

MINUTES OF THE MEETING OF ST IVES TOWN COUNCIL HELD IN THE GUILDHALL, ST IVES
ON THURSDAY 14 JUNE 2018 AT 7.00 PM

PRESENT

Chairman – Councillor S Tanner (Town Mayor)
Vice-Chairman – Councillor J Symons (Deputy Town Mayor)

COUNCILLORS

Andrewes T	Henry R	Tanner J
Garrod H	Lait R	Tulley R
Glanville R	Messenger K	Williams T
Griffin J	Mitchell A	
Harris A	Nicholls C	

OFFICERS

Town Clerk
VIC Manager
VIC Assistant Manager

26. APOLOGIES FOR ABSENCE - Councillor Hughes sent his apologies for absence due to a prior commitment.
27. PUBLIC SPEAKING - none.
28. CHAIRMAN'S ANNOUNCEMENTS – none.
29. DECLARATION OF MEMBER/OFFICER INTERESTS – none.
30. REQUESTS FOR DISPENSATION – none.
31. MINUTES

Members considered the minutes circulated and agreed an amendment at Minute 23, the title of the item to refer to Porthmeor public conveniences (not Porthminster).

RESOLVED – that the Chairman signs as a true and correct record the Minutes of the Meetings of the Council held on 31 May 2018.

32. APPROVAL OF THE ANNUAL GOVERNANCE STATEMENT

A copy of the Annual Governance Statement template was circulated with the agenda. It was noted that the purpose of the document was to ensure that all local councils are prudent in their management of public money and carry out all necessary precautions in accordance with financial regulations and any other requirements.

RESOLVED – that the Annual Governance Statement be approved by the council, with ticks to be placed in each of the response boxes, and signed by the Town Mayor.

33. **APPROVAL OF THE ANNUAL RETURN AND ANNUAL STATEMENT OF ACCOUNTS**

Members considered the Annual Return and Annual Statement of Accounts, circulated prior to the meeting. It was noted that the completion of the Annual Return is a statutory duty.

The Town Clerk reported that the internal audit had been completed and that the certificate had been signed by the internal auditor, with no issues of concern having been raised. The General Reserves figure was corrected to £169,606 and the fixed asset values for the Annual Return were reported.

The Chairman of the Finance & General Purposes Committee noted the increasing complexity and workload associated with the council's accounts and commended the Clerk, Finance Officer and the administrative and accounts support roles which had again provided an effective and efficient accounts function for the council.

Following consideration, it was

RESOLVED – that the Annual Return 2017/2018 is approved.

34. **ADVERTISEMENT CHARGES FOR THE 2019 ST IVES GUIDE BROCHURE**

Members considered the report presented further to the Facilities Committee meeting on 7 June where it had been agreed to proceed with producing a St Ives Guide for 2019, with decision on the advertising tariffs deferred until this meeting.

The further information circulated was considered, with proposed charges circulated as supplied by the VIC Manager. The charges were understood to have been calculated on the basis that if 50% of the brochure were allocated for advertisement space and if all available space was sold, the production of the brochure should achieve a 50% profit.

The Chairman of the Facilities Committee advised that the committee had agreed the principle of continuing with the brochure, considering it an asset to the area, a benefit to visitors and aiming to assist the local economy. In recent years the net income had fallen to such an extent that the council would potentially be subsidising the publication, and so a new approach was to be taken, with a reduction in advertising costs to encourage a greater number of advertisers.

During discussion it was agreed that the 1/8th page advert tariff should be increased by £5. In response to a proposal that officers negotiate on advertising tariffs, a fall-back position was agreed, should there be a procedural reason for such delegation not to prove possible.

The options for setting the charges were fully debated, following which it was

RESOLVED – that the proposed set charges be withdrawn and the VIC Manager and Assistant Manager be delegated authority to act outside of usual Financial Regulations and a published Scale of Charges, instead to have the ability to negotiate advertisement charges on the basis that the publication should at least break even, with a fall-back position to be applying the charges as circulated in the report, with the 1/8th page advert tariff to be increased by £5.