

Meeting Minutes

The Passmore Edwards Building, The Cross, Cross Street, Camborne TR14 8HA Tel: 01209 612406 enquiries@camborne-tc.gov.uk

MINUTES:

of the meeting of the Finance & General Purposes Committee held in The Council Chamber, The Passmore Edwards Building, The Cross, Cross Street, Camborne, TR14 8HA on Thursday 25th April 2024 at 6.30 pm.

PRESENT:

Councillor L McDonald **Vice Chair**
Councillor J Ball
Councillor R Congdon
Councillor V Dalley
Councillor Z Fox
Councillor C Lawrence
Councillor P Mills

IN ATTENDANCE:

Samantha Hughes, Town Clerk and Responsible Finance Officer; and Sally Williams, Committee Support Officer.

FG.4259 MEETING PROCEDURES

The Chair explained the meeting procedures to all present.

FG.4260 CHAIR'S ANNOUNCEMENTS

There were no Chair's announcements.

FG.4261 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

FG.4261.2 RESOLVED: that the apologies from Councillor J Cosgrove and Councillor M Williams for non-attendance of the meeting of the Finance & General Purposes Committee on the 25th April 2024 were received

Proposed by Councillor L McDonald
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

FG.4262 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.4263 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no dispensation requests.

FG.4264 TO RECEIVE AND APPROVE THE MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 22ND FEBRUARY 2024

FG.4264.2 RESOLVED: that the minutes of the Finance and General Purposes Committee held on 22nd February 2024, were received, approved, and signed by the Chair

Proposed by Councillor L McDonald
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously by those entitled to vote.

FG.4265 TO RECEIVE AND APPROVE THE REDACTED MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 22ND FEBRUARY 2024

FG.4265.2 RESOLVED: that the Redacted Minutes of the meeting of the Finance and General Purposes Committee held on 22nd February 2024, were received, approved, and signed by the Chair

Proposed by Councillor L McDonald
Seconded by Councillor C Lawrence

On a vote being taken the matter was approved unanimously by those entitled to vote.

FG.4266 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

There were no matters arising.

FG.4267 PUBLIC PARTICIPATION (SUBJECT TO STANDING ORDER 3E 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 was no public participation.

FG.4268

TO RECEIVE THE RFO GRANT SUMMARY, CHECKLISTS, AND GRANT APPLICATIONS FROM:

- i. CAMBORNE SCIENCE & INTERNATIONAL ACADEMY (GENERAL POWER OF COMPETENCE)**
- ii. CORNWALL INTERNATIONAL MALE CHORAL FESTIVAL (GENERAL POWER OF COMPETENCE)**
- iii. CORNWALL YMCA (GENERAL POWER OF COMPETENCE)**
- iv. NATURE CONNECTS (GENERAL POWER OF COMPETENCE)**
- v. TRUE BUTTERFLIES (GENERAL POWER OF COMPETENCE)**
- vi. CAMBORNE SHOW SOCIETY (GENERAL POWER OF COMPETENCE)**
- vii. CAMBORNE PRIDE (GENERAL POWER OF COMPETENCE)**

AGREE ACTION AND AUTHORISE EXPENDITURE

FG.4268.2

RESOLVED: that a grant of £500 be awarded to Camborne Science & International Academy under the General Power of Competence, was approved; and the associated expenditure from the Community Grants and Donations Budget (code 160/4930), was authorised

Proposed by Councillor J Ball
Seconded by Councillor Z Fox

On a vote being taken the matter was approved by a majority.

FG.4268.3

RESOLVED: that a grant of £500 be awarded to Cornwall International Male Choral Festival under the General Power of Competence, was approved; and the associated expenditure from the Community Grants and Donations Budget (code 160/4930), was authorised

Proposed by Councillor Z Fox
Seconded by Councillor C Lawrence

On a vote being taken the matter was approved by a majority.

FG.4268.4

RESOLVED: that a grant of £500 be awarded to Cornwall YMCA under the General Power of Competence, was approved; and the associated expenditure from the Community Grants and Donations Budget (code 160/4930), was authorised

Proposed by Councillor Z Fox
Seconded by Councillor J Ball

On a vote being taken the matter was approved by a majority.

The True Butterflies grant application was considered and discussed next, at the request of a Councillor.

FG.4268.5 **RESOLVED: that a grant of £500 be awarded to True Butterflies under the General Power of Competence, was approved; and the associated expenditure from the Community Grants and Donations Budget (code 160/4930), was authorised**

Proposed by Councillor J Ball
Seconded by Councillor C Lawrence

On a vote being taken the matter was approved by a majority.

