

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 4th September 2017 at 7.00pm.

Present: Councillors C Atherton CC (Chair), R J Bonney, G F Evans CC, A Gillett, A J Jewell CC, P A Minson, M T McCarthy, M Morgan, A Parker, B M A Ross, D W Saunby CC and J Spargo.

In Attendance: A M Williams	(Town Clerk)
Mrs R N Thomas	(Finance Officer)
Ms E Coleman	(Kernow Credit Union)
C Stephens	(Grant Application)

F4989 **APOLOGIES**

Apologies for absence were received and approved from Councillors Chappel (holiday), Eva (work), O'Shea (family matter) and Robinson (ill).

F4990 **INTERESTS**

None received

F4991 **MINUTES**

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

RESOLVED that the minutes of the meeting held on 24th July 2017 be confirmed as a correct record of the proceedings and signed by the Chair.

F4992 **MOTIONS BY COUNCILLOR BONNEY (URGENT ITEM)**

The Chair referred to three motions by Councillor Bonney that would likely be referred to the Committee by the Council when submitted, and requested if the Committee wanted to take a view and consider the motions early to expedite them.

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

RESOLVED that the Committee do not consider the motions in advance of the Council.

Councillors Atherton and Minson requested that their names be recorded as having voted against this decision.

F4993 **GRANT APPLICATIONS**

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

RESOLVED that the correspondence from the Bosvale Community Association be noted and that the Council discontinue the annual grant award from 2018 until the future of the site has been decided.

The Chairman called an adjournment of the meeting at 7.15pm for members to receive a Fire Awareness presentation from Blue Watch at Falmouth Fire Station. The meeting reconvened at 7.30 pm and Councillor McCarthy joined the meeting.

It was proposed by Councillor Minson, seconded by Councillor Spargo and

RESOLVED that pursuant to ss 1-8 of the Local Government Act 2011, Callum Stephens be granted £400 towards the costs of representing Falmouth as part of the Cornwall Cricket Under 13s tour to South Africa in February 2018.

Councillor Bonney requested that his name be recorded as having abstained from voting.

It was proposed by Councillor Morgan, seconded by Councillor McCarthy and

RESOLVED that pursuant to ss 1-8 of the Local Government Act 2011, that Falmouth/Kernow Credit Union be granted £305 towards the costs of flags and marketing.

Councillor Bonney requested that his name be recorded as having abstained from voting

F4994 **FORWARD PLAN 2018-2021**

It was duly noted that the Forward Plan was being drafted following the actions of the recent councillor planning session and being cognizant of the emerging Falmouth Neighbourhood Plan consultation and the Falmouth Economic Development Plan.

F4995 **2018/19 DRAFT BUDGET**

It was proposed by Councillor Atherton, seconded by Councillor Minson and

RESOLVED that the draft budget be considered by the Committee on 16th October 2017 following consultation between Committee Chairs and Vice Chairs with Service Heads. Allowing approval of budget by the Committee on 27th November 2017 to enable the Council to set its precept on 11th December 2017.

F4996 **2017/18 ANNUAL RETURN**

It was duly noted that the external auditor was still considering the annual return pending the submission of further detail.

F4997 **ASSET OF COMMUNITY VALUE – PRINCESS PAVILLIONS AND GYLLYNGDUNE GARDENS**

It was duly noted that the application for listing of the assets had been made and was being considered by Cornwall Council.

F4998 **COUNCIL OFFICES**

The reports of the Town Clerk and Finance Officer regarding office relocation and colocation of services was noted with pleasure by the Council. The recruitment of Finance Assistant and Receptionist was also noted.

F4999 **LOCATION AUTHORITIES PROPERTY FUND - CCLA**

The CCLA fund fact sheet for June 2017, market report July 2017 and prices and dividend yields were duly noted.

F5000 **GENERAL DATA PROTECTION REGULATIONS**

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

RESOLVED that the Town Clerk seeks a quote from the local government Resource Centre for a data protection audit with recommendations as well as software and report back options to the Council for compliance by May 2018.

F5001 **COUNCILLOR SURGERIES AND AUDIT SYSTEMS CHECKS**

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

RESOLVED that audit systems checks are undertaken by the appointed councillors attending monthly surgeries prior to the respective surgery commencing at 9.30am in the Council offices.

F5002 **MANDATORY RATE RELIEF FOR TOWN AND PARISH COUNCILS ON PUBLIC CONVENIENCES**

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

RESOLVED that the Council endorses the Sustainable Communities application.

F5003 **2017/18 BUDGET MONITORING**

Not available.

F5004 **ACCOUNTS AND PETTY CASH**

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

RESOLVED that the Accounts and Petty Cash Schedules for July 2017 (attached) be approved

F5005 **WCA 574 ADDITION OF A FOOTPATH AT MIDDLEPOINT (URGENT ITEM)**

It was proposed by Councillor Evans, seconded by Councillor Minson and

RESOLVED that the Council make a Schedule 14 appeal to the Secretary of State to move the matter of the alleged closure to the public of the right of way forward to determination.

The Chair agreed to take this as an urgent matter so that the matter could be taken forward expeditiously following complaint from a member of the public.

There being no further business to transact the Chair declared the meeting closed at 8.15pm.

