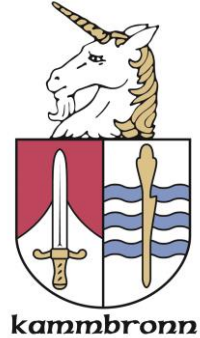


# CAMBORNE TOWN COUNCIL

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Council Offices –

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### **To all members of the Finance and General Purposes Committee.**

Councillors: R Webber (Chairman), S Odgers (Vice Chairman), M Brown, J Collins, T Dalley, Ms Z Fox, J Gillingham, W Krey, Ms J Robinson, T Chalker (Ex Officio), C Godolphin (Ex Officio)

I hereby summon you to a meeting of the Finance & General Purposes Committee to be held in the Clerk's Office, The Basset Centre, Basset Road, Camborne, on Thursday 26<sup>h</sup> November 2015 at 6.30 pm.

#### AGENDA

1. Safety Procedures.
2. To receive apologies for non-attendance.
3. 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.
4. To approve written request(s) for dispensations.
5. 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)
6. Chairman's Announcements.
7. To receive and approve the minutes of the meeting of this committee held on the 24<sup>th</sup> September 2015 and the Chairman to sign them.
8. To receive the minutes of the Risk Assessment Working Party meeting held on 6<sup>th</sup> October 2015.
9. To receive the minutes of the Strategic Budget Working Party meeting held on 16<sup>th</sup> November 2015.
10. Matters arising, where no substantive item below, for information only.

11. To receive the appointed Councillors' Internal Audit Report for September 2015 from Councillors Collins and Gillingham and approve any action.
12. To receive the appointed Councillors' Internal Audit Report for October 2015 from Councillors Odgers and Krey and approve any action.
13. To receive and approve the statement of payments and receipts, unrepresented cheque list, bank reconciliation and VAT return for the month of September 2015.
14. To receive and approve the statement of payments and receipts, unrepresented cheque list, bank reconciliation for the month of October 2015.
15. To receive the Ear-Marked Reserve report for the month of October 2015.
16. To approve payments for the month of October 2015 made under the delegated authority of the Chairman and Vice Chairman.
17. To approve the payment of invoices received for the month of November 2015 up to date schedule to be tabled at the meeting.
18. To approve payments for the month of November 2015 made under Financial Regulation 3.4, 6.4, 6.6 and 7.2; up to date schedule to be tabled at the meeting.
19. Grant Aid Applications
  - i. Cornwall Befriending Services CIC (Local Government Act 1972 s.142).
20. To approve the recommendations of the Risk Assessment Working Party.
21. To approve the Risk Register as recommended by the Risk assessment Working Party.
22. To approve the Financial Risk Register as recommended by the Risk Assessment Working Party.
23. To approve the Annual Audit Plan for recommendation to Full Council as recommended by the Risk Assessment Working Party.
24. To approve arrangements for the verification of bank reconciliations in accordance with Financial Regulation 4.2
25. To approve the recommendations of the Strategic Budget Working Party for resource allocation for the 2016/2017 revenue budget to strategic budget heads held under the Finance & Administration, Corporate Management and Community Development Cost Centres.

26. To approve allocations for the 2016/2017 revenue budget for the remaining budget heads held under the Finance & Administration, Corporate Management and Community Development Cost Centres.
27. To receive correspondence from Mr T James, All Saints Community Centre, regarding the use of grant funding and approve associated action
28. To review and approve the Grants Award Policy.
29. To approve a quotation for the advertisement of a job vacancy in the West Briton and authorise expenditure accordingly.
30. To approve the appointment of Mr B White as Camborne Town Council's accountant and authorise expenditure accordingly.
31. To receive correspondence from Ellis Whittam regarding licences for on-line training, approve action and authorise any associated expenditure.
32. To receive a quotation from Ellis Whittam to complete a stress risk assessment, approve action and authorise any associated expenditure.
33. To authorise expenditure for a buffet to be provided for the Cornwall Mayors' meeting to be held in Camborne on 2<sup>nd</sup> February 2015.

Given under my hand this 19th day of November 2015

Amanda Mugford  
Town Clerk

<b>Month</b>	<b>Councillor</b>	<b>Councillor</b>
<b>November 2015</b>	S Odgers	W Krey
<b>December 2015</b>	Ms Robinson	T Dalley
<b>January 2016</b>	M Brown	R Webber
<b>February 2016</b>	Ms Fox	J Gillingham
<b>March 2016</b>	J P Collins	S Odgers

*This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.*

*Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **we cannot guarantee this**, especially if you are speaking or taking an active role.*