FG.4268.6 **RESOLVED: that a grant of £500 be awarded to Nature Connects under the General Power of Competence, was approved; and the associated expenditure from the Community Grants and Donations Budget (code 160/4930), was authorised**

Proposed by Councillor Z Fox
Seconded by Councillor P Mills

On a vote being taken the matter was approved by a majority as a result of the Chair using his casting vote.

FG.4268.7 **RESOLVED: that a grant of £600 be awarded to Camborne Show Society under the General Power of Competence, was approved; and the associated expenditure from the Community Grants and Donations Budget (code 160/4930), was authorised**

Proposed by Councillor J Ball
Seconded by Councillor Z Fox

On a vote being taken the matter was approved by a majority.

FG.4268.8 **RESOLVED: that a grant of £1,000 be awarded to Camborne Pride under the General Power of Competence, was approved; and the associated expenditure from the Community Grants and Donations Budget (code 160/4930), was authorised**

Proposed by Councillor Z Fox
Seconded by Councillor J Ball

On a vote being taken the matter was approved by a majority.

FG.4269 **TO RECEIVE AND APPROVE THE BANK CASH AND INVESTMENT RECONCILIATION, EARMARKED RESERVES**

REPORT AND DETAILED INCOME & EXPENDITURE BY BUDGET HEADING REPORT AND VAT RETURN UP TO THE END OF FEBRUARY 2024

FG.4269.2 **RESOLVED: that the Bank Cash and Investment Reconciliation, Earmarked Reserves Report, and Detailed Income & Expenditure by Budget Heading Report and VAT Return, up to the end of February 2024 were received, and approved**

Proposed by Councillor J Ball
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

FG.4270 **TO APPROVE THE PAYMENT OF INVOICES, MADE DURING THE WHOLE MONTH OF FEBRUARY 2024, UNDER FINANCIAL REGULATIONS 5.4, 6.4, 6.5 AND 6.6**

FG.4270.2 **RESOLVED: that the payment of invoices, made during the whole month of February 2024, under Financial Regulations 5.4, 6.4, 6.5 and 6.6 were approved**

Proposed by Councillor J Ball
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

FG.4271 **TO APPROVE THE REGULAR PAYMENTS, MADE DURING THE WHOLE MONTH OF FEBRUARY 2024, UNDER FINANCIAL REGULATIONS 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 AND 7.2**

FG.4271.2 **RESOLVED: that the regular payments, made during the whole month of February 2024, under Financial Regulations 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 and 7.2 were approved**

Proposed by Councillor L McDonald
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

FG.4272 **TO RECEIVE AND APPROVE THE BANK CASH AND INVESTMENT RECONCILIATION, EARMARKED RESERVES REPORT AND DETAILED INCOME & EXPENDITURE BY BUDGET HEADING REPORT, RFO REPORT AND VAT RETURN UP TO THE END OF MARCH 2024 AND AGREE ACTION**

The Responsible Finance Officer (RFO) explained that as there had been quite significant underspends this year, these funds would be moved over to the Park Gerry project. Some queries remained over cleaning costs and there had been some overcharges on some utility bills, however these were being investigated and amended.

A Councillor enquired whether the underspend amounts being transferred to Park Gerry would mean that more could be achieved

for the project than had been anticipated. The RFO responded that this might be possible, and she informed Councillors that an application for Lottery funding had also been submitted. Should this be successful, along with the underspend additional monies, it might be possible to review the provision of facilities on the site.

FG.4272.2 **RESOLVED: that the Bank Cash and Investment Reconciliation, Earmarked Reserves Report and Detailed Income & Expenditure by Budget Heading Report, were received and approved**

Proposed by Councillor L McDonald
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

FG.4272.3 **RESOLVED: that the contents of the report from the Responsible Finance Officer, were received and noted**

Proposed by Councillor Z Fox
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

FG.4272.4 **RESOLVED: that virement of funds from the Revenue Protection EMR for cleaning costs for 2023-2024, were approved**

Proposed by Councillor Z Fox
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

FG.4272.5 **RESOLVED: that the interim audit report from Hudson Accounting with all recommended actions completed, was noted**

Proposed by Councillor R Congdon
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

FG. 4273 **TO APPROVE THE PAYMENT OF INVOICES, MADE DURING THE WHOLE MONTH OF MARCH 2024, UNDER FINANCIAL REGULATIONS 5.4, 6.4, 6.5 AND 6.6**

FG.4273.2 **RESOLVED: that the payment of invoices, made during the whole month of March 2024, under Financial Regulations 5.4, 6.4, 6.5 and 6.6 were approved**

Proposed by Councillor L McDonald
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

FG.4274 **TO APPROVE THE REGULAR PAYMENTS, MADE DURING THE WHOLE MONTH OF MARCH 2024, UNDER FINANCIAL REGULATIONS 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 AND 7.2**