Signed: Date:

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque/No	Details	Inv No:	Inv Total	Gross	VAT	NET
CC	DVLA - Vehicle Tax - AK07 SYW 12 months - Town Team	17/18-PO529	242.50	242.50	-	242.50
BACS	Aquasource - drilling granite for the Old Post Office	17/18-PO530	330.00	330.00	55.00	275.00
BACS	Dean Earl - Labour - 20/05-30/06/17-One Stop/Bin Store/Chamber/PO Building	17/18-PO531	3,487.50	3,487.50	-	3,487.50
BACS	Cornwall Garage Door - Security grill shutter - PO Building	17/18-PO532	828.00	828.00	138.00	690.00
BACS	Samuel Gray - Labour 52.5hrs 19-30/06/17/ goods purchased - PO Building	17/18-PO533	1,086.67	1,086.67	19.24	1,067.43
BACS	Intent Solutions - Setup etc Market Stalls June 2017 - (Inc Shanty) The Moor	17/18-PO534	1,280.00	1,280.00	-	1,280.00
BACS	Tridean - Project Management 27-29/06/17/Expenses - PO Building	17/18-PO535	325.20	325.20	54.20	271.00
BACS	Objective IT - Offsite support & systems monitoring x 56	17/18-PO536	4,104.00	4,104.00	684.00	3,420.00
BACS	Objective IT - Offsite support & systems monitoring x 12	17/18-PO537	864.00	864.00	144.00	720.00
	BACS		4,968.00	4,968.00	828.00	4,140.00
BACS	Dell Corporation Ltd - Servers/Hardware etc for new offices	17/18-PO538	9,880.99	9,880.99	1,646.83	8,234.16
16484	Alison smith - Consolidation of loose paint "Run for Home" - Art Gallery	17/18-PO539	102.40	102.40	-	102.40
	Camborne Joinery - Oak machine for cladding a ramp - PO Building	17/18-PO540	426.00	426.00	71.00	355.00
	Camborne Joinery - Cut down free issue doo and edge in oak - PO Building	17/18-PO541	94.26	94.26	15.71	78.55
	Cheque 16485		520.26	520.26	86.71	433.55
16486	Classic Fire - Non schedule fire alarm service - PO Building	17/18-PO542	653.98	653.98	109.00	544.98
	Di-Mar Garden Machinery - Stihl auto cut head/oil/trimmer line - Town Team	17/18-PO543	139.21	139.21	23.20	116.01
	Di-Mar Garden Machinery - Gearbox/oil/labour K574A - Town Team	17/18-PO544	924.36	924.36	154.06	770.30
	Di-Mar Garden Machinery -HUSQ Chainsaw - service/filter/plug - Town Team	17/18-PO545	73.07	73.07	12.18	60.89
	Cheque 16487		1,136.64	1,136.64	189.44	947.20
16488	Fire Safety Cornwall Ltd - Weekly visits April/May/June 2017 - PO Building	17/18-PO546	330.00	330.00	-	330.00
	Greenham Safety Supplies - sacks black -Cemetery	17/18-PO547	63.60	63.60	10.60	53.00
	Greenham Safety Supplies - mophead/tissue/handtowel/sack - Toilets/MB/Town	17/18-PO548	687.03	687.03	114.50	572.53
	Cheque 16489		750.63	750.63	125.10	625.53
16490	Hawkins Motors - AK07 SYW - MOT repairs - Town Team	17/18-PO549	481.21	481.21	80.20	401.01
16491	Jewson - Trade Matt white - PO Building	17/18-PO550	77.74	77.74	12.96	64.78
16492	Jovan Nicholson - Expenses for work Winifred Nicholson Exhibit - Art Gallery	17/18-PO551	127.10	127.10	-	127.10
16493	Kingsley - 3x10k Col Travelling - Town Team	17/18-PO552	45.00	45.00	7.50	37.50
16494	Octopus - Telephone pads/Notes - Admin	17/18-PO553	23.11	23.11	3.85	19.26
16495	OTS - Service 367 & 363 - June 2017 - General Council	17/18-PO554	1,774.83	1,774.83	-	1,774.83
	Scottish Power - Electricity 09/02-26/03/17 - 2nd Floor - PO Building	17/18-PO555	24.27	24.27	1.16	23.11
	Scottish Power - Electricity 10/03-26/03/17 - First Floor - PO Building	17/18-PO556	19.15	19.15	0.91	18.24
	Cheque 16496		43.42	43.42	2.07	41.35
16497	Smith & Reed Recruitment - office cover & PO Bld cover w/e 25/06/17	17/18-PO557	869.06	869.06	144.84	724.22
