

**CAMBORNE TOWN COUNCIL  
FINANCE AND GENERAL PURPOSES 5<sup>TH</sup> JANUARY 2017**

MINUTES of the meeting of the Finance and General Purposes Committee of Camborne Town Council held in the Clerk's Office, The Basset Centre, Basset Road, Camborne on Thursday 5<sup>th</sup> January 2017 at 6.30 pm.

PRESENT Councillor R Webber (Chairman)  
Councillor S Odgers (Vice Chairman)  
Councillor M Brown  
Councillor T Chalker  
Councillor Godolphin  
Councillor W Krey  
Councillor Mrs Dalley

In Attendance: Amanda Mugford, Town Clerk; Melanie Negus, Administrative Assistant.

The Chairman explained the safety procedures to all present.

**FG.3061 TO RECEIVE AND APPROVE APOLOGIES FOR NON-ATTENDANCE**

**FG.3061.2 RESOLVED: that the apologies from Councillor Ms Fox for non-attendance of the meeting of the Finance and General Purposes Committee held on the 5<sup>th</sup> January 2017 were received and approved**

Proposed by Councillor Webber  
Seconded by Councillor Brown

On a vote being taken the matter was approved unanimously.

It was agreed that a bereavement card be sent to Councillor Ms Fox from the Town Council.

There were no apologies submitted by Councillor Gillingham.

**FG.3062 MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON REGISTERABLE INTERESTS (INCLUDING THE DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THIS AGENDA INCLUDING ANY GIFTS OR HOSPITALITY EXCEEDING £25**

There were no declarations of interests.

**FG.3063 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS**

There were no dispensation requests.

**FG.3064 CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements.

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**FG.3065 TO RECEIVE AND APPROVE THE MINUTES OF THIS COMMITTEE HELD ON THE 24<sup>TH</sup> NOVEMBER 2016 AND THE CHAIRMAN TO SIGN THEM**

**FG.3065 RESOLVED:** **that the minutes of the meeting of the Finance and General Purposes Committee held on 24<sup>th</sup> November 2016 with amendments to FG.3044, inserting 'FOR' before October; .3056.9 after FG; and .3056.8' after FG: were received, approved and signed by the Chairman**

Proposed by Councillor Webber  
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

**FG.3066 MATTERS ARISING, WHERE NO SUBSTANTIVE ITEM BELOW, FOR INFORMATION ONLY**

There were no matters arising.

**FG.3067 PUBLIC PARTICIPATION (SUBJECT TO STANDING ORDER 90 MEMBERS OF THE PUBLIC ARE PERMITTED TO MAKE REPRESENTATIONS, ANSWER QUESTIONS AND GIVE EVIDENCE IN RESPECT OF ANY ITEM OF BUSINESS INCLUDED IN THE AGENDA, UP TO A MAXIMUM OF FIFTEEN MINUTES)**

There were no members of the public present.

**FG.3068 TO RECEIVE INFORMATION REGARDING COUNCIL TAX REFERENDUM PRINCIPLES AND AGREE ANY ACTION**

The Town Clerk informed members that the Secretary of State for Communities and Local Government had announced that the proposed introduction of Council Tax Referendum Limits to larger Town and Parish Councils would be deferred in 2017/2018, however the Government would continue to monitor the situation and would expect Town and Parish Councils to clearly demonstrate restraint; the Government would look to make excessive increases more transparent. She also advised Councillors of the possibility of a 2% cap being introduced next year.

**FG.3068.2 RESOLVED:** **that information regarding Council Tax Referendum Principles was received**

Proposed by Councillor Brown  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

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**FG.3069 TO RECEIVE A REPORT FROM THE TOWN CLERK ON THE DRAFT BUDGET FOR THE FINANCIAL YEAR 2017/2018**

The Town Clerk reported that:

- The proposed resource allocations recommended by the Strategic Budget Working Party had been accepted by the Programme Committees.
- The figures in the draft budget report had been set on the assumption of Referendum Principles being implemented.
- Local Council Tax Support Grant Funding was expected to cease in 2020.
- There were no significant increases in the Salaries, National Insurance Contributions, and Superannuation Budgets.
- One year's Business Rates and Cornwall Council Service Charge for the Basset Centre offices had been included as the date of moving offices to the library was not known.
- Insurance premiums had been adjusted and reflected in the cost of devolved services.
- Funds were available in the Corporate Management Earmarked Reserve to cover any shortfall in the Elections budget.
- The Public Estates and Devolution Working Party recommended an increase of £25,000 to the Devolved Services Passmore Edwards Library budget following new information received from 3HW regarding ongoing maintenance of the building and Cormac regarding cleaning costs at the library.
- It would be necessary to increase the General Fund accordingly should the additional funding for the library be included in the budget.

**FG.3069.2 RESOLVED:** **that a report from the Town Clerk on the draft budget for the Financial Year 2017/2018 was received**

Proposed by Councillor Chalker  
Seconded by Councillor Krey

On a vote being taken the matter was approved unanimously.