FG.4274.2 **RESOLVED: that the regular payments, made during the whole month of March 2024, under Financial Regulations 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 and 7.2, were approved**

Proposed by Councillor Z Fox
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

FG.4275 **TO RECEIVE THE COUNCILLOR INTERNAL AUDIT REPORTS FOR THE MONTHS OF JANUARY, FEBRUARY AND MARCH AND AGREE ACTION**

FG.4275.2 **RESOLVED: that the Councillor Internal Audit Reports for the months of January, February and March were received**

Proposed by Councillor J Ball
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

FG.4276 **TO APPROVE THE PAYMENT OF INVOICES RECEIVED FOR THE MONTH OF APRIL 2024 UP TO THE DATE OF THE MEETING, MADE UNDER FINANCIAL REGULATIONS 5.4, 6.4, 6.5 AND 6.6**

FG.4276.2 **RESOLVED: that the payment of invoices received for the month of April 2024 up to the date of the meeting, made under Financial Regulations 5.4, 6.4, 6.5 and 6.6, were approved**

Proposed by Councillor L McDonald
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

FG.4277 **TO APPROVE PAYMENTS FOR THE MONTH OF APRIL 2024 UP TO THE DATE OF THE MEETING, MADE UNDER FINANCIAL REGULATIONS 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 AND 7.2**

FG.4277.2 **RESOLVED: that payments for the month of April 2024 up to the date of the meeting, made under Financial Regulations 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 and 7.2, were approved**

Proposed by Councillor L McDonald
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

FG.4278 **TO RECEIVE A REPORT OF EXPENDITURE DELEGATED TO THE TOWN CLERK FROM THE DATE OF THE FEBRUARY MEETING AND UP TO THE DATE OF THIS MEETING, FOR APPROVAL**

FG.4278.2 **RESOLVED: that a report of expenditure delegated to the Town Clerk from the date of the February meeting, and up to the date of this meeting was received, and approved**

Proposed by Councillor L McDonald
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

FG.4279 **TO RECEIVE A REPORT ON CAMBORNE SCHOOL'S HALL FOR CORNWALL PROJECT**

FG.4279.2 **RESOLVED: that a report on Camborne School's Hall For Cornwall Project was received**

Proposed by Councillor L McDonald
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

FG.4280 **TO RECEIVE A DRAFT NEW LARGER AND EVENTS GRANTS POLICY AND UPDATED SMALL GRANTS POLICY AND AGREE ACTION**

The Town Clerk explained the need for new policies for the Grants Process. The new Grants Policies were being amended to be more prescriptive. This was to ensure that any events or activities that Camborne Town Council's name were attached to were run within health and safety guidelines. In order to help achieve this the forms had been redesigned so that applicants were informed of the policy stipulations before they reached the application form. They would then be fully aware of all the specific requirements that they would need to comply with should their grant application be successful.

Councillors had some questions over the wording of elements of the new policies and so it was decided that these be addressed and amended versions be brought before the next meeting of the Finance & General Purposes Committee.

FG.4280.2 **RESOLVED: that a draft new Larger and Events Grants Policy and updated Small Grants Policy were received, and**

that they be deferred for amendment and be brought back to a future meeting, was approved

Proposed by Councillor Z Fox
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

FG.4281

THAT THE COUNCIL RESOLVES UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED

FG.4281.2

RESOLVED: that the Council resolves, under the 1960 Public Bodies (Admission to Meetings) Act, to exclude the press and public due to the confidential nature of the business to be discussed, was approved

Proposed by Councillor J Ball
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

FG.4282

TO RECEIVE A VERBAL REPORT FROM THE TOWN CLERK / RESPONSIBLE FINANCE OFFICER REGARDING THE OPENING OF A NEW BANK ACCOUNT AND AGREE ACTION

The Town Clerk reminded Councillors that the opening of a new bank account had been discussed at a previous meeting. Despite efforts to pursue this, problems had been encountered. The issues were caused by the Council not being a business or a charity and as such they sat outside of the bank's recognised systems. In order to go ahead with such an account, it would necessitate staff and Councillors who would be signatories having a hard credit check against them. Consequently, the new account had not been opened until this was discussed with Councillors further.

Councillors enquired whether this was an issue for Councils generally and the Town Clerk responded that, following discussions with Cornwall Association of Local Councils, it did appear to be a general problem overall. This led Councillors to discuss a variety of differing banking structures with a view to exploring a wider range of options before making a decision.

FG.4282.2

RESOLVED: that a verbal report from the Town Clerk / Responsible Finance Officer regarding the opening of a new account was received and that other banking structures be investigated and brought back to the next meeting, was approved

Proposed by Councillor P Mills
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

There being no further business the Chair closed the meeting at 19.24 pm.

SIGNED BY THE CHAIR.....

DATE