

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 12th December 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	

IN ATTENDANCE:

Samantha Hughes, Town Clerk and Responsible Finance Officer; Sally Williams, Committee Support Officer and Lara Barbier, Administrative Assistant and one member of the public.

FG.4378 MEETING PROCEDURES

FG.4379 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

FG.4379.2 RESOLVED: that the apologies from Councillors R Congdon, J Morgan, and M Williams for non-attendance of the meeting of the Finance & General Purposes Committee on the 12th December 2024 were received

Proposed by Councillor J Cosgrove
Seconded by Councillor L McDonald

On a vote being taken the matter was approved unanimously.

FG.4380 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.4381 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no dispensation requests.

FG.4382 CHAIR'S ANNOUNCEMENTS

There were no Chair's announcements.

FG.4383 TO RECEIVE AND APPROVE THE MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 28TH NOVEMBER 2024

FG.4383.2 RESOLVED: that the minutes of the Finance and General Purposes Committee held on 28th November 2024, were received, approved and signed

Proposed by Councillor L McDonald
Seconded by Councillor J Cosgrove

On a vote being taken the matter was approved unanimously.

FG.4384 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

There were no matters arising.

FG.4385 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)

The Chair invited the deferred grant applicant from the previous meeting from Cornwall Media Resource Ltd Project Space to speak. The applicant spoke regarding proposed community engagement in the Camborne area that would be part of a wider project on "lost archaeology." The applicant would be looking at lost springs and wells in the Camborne area and the connection between people and water. The applicant would be running a series of talks and workshops to develop walks to map the lost wells. A Councillor asked about match-funding or funding in kind. The grant applicant said she would be applying to Arts Council England for the wider project by the end of December, which would include funding the creation a physical map. This would be held by Kresen Kernow on behalf of the community. Newlyn and the Exchange Gallery would also be exhibiting the map and hosting an exhibition on behalf of the applicant. The applicant also said she would potentially apply to the Heritage Lottery Fund in the future to extend the project. A Councillor asked about the number of people from Camborne who were signed up to take part in the talks.

The applicant replied that through CHOICE and CREATE she had between 35-45 people. A Councillor asked about the significant funds in CMR's accounts and questioned why they needed the grant from the Town Council. The applicant stated that the funds were a sink fund, and for repairs. The grant was being sought for this specific outreach project, which was based outside CMR and the building, and taking place in Camborne. This was why she was applying to the Town Council. A Councillor asked about how the applicant would advertise the walks to the community in Camborne. The applicant stated she would advertise through her networks in the Camborne area and on social media. CREATE would also advertise through their networks. The applicant would be open to suggestions from the Town Council as well. A Councillor expressed her interest in the proposal, and suggested that the Town Council could also advertise the walks through their networks. She also queried if this meant the walks would be open to wider participation than the workshops/talks. The applicant confirmed this and stated that the aim was for the wider local community in Camborne to take part in the walks, not just workshop attendees. A Councillor asked where the Safeguarding Policy and Risk Assessment was, if the applicant was intending to work with people with Special Needs. The applicant explained that because the walks were unknown, she had not included this in the application as it would be based on the specifics of the walks.

FG.4386

TO RECEIVE THE RFO GRANT SUMMARY, CTC COMMUNITY GRANT APPLICATIONS AND SUPPORTING INFORMATION FROM:

- i) CORNWALL MEDIA RESOURCE LTD
PROJECT SPACE (GENERAL POWER OF
COMPETENCE)**
- ii) PLAYERS IN TROON (GENERAL POWER OF
COMPETENCE)**

AGREE ACTION AND AUTHORISE EXPENDITURE

Councillors discussed the applications. Councillor Ball proposed that the application should be declined due to the company's accounts and the lack of Safeguarding documents. This proposal was seconded by Councillor Dalley, but it fell on the vote, with the Chair using his casting vote.

A Councillor proposed that the Town Council award the grant in full, subject to updated accounts being in order and a Safeguarding Policy and Risk Assessment being in place. Councillors then voted on this proposal.

