

## **FALMOUTH TOWN COUNCIL**

Minutes of a meeting of the Finance and General Purposes Committee held on Monday 11<sup>th</sup> April 2011 in the Council Chamber, Municipal Buildings, Falmouth at 7:00pm.

Present: Councillors Dr D A Sterratt (Chairman), A K Ayres (Vice Chairman), Mrs A J Biggins, I J Body, Mrs J A Booth, G W Chin-Quee, C H Choak, O K Cramp, Mrs M Davies, G F Evans, Mrs S Hrydziuska, A J Jewell, D M O'Brien and D W Saunby.

In Attendance: A M Williams (Town Clerk)  
Mrs R N Thomas (Finance Officer)  
S Kessell (Visit Cornwall)  
Councillor S D Eva (Cornwall Council)

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### F3971 **APOLOGIES**

An apology for absence was received and approved from Councillor Mrs Ryan (holiday).

### F3972 **INTERESTS**

Councillor Choak declared an interest in F3980 as he had met the cost of the invoice and would have left the meeting if the matter had not been quickly resolved.

### F3973 **MINUTES**

It was proposed by Councillor Ayres, seconded by Councillor Mrs Davies and

RESOLVED that the minutes of the meeting held on 21<sup>st</sup> February 2011 be confirmed as a correct record of the proceedings and signed by the Chairman.

### F3974 **GRANT APPLICATIONS**

It was proposed by Councillor Ayres, seconded by Councillor Mrs Davies and

RESOLVED that pursuant to Section 145 of the Local Government Act, 1972, the Global Water Dances Event at Gyllyngvase on 25<sup>th</sup> June 2011 be granted £500 towards the cost of the event.

It was proposed by Councillor Chin-Quee, seconded by Councillor Body and

RESOLVED that pursuant to Section 144 of the Local Government Act, 1972, Fal Fibro Friends be granted £200 towards the costs of hall hire.

The Town Clerk reported the Kernow Home Start grant application had been resubmitted in accordance with the Council's criteria.

It was proposed by Councillor Chin-Quee, seconded by Councillor Mrs Biggins and

RESOLVED that pursuant to Section 137 of the Local Government Act, 1972, Kernow Home Start be granted £200 to support families in Falmouth.

Letters of thanks from the following grant recipients were duly noted as was the grant schedule for the 2010/11 financial year:

- Cornwall International Male Voice Choir
- Cornwall Blind Association
- The Bray Theatre
- Youth Cornwall
- Shelterbox

**F3975 REFERRAL FROM ART GALLERY COMMITTEE**

The Committee duly endorsed the decision of the Art Gallery Committee to provide a tree at Gyllyngdune Gardens as a memorial to Brian Stewart and to create a Children's Annual Art Award. The decision of the Planning Committee regarding the street naming proposal was duly noted.

**F3976 CORNWALL COUNCIL CORE STRATEGY OPTIONS PAPER**

It was proposed by Councillor Chin-Quee, seconded by Councillor Ayres and

RESOLVED that the Council responds to Cornwall Council's consultation as per the attachment to these minutes.

**F3977 AUDIT COMMISSION – COUNCIL EXTERNAL AUDIT**

It was duly noted that the Council's Auditor's secondment had been extended by the Audit Commission and that therefore Mr Rickard as Locum would continue as appointed auditor including the signing of the 2010/11 audit opinion.

**F3978 THE ACCOUNT AND AUDIT (ENGLAND) REGULATIONS, 2011**

The Council duly noted that the Council no longer fell within the threshold to produce FRSSE compliant accounts.

**F3979 ANNUAL INVESTMENT STRATEGY 2011/12**

It was proposed by Councillor Mrs Booth, seconded by Councillor Jewell and

RESOLVED that the Council adopts the 2011/12 Annual Investment Strategy attached as part of these minutes.

**F3980 PLANNING COMMITTEE PUBLIC MEETING**

The Chairman of the Planning Committee requested the retrospective reimbursement of cost for the public address system at a public meeting of her Committee that had been paid by Councillor Choak given the time constraints for approval.

The Chairman reminded the Council that all payments must be authorised in advance and paid formally by the Council. He would not allow consideration of any future requests.

It was proposed by Councillor Mrs Booth, seconded by Councillor Choak and

RESOLVED that the Council reimburses the outlay for the public address system on this occasion.

F3981 **INSURANCE COVER 2011/12**

The Finance Officer reported changes to the Council's insurance cover for 2011/12 that was duly noted.

F3982 **BANK OF IRELAND**

The Finance Officer reported changes to the Council's rate of interest for 2011/12 that was duly noted.

F3983 **EAR MARKED RESERVES**

The Finance Officer reported specifically on a number of recommended movements of Ear Marked Reserves to assist project projection into 2011/12.

It was proposed by Councillor Chin-Quee, seconded by Councillor Body and

RESOLVED that the Ear Marked Reserves for 2011/12 be created as attached and that forms part of these minutes.