16498	Sticky Source Ltd - web hosting Neighbourhood Plan	17/18-PO558	170.00	170.00	-	170.00
	Travis Perkins - pressed slab for PO Building	17/18-PO559	9.31	9.31	1.55	7.76
	Travis Perkins - paint for PO Building	17/18-PO560	43.20	43.20	7.20	36.00
	Cheque 16499		52.51	52.51	8.75	43.76
16500	TyreFinders Ltd - work to town vehicle	17/18-PO561	100.08	100.08	16.68	83.40
16501	VisitEngland - 2017 Visitor Attraction Quality Scheme - Art Gallery	17/18-PO562	412.80	412.80	68.80	344.00
16502	Yorkshire Purchasing Organisation - Exhibition costs - Art Gallery	17/18-PO563	4.19	4.19	0.70	3.49
BACS	Alex Blyth - work to PO Bld 29th June - 1st July 2017	17/18-PO564	153.00	153.00	-	153.00
DD	Argos - television	17/18-PO565	383.98	383.98	63.99	319.99
DD	Screwfix - Town Team equipment	17/18-PO566	19.99	19.99	3.33	16.66
DD	Asset Monitoring Solutions - Town Team vehicle tracking - July 2017	17/18-PO567	9.00	9.00	1.50	7.50
DD	Allstar fuel for Town Team/Toilets/Kimberley Park	17/18-PO568	198.98	198.98	33.16	165.82
DD	Cornwall Council - business rates July 2017 - Kimberley park Lodge	17/18-PO569	202.00	202.00	-	202.00
DD	Cornwall Council - business rates July 2017 - POWP toilets	17/18-PO570	250.00	250.00	-	250.00
DD	Cornwall Council - business rates July 2017 - Grove Place toilets	17/18-PO571	411.00	411.00	-	411.00
DD	Cornwall Council - business rates July 2017 - Swanpool toilets	17/18-PO572	69.00	69.00	-	69.00
DD	Cornwall Council - business rates July 2017 - Maenporth toilets	17/18-PO573	140.00	140.00	-	140.00
DD	Cornwall Council - business rates July 2017 - Webber Street toilets	17/18-PO574	100.00	100.00	-	100.00
DD	Cornwall Council - business rates - July 2017 - Cemetery Pennance Road	17/18-PO575	475.00	475.00	-	475.00
DD	Cornwall Council - business rates July 2017 - Cemetery & premises Swanpool Road	17/18-PO576	246.00	246.00	-	246.00
DD	Cornwall Council - business rates July 2017 - Art Gallery	17/18-PO577	1,053.00	1,053.00	-	1,053.00
DD	Cornwall Council - business rates July 2017 - Municipal Building	17/18-PO578	605.00	605.00	-	605.00
DD	Cornwall Council - business rates July 2017 - PO Building	17/18-PO579	2,096.00	2,096.00	-	2,096.00
DD	Cornwall Council - business rates July 2017 - PO Building First Floor	17/18-PO580	765.00	765.00	-	765.00
DD	Cornwall Council - business rates July 2017 - PO Building Second Floor	17/18-PO581	512.00	512.00	-	512.00
BACS	Alison Kay - Artist Payment June 2017	17/18-PO582	31.85	31.85	-	31.85
BACS	Amanda Crago - Artist Pay June 2017	17/18-PO583	4.55	4.55	-	4.55
BACS	Becky Lanyon - Artist Pay June 2017	17/18-PO584	5.53	5.53	-	5.53
BACS	Carlos Zapata - Artist Pay June 2017	17/18-PO585	22.75	22.75	-	22.75
BACS	Clive Heritage-Tilley - Artist Pay June 2017	17/18-PO586	7.80	7.80	-	7.80
BACS	Deb Collinson - Artist Pay June 2017	17/18-PO587	18.20	18.20	-	18.20
BACS	Deborah Prosser - Artist Pay June 2017	17/18-PO588	55.90	55.90	-	55.90
BACS	Debbie Smith - Artist Pay June 2017	17/18-PO589	26.65	26.65	-	26.65
BACS	Dee Frost - Artist Pay June 2017	17/18-PO590	19.50	19.50	-	19.50
BACS	Edward Williams - Artist Pay June 2017	17/18-PO591	8.45	8.45	-	8.45
BACS	Glenn Thomas - Artist Pay June 2017	17/18-PO592	3.22	3.22	-	3.22
BACS	Helga Abb - Artist Pay June 2017	17/18-PO593	5.69	5.69	-	5.69
BACS	Hilary Bravo - Artist Pay June 2017	17/18-PO594	30.23	30.23	-	30.23
			38,033.09	38,033.09	3,699.86	34,333.23