FG.4386.2 **RESOLVED: that a grant of £2,990 be awarded to Cornwall Media Resource Ltd Project Space, subject to accounts being in order and a Safeguarding Policy and Risk Assessment being in place, 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.

The member of public left the meeting at 19.07.

FG.4386.3 **RESOLVED: that a grant of £300 be awarded to Players in Troon 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 L McDonald

On a vote being taken the matter was approved unanimously.

FG.4387 **TO RECEIVE THE BANK CASH AND INVESTMENT RECONCILIATION, EARMARKED RESERVES REPORT AND DETAILED FINANCE & GENERAL PURPOSES INCOME & EXPENDITURE REPORT AND RFO REPORT TO THE END OF NOVEMBER 2024 AND APPROVE ANY ACTION**

The Town Clerk and Responsible Finance Officer gave a brief overview of the report. She flagged that the high bills from EDF, which has changed dramatically from previous charges. The Town Clerk and Responsible Finance Officer, and Finance Assistant were in communication with EDF regarding this, and as soon as more information was available, the Town Clerk and Responsible Finance Officer would provide this to Councillors.

She also flagged the large amounts of money in the Town Council's Current Account. There had been a previous discussion to move £500,000 into the Saving's Account to take advantage of the better interest rate in the Savings Account. This had been done as per the previous agreement. The Town Clerk and Responsible Finance Officer wanted to ask if Councillors would support her in moving a further £500,000 into Savings. The Savings Account is instant access, so money could be moved in and moved back or accessed immediately.

FG.4387.2 **RESOLVED: that the Bank Cash and Investment Reconciliation, Earmarked Reserves Report and Detailed Finance & General Purposes Income & Expenditure Report and RFO report to the end of November 2024 were received, and the recommendation to move £500,000 from the Town Council's Current Account into the Savings Account, was approved**

Proposed by Councillor J Cosgrove
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

FG.4388 **TO RECEIVE THE ELECTRONIC PAYMENTS AND CHEQUES LIST (MADE UNDER FINANCIAL REGULATIONS 5.4, 6.4, 6.5 AND 6.6) FOR THE WHOLE MONTH OF NOVEMBER 2024**

FG.4388.2 **RESOLVED: that the electronic payments and cheques list, (made under Financial Regulations 5.4, 6.4, 6.5 and 6.6) for the whole month of November 2024, were received**

Proposed by Councillor J Ball
Seconded by Councillor J Cosgrove

On a vote being taken the matter was approved unanimously.

FG.4389 **TO RECEIVE THE LIST OF REGULAR PAYMENTS (DDs), (MADE UNDER FINANCIAL REGULATIONS 4.1, 4.5, 5.4, 5.5, 6.2 AND 6.7) FOR THE WHOLE MONTH OF NOVEMBER 2024**

FG.4389.2 **RESOLVED: that the list of regular payments (DDs), (made under Financial Regulations 4.1, 4.5, 5.4, 5.5, 6.2 and 6.7) for the whole month of November 2024, were received**

Proposed by Councillor L McDonald
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

FG.4390 **TO RECEIVE THE LIST OF RECEIPTS (ACCEPTED UNDER FINANCIAL REGULATION 9.2) FOR THE WHOLE MONTH OF NOVEMBER 2024**

FG.4390.2 **RESOLVED: that the list of receipts (accepted under Financial Regulation 9.2) for the whole month of November 2024, was received**

Proposed by Councillor J Ball
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

FG.4391 TO RECEIVE THE COUNCILLOR INTERNAL AUDIT REPORT FOR THE MONTH OF SEPTEMBER AND AGREE ACTION

The Chair asked Councillors why they had requested to change the wording on the form around payroll. Councillor Ball clarified that this was to do with a change in the audit process, whereby Councillors no longer need to see wage slips.

