guildhall, St Ives on **Thursday 29 September 2016**, commencing at 7.00 pm.

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, **Facilities Manager, Support Services Manager & Visit St Ives Manager**
Press

Membership of Finance & General Purposes Committee:

Chairman -	Councillor R Tulley
Vice-Chairman -	Councillor L Taylor
Town Mayor and Deputy Town Mayor (ex officio, voting members)	
Chairmen of Planning, Facilities and Community & Environment Committees	
and Councillors:	Andrewes T Mitchell A
	Garrood H Prior P
	Glanville R

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.

FINANCE & GENERAL PURPOSES COMMITTEE MEETING – 29 SEPTEMBER 2016

AGENDA

1. **Apologies for absence**

2. **Public Speaking**

3. **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 28 July 2016 (*copy attached*).

4. **Chairmans Announcements**

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

6. **Town Clerk's update report**

7. **Reports for Decision**

- (1) Finance Report
- (2) CCTV – to consider the recommendation of the Community & Environment Committee in support of reinstating a CCTV system in St Ives, with a contribution of up to £10,000 for set up costs, and agreement to ongoing maintenance costs from the town council.
- (3) Decorative Lights – arrangements for removal of existing system and replacement with new
- (4) Request from Friends of the Guildhall / West Cornwall LAG for the town council to bankroll a grant application
- (5) Staffing Arrangements (*Councillor Taylor*)
- (7) Grant applications – refer to grants schedule
- (8) Review of Financial Regulations
- (9) Compliance with Local Government Transparency Code 2015
- (10) Internal Audit Report
- (11) Report on internal audits conducted by Councillors Tulley and Taylor

8. **Correspondence**

None.

9. **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.

10. **Confidential reports for decision**

- (1) Update on project for Porthmeor car park public conveniences block, including legal considerations for decision (Paragraph 3)
- (2) Review of banking arrangements, including monies held on deposit and direct payment of salaries (Paragraph 3)
- (3) [Annual review of town council property arrangements \(Paragraph 3\)](#)
- (4) Update report following 2016 staff appraisals (Paragraphs 1, 2 & 3)
- (5) Review of Devolution Project Manager contract (Paragraphs 1, 2 & 3) (Report to follow)
- (6) Update on lease arrangements for smaller office at the Island Centre (Paragraph 3)
- (7) Transfer of funds from ‘other ticket sales’ (Paragraph 3)
- (8) VAT Partial exemption (Paragraph 3)

Agenda items for next meeting

Update report following staff consultation on contracts review (Paragraphs 1, 2 & 3)

Budget setting

Three Year Financial Plan

Performance Management System

12 months on – review of implementation of staffing and structure review decisions?