FALMOUTH TOWN COUNCIL

Month Jul-17
Meeting Date 04/09/2017

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
BACS Joanna Balsom - Artist Pay June 2017	17/18PO595	29.25	29.25	-	29.25
BACS Julia Murdoch-George - Artist Pay June 2017	17/18PO596	22.10	22.10	-	22.10
BACS Karen Narramore - Artist Pay June 2017	17/18PO597	8.58	8.58	-	8.58
BACS Kerl Scott - Artist Pay June 2017	17/18PO598	19.50	19.50	-	19.50
BACS Kirstyn Smith - Artist Pay June 2017	17/18PO599	38.03	38.03	-	38.03
BACS Melanie Chadwick - Artist Pay June 2017	17/18PO600	6.50	6.50	-	6.50
BACS Mike Hindle - Artist Pay June 2017	17/18PO601	52.00	52.00	-	52.00
BACS Rachel Hopkins - Artist Payment June 2017	17/18PO602	9.75	9.75	-	9.75
BACS Natalie Wright - Artist Payment June 2017	17/18PO603	63.70	63.70	-	63.70
BACS Pauline Hitchens - Artist Payment June 2017	17/18PO604	7.15	7.15	-	7.15
BACS Philip Cox - Artist Payment June 2017	17/18PO605	25.03	25.03	-	25.03
BACS Roger Arend - Artist Payment June 2017	17/18PO606	26.00	26.00	-	26.00
Deleted	Deleted	-	-	-	-
BACS Sarah Lyons - Artist Payment June 2017	17/18PO608	5.20	5.20	-	5.20
BACS Sue Bovington - Artist Payment June 2017	17/18PO609	3.25	3.25	-	3.25
BACS Vicky Heard - Artist Payment June 2017	17/18PO610	20.15	20.15	-	20.15
BACS Yloanda Mack - Artist Payment June 2017	17/18PO611	10.73	10.73	-	10.73
16503 Artists' Cards - Shop Stock - Art Gallery	17/18PO612	189.60	189.60	31.60	158.00
16504 Autograffiti - Road Closure Signs - Sea Shanty	17/18PO613	115.20	115.20	19.20	96.00
16505 BT - Internet Services - Rental/Charges 01/06-30/06/2017	17/18PO614	589.20	589.20	98.20	491.00
16521 Cambrooke Fine Art Publishers - Shop Stock - Art Gallery	17/18PO615	132.00	132.00	-	132.00
16507 Camborne Joinery - Oak cappings - PO Building	17/18PO616	93.60	93.60	15.60	78.00
16508 University of Cambridge - Shop stock - Art Gallery	17/18PO617	295.06	295.06	49.18	245.88
16509 OCS Group Uk Ltd - Cannon - Medical Waste April-June 2017- Municipal Bulld	17/18PO618	68.80	68.80	11.47	57.33
16510 Clear-flow - Blockage clearance 30/06/17-Municipal Building	17/18PO619	132.00	132.00	22.00	110.00
Di-Mar Garden Machinery- Husqvarna belt - Town Team	17/18PO620	79.92	79.92	13.32	66.60
Di-Mar Garden Machinery -Kubota hose/oil/labour - Town Team	17/18PO621	144.78	144.78	24.13	120.65
Cheque 16511		224.70	224.70	37.45	187.25
Greenham Supplies - Soap/Disinfectant/Tissue - Toilets	17/18PO622	782.88	782.88	130.48	652.40
Greenham Supplies - Dispenser for small toilet tissue - PO Building	17/18PO623	44.98	44.98	7.50	37.48
Cheque 16512		827.86	827.86	137.98	689.88
16513 Horizon Publishing - RB Legion Poppy Appeal - Advert - Cultrual Services	17/18PO624	162.00	162.00	27.00	135.00
Howdens - Plywood/Aluminium/Chrome -Fire Doors - PO Building	17/18PO625	150.74	150.74	25.12	125.62
Howdens - Intumescent fire strip - PO Building	17/18PO626	26.78	26.78	4.46	22.32
Cheque 16514		123.96	123.96	20.66	103.30
16515 LTR Painters and Decorators - Interior painting - Art Gallery	17/18PO627	180.00	180.00	30.00	150.00
16516 Mary Ford - Shop Stock - Art Gallery	17/18PO628	36.80	36.80	-	36.80
16517 Nick Ferris - Skip Hire 05/07/17 - PO Building	17/18PO629	340.80	340.80	56.80	284.00
16518 Smith & Reed Recruitment - Way W/end 02/07/2017 - PO Building	17/18PO630	607.20	607.20	101.20	506.00
16519 Teeside University - Travel for Curator Winifred Nicholas - Art Gallery	17/18PO631	207.25	207.25	-	207.25
16520 Yorkshire Purchasing Organisation - Misc Stationery - Art Gallery	17/18PO632	114.84	114.84	19.14	95.70
BACS BG Electrical - Wiring/Lighting etc - PO Building	17/18PO633	2,804.40	2,804.40	467.40	2,337.00
Reach Maintenance - Electrical cabinet repair - Kimberley Park	17/18PO634	100.00	100.00	-	100.00
Reach Maintenance - Christmas lights balance July	17/18PO635	1,500.00	1,500.00	-	1,500.00
BACS		1,600.00	1,600.00	-	1,600.00
DD Barclaycard - Fees/Charges June 2017	17/18PO636	106.20	106.20	3.40	102.80
DD Contract Natural Gas Ltd - Gas supply June 2017 - Kimberley Park Lodge	17/18PO637	9.89	9.89	0.47	9.42
J Brodie Luke - work to Castle Beach toilets to 16th June 2017	17/18PO638	7,924.84	7,924.84	1,320.81	6,604.03
J Brodie Luke - work to Castle Beach toilets to 2nd June 2017	17/18PO639	13,858.94	13,858.94	2,309.82	11,549.12
J Brodie Luke - work to Castle Beach toilets to 30th June 2017	17/18PO640	7,258.81	7,258.81	1,209.80	6,049.01
J Brodie Luke - work to Dracaena Centre - 10th May 2017	17/18PO641	544.40	544.40	90.73	453.67
Total BACS		29,586.99	29,586.99	4,931.17	24,655.82
CC Data Comms Direct - IT equipment	17/18PO642	22.42	22.42	3.74	18.68
CC Comms Express Ltd - IT equipment	17/18PO643	34.32	34.32	5.72	28.60
CC Staple - storage boxes	17/18PO644	249.60	249.60	41.60	208.00
CC Sprucewood Ltd - misc items for PO Building	17/18PO645	137.89	137.89	22.98	114.91
CC Stuff-UK.net - rackmount	17/18PO646	1,174.80	1,174.80	195.80	979.00
BACS Laura Menzies - Art Gallery workshops	17/18PO647	150.00	150.00	-	150.00
CC SLCC - SW Regional Training Seminar booking - Mark Williams	17/18PO648	82.80	82.80	13.80	69.00
BACS Alex Blyth - work to PO Building 03/07/17-09/07/17	17/18PO649	420.75	420.75	-	420.75
BACS Stefan Spitteri - work to PO Building 21/06/17-10/07/17	17/18PO650	1,455.00	1,455.00	-	1,455.00
Direct Pay Will Byrne - expenses (In Car Cam for toilet van)	17/18PO651	64.00	64.00	10.67	53.33
Direct Pay Mike Lynch expenses Protec Safe search needle resistant gloves	17/18PO652	35.84	35.84	5.97	29.87
DD Datasharp - voice calls period to end March 17 and line rental April	17/18PO653	226.19	226.19	37.70	188.49
DD British Gas - electricity KP 13/01 to 04/04/17	17/18PO654	240.50	240.50	11.45	229.05
DD Asset Monitoring Solutions - hosting April 17	17/18PO655	9.00	9.00	1.50	7.50
		81,231.47	81,231.47	10,130.69	71,100.78