FG.4391.2 RESOLVED: that the Councillor Internal Audit report for the month of September was received

Proposed by Councillor J Cosgrove
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

FG.4392 TO RECEIVE RECOMMENDATIONS FOR THE 2025/26 REVENUE BUDGET AND 3 YEAR FINANCIAL PLAN FROM:

- I) AMENITIES COMMITTEE;**
- II) PLANNING & DEVELOPMENT COMMITTEE;**
- III) STAFFING COMMITTEE;**

AND APPROVE ACTION

FG.4392.2 RESOLVED: that the recommendations for the 2025/26 Revenue Budget and 3-year financial plan from the Amenities Committee (amended by £18,000), the Planning & Development Committee and the Staffing Committee were received and approved en bloc

Proposed by Councillor J Cosgrove
Seconded by Councillor P Mills

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

Councillor Ball asked that his name be recorded as abstaining from the vote.

FG.4393 TO RECEIVE A REPORT FROM THE RESPONSIBLE FINANCE OFFICER REGARDING THE DRAFT REVENUE BUDGET AND 3 YEAR PLAN AND REVIEW THE DRAFT REVENUE BUDGET FOR 2025/26 AND 3 YEAR PLAN AND MAKE RECOMMENDATIONS TO FULL COUNCIL FOR THE BUDGET AND PRECEPT ACCORDINGLY

FG.4393.2 **RESOLVED: that a written report from the Responsible Finance Officer regarding the Draft Revenue Budget and 3-year financial plan was received and that the Draft Revenue Budget, as tabled, of £1,944,992 for the financial year 2025-26 and 3-year plan and the Precept of £1,678,964 be recommended to Full Council for approval, was approved**

Proposed by Councillor J Cosgrove
Seconded by Councillor P Mills

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

Councillor Ball asked that his name be recorded as abstaining from the vote.

FG.4394 **TO RECEIVE DETAILS OF ELECTRONIC PAYMENTS & CHEQUES (MADE UNDER FINANCIAL REGULATIONS 5.4, 6.4, 6.5 AND 6.6) UP TO THE DATE OF THE MEETING**

FG.4394.2 **RESOLVED: that details of electronic payments & cheques (made under Financial Regulations 5.4, 6.4, 6.5 and 6.6) up to the date of the meeting were received**

Proposed by Councillor J Cosgrove
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

FG.4395 **TO RECEIVE THE LIST OF REGULAR PAYMENTS (DDS), (MADE UNDER FINANCIAL REGULATIONS 4.1, 4.5, 5.4, 5.5, 6.2 AND 6.7) UP TO THE DATE OF THE MEETING**

A Councillor queried the payments to EE, as the SIM cards for Councillors tablets were still not working correctly. The Town Clerk and Responsible Officer clarified that some of the charges were for staff mobile phones, not just the SIMs.

FG.4395.2 **RESOLVED: that the list of regular payments (DDs), (made under Financial Regulations 4.1, 4.5, 5.4, 5.5, 6.2 and 6.7) up to the date of the meeting were received**

Proposed by Councillor J Cosgrove
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

FG.4396 **TO RECEIVE A REPORT OF EXPENDITURE, INCLUDING CORPORATE CARD PURCHASES, MADE BY THE TOWN CLERK UNDER DELEGATED AUTHORITY; FROM THE DATE OF THE PREVIOUS MEETING AND UP TO THE DATE OF THIS MEETING AND AGREE ANY ACTION**

FG.4396.2 **RESOLVED: that a report of expenditure, including Corporate Card Purchases, made by the Town Clerk under delegated authority; from the date of the previous meeting and up to the date of this meeting, was received**

Proposed by Councillor J Cosgrove
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

FG.4397 **TO RECEIVE A LIST OF CAMBORNE TOWN COUNCIL MEMBERSHIPS AND SUBSCRIPTIONS FOR REVIEW AND AGREE ACTION**

This list was requested from the last meeting. Councillors felt that because the list provided did not state the costs, they were unable to review this sufficiently and proposed that this be deferred. The Town Clerk and Responsible Finance Officer stated that the majority of these memberships and subscriptions were required for the Town Council. Councillors raised this because they noticed a subscription in the last audit which they wanted to question and felt that it would be worth reviewing the whole list.

The Town Clerk and Responsible Finance Officer agreed to bring the list of memberships and subscription costs to the next meeting.

