

## FALMOUTH TOWN COUNCIL

Minutes of a Meeting of the Finance and General Purposes Committee held online via Zoom on Friday 10<sup>th</sup> July 2020 at 5.30pm.

Present: Councillors R J O'Shea (Chairman), B M A Ross (Vice-Chairman), G G Chappel BEM, L D Coley, S D Eva, G F Evans CC MBE, A J Gillett, A J Jewell CC, P A Minson, M C Morgan, A Parker, D W Saunby CC (from point mentioned) and J M Spargo

In Attendance: A M Williams (Town Clerk)  
R N Thomas (Finance Officer)  
Councillor J Kirkham (Cornwall Council)

### F6410 MEETING FORMAT

The Chairman advised that as physical meetings were still unlawful the Committee would meet online for the time being and under the provisions of the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 that allowed local authorities to conduct meetings remotely until May 2021

He reminded Councillors that it was a public meeting that could be recorded by participants. He outlined the process for speaking and voting and stated that otherwise the usual rules for meetings applied and to be cognizant of the Code of Conduct and THAT the Council's Standing Orders remained in force.

The Council resolved to amend Standing Orders to enable remote meetings.

### F6411 APOLOGIES

An apology for absence was received and approved from Councillor Robinson (a family matter).

### F6412 INTERESTS AND DISPENSATIONS

None received.

### F6413 MINUTES

It was proposed by Councillor Ross, seconded by Councillor Gillett and

**RESOLVED** that the Part I minutes of the meeting held on 24<sup>th</sup> February 2020 be confirmed as a correct record of the proceedings and signed by the Chair.

### F6414 GOVERNANCE

Pursuant to Minute F6404 above the Town Clerk reported that under the Regulations the Council had stayed its governance changes for 2020 until May 2021. That saw Councillor O'Shea retained as Committee Chair and Councillor Ross as Vice-Chair. That was duly noted.

### F6415 GRANTS

The Chairman advised that grant requests had been held in abeyance for a future meeting of the Committee.

### F6416 RISK ASSESSMENT

Risk management matters had been notified to Councillors in the weekly briefings from the Town Clerk.

F6417 **FINANCE SUB-COMMITTEE**

The Chairman reported on the considerations and recommendations of the Sub-Committee. Regarding 2020/21 budget the Town Clerk reported that the Council's Management Team did not advocate budget revenue and operational cuts at the present time. The Finance Officer reported further upon 2019/20 year end and 2020/21 budget forecasting. The Finance Sub-Committee recommended the approval of the Governance and Accounting Statements.

It was proposed as an Amendment by Councillor Minson, seconded by Councillor Jewell and

**RESOLVED** that

- (i) capital schemes for Dracaena Skatepark (£50,000), Kimberley Park Lodge development and seaweed bay at Swanvale Allotments be paused pending review later in the 2020/21 financial year when the budgetary implications of Covid measures and recovery was better known, and if necessary rolled over until the 2021/22 financial year;
- (ii) cemetery security works (£20,000), Municipal Buildings Conservator Report and works, and in principle specific event support and under-writing (£25,000 in 2020/21 and 2021/22 and £30,000 underwriting commitment pending sponsorship) be agreed;
- (iii) a moratorium on recruitment be imposed for 2020/21 financial year; and
- (iv) the Council introduces a 4-year budget and operational plan commencing with the 2021/22 budget setting process.

A Motion by Councillor O'Shea that the recommendations of the Finance Sub-Committee as presented be approved was Lost.

(Councillor Saunby joined the meeting during the consideration of the above item)

In addition Councillor Parker requested that the install of a water bottle refill point at Kimberley Park proceed. The Finance Officer reported a water leak was currently being located.

It was proposed by Councillor Parker, seconded by Councillor O'Shea and

**RESOLVED** that a water bottle refill point in Kimberley Park be progressed.

F6418 **INTERNAL CONTROLS**

The Committee noted that monthly internal control checks by Councillors had been unable to be carried out during Covid measures.

F6419 **ACCOUNTS AND ANNUAL RETURN 2019/20**

The Finance Officer reported the Council's Annual Governance and Accountability Return for 2019/20 and referred to the recommendations of the Finance Sub-Committee (Minute F 6411).

It was proposed by Councillor O'Shea, seconded by Councillor Ross and

**RESOLVED** that

- (i) that the Governance Statements for 2019/20 be recommended to the Council as affirmative and submitted as part of the Annual Return to the Council's External Auditor, Messrs P F K Littlejohn. It was noted that the Risk Assessments had been considered by the Council under the temporary delegation of powers in March 2020;
- (ii) the Accounting Statements for 2019/20 be recommended by the Council for approval and submitted as part of the Annual Return to the Council's External Auditor, Messrs P F K Littlejohn.

F6420 **DEVOLUTION: TRANCHE 4**

The Town Clerk reported further upon the make-up of the portfolio of asset and service devolution with Cornwall Council which was currently stalled. The report was duly noted.

F6421 **PUBLIC SPACE PROTECTION ORDERS**

The Town Clerk reported upon the alcohol restriction town centre (existing) and beach fires and barbeque (proposed) restrictions. The report was duly noted.

F6422 **ACCOUNTS AND PETTY CASH**

It was proposed by Councillor O'Shea, seconded by Councillor Ross and

**RESOLVED** that the Accounts and Petty Cash Schedules for February to June 2020 (attached) be approved.

F6423 **EXCLUSION OF THE PRESS AND PUBLIC**

It was proposed by Councillor O'Shea, seconded by Councillor Eva and

**RESOLVED** that the press and public be excluded from the meeting in the public interest for the following business as it involves the consideration of property, funding and contractual matters.

**FINANCE AND GENERAL PURPOSES COMMITTEE**

**PART II**

**10<sup>TH</sup> JULY 2020**

F6424 **MINUTES**

It was proposed by Councillor O'Shea, seconded by Councillor Ross and

**RESOLVED** that the Part II minutes of the meeting held on 24<sup>th</sup> February 2020 be confirmed as a correct record of the proceedings and signed by the Chairman.

F6425 **TOWN CLERK'S REPORT**

The Town Clerk reported upon the event opportunity preceding the resolution at Minute F6417(ii).

It was proposed by Councillor Eva, seconded by Councillor Parker and

**RESOLVED** that the Mayor and Committee Chair meet with the Event Organisers.

There being no further business to transact the Chair declared the meeting closed at 6.40 pm.

Signed: ..... Date: .....