

FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held in the Council Chamber, Municipal Buildings, The Moor, Falmouth on Monday 5th September 2016 at 7.00pm

Present: Councillors Ms C Atherton CC (Chair), I J Body, Mrs R D Brock, G G Chappel, Mrs M Davies, S D Eva (to point mentioned), G F Evans CC, S Gray, Ms D E Merrett, Mrs P A Minson, B M A Ross and D W Saunby CC.

In Attendance: A M Williams (Town Clerk)
Mrs R N Thomas (Finance Officer)
M Trebilcock, J White, Ms L Brown (Grant Applicants)

F4809 **APOLOGIES**

Apologies for absence were received and approved from Councillors Cramp (family commitment), Mrs V E Eva (family commitment) and Jewell (family illness).

F4810 **INTERESTS**

Councillor Mrs Brock declared a registerable interest in respect of minute F4825 and left the meeting during the consideration thereof.

F4811 **MINUTES**

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

RESOLVED that the minutes of the meeting held on 18th July 2016 be confirmed as a correct record of the proceedings and signed by the Chair.

F4812 **GRANTS**

It was proposed by Councillor Ms Atherton, seconded by Councillor Mrs Brock and

RESOLVED that the grant application by Shelter Cornwall be refused as it was not Falmouth specific.

It was proposed by Councillor S D Eva, seconded by Councillor Mrs Minson and

RESOLVED as an amendment that given the special circumstances request and pursuant to Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 that Gyllyngvase Surf Lifesaving Club be granted £300 to assist the Falmouth Youth Team members to compete in the 2016 World Championships.

The Motion proposed by Councillor Mrs Brock and seconded by Councillor Body that a grant of £500 be made was supplanted by the amendment.

It was proposed by Councillor Mrs Minson, seconded by Councillor S D Eva and

RESOLVED that pursuant to Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 that Falmouth United Football Club be granted £300 towards the costs of coaches training and set up costs.

It was proposed by Councillor Mrs Minson, seconded by Councillor Mrs Brock and

RESOLVED that pursuant to Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 that Falmouth Flamingos Under 16 Football Team be granted £200 towards the costs of a 'Respect' barrier for supporters and match balls.

A letter of thanks for grant award from Falmouth and Penryn Sea Scouts was noted as was the 2016/17 Grant Schedule.

F4813 **RISK ASSESSMENTS**

The Committee received the Service Risk Assessments for Town Management and Grounds and Facilities and noted that Cultural Services was to follow.

It was proposed by Councillor Gray, seconded by Councillor Ms Atherton and

RESOLVED that the Risk Assessments received be duly noted and that the Council utilises a Corporate standard for risk assessment documentation.

F4814 **DRAFT BUDGET 2017/18**

The Town Clerk reported the proposed budget and precept setting timescale and growth items and other anticipated increases to costs in 2017/18.

It was proposed by Councillor Ms Atherton, seconded by Councillor Gray and

RESOLVED that

- (i) at its meeting on 17th October 2016 the Committee further considers and formulates its draft 2017/18 budget. If the precept rise exceeds 10% over the 2016/17 level then public consultation as prescribed by Minute C4730 be undertaken. The Committee then agree the 2017/18 budget on 17th November 2016 to enable the Council to set its precept and notify the Billing Authority.
- (ii) that the Environmental Devolution proposal be progressed on a general 'cost neutral' basis and that the 2017/18 budget includes increasing capacity within corporate services, communications and messaging and events management, otherwise the Council seeks to consolidate.

F4815 **2016/17 BUDGET MONITORING**

The budget monitoring report attached as a part of these Minutes was duly noted.

F4816 **2015/16 ANNUAL RETURN**

The receipt and assessment of the Annual Return by the Council's external auditor Grant Thornton was duly noted.

F4817 **STANDING ORDERS AND FINANCIAL REGULATIONS**

The Town Clerk reported that the Council would shortly be considering updated Standing Orders following review. This included Financial Regulations and he recommended that the Committee review and consider Financial Regulations to advise the Council.

It was proposed by Councillor Body, Seconded by Councillor Ross and

RESOLVED that Financial Regulations as attached as a part of these minutes be agreed and operated by the Council.

F4718 **INSURANCE REVIEW**

The Town Clerk reported that the insurance cover review was ongoing and would be reported further for determination. The report was duly noted.

F4819 **KIMBERLEY PARK**

The Town Clerk reported that the catering franchise had changed operator and the agreement with the Council would be amended to reflect this. The report was duly noted.

F4820 **BT PHONE BOXES – TREVERBYN ROAD AND ACACIA ROAD, FALMOUTH**

It was proposed by Councillor S D Eva, seconded by Councillor Chappel and

RESOLVED that in regard to the BT consultation they be advised that given the lack of use of the Acacia Road box (01326 311498) then its removal is warranted. However the Council felt that albeit a low usage rate the retention of the Treverbyn Road box (01326 311469) would still meet a local need. Also the Council had assisted the removal of two of the four boxes on The Moor, it considered the further removal of one box here (retaining only one) could be achieved and possibly offsetting the retention of Treverbyn Road.

F4821 **FORMER POST OFFICE DEVELOPMENT**

It was proposed by Councillor Brock, seconded by Councillor Saunby and

RESOLVED that

- (i) the report of the Finance Office attached as a part of these minutes be noted and approved.
- (ii) the procurement of Solar PV Installation from ZLC Energy be approved.

F4822 **ACCOUNTS AND PETTY CASH**

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

RESOLVED that the Accounts and Petty Cash Schedules for July and August 2016 (attached) be approved.

F4823 **TRAFFIC REGULATION ORDER 2015/16**

Councillor Gray reported that in the absence of the Chair and in consultation with the Town Clerk an overspend of £2,700 had been permitted to allow the TRO to proceed. This had been caused by additional consultation costs for Cornwall Council.

The Chair agreed to take this as an urgent item so the expenditure could be ratified.

It was proposed by Councillor Mrs Brock, seconded by Councillor Ms Atherton and

RESOLVED that the overspend on the implementation of the Traffic Order of £2,700 (total cost £12,700) be ratified.

F4824 **EXCLUSION OF THE PRESS AND PUBLIC**

It was proposed by Councillor Ms Atherton, seconded by Councillor Mrs Davies and

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