



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
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Date: 3 February 2017

Dear Councillor

MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING – 9 FEBRUARY 2017

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 9 February 2017**, 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 – 9 FEBRUARY 2017

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 24 November 2016 (*copy previously circulated*).

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 (including update on Reserves and Staff Costs) (*attached*)
- (2) Review of Reserves Policy and Assignment of Reserve and Working Funds (*to follow*)
- (3) Public Conveniences – carry forward of refurbishment funds (*attached*)
- (4) Review of Internal Controls (*to follow*)
- (5) Review of job description – Facilities Manager (*attached*)
- (6) Grant applications (*attached*)
- (7) Code of Conduct Amendment (*attached*)

8. **Correspondence**

- (1) Hayle Day Care Centre – letter of thanks for grant

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) Decorative Lights – appointment of contractors for removal and replacement of festoon lights (Paragraph 3) *(attached)*
- (2) Annual review of town council property arrangements (Paragraph 3) *(to follow)*
- (3) Request for contribution towards cost of repair to service pipes – Trenwith Burrows public conveniences (Paragraph 3) *(attached)*
- (4) VAT Partial exemption (Paragraph 3) *(to follow)*
- (6) Review of Devolution Project Manager Contract (Paragraph 3) *(to follow)*
- (7) Redevelopment project at Porthmeor car park public conveniences – update on progress with legal transfer and project plans (Paragraph 3) *(attached)*
- (8) Debtors and Creditors (Paragraph 3) *(attached)*

Agenda items for next meeting

Review of Standing Orders

Update report following staff consultation on contracts review

Three Year Financial Plan

Performance Management System

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