

# Meeting Minutes

The Passmore Edwards Building, The Cross, Cross Street, Camborne TR14 8HA Tel: 01209 612406 enquiries@camborne-tc.gov.uk

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## MINUTES:

**of the meeting of the Finance & General Purposes Committee held in The Council Chamber, The Passmore Edwards Building, The Cross, Cross Street, Camborne, TR14 8HA on Thursday 8<sup>th</sup> August 2019 at 6.30pm.**

## PRESENT:

<b>Councillor G Winter</b>	<b>Chairman</b>
<b>Councillor D Wilkins</b>	<b>Vice Chairman</b>
<b>Councillor D Atherfold</b>	
<b>Councillor Ms Z Fox</b>	
<b>Councillor J Gillingham</b>	
<b>Councillor J Herd</b>	
<b>Councillor Mrs Williams</b>	

## IN ATTENDANCE:

**Samantha Hughes, Acting Deputy Clerk; Janet Ritchie, Committee Support Officer; Melanie Negus, Administrative Assistant, and one member of the public.**

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The Chairman explained the safety procedures to all present.

### **FG.3503 TO RECEIVE APOLOGIES FOR NON-ATTENDANCE**

**FG.3503.2 RESOLVED: that the apologies from Councillors Dalley and Mrs Dalley for non-attendance at the meeting of the Finance & General Purposes Committee held on 8<sup>th</sup> August 2019 were received**

Proposed by Councillor Wilkins  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

**FG.3504 MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON-REGISTERABLE INTERESTS (INCLUDING THE DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THIS AGENDA INCLUDING ANY GIFTS OR HOSPITALITY EXCEEDING £25**

Councillor Ms Fox declared interests in Agenda items 15 (ii) & (iii).  
And Councillor Mrs Williams in Agenda item 15 (ii).

**FG.3505 TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS**

There were no dispensation requests.

**FG.3506 CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements.

**FG.3507 TO RECEIVE AND APPROVE THE MINUTES OF THIS COMMITTEE HELD ON THE 30<sup>TH</sup> MAY 2019 AND THE CHAIRMAN TO SIGN THEM**

**FG.3507.2 RESOLVED: that the minutes of the meeting of the Finance and General Purposes Committee held on 30<sup>th</sup> May 2019 were received, approved, and signed by the Chairman**

Proposed by Councillor Winter  
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously of those entitled to vote.

**FG.3508 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW**

Councillor Winter enquired when Councillors would be receiving their iPads. The Acting Deputy Town Clerk, Mrs Hughes informed members that the iPads had been received and configured, but that the user guide had only been received that day. When staff had the time to learn usage, she would make appointments with Councillors for collection, and set a date to trial them. The iPads were for Town Council business only, and all members would have Town Council e-mail addresses.

**FG.3509 TO RECEIVE AND APPROVE THE COUNCILLORS' INTERNAL AUDIT FOR MARCH 2019 BY COUNCILLORS ATHERFOLD AND MRS DALLEY**

**FG.3509.2 RESOLVED: that the Internal Audit Reports for March 2019 by Councillors Atherfold and Mrs Dalley were received and approved**

Proposed by Councillor Winter  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

**FG.3510 TO RECEIVE AND APPROVE THE BANK CASH AND INVESTMENT RECONCILIATION, EARMARKED RESERVES REPORT AND DETAILED INCOME & EXPENDITURE BY BUDGET HEADING REPORT FOR THE MONTH OF MAY 2019**

**FG.3510.2 RESOLVED: that the Bank Cash and Investment Reconciliation, Earmarked Reserves Report, and Detailed Income & Expenditure by Budget Heading Report, for the month of May 2019; was received and approved**

Proposed by Councillor Winter  
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

**FG.3511 TO RECEIVE AND APPROVE THE BANK CASH AND INVESTMENT RECONCILIATION, EARMARKED RESERVES REPORT AND DETAILED INCOME & EXPENDITURE BY BUDGET HEADING REPORT FOR THE MONTH OF JUNE 2019 AND THE VAT RETURN FOR THE QUARTER ENDED 30<sup>TH</sup> JUNE 2019**

The Acting Deputy Town Clerk & Finance and Administration Officer, Mrs Hughes informed members that the Library Earmarked Reserve was zero, due to the payment of outstanding invoices to R G Kellow.

**FG.3511.2 RESOLVED: that the Bank Cash and Investment Reconciliation, Earmarked Reserves Report, and Detailed Income & Expenditure by Budget Heading Report, for the month of June 2019 and the VAT return for the quarter ended 30<sup>th</sup> June 2019; was received and approved.**

Proposed by Councillor Winter  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved by a Majority.

**FG.3511.3 RESOLVED: that the Finance and Administration Officer vire up to £20,000 from New Offices, and Revenue Protection Earmarked Reserves, to Library Earmarked Reserves, was approved**

Proposed by Councillor Atherfold  
Seconded by Councillor Winter

On a vote being taken the matter was approved by a Majority.

**FG.3512 TO APPROVE PAYMENTS FOR THE MONTH OF JUNE 2019 MADE UNDER FINANCIAL REGULATION 4.1, 4.5, 5.4,5.5, 6.2, 6.7 AND 7.2**

**FG.3512.2 RESOLVED: that the payments for the month of June 2019 made under Financial Regulation 4.1, 4.5, 5.4,5.5, 6.2, 6.7 and 7.2; were approved**

Proposed by Councillor Wilkins  
Seconded by Councillor Herd

On a vote being taken the matter was approved unanimously.

