

Minutes of the Meeting of the Finance & General Purposes Committee, St Ives Town Council, held in the Committee Room, The Guildhall, St Ives on Thursday 6 April 2017 at 7.00pm

PRESENT

Chairman - Councillor R Tulley
Vice-Chairman – Councillor L Taylor

COUNCILLORS

Andrewes T	Prior P
Garrood H	Symons J
Mitchell A	Williams T
Nicholls C	

OFFICERS

Town Clerk

APOLOGIES FOR ABSENCE – were received from Councillor R Glanville.

F&GP114. PUBLIC SPEAKING

None.

F&GP115. MINUTES

RESOLVED – that the Chairman signs as a true and correct record the Minutes of the Finance & General Purposes Committee meeting held on 9 February 2017.

F&GP116. CHAIRMAN'S ANNOUNCEMENTS

The Chairman conveyed the Clerk's apologies that it had not proved possible to circulate all reports prior to the meeting and explained that apart from the Finance Report circulated at the meeting, no reports would be tabled at the meeting. It was proposed to adjourn the meeting to Thursday 13 April, with any remaining reports to be circulated on Monday 10 April, or not to be considered.

F&GP117. DECLARATION OF COUNCILLOR AND OFFICER INTERESTS

Councillor Andrewes declared an interest in F&GP123 – (grant application – Sky High) as a personal acquaintance.

Councillors Taylor and Symons each declared an interest in F&GP123 – (grant application – Rotary Club) as members of St Ives Rotary Club.

F&GP118. TOWN CLERK'S UPDATE REPORT

Members considered the Town Clerk's update report circulated prior to the meeting and enquired about the following points:

Noted that the report on the Devolution Project Manager was subject to a separate report on the agenda

The Clerk clarified that regarding the VAT partial exemption, accountants had been commissioned to carry out the necessary calculations and were waiting for further information to be provided by officers

Contribution towards repair of service pipe at Trenwith Burrows public conveniences would not be paid until the copy invoice had been provided as requested

Some concern was expressed at the number of outstanding items due to be actioned / completed.

RESOLVED – that the report be noted.

F&GP119. **FINANCE REPORT INCLUDING UPDATE ON RESERVES AND STAFF COSTS**

The Town Clerk presented the finance report. During consideration of this item, Councillors questioned negative figures in the report and noted that the method of accounting included provision for accruals which resulted in some figures having a negative value. An assurance was given that this was in line with standard income and expenditure accounting practices and should be less of an issue in future as the historic backlog of work was cleared and various accounts outstanding were paid. Finance training for Councillors was due to be provided after the appointment of the new Councillors in the forthcoming elections.

It was noted that public conveniences expenditure overspend was largely due to the cleaning costs being higher than budgeted for, and to cover the essential repairs and maintenance carried out on a predominantly reactive basis. The Facilities Committee was seeking to address cleaning and maintenance costs.

When considering the Visitor Information Centre budget it was noted that there should be continuing monitoring of the counter sales and memberships income revenue receipts.

RESOLVED – that

- 1) the Finance Report be noted at this stage, pending further consideration at the reconvened meeting on 13 April when Members would have the benefit of additional time to consider the report and to raise any questions with the Clerk in advance

RECOMMENDED – to Council that the Neighbourhood Plan staffing costs balance from 2016/17 be carried forward as an Earmarked Reserve towards the costs of the first year review, implementation and monitoring of the Neighbourhood Plan.

F&GP120. **REVIEW OF RESERVES POLICY AND ASSIGNMENT OF RESERVE AND WORKING FUND**

This item was deferred for consideration later in the meeting, to be considered when the meeting was reconvened on 13 April.

F&GP121. INVESTMENT STRATEGY

This item was deferred for consideration later in the meeting, to be considered when the meeting was reconvened on 13 April.

F&GP122. REVIEW OF INTERNAL CONTROLS

This item was deferred for consideration later in the meeting, to be considered when the meeting was reconvened on 13 April.

F&GP123. GRANTS APPLICATIONS

Councillors Symons and Taylor each declared an interest in this item as members of St Ives Rotary Club and withdrew from the meeting during consideration of this item.

Application – St Ives Rotary Club – May Day 2017

Consideration – the community benefit from the May Day celebrations and the benefit in a community organisation taking on responsibility for this event

Decision – to award £500 for the purposes set out in the application.

Application – Lelant Cardiac Defibrillator Appeal

Consideration – a valuable community resource

Decision – to award £500 for the purposes set out in the application

***Application – Cornwall Air Ambulance

Consideration – grant budget had been fully allocated for the year and also discussed whether the application met the council's grant policy. Noted that the charity has significant reserves, but was a service which required significant sums in order to continue to run. The air ambulance service has been used every year in St Ives, benefitting residents and visitors.

Decision – that this application be deferred to the next scheduled meeting of this committee, with consideration to be given to agreeing an annual contribution/

Application – Sky High Arts CIC – 10 week series of subsidised aerial dance classes for children and young people.

Councillor Andrewes declared an interest in this item (as a persona; acquaintance of the applicant)

Consideration – the potential to give an opportunity to children and young people who might not otherwise be able to participate on this item.

Resolved – that this item be deferred to next meeting pending receipt of constitution and clarification on the criteria of the children/young people to be assisted.

RESOLVED – that the award of grants as set out above be approved and implemented.

F&GP124. CODE OF CONDUCT AMENDMENT

This item was deferred for consideration later in the meeting, to be considered when the meeting was reconvened on 13 April.

F&GP125. CORRESPONDENCE

- 1) Hayle Day Care Centre – letter of thanks for grant was noted.

F&GP126. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED – “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 the 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.”

F&GP.127. CONFIDENTIAL REPORTS 1 – 3 AND 5 -6

These items were deferred for consideration later in the meeting, to be considered when the meeting was reconvened on 13 April.

F&GP128. INSURANCE POLICY 2017/18

The Town Clerk reported on the quote and insurance schedule received from the Council’s insurers, noting that this was an annual renewal within a 5 year contract agreement.

RESOLVED – that the policy with Zurich Municipal Insurance be renewed for a further year.

F&GP129. DEBTORS AND CREDITORS (Paragraph 3)

Members considered the report provided by the Finance Officer.

RESOLVED – that the report be noted and that the fourth allotments invoice on the listing be approved to be written off as a bad debt.