FALMOUTH TOWN COUNCIL

Month Jul-17
Meeting Date 04/09/2017

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Details	Inv No:	Inv Total	Gross	VAT	NET
16523	Greenhams - supplies for public toilets	17/18PO656	962.79	962.79	160.47	802.33
16526	Suez - recycling for Kimberley Park & Cemetery June 2017	17/18PO657	806.20	806.20	134.37	671.83
	Suez - recycling for Municipal Building June 2017	17/18PO658	42.26	42.26	7.04	35.22
	Cheque No 16524		848.46	848.46	141.41	707.05
16525	Octopus - stationery for FTC	17/18PO659	9.98	9.98	1.66	8.32
16526	Passmore Cleaning - Mun Bld Cleaning & public toilet cover 05/06/17-02/07/17	17/18PO660	1,685.00	1,685.00	-	1,685.00
16527	Jewson - site fencing for The Bowly	17/18PO661	9.00	9.00	1.50	7.50
	Travis Perkins - adhesive for PO Building work	17/18PO662	17.14	17.14	2.86	14.28
	Travis Perkins misc items for PO Building work	17/18PO663	211.30	211.30	35.21	176.09
	Travis Perkins - misc items for PO Building work	17/18PO664	32.27	32.27	5.37	26.90
	Travis Perkins - plaster for PO Building work	17/18PO665	18.72	18.72	3.12	15.60
	Cheque No 16528		279.43	279.43	46.56	232.87
16529	C K Automata - Art Gallery shop stock	17/18PO666	150.00	150.00	-	150.00
	SW Water - water bill PO Building 22/04/17-03/07/17	17/18PO667	93.83	93.83	6.59	87.24
	SW Water - water bill PO Building 2nd floor 22/04/17-03/07/17	17/18PO668	393.17	393.17	28.88	364.29
	SW Water - water bill Moor Fountain 22/04/17-03/07/17	17/18PO669	32.48	32.48	-	32.48
	SW Water - water bill Kimberley Park Glasshouses 22/04/17-03/07/17	17/18PO670	11.02	11.02	-	11.02
	SW Water - water bill Kimberley Park Lodge 21/04/17-05/07/17	17/18PO671	3.57	3.57	-	3.57
	Cheque No 16530		534.07	534.07	35.47	498.60
16531	Artworks - transportation of artwork Art Gallery	17/18PO672	708.00	708.00	118.00	590.00
16532	Datasharp UK Ltd - photocopier charges FTC & Town Man to 15/06/2017	17/18PO673	576.83	576.83	96.14	480.69
16533	Falmouth Mayor Account - Mayoral allowance 2017/18	17/18PO674	6,500.00	6,500.00	-	6,500.00
	CC Plumbase - sink items for PO Building	17/18PO675	14.35	14.35	2.39	11.96
	CC Trago Mills - misc items for PO Building	17/18PO676	38.65	38.65	6.44	32.21
	CC Cornwall Council Building Control Service - building reg fee KP stage	17/18PO677	252.00	252.00	42.00	210.00
	BACS Dell Corporation Ltd - IT equipment	17/18PO678	53.77	53.77	8.96	44.81
16535	RTP Surveyors - PO Building project work June 2017	17/18PO679	3,001.20	3,001.20	500.20	2,501.00
16536	Classic Fire Ltd - PO Building Fire alarms	17/18PO680	1,437.36	1,437.36	239.56	1,197.80
16537	Rajapak Ltd - boxes for Art Gallery	17/18PO681	61.19	61.19	10.20	50.99
16538	SW Water water bill 1st floor PO Bld 22/04/17-03/07/17	17/18PO682	46.91	46.91	3.47	43.44
16539	Howdens - Oak foll 16g glaze 2'6" - PO Building	17/18PO683	204.00	204.00	34.00	170.00
16540	Smith and Reed Recruitment - Admin- Proud, PO Build-Way W/end 09/07/2017	17/18PO684	956.34	956.34	159.39	796.95
	CC Amazon - Hall of Fame Mirror with Funny Reflection/Circus & Carnival - Art Gallery	17/18PO685	77.26	77.26	-	77.26
	DD EE Mobile Phone - Various numbers - July 17	17/18PO686	524.30	524.30	76.63	447.67
	DD Total Gas & Power - Feeder Pillar o/s Post Office - June 2017	17/18PO687	41.73	41.73	1.99	39.74
	DD Total Gas & Power - Municipal Building site 2- 26/05-22/06/17	17/18PO688	439.47	439.47	20.93	418.54
	DD Total Gas & Power -The Moor Adj The Bench - June 2017	17/18PO689	60.81	60.81	2.90	57.91
	DD Total Gas & Power - Cemetery chapel CofE - June 2017	17/18PO690	149.72	149.72	7.13	142.59
	DD Total Gas & Power -Chapel Non Conformist Cemetery - June 2017	17/18PO691	95.00	95.00	4.52	90.48
	DD Total Gas & Power -FF Municipal Building - 26/05-22/06/17	17/18PO692	128.80	128.80	6.14	122.66
	DD Total Gas & Power - The Park Lodge - June 2019	17/18PO693	49.47	49.47	2.36	47.11
	DD Datasharp - DHS Rental - Admin	17/18PO694	38.21	38.21	-	38.21
	DD Datasharp - Cost of voice calls /Rentals -Admin/Cyultural Services	17/18PO695	216.70	216.70	36.12	180.58
16541	Octopus Stationery - Paper/Doc Folders - Admin	17/18PO696	72.44	72.44	12.08	60.36
16542	Sean Pond - Macebearer fees - Sea Sunday 2017	17/18PO697	20.00	20.00	-	20.00
16543	Terry Pond - Macebearers fees Sea Sunday 2017 & Graduation Ceremonies 2014	17/18PO698	200.00	200.00	-	200.00
16544	Blackwell Green - Property insurance Art Gallery 01/04/17-31/03/18	17/18PO699	10,426.90	10,426.90	-	10,426.90
16545	Camborne Joinery Ltd - Oak for PO Building	17/18PO700	27.42	27.42	4.57	22.85
16546	Cornwall Glass & Glazing Ltd - PO Building glass	17/18PO701	402.90	402.90	67.15	335.75
	Cornwall Council - Councillor Induction Training Licensing	17/18PO702	84.00	84.00	14.00	70.00
	Cornwall Council - CCTV maintenance July 2017	17/18PO703	1,167.85	1,167.85	194.64	973.21
	Cheque No 16547		1,251.85	1,251.85	208.64	1,043.21
16548	Cornwall Arts Marketing Ltd - Art Gallery Partnership	17/18PO704	160.00	160.00	-	160.00
	CCF Ltd - misc items for PO Building	17/18PO705	62.75	62.75	10.46	52.29
	CCF Ltd - misc items for PO Building	17/18PO706	69.98	69.98	11.66	58.32
	Cheque No 16549		132.73	132.73	22.12	110.61
	Crown Fine Art - Art Gallery transportation	17/18PO707	4,137.60	4,137.60	689.60	3,448.00
	Crown Fine Art - Art Gallery transportation	17/18PO708	1,152.00	1,152.00	192.00	960.00
	Cheque No 16550		5,289.60	5,289.60	881.60	4,408.00
16551	Datasharp UK Ltd - photocopier charges FTC & Town Man to 19/07/2017	17/18PO709	587.20	587.20	97.87	489.33
16552	Exco Fire & Safety Control Ltd - security system service	17/18PO710	84.00	84.00	14.00	70.00
16553	Gilgen Door Sustems UK Ltd - Art Gallery doors	17/18PO711	660.00	660.00	110.00	550.00
16554	Grenhams - misc items for public toilets	17/18PO712	192.71	192.71	32.12	160.59
16555	Meaco Measurement & Control Ltd - Air conditioning unit Art Gallery	17/18PO713	354.00	354.00	59.00	295.00
16556	Moor News - newspapers for Library 24/06/17-15/07/17	17/18PO714	48.00	48.00	-	48.00
16557	Nick Ferris Skip Hire Ltd - skip for PO Bld 17/07/17	17/18PO715	340.80	340.80	56.80	284.00
16558	Octopus - Art Gallery stationery	17/18PO716	33.29	33.29	5.55	27.74
16559	Phillip Mansergh - Art Gallery shop stock	17/18PO717	54.60	54.60	9.10	45.50
16560	Pitney Bowes (Purchase Power) franking machine top up	17/18PO718	1,313.00	1,313.00	-	1,313.00
16561	Smith & Reed Recruitment PO Building cover w/e 16/07/17	17/18PO719	356.74	356.74	59.46	297.28
16562	Tor Mark Press- Art Gallery shop stock	17/18PO720	18.86	18.86	1.20	17.66
			123,409.31	123,409.31	13,538.48	109,870.83