F3984 **RISK REGISTER**

It was proposed by Councillor Chin-Quee, seconded by Councillor Sterratt and

RESOLVED that

- (i) the Council prepares a Risk Register as reported
- (ii) appropriate members of staff and Councillors undertake training in regard to Risk Management
- (iii) a working group including Councillors undertake the preparatory Risk Register work.

F3985 **TRESCOBEAS RECREATIONAL AREA**

It was proposed by Councillor Cramp, seconded by Councillor Body and

RESOLVED that the award of a grant from SITA for £25,000 towards the progression of Phase III works be noted and the Finance Officer to write to SITA to thank it for its consideration.

F3986 **ACTIVE PARTNERING PROJECTS**

It was proposed by Councillor Ayres, seconded by Councillor Cramp and

RESOLVED that

- (i) the Council approves expenditure of £1021.37 for its contribution of 50% of the costs of the rail and barrier works at Well Lane/Fountain Ope as well as replacement directional highway signage at Dracaena Avenue,
- (ii) the Finance Officer circulates the sign design to Councillors in due course.

F3987 **KIMBERLEY PARK – TOILETS URGENT ITEM**

The Chairman agreed to consider this as an urgent item so that works could proceed expeditiously.

The Finance Officer reported the receipt of slightly amended designs for the toilet block at Kimberley Park. The Town Clerk reminded the meeting that the Council had previously agreed to amend its procurement processes to better enable these works to proceed.

It was proposed by Councillor Body, seconded by Councillor Mrs Biggins and

- RESOLVED that
- (i) the toilet design as reported be agreed;
  - (ii) tenders be invited for the works.

F3988 **HIGHWAY WEED SPRAYING 2011/12**

It was proposed by Councillor Cramp, seconded by Councillor Jewell and

- RESOLVED that the Council enter into a Service Level Agreement with Cornwall Council for 2011/12 for highway weed spraying.

F3989 **ACCOUNTS AND PETTY CASH**

It was proposed by Councillor Ayres, seconded by Councillor Mrs Hrydziuszka and

- RESOLVED that the Accounts and Petty Cash Schedules (attached) for March 2011 be approved.

F3990 **EXCLUSION OF THE PRESS AND PUBLIC**

The Town Clerk reported representations from Cornwall Councillor Eva and the Press that debate on the Falmouth Tourist Information Centre be held in Part I of the meeting. Councillor Eva had also requested to speak thereon.

It was proposed by Councillor Cramp, seconded by Councillor Mrs Hrydziuszka and

- RESOLVED that
- (i) the report upon Falmouth Tourist Information Centre remains in Part II as it contains possibly commercially sensitive information and information relating to staff remuneration levels and contractual terms;
  - (ii) that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded from the meeting.

Councillor Eva now left the meeting.

**FINANCE AND GENERAL PURPOSES MEETING**  
**11<sup>TH</sup> APRIL 2011 – PART II**

F3991 **FALMOUTH TOURIST INFORMATION CENTRE (TIC)**

(Exempt information by virtue of Paragraph 3 and 4 of Part 1 to Schedule 12A of the Local Government Act, 1972 as amended by the Local Government (Access to Information) (Variation) Order , 2006)

The Chairman reported that Councillor Eva had requested to speak but he considered that Mr Kessells attendance representing Visit Cornwall was sufficient. This decision was endorsed by the Committee.

The Chairman reported that Visit Cornwall had delayed the closure of the TIC until the end of April 2011. The Town Clerk reported representations received . Mr Kessell then reported the Buisness Plan to provide the TIC Service in Falmouth in 2011/12 and beyond. A full debate ensued and Mr Kessell responded to questions.

It was proposed by Councillor Sterratt, seconded by Councillor Choak and

RESOLVED that consideration of this matter be deferred for further clarification upon the Business Plan, given the timescales involved the Chairman to call a Special Meeting to consider the same if necessary.

Mr Kessell now left the meeting.

F3992 **SWANVALE ALLOTMENTS**

(Exempt information by virtue of Paragraph 3 of Part 1 to Schedule 12A of the Local Government Act, 1972 as amended by the Local Government (Access to Information) (Variation) Order , 2006)

The Finance Officer reported upon suggested lease amendments and upon the recent site visit. The Committee debated matters pertaining to the site.

It was proposed by Councillor Body, seconded by Councillor Chin-Quee and

RESOLVED that consideration of the matter be deferred pending the receipt of the tree survey by Cornwall Council.

F3993 **RESURFACING WORKS AT FALMOUTH CEMETERY**

(Exempt information by virtue of Paragraph 3 of Part 1 to Schedule 12A of the Local Government Act, 1972 as amended by the Local Government (Access to Information) (Variation) Order , 2006)

The Finance Officer reported the receipt of quotations for resurfacing works at Falmouth Cemetery.

It was proposed by Councillor Sterratt, seconded by Councillor chin-Quee and

RESOLVED that the lowest tender submitted by Celtic Surfacing in the sum of £7,970.00 be agreed subject to contract.

There being no further business to transact the Chairman declared the meeting closed at 9.15pm.

Signed.....

Dated.....