

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 27th June 2024 at 6.30 pm.

PRESENT:

Councillor J Cosgrove	Chair
Councillor L McDonald	Vice Chair
Councillor J Ball	
Councillor V Dalley	
Councillor Z Fox	
Councillor C Lawrence	
Councillor P Mills	
Councillor J Morgan	(Ex-Officio)
Councillor M Williams	

IN ATTENDANCE:

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

FG.4283 MEETING PROCEDURES

The Chair explained the meeting procedures to all present.

FG.4284 TO RECEIVE NOMINATIONS AND ELECT A CHAIR OF THE FINANCE AND GENERAL PURPOSES COMMITTEE FOR THE MUNICIPAL YEAR 2024/2025

FG.4284.2 RESOLVED: that Councillor Cosgrove was elected as the Chair of the Finance and General Purposes Committee for the Municipal Year 2024/2025

Proposed by Councillor J Ball
Seconded by Councillor C Lawrence

On a vote being taken the matter was approved unanimously.

FG.4285 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

FG.4285.2 **RESOLVED: that the apologies from Councillor Congdon for non-attendance of the meeting of the Finance & General Purposes Committee on the 27th June 2024 were received**

Proposed by Councillor J Cosgrove
Seconded by Councillor M Williams

On a vote being taken the matter was approved unanimously.

FG.4286 **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.4287 **TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS**

There were no dispensation requests.

FG.4288 **CHAIR'S ANNOUNCEMENTS**

There were no announcements from the Chair.

FG.4289 **TO RECEIVE NOMINATIONS AND ELECT A VICE CHAIR OF THE FINANCE AND GENERAL PURPOSES COMMITTEE FOR THE MUNICIPAL YEAR 2024/2025**

FG.4289.2 **RESOLVED: that Councillor McDonald was elected as the Vice Chair of the Finance and General Purposes Committee for the Municipal Year 2024/2025**

Proposed by Councillor J Ball
Seconded by Councillor C Lawrence

On a vote being taken the matter was approved unanimously.

FG.4290 **TO RECEIVE AND APPROVE THE MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 25TH APRIL 2024**

FG.4290.2 **RESOLVED: that the minutes of the Finance and General Purposes Committee held on 25th April 2024, were received, approved, and signed by the Chair**

Proposed by Councillor L McDonald
Seconded by Councillor J Ball

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

FG.4291 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

Councillors were advised that anyone who authorises payments should do so in a timely manner. Delays in authorisation causes problems for the audit.

FG.4292 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.4293 TO RECEIVE THE RFO GRANT SUMMARY, CHECKLISTS, AND GRANT APPLICATIONS FROM:

- i) DRAMA EXPRESS (GENERAL POWER OF COMPETENCE)**
- ii) PEGASUS CIC (GENERAL POWER OF COMPETENCE)**
- iii) TROON HEALTH & WELLBEING (GENERAL POWER OF COMPETENCE)**

AGREE ACTION AND AUTHORISE EXPENDITURE

FG.4293.2 RESOLVED: that a grant of £500 be awarded to Drama Express 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 V Dalley
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

FG.4293.3 RESOLVED: that a grant of £450 be awarded to Pegasus CIC 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 J Morgan

On a vote being taken the matter was approved unanimously.

FG.4293.4 **RESOLVED: that a grant application for Troon Health & Wellbeing be deferred, and that the organisation be invited to attend a future meeting so that more information can be gathered by Councillors, was approved**

Proposed by Councillor Z Fox
Seconded by Councillor P Mills

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

FG.4294 **TO RECEIVE AND APPROVE THE BANK CASH AND INVESTMENT RECONCILIATION, EARMARKED RESERVES REPORT AND DETAILED INCOME & EXPENDITURE BY BUDGET HEADING REPORT UP TO THE END OF APRIL 2024**

FG.4294.2 **RESOLVED: that the Bank Cash and Investment Reconciliation, Earmarked Reserves Report, and Detailed Income & Expenditure by Budget Heading Report, up to the end of April 2024 were received, and approved**

Proposed by Councillor J Cosgrove
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