**FG.3070 TO RECEIVE THE RECOMMENDATIONS OF THE AMENITIES COMMITTEE FOR THE 2017/2018 REVENUE BUDGET**

**FG.3070.2 RESOLVED:** **that the recommendation of the Amenities Committee for the 2017/2018 Revenue Budget A.3746.2; 'that the following savings be made; £500 from St Piran's Day (cost code 69), £500 from the Trevithick Day grant (cost code 64), £1,000 from Environmental grants (cost code 71) and £1,000 from Environment (cost code 67) thus providing £3K**

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**savings which would be split to provide an additional £1,500 to Cost Code 68 (Christmas in Camborne) and an additional £1,500 to Cost Code 71a (Public Conveniences)' was approved and included in the Draft Revenue budget, for recommendation to Full Council**

Proposed by Councillor Brown  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

**FG.3071 TO RECEIVE THE RECOMMENDATIONS OF THE PLANNING & DEVELOPMENT COMMITTEE FOR THE 2017/2018 REVENUE BUDGET**

**FG.3071.2 RESOLVED:** **that the recommendations of the Planning and Development Committee for the 2017/2018 revenue budget P.3555.2 were approved and included in the Draft Revenue budget, for recommendation to Full Council**

Proposed by Councillor Chalker  
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

**FG.3072 TO RECEIVE THE RECOMMENDATIONS OF THE STAFFING COMMITTEE FOR THE 2017/2018 REVENUE BUDGET**

**FG.3072.2 RESOLVED:** **that the recommendations of the Staffing Committee for the 2017/2018 revenue budget S.89.2 were approved and included in the Draft Revenue budget, for recommendation to Full Council**

Proposed by Councillor Godolphin  
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously.

**FG.3073 TO RECEIVE THE RECOMMENDATIONS OF THE STRATEGIC BUDGET WORKING PARTY FOR THE FINANCE AND GENERAL PURPOSES COMMITTEE 2017/2018 REVENUE BUDGET**

**FG.3073.2 RESOLVED:** **that the recommendations of the Strategic Budget Working Party for the**

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**2017/2018 Finance and General Purpose  
Committee revenue budget were  
approved and included in the Draft  
Revenue budget, for recommendation to  
Full Council**

Proposed by Councillor Krey  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

**FG.3074 TO REVIEW THE DRAFT REVENUE BUDGET FOR THE FINANCIAL YEAR 2017/2018 AND MAKE RECOMMENDATIONS TO FULL COUNCIL ACCORDINGLY**

The Town Clerk informed members that the recommended draft Revenue Budget for 2017/2018 of £851,186 included the £25,000 recommended increase (FG.3069 bullet point 8) in the Passmore Edwards library budget. This resulted in a precept of £845,277 which equated to a 5.08% Council Tax increase.

Councillors reviewed the draft revenue budget with regard to those cost centres delegated to the Finance & General Purposes Committee.

**FG.3074.2 RESOLVED: that the draft revenue budget for the financial year 2017/2018 was reviewed, and recommended to Full Council for approval; the 2017/2018 revenue budget to be set at £851,186 and precept demand at £845,277**

Proposed by Councillor Odgers  
Seconded by Councillor Brown

On a vote being taken the matter was approved unanimously.

**FG.3075 TO RECEIVE AND APPROVE THE RECOMMENDATIONS OF THE AMENITIES COMMITTEE REGARDING AMENITIES EARMARKED RESERVES**

**FG.3075.2 RESOLVED: that the recommendation of the Amenities Committee for the 2017/2018 Revenue Budget A.3748.2; 'that any underspend from the CCTV budget (Cost Code 88) should be rolled over into the CCTV Earmarked Reserve at the end of the 2016/2017 financial year' was approved**

Proposed by Councillor Krey  
Seconded by Councillor Mrs Dalley

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On a vote being taken the matter was approved unanimously.

**FG.3075.3 RESOLVED:** **that the recommendation of the Amenities Committee for the 2017/2018 Revenue Budget A.3748.3; that a new Earmarked Reserve be created for "Assets/Maintenance" was approved**

Proposed by Councillor Krey  
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

**FG.3075.4 RESOLVED:** **that the recommendation of the Amenities Committee for the 2017/2018 Revenue Budget A.3748.4; 'that any under spend from budget heads; 52, 53, 54, 56, 58, 59, 60 and 66 should go into the Amenities Earmarked Reserve for "Assets/Maintenance" at the end of the 2016/2017 financial year' was approved**

Proposed by Councillor Godolphin  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

**FG.3075.5 RESOLVED:** **that the recommendation of the Amenities Committee for the 2017/2018 Revenue Budget A3748.5; 'that any under spend from budget heads; 62, 63, 65, 67, 70, 71 and 71a should go into the Amenities Earmarked Reserve (not the Assets/Maintenance Reserve) at the end of the 2016/2017 financial year' was approved**

Proposed by Councillor Mrs Dalley  
Seconded by Councillor Krey

On a vote being taken the matter was approved unanimously.