**FG.3513 TO APPROVE PAYMENTS FOR THE MONTH OF JULY 2019 MADE UNDER FINANCIAL REGULATION 4.1, 4.5, 5.4,5.5, 6.2, 6.7 AND 7.2**

**FG.3513.2 RESOLVED: that the payments for the month of July 2019 made under Financial Regulation 4.1, 4.5, 5.4,5.5, 6.2, 6.7 and 7.2; were approved**

Proposed by Councillor Winter  
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

**FG.3514 TO APPROVE THE PAYMENTS MADE DURING THE MONTHS OF JUNE 2019 AND JULY 2019, MADE UNDER THE DELEGATED AUTHORITY OF THE CHAIRMAN AND VICE CHAIRMAN**

**FG.3514.2 RESOLVED: that the payments made during the months of June 2019 and July 2019, made under the delegated authority of the Chairman and Vice Chairman, were approved**

Proposed by Councillor Winter  
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

**FG.3515 PUBLIC PARTICIPATION (SUBJECT TO STANDING ORDER 90 MEMBERS OF THE PUBLIC ARE PERMITTED TO MAKE REPRESENTATIONS, ANSWER QUESTIONS AND GIVE EVIDENCE IN RESPECT OF ANY ITEM OF BUSINESS INCLUDED IN THE AGENDA, UP TO A MAXIMUM OF FIFTEEN MINUTES)**

**FG.3516****GRANT AID APPLICATIONS**

- (i) **Holmans Sports Club (Local Government (Miscellaneous Provisions) Act 1976 S.19)**
- (ii) **Cornwall Trades Union Council (CTUC) (Local Government Act 1972, S.145)**
- (iii) **Camborne Regeneration Forum (Localism Act 2011 S.1)**

A representative of Holman's Sports Club spoke in support their grant application. They had people with disabilities wishing to use the club but couldn't because of the lack of suitable facilities, and the grant application was to contribute towards disabled toilets.

**FG.3516.2**

**RESOLVED: to grant £3,500 to Holmans Sports Club to be taken from the Community Grants and Donations budget; under Local Government (Miscellaneous Provisions Act 1976 S.19)**

Proposed by Councillor Wilkins  
Seconded by Councillor Ms Fox

On a vote being taken the matter was approved unanimously.

Having declared interests in agenda items 15 (ii) & (iii) Councillor Ms Fox left the room.

**FG.3516.3**

**RESOLVED: to refuse the grant application from Cornwall Trades Union Council, on political grounds**

Proposed by Councillor Herd  
Seconded by Councillor Mrs Williams

On a vote being taken the matter was approved by a Majority.

One member of the public left the meeting; and having declared an interest in agenda item 15 (iii) Councillor Mrs Williams also left the room.

**FG.3516.4**

**RESOLVED: to refuse the grant application from Camborne Regeneration Forum for £3,300, on the grounds that it was to be used as a DONATION to Citizenship for life. Camborne Regeneration Forum be informed that the Town Council would consider a grant application that came directly from Citizenship for life**

Proposed by Councillor Winter  
Seconded by Councillor Herd

On a vote being taken the matter was approved unanimously.

Councillors Ms Fox and Mrs Williams re-entered the meeting.

**FG.3517 TO receive and note correspondence from recipients of grant funding:**

**i) All Saints Church Community Centre**

**FG.3517.2 RESOLVED: that correspondence from All Saints Community Centre was received and noted**

Proposed by Councillor Ms Fox  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

**FG.3518 TO NOTE CORRESPONDENCE FROM HSBC UK**

**FG.3518.2 RESOLVED: that correspondence from HSBC UK was noted**

Proposed by Councillor Winter  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

**FG.3519 TO NOTE CORRESPONDENCE FROM BRITISH GAS**

**FG.3519.2 RESOLVED: that correspondence from British Gas was noted**

Proposed by Councillor Winter  
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

**FG.3520 THAT THIS COUNCIL RESOLVES, UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED**

**FG.3520.2 RESOLVED: that under the 1960 Public Bodies (Admission to Meetings) Act, the press and public were excluded, due to the confidential nature of the business to be discussed**

Proposed by Councillor Winter  
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

**FG.3521 TO RECEIVE A VERBAL REPORT FROM THE ACTING DEPUTY TOWN CLERK REGARDING ONGOING REMEDIAL WORKS AT THE PASSMORE EDWARDS BUILDING**

**FG.3521.2 RESOLVED: that a verbal report from the Acting Deputy Town Clerk regarding ongoing remedial works at the Passmore Edwards Building was received**

Proposed by Councillor Winter  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

**FG.3522 TO RATIFY ACTION TAKEN AT THE MEETING WITH CONTRACTORS AND PROJECT ADMINISTRATOR IN RELATION TO WORK ON THE PASSMORE EDWARDS BUILDING AND AGREE ANY FURTHER ACTION AND NECESSARY EXPENDITURE**

**FG.3522.2 RESOLVED: that decisions made at the meeting with contractors, Project Administrator and Councillors, in relation to work on the Passmore Edwards Building, regarding the Town Council's payments to contractors under contractual obligation were ratified**

Proposed by Councillor Herd  
Seconded by Councillor Atherfold

On a vote being taken the matter was approved unanimously.

**FG.3523 TO RECEIVE A SCHEDULE OF WORKS, A CONTRACT AND PRICING SCHEDULE FOR THE OUTSTANDING WORKS AT THE PASSMORE EDWARDS BUILDING, AGREE ACTION AND AUTHORISE EXPENDITURE**

**FG.3523.2 RESOLVED: that a schedule of works, contract and pricing schedule for the outstanding works at the Passmore Edwards building, was received, and that no action be taken on the information received at this stage**

Proposed by Councillor Winter  
Seconded by Councillor Wilkins

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 7.10 pm.

SIGNED BY THE CHAIRMAN.....

DATE .....