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque/No	Details	Inv No	Inv Total	Gross	VAT	NET
	SWWater - water bill POWP toilets 26/04/17-06/07/17	17/18PO721	760.87	760.87	-	760.87
	SWWater - water bill Webber Street toilets 26/04/17-05/07/17	17/18PO722	305.93	305.93	-	305.93
	SWWater - water bill Kimberley Park toilets 26/04/17-05/07/17	17/18PO723	108.71	108.71	-	108.71
	Cheque No 16563		1,175.51	1,175.51		1,175.51
BACS	ZLC Energy Ltd - PO Building Installation	17/18PO724	4,592.55	4,592.55	765.43	3,827.13
BACS	Glyn Winchester - Art Gallery workshops	17/18PO725	120.00	120.00	-	120.00
BACS	Glyn Winchester - Art Gallery workshops	17/18PO726	480.00	480.00	-	480.00
BACS	Glyn Winchester - Art Gallery workshops	17/18PO727	240.00	240.00	-	240.00
	Total BACS		840.00	840.00		840.00
BACS	Triclean - call out Webber Street toilets	17/18PO728	55.20	55.20	9.20	46.00
BACS	Triclean - call out Maenporth toilets	17/18PO729	33.60	33.60	5.60	28.00
BACS	Triclean - work to PO Building 03/07/2017-14/07/2017	17/18PO730	691.18	691.18	115.20	575.98
BACS	Triclean - work to PO Building 17/07/2017-22/07/17	17/18PO731	760.45	760.45	126.74	633.71
	Total BACS		1,540.43	1,540.43	256.74	1,283.69
BACS	Dean Earl - work to PO Building 03/07/2017 - 25/07/2017	17/18PO732	2,107.50	2,107.50	-	2,107.50
BACS	Stefan Spitteri - work to PO Building 11/07/2017-25/07/2017	17/18PO733	1,080.00	1,080.00	-	1,080.00
BACS	Alex Blyth PO Building work 10/07/2017-23/07/2017	17/18PO734	760.75	760.75	-	760.75
BACS	Carlos Zapata - ACE funded workshop Art Gallery	17/18PO735	100.00	100.00	-	100.00
BACS	Rob Higgs Art Gallery workshop	17/18PO736	120.00	120.00	-	120.00
16564	Andrew Lanyhon- Ace funded project 50% fee Art Gallery	17/18PO737	1,000.00	1,000.00	-	1,000.00
16566	Greenhams materials for toilets/cemetery/ Kimberley Park	17/18PO739	955.99	955.99	159.33	796.66
16567	Datasharp UK Ltd - new photocopier	17/18PO740	5,477.40	5,477.40	912.90	4,564.50
	Clearflow - Gyllyngvase Beach toilets blockage	17/18PO741	132.00	132.00	22.00	110.00
	Clearflow - Swanpool Beach toilets blockage	17/18PO742	132.00	132.00	22.00	110.00
	Cheque No 16568		264.00	264.00	44.00	220.00
	Howdens - bolt fixing handle for PO Bld	17/18PO743	45.17	45.17	7.53	37.64
	Howdens - misc items for PO Bld	17/18PO744	187.31	187.31	31.22	156.09
	Howdens - misc items for PO Bld	17/18PO745	120.00	120.00	20.00	100.00
	Howdens - misc items for PO Bld	17/18PO746	49.66	49.66	8.28	41.38
	Howdens - misc items for PO Bld	17/18PO747	12.52	12.52	2.09	10.43
	Howdens - misc items for PO Bld	17/18PO748	22.58	22.58	3.76	18.82
	Cheque No 16569		437.24	437.24	72.87	364.37
	Travis Perkins - misc items for PO Bld	17/18PO749	73.60	73.60	12.27	61.33
	Travis Perkins - Credit note PO Bld	17/18PO750	60.29	60.29	10.05	50.24
	Travis Perkins - misc items for PO Bld	17/18PO751	60.30	60.30	10.05	50.25
	Travis Perkins - misc items for PO Bld	17/18PO752	27.24	27.24	4.54	22.70
	Travis Perkins - misc items for PO Bld	17/18PO753	59.88	59.88	9.98	49.90
	Travis Perkins - misc items for PO Bld	17/18PO754	43.20	43.20	7.20	36.00
	Travis Perkins - misc items for PO Bld	17/18PO755	82.99	82.99	13.83	69.16
	Travis Perkins - misc items for PO Bld	17/18PO756	80.44	80.44	13.41	67.03