FG.4397.2 **RESOLVED: that a list of Camborne Town Council memberships and subscriptions be deferred until the next meeting**

Proposed by Councillor J Ball
Seconded by Councillor Z Fox

On a vote being taken the matter was approved unanimously.

FG.4398 **TO RECEIVE A WRITTEN REQUEST FROM THE OPEN SPACES SOCIETY FOR FINANCIAL SUPPORT FOR THEIR LEGAL-ACTION FUND, AGREE ACTION AND AUTHORISE EXPENDITURE**

This request was deferred from the Planning and Development Committee. Councillors discussed if the Open Spaces Society membership was required if the Town Council can also approach Tozers for legal counsel. Councillors pointed out that Open Spaces would be available to individual councillors, and that their legal advice was part of the membership, whereas Tozers was only available to the Town Council and would charge for each piece of legal advice. Overall Councillors felt that the donation of £50 to the Open Spaces legal-action fund was worthwhile.

FG.4398.2 **RESOLVED: that a written request from the Open Spaces Society for financial support for their legal-action fund was received and approved, and that £50 (Cost Code 160/4930) be donated to them, was authorised**

Proposed by Councillor Z Fox
Seconded by Councillor P Mills

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

Councillor Ball asked that his name be recorded as voting against the proposal.

FG.4399 **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.4399.2 **RESOLVED: that under the 1960 Public Bodies (Admission to Meetings) Act the press and public were excluded due to the confidential nature of the business to be discussed**

Proposed by Councillor J Cosgrove
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

FG.4400 **TO RECEIVE A WRITTEN REPORT FROM THE DEPUTY TOWN CLERK REGARDING PARKING FACILITIES, AGREE ACTION AND AUTHORISE EXPENDITURE**

Councillors discussed the report from the Deputy Clerk Regarding Parking Facilities. The Town Clerk and Responsible Finance Officer pointed out that the Deputy Clerk had managed to bring the cost down. She summarised the report, highlighting all the alternative avenues that had been explored, but that were not viable. She also highlighted concerns around safety with regards to use Rosewarne Car Park as an alternative. Staff currently work at Rosewarne toilets, but are not allowed to lone-work there due to safety concerns. The Town Clerk and Responsible Finance Officer clarified that the permits would not be tied to number plates but could be transferred between staff as necessary. Councillors were sympathetic to staff parking and safety concerns especially for those attending evening meeting but were concerned about the costs. Councillors proposed that they agree to the proposal for a year, initially, and then reviewed annually.

FG.4400.2 **RESOLVED: that a written report from the Deputy Town Clerk regarding car parking facilities was received, that the payment of £5,830 for 28 parking fine cancellations was approved, and that the expenditure be taken from the Staff Parking Budget (Cost Code 200/4150), was authorised, and that the purchase of 15 car park permits of £5,550 for one year with an annual review, using the facilities at Magnet Station Car Park was approved, with the expenditure being taken from the Human Resources EMR (Code 330) for the next twelve months and the Staff Parking Budget (Cost Code 200/4150) from there on, was authorised**

Proposed by Councillor V Dalley
Seconded by Councillor P Mills

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

FG.4401

TO RECEIVE A DRAFT MEMORANDUM OF UNDERSTANDING BETWEEN THE TREVITHICK DAY COMMITTEE AND CAMBORNE TOWN COUNCIL, AGREE ACION AND AUTHORISE EXPENDITURE

The Chair raised concerns regarding clause 8 which states that the other party would have a veto over the Town Council making any public announcements about the existence, or any announcements in general and that the Town Council would have to seek prior written consent. Councillors agreed that this should be queried.

FG.4401.2

RESOLVED: that a draft Memorandum of Understanding between the Trevithick Day Committee and Camborne Town Council was received subject to querying clause 8 with Tozers

Proposed by Councillor P Mills
Seconded by Councillor Z Fox

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

Councillor Ball asked that his name be recorded as voting against the proposal.

There being no further business the Chair closed the meeting at 19:30.

SIGNED BY THE CHAIR.....

DATE