**FG.3076 TO RECEIVE AND APPROVE THE RECOMMENDATIONS OF THE PLANNING & DEVELOPMENT REGARDING PLANNING & DEVELOPMENT EARMARKED RESERVES**

**FG.3076.2 RESOLVED:** **that the recommendation of the Planning & Development Committee P.3556.2'that the remaining funds in the Consultation and Community Engagement budget at**

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**the end of the financial year, be rolled over to a new Earmarked Reserve budget head 'Consultation and Community Engagement' was approved**

Proposed by Councillor Chalker  
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

**FG.3077 TO RECEIVE AND APPROVE THE RECOMMENDATIONS OF THE STAFFING COMMITTEE REGARDING STAFFING EARMARKED RESERVES**

**FG.3077.2 RESOLVED:** **that the recommendation of the Staffing Committee S.90.2, 'that any funds remaining in the Staffing Contingency, Staff Training, Members Training, and Health & Safety Revenue Budgets at the end of the 2016/2017 financial year, be transferred to the Human Resources Earmarked Reserve' was approved**

Proposed by Councillor Odgers  
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

**FG.3078 TO RECEIVE THE RECOMMENDATIONS OF THE STRATEGIC BUDGET WORKING PARTY REGARDING EARMARKED RESERVES, REVIEW FINANCE AND GENERAL PURPOSES COMMITTEE EARMARKED RESERVES AND APPROVE ACTION ACCORDINGLY**

**FG.3078.2 RESOLVED:** **that the recommendation of the Strategic Budget Working Party SBWP.26.2, 'that funds remaining in the Corporate Management Election budget at the end of the 2016/2017 financial year be transferred to Corporate Management Earmarked Reserves' was approved**

Proposed by Councillor Godolphin  
Seconded by Councillor Chalker

On a vote being taken the matter was approved unanimously.

**FG.3078.3 RESOLVED:** **that the recommendation of the Strategic Budget Working Party SBWP.26.3, 'that any deficit in the Elections budget be taken from**

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**Corporate Management Elections  
Earmarked Reserves' was approved**

Proposed by Councillor Mrs Dalley  
Seconded by Councillor Godolphin

On a vote being taken the matter was approved unanimously.

**FG.3078.4 RESOLVED:** **that the recommendation of the Strategic Budget Working Party SBWP.26.4, 'that a new Earmarked Reserves for Green Spaces be created'; was approved**

Proposed by Councillor Godolphin  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

**FG.3078.5 RESOLVED:** **that the recommendation of the Strategic Budget Working Party SBWP.26.5, 'that £35,000 be transferred from the Devolved Services Green Spaces budget to the new Earmarked Reserve 'Green Spaces' was approved**

Proposed by Councillor Odgers  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

**FG.3078.6 RESOLVED:** **that the recommendation of the Strategic Budget Working Party SBWP.26.6, 'that funds remaining in the Devolved Services Green Spaces budget at the end of the 2016/2017 financial year be transferred to Earmarked Reserves' was approved**

Proposed by Councillor Godolphin  
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

**FG.3078.7 RESOLVED:** **that the recommendation of the Strategic Budget Working Party SBWP.26.7, 'that the Devolved Services Earmarked Reserve be re-named Library' was approved**

Proposed by Councillor Godolphin



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Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

**FG.3078.9 RESOLVED: that the recommendation of the Strategic Budget Working Party SBWP.26.8, 'that funds remaining in the Devolved Services Passmore Edwards budget at the end of the 2016/2017 financial year be transferred to Library Earmarked Reserves' was approved**

Proposed by Councillor Webber  
Seconded by Councillor Mrs Dalley

On a vote being taken the matter was approved unanimously.

**FG.3078.10 RESOLVED: that the recommendation of the Strategic Budget Working Party SBWP.26.9, 'that funds remaining in New Offices Earmarked Reserves at the end of the 2016/2017 financial year, be used to fund the start-up costs of the new offices' was approved**

Proposed by Councillor Brown  
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

**FG.3078.11 RESOLVED: that the recommendation of the Strategic Budget Working Party SBWP.26.10, 'that any shortfall for initial building costs on the taking over of the Library be taken from the Library Earmarked Reserve' was approved**

Proposed by Councillor Mrs Dalley  
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

**FG.3078.12 RESOLVED: that the recommendation of the Strategic Budget Working Party SBWP.26.11, 'that the Earmarked Reserve Council Tax Support Grant be renamed 'Revenue Protection Reserve'; was approved**

Proposed by Councillor Godolphin  
Seconded by Councillor Webber

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On a vote being taken the matter was approved unanimously.

**FG.3078.13 RESOLVED:**

**that an amount of £21,609 from the 2016/2017 Council Tax Support Grant income be allocated to the General Fund at the end of the 2016/2017 financial year; the remainder to be allocated to the Revenue Protection Reserve**

Proposed by Councillor Godolphin  
Seconded by Councillor Odgers

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 7.03pm.

SIGNED BY THE CHAIRMAN.....

DATE .....