	Travis Perkins - misc items for PO Bld	17/18PO757	142.37	142.37	23.73	118.64
	Cheque No 16570		509.73	509.73	84.96	424.78
16571	Jewsons - misc items PO Bld	17/18PO758	51.12	51.12	8.52	42.60
	DI-Mar Garden Machinery - Town Team machinery	17/18PO759	177.86	177.86	29.64	148.22
	DI-Mar Garden Machinery - Town Team machinery repair	17/18PO760	48.00	48.00	8.00	40.00
	Cheque No 16572		225.86	225.86	37.64	188.22
BACS	Laura Menzies - Art Gallery workshop	17/18PO761	100.00	100.00	-	100.00
BACS	Kernow First Aid - Sea Sunday first aid cover	17/18PO762	195.00	195.00	-	195.00
BACS	Westwood Frame Carpets - flooring for PO Building	17/18PO763	6,404.70	6,404.70	1,067.45	5,337.25
BACS	Spencer Gray - work to PO Bld 03/07/2017-22/07/2017	17/18PO764	1,691.10	1,691.10	-	1,691.10
BACS	Reach Maintenance - Christmas Lights instalment	17/18PO765	3,000.00	3,000.00	-	3,000.00
BACS	Tony Johns - Art Gallery workshops	17/18PO766	1,225.00	1,225.00	-	1,225.00
BACS	Passmore Cleaning - vacuum cleaner purchase	17/18PO767	299.99	299.99	50.00	249.99
CC	Comms Express Ltd - temperature sensor	17/18PO768	42.94	42.94	7.16	35.78
CC	Office Furniture - filing cabinets etc for PO Building	17/18PO769	1,827.60	1,827.60	304.60	1,523.00
CC	Trago Mills - workwear and misc items for Town Team	17/18PO770	83.54	83.54	13.92	69.62
CC	Sprucewool Ltd - misc items for PO Bld	17/18PO771	137.89	137.89	22.98	114.91
CC	Sprucewool Ltd - misc items for PO Bld	17/18PO772	479.99	479.99	80.00	399.99
CC	Sprucewool Ltd - misc items for PO Bld	17/18PO773	32.73	32.73	5.46	27.28
DD	British Gas - electric bill POWP toilets 06/04/17- 05/07/2017	17/18PO774	160.09	160.09	7.62	152.47
DD	Bank of Ireland - bank charges 05/06/2017-04/07/2017	17/18PO775	14.63	14.63	-	14.63
DD	British Gas - electric bill PO Bld 23/06/2017-11/07/2017	17/18PO776	42.35	42.35	2.01	40.34
DD	Allstar - fuel card	17/18PO777	572.42	572.42	95.40	477.02
DD	British Gas - electric bill Kimberley Park 05/04/17-12/07/17	17/18PO778	409.93	409.93	19.52	390.41
DD	Screwfix - overshoes PO Bld	17/18PO779	11.97	11.97	1.99	9.98
BACS	Access & Security Systems - Security Roller Shutter PO Bld	17/18PO780	1,464.00	1,464.00	244.00	1,220.00
BACS	Glyn Winchester - Art Gallery workshops March and April	17/18PO781	420.00	420.00	-	420.00
BACS	Nick Foulkes - Labour 26/06-24/07/2017 - PO Building	17/18PO782	2,299.00	2,299.00	-	2,299.00
BACS	Falmouth Shoreside Committee - Falmouth Week - Grant 2017 Event Ref 1039753	17/18PO783	5,000.00	5,000.00	-	5,000.00
BACS	Falmouth Shoreside Committee - Contribution to Red Arrows 2017	17/18PO784	2,400.00	2,400.00	400.00	2,000.00
16573	DI-Mar Garden Machinery - Service Cobra Mower - Town Team	17/18PO785	104.48	104.48	17.41	87.07
	Eat Art - Mount card sheets - Art Gallery	17/18PO786	150.00	150.00	25.00	125.00
	Eat Art Daier board white - Art Gallery	17/18PO787	36.00	36.00	6.00	30.00
	Eat Art Glass cut to size - Art Gallery	17/18PO788	36.00	36.00	6.00	30.00
	Cheque No 16572		222.00	222.00	37.00	185.00
16575	Artists' Cards - Shop Stock - Art Gallery	17/18PO789	336.00	336.00	56.00	280.00
16576	Autograffiti Signs - Road Closure for Sea Sunday Parade (x5)	17/18PO790	36.00	36.00	6.00	30.00
			173,660.74	173,660.74	18,319.39	155,341.36

