

## **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 20<sup>th</sup> April 2015 at 7.00pm

Present: Councillors Ms C Atherton CC (Chair), I J Body, G G Chappel, O K Cramp, Mrs M Davies, G F Evans CC, S Gray A J Jewell CC, 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)  
Ms M Gando (Grant Applicant)

### F4551 **APOLOGIES**

Apologies for absence were received and approved from Councillors Mrs Brock (ill), S D Eva (family commitment), Mrs V E Eva (family commitment) and Ms Merrett (family illness).

### F4552 **INTERESTS**

None received.

### F4553 **MINUTES**

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

RESOLVED that the minutes of the meeting held on 2<sup>nd</sup> March 2015 be confirmed as a correct record and signed by the Chair.

### F4554 **GRANT APPLICATIONS**

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

RESOLVED that pursuant to section 137 of the Local Government 1972 Penhaligan's Friends be granted £250 towards providing bereavement support for Falmouth families.

A letter of thanks for grant award from CHICKS (£898) was duly noted as was the grant schedules for 2014/15 and 2015/16 and that the Corbeau de Mers French Flotilla visit had been cancelled and the organisers would not be taking up their grant award.

Further it was proposed by Councillor Ms Atherton, seconded by Councillor Gray and

RESOLVED that underspends in the grants budgets for 2014/15 and that were not included in the virement pursuant to Minute F4537, return to General Fund Reserves for 2015/16.

### F4555 **NEIGHBOURHOOD PLAN AND ARTICLE 4 DIRECTION**

The Chair and Town Clerk provided an update on the consultation process and public events which had been very positive to date. The reports were duly noted.

### F4556 **TOWN TEAM AND ESTABLISHMENT CHANGES**

The Town Clerk reported an update on recruitment including the appointment of a Multi-Skilled Operative, Office Cleaners and Apprentices interviews, Public Toilet Cleaners transfers and Finance Assistant recruitment. In addition payroll adjustments had been made to ensure the Council complied with the National Living Wage criteria.

Further he reported on the Dracaena Pitches transfer and other grounds and facilities changes including trees at Gyllyng Street, and establishing temporary office functions in the former Post Office building.

The reports of the Town Clerk were duly noted and the Chair reminded Ward Members to respect Ward boundaries in their constituency work.

F4557 **STANDNG ORDERS AND FINANCIAL REGULATIONS**

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

RESOLVED that the Council be recommended to approve Standing Orders and Financial Regulations for 2015/16 that incorporated the changes identified by the Council, staffing guidance and Committee Chairs as well as creating a new standing Committee to oversee Grounds and Facilities matters.

F4558 **INTERNAL AUDIT**

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

RESOLVED to ratify the appointment of Mr S Hudson of Hudson Accounting to provide independent audit of the Council for 2014/15 financial year and the 2015/16 financial year.

F4559 **EXTERNAL AUDIT**

The Town Clerk and Finance Officer reported that the Notice for the Exercise of Electors Rights would be published and the Annual Return would be made to the appointed external auditor, Grant Thornton Ltd on 17<sup>th</sup> June 2015. This would require the Council to meet to ratify the Annual Return after the meeting of the Committee on 8<sup>th</sup> June 2015. The report was duly noted.

F4560 **PENWERRIS WARD VACANCY**

It was duly noted that the vacancy had been advertised and that more than ten electors had requested an election be held. The Returning Officer had advised this would be advertised after the 7<sup>th</sup> May 2015 with the election up to six weeks thereafter.

F4561 **POLICY AND RISK REVIEW**

A review of the Council's Health and Safety Statement and Risk Management Policies was underway and the progress to date was supported by the Committee.

F4562 **TREES IN GYLLYNG STREET**

The Chair reported progress in this matter and that it was likely the vandalised trees could be saved.

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

RESOLVED that the action taken be supported and that the Council take on the future maintenance responsibilities for the land and trees.

F4563 **CORNWALL COUNCIL LOCALISM UPDATE**

The update from the Portfolio Holder for Localism at Cornwall Council was duly noted.

F4564 **MUNICIPAL BUILDINGS**

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

RESOLVED that the Fire Risk Assessments in respect of the Municipal Buildings and part of the former Post Office to permit temporary office use be noted and the recommended works therein actioned including smoke detection measures in the Council Chamber as a priority to meet insurance requirements for the display of art work.

F4565 **LIBRARY AND ONE-STOP SHOP REVIEW**

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

RESOLVED that the Council

- (i) responds to Cornwall Councils consultation and supports a public sector model for continued library provision
- (ii) continues to engage with Cornwall Council to create a local model for rationalisation and provision of Falmouth Library as part of the Town's Cultural Services offer.
- (iii) supports the sector response of a Town and Parish Council led model put forward by the Cornwall Association of Local Councils Larger Councils Committee.

F4566 **CASTLE BEACH TOILETS**

It was duly noted and endorsed that repair works had been completed to the pump and temporary toilet provision had been made whilst the facility was closed.

F4567 **NATIONAL ASSOCIATION OF LOCAL COUNCILS**

The update in regards to national lobbying was duly noted.

F4568 **AUTO ENROLMENT : WORKPLACE PENSIONS**

It was duly noted that the Council had registered with the Pension Regulator and the staging date for auto-enrolment for the Council was 1<sup>st</sup> April 2017. Staff would be automatically enrolled into the workplace pension scheme and the Council would contribute towards it.

F4569 **LOCAL GOVERNMENT OMBUDSMAN**

The Consultation was noted and the Council would not formally respond to the proposal.

F4570 **ACCOUNTS AND PETTY CASH**

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

RESOLVED that the Accounts and Petty Cash schedules for February and March 2015 (attached) be approved.

F4571 **EXCLUSION OF THE PRESS AND PUBLIC**

It was proposed by Councillor Evans, 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.