FG.4295 **TO APPROVE THE PAYMENT OF INVOICES, MADE DURING THE WHOLE MONTH OF APRIL 2024, UNDER FINANCIAL REGULATIONS 5.4, 6.4, 6.5 AND 6.6**

FG.4295.2 **RESOLVED: that the payment of invoices, made during the whole month of April 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.4296 **TO APPROVE THE REGULAR PAYMENTS, MADE DURING THE WHOLE MONTH OF APRIL 2024, UNDER FINANCIAL REGULATIONS 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 AND 7.2**

FG.4296.2 **RESOLVED: that the regular payments, made during the whole month of April 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.4297

TO RECEIVE AND APPROVE THE BANK CASH AND INVESTMENT RECONCILIATION, EARMARKED RESERVES REPORT AND DETAILED INCOME & EXPENDITURE BY BUDGET HEADING REPORT, AND RFO REPORT UP TO THE END OF MAY 2024, AND AGREE ACTION

The Clerk and Responsible Finance Officer explained that amounts in the EMRs were high as there had been a lot of funding in for the Town Deal Projects. Further funding would be due in July and there had also been refunds of the business rates from the Basset Centre.

She also informed Councillors that a new savings account had been opened and that a good return of interest had already been received.

The opening of a new bank account would have to be brought to another meeting once more, pending more investigation and information about how to overcome the issues that were being faced in opening it.

FG.4297.2

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

Proposed by Councillor J Cosgrove
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

FG.4297.3

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

Proposed by Councillor J Cosgrove
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

FG.4297.4

RESOLVED: that RFO report up to the end of May 2024, was received

Proposed by Councillor J Cosgrove
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

FG.4297.5

RESOLVED: that virement of funds between Ear Marked Reserves for the invoices received for 2023/24, was approved

Proposed by Councillor J Cosgrove
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

FG. 4298 **TO APPROVE THE PAYMENT OF INVOICES, MADE DURING THE WHOLE MONTH OF MAY 2024, UNDER FINANCIAL REGULATIONS 5.4, 6.4, 6.5 AND 6.6**

FG.4298.2 **RESOLVED: that the payment of invoices, made during the whole month of May 2024, under Financial Regulations 5.4, 6.4, 6.5 and 6.6 were approved**

Proposed by Councillor J Ball
Seconded by Councillor J Morgan

On a vote being taken the matter was approved unanimously.

FG.4299 **TO APPROVE THE REGULAR PAYMENTS, MADE DURING THE WHOLE MONTH OF MAY 2024, UNDER FINANCIAL REGULATIONS 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 AND 7.2**

FG.4299.2 **RESOLVED: that the regular payments, made during the whole month of May 2024, under Financial Regulations 4.1, 4.5, 5.4, 5.5, 6.2, 6.7 and 7.2, were approved**

Proposed by Councillor J Ball
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

FG.4300 **TO RECEIVE THE COUNCILLOR INTERNAL AUDIT REPORTS FOR THE MONTHS OF APRIL AND MAY AND AGREE ACTION**

FG.4300.2 **RESOLVED: that the Councillor Internal Audit Reports for the months of April and May were received**

Proposed by Councillor J Cosgrove
Seconded by Councillor C Lawrence

On a vote being taken the matter was approved unanimously.

FG.4301 **TO APPOINT COUNCILLOR INTERNAL AUDITORS FOR 2024-2025**

A Councillor raised a question about how long internal auditors could be in post. It was requested that this be clarified and brought back to next June's Finance & General Purposes meeting so that new auditors could be elected if that were necessary.

FG.4301.2 **RESOLVED: that Councillor Ball and Councillor McDonald be appointed as Councillor Internal Auditors for 2024-2024,**

and that maximum service length for internal auditors be investigated and brought to the June 2025 meeting, was approved

Proposed by Councillor M Williams
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

FG.4302 TO APPROVE THE PAYMENT OF INVOICES RECEIVED FOR THE MONTH OF JUNE 2024 UP TO THE DATE OF THE MEETING, MADE UNDER FINANCIAL REGULATIONS 5.4, 6.4, 6.5 AND 6.6

FG.4302.2 RESOLVED: that the payment of invoices received for the month of June 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 J Cosgrove
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

FG.4303 TO APPROVE PAYMENTS FOR THE MONTH OF JUNE 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.4303.2 RESOLVED: that payments for the month of June 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 J Ball

On a vote being taken the matter was approved unanimously.