FALMOUTH TOWN COUNCIL

Month Jul-17
Meeting Date 04/09/2017

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Details	Inv No:	Inv Total	Gross	VAT	NET
16577	FTC Petty Cash	17/18PO791	142.66	142.66	-	142.66
BACS	HMRC PAYE - July 2017	17/18PO792	3,990.26	3,990.26	-	3,990.26
BACS	HMRC NI Contributions July 2017	17/18PO793	7,016.27	7,016.27	-	7,016.27
BACS	HMRC Student Loan Contributions July 2017	17/18PO794	104.00	104.00	-	104.00
	Total BACS		11,110.53	11,110.53		11,110.53
BACS	Cornwall Council - pension contributions July 2017	17/18PO795	6,886.57	6,886.57	-	6,886.57
BACS	Cornwall Council - additional penslon contributions July 2017	17/18PO796	658.34	658.34	-	658.34
	Total BACS		18,655.44	18,655.44		18,655.44
BACS	Standard Life - AVC July 2017	17/18PO797	65.00	65.00	-	65.00
BACS	Happy Days Nursery fees - July 2017	17/18PO798	243.00	243.00	-	243.00
BACS	Tarq Ark Nursery fees May 2017	17/18PO799	243.00	243.00	-	243.00
BACS	Unison fees July 2017	17/18PO800	97.40	97.40	-	97.40
	CLOSED		-	-	-	-
			193,107.24	193,107.24	18,319.39	174,787.85

FALMOUTH TOWN COUNCIL PETTY CASH SCHEDULE

Period: Jul-17

Date	Total Amount	VAT	Net	Recpt	Code	Cashed Cheque	Meeting Exp	Parking	Post	Civic	Toilet	Cemetery R/R	MB	Stat	PO Building	Events	Sundry Items	Running Balance
Code	OB						ME	CP	P	C	T	CR	MB	S	PB	E	SI	
03/07/2017	1.34		1.34	1105	me		1.34											143.90
04/07/2017	4.75		4.75	1106	CR							4.75						139.15
05/07/2017	11.94		11.94	1107	T						11.94							127.21
06/07/2017	1.77		1.77	1108	ME		1.77											125.44
06/07/2017	9.00	1.50	7.50	1109	E											9.00		116.44
10/07/2017	1.34		1.34	1110	me		1.34											115.10
12/07/2017	1.39		1.39	1111	me		1.39											113.71
13/07/2017	4.00		4.00	1112	MB								4.00					109.71
14/07/2017	14.50		14.50	1113	MB								14.50					95.21
14/07/2017	11.64		11.64	1113	ME		11.64											83.57
14/07/2017	11.64	1.94	9.70	1114	me		11.64											71.93
17/07/2017	1.00		1.00	1115	me		1.00											70.93
17/07/2017	2.00		2.00	1116	cp			2.00										68.93
20/07/2017	12.25		12.25	1117	CR							12.25						56.68
21/07/2017	14.99		14.99	1118	CR							14.99						41.69
24/07/2017	1.34		1.34	1119	me		1.34											40.35
25/07/2017	5.30		5.30	1120	t						5.30							35.05
26/07/2017	3.27		3.27	1121	me		3.27											31.78
28/07/2017	2.10		2.10	1122	me		2.10											29.68
31/07/2017	20.00		20.00	1123	PB										20.00			9.68
31/07/2017	1.34		1.34	1124	ME		1.34											8.34
31/07/2017	1.00		1.00	1125	CP			1.00										7.34
31/07/2017					16577		142.66											150.00
31/07/2017	2.35		2.35	1126	PB										2.35			147.65
CLOSED	140.25	3.44	136.81			140.25	38.17	3.00			17.24	31.99	18.50		22.35	9.00		147.65

Nominal Codes

Town Clerk

Councillor

Councillor

Finance Use Only

VAT Journals

DR CR
2201 - vat £ 3.44
Various £ 3.44

NB add additional NL's depending on monthly expenditure

FALMOUTH ART GALLERY PETTY CASH SCHEDULE

Period: Jul-17

Date	Total Amount	VAT	NET	Voucher	Code	Cheque Rec'd/Opening Bal	Visitors Refreshments	Postage	Private View Refreshments	Education	Stationery	Sundry Items	Running Balance
Code	Opening Bal					169.73	SF	P	EF	E	S	SF	169.73
06/07/2017	3.40		3.40	2,910	E		-	-	-	3.40	-	-	166.33
06/07/2017	7.74		7.74	2,911	SF		7.74	-	-	-	-	-	158.59
06/07/2017	2.00		2.00	2,912	E		-	-	-	2.00	-	-	156.59
13/07/2017	8.58		8.58	2,913	SF		8.58	-	-	-	-	-	148.01
31/07/2017	1.86		1.86	2,914	P		-	1.86	-	-	-	-	146.15
31/07/2017	1.00		1.00	2,915	SF		1.00	-	-	-	-	-	145.15
31/07/2017	5.80		5.80	2,916	P		-	5.80	-	-	-	-	139.35
31/07/2017	7.70		7.70	2,917	SF		7.70	-	-	-	-	-	131.65
CLOSED													131.65
							25.02	7.66	-	5.40	-	-	

Nominal Codes

5815 5804 5810 5818 5805 5818

Town Clerk

Councillor

Councillor

VAT Journals

Finance Use Only

DR CR
 £ - £
 2201 - vat
 5818 - NL

NB add additional NL's depending on monthly expenditure