FG.4304 TO RECEIVE A REPORT OF EXPENDITURE DELEGATED TO THE TOWN CLERK FROM THE DATE OF THE APRIL MEETING AND UP TO THE DATE OF THIS MEETING, FOR APPROVAL

FG.4304.2 RESOLVED: that a report of expenditure delegated to the Town Clerk from the date of the April meeting, and up to the date of this meeting was received, and approved

Proposed by Councillor J Cosgrove
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

FG.4305 TO RECEIVE AN UPDATED FINANCIAL RISK ASSESSMENT AND AGREE ACTION

FG.4305.2 RESOLVED: that an updated Financial Risk Assessment was received, approved and adopted

Proposed by Councillor J Cosgrove
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

FG.4306 TO RECEIVE A REPORT FROM THE TOWN CLERK ON THE STRATEGIC PRIORITIES AND RESULTS OF THE ANNUAL SURVEY 2023, AND AGREE ACTION

The Clerk explained that this report had been taken to every programme committee so that all Councillors had had an opportunity to view it and comment. She explained that it reflected all current work whilst also looking towards to the next five years. The Annual Survey had also been included for Councillor's comments.

FG.4306.2 RESOLVED: that a report from the Town Clerk on the Strategic Priorities and results of the Annual Survey 2023 was received and approved

Proposed by Councillor J Cosgrove
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

FG.4307 TO RECEIVE A LETTER OF THANKS FROM TROON AFC REGARDING THEIR GRANT AWARD

FG.4307.2 RESOLVED: that a letter of thanks from Troon AFC regarding their grant award was received with thanks

Proposed by Councillor L McDonald
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

FG.4308 TO RECEIVE A ROOM HIRE APPLICATION FOR THE PASSMORE EDWARDS BUILDING AND AGREE ACTION

Councillor Cosgrove and Councillor Fox left the room for this agenda item as they were voting members on the Spinney Action Group committee.

The remaining Councillors discussed the application, and it was felt by many that the Spinney were doing good work, and that it was a valued green space in the town. There were some concerns from the Clerk around the potential for clashes with Camborne Town Council meetings, but it was generally felt that this could be worked around with sufficient notice on both sides. There would

need to be communication with the Town Council on dates and times so that this could be avoided.

FG.4308.2 **RESOLVED: that a room hire application for the Passmore Edwards Building, with the waiver of the room booking fee, was received and approved with the proviso that dates work around the work of the council**

Proposed by Councillor J Ball
Seconded by Councillor J Morgan

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

Councillor Cosgrove and Councillor Fox re-entered the room.

FG.4309 **TO RECEIVE A DRAFT COPY OF THE ANNUAL SURVEY 2024 AND AGREE ACTION**

Councillors were pleased to see the draft copy and felt that it was much clearer than the previous year's survey. However, they did wish to suggest some small amendments which they felt would assist the public in understanding and completing the survey when they received it.

FG.4309.2 **RESOLVED: that a draft copy of the Annual Survey 2024 was received and approved with amendments**

Proposed by Councillor J Ball
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

FG.4310 **TO RECEIVE A DRAFT NEW LARGER AND EVENTS GRANTS POLICY AND UPDATED SMALL GRANTS POLICY AND AGREE ACTION**

Councillors discussed the amended drafts of the policies, which had been redrafted in line with Councillor's previous suggestions. Following further discussion, which encompassed a range of options, some minor changes were suggested and agreed by all present.

FG.4310.2 **RESOLVED: that a draft new Larger and Events Grants Policy and updated Small Grants Policy was received and approved with amendments**

Proposed by Councillor J Ball
Seconded by Councillor J Morgan

On a vote being taken the matter was approved unanimously.

There being no further business the Chair closed the meeting at 19.33 pm.

SIGNED BY THE CHAIR.....

DATE