

FINANCE & GENERAL PURPOSES COMMITTEE

25th September 2018 at 6.30 pm

Minutes

(Please note that all Councillors are now members of the Finance & General Purposes Committee.)

1. APOLOGIES

CLLR DOWDALL & M SMITH

**PRESENT: CLLRS BURROWS, COAKLEY, FOX, GOLD, LONG, MORGAN, D SMITH, TAGG
(CHAIR) TOLMAN & WATSON**

OFFICER: CLERK

2. MINUTES

It was proposed by Cllr Long seconded by Cllr Tolman and agreed (6 Support, 0 Against and 4 Abstentions) to receive the minutes of the 7th August 2018.

3. MATTERS ARISING

None.

4. DISCLOSURE OF INTEREST

To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

Cllr Burrows for items 5 & 6, spouse to a member of Staff.

It was proposed by Cllr Long seconded by Cllr Tolman and agreed to move into a Part II Session to discuss Personnel Matters.

Cllr Burrows left for items 5 & 6

- 5. FOR DECISION** – To discuss the Staffing Committee's recommendations following the recent appraisals, for the OUTSIDE SERVICES Committee, to be led by Cllr Gold.

Resolved. It was proposed by Cllr Gold seconded by Cllr Coakley and agreed to accept and agree the recommendations.

- 6. FOR DECISION** – To discuss the Staffing Committee's recommendations following the recent appraisals, for the FINANCE & GENERAL PURPOSES Committee, to be led by Cllr Tagg.

Resolved. It was proposed by Cllr Tagg seconded by Cllr Gold and agreed (1 Abstention) to accept and agree the recommendations from HR, regarding recognition for additional responsibilities.

It was agreed to adjourn the Part II Session.

7. FINANCE

a) Approval of payments.

It was proposed by Cllr Long seconded by Cllr Gold and agreed to approve the following payments:

FGP	11068	Microshade	GDPR training	290.00	58.00	348.00
FGP	11069	HR S Consultancy	Employee Contract works	1,140.00	228.00	1,368.00
OS	11070	Travis Perkins	Timber	40.00	8.09	48.53
TH	DD	Clear Business	Electricity	79.47	3.79	83.26
TH	11071	BT	Telephone usage	35.16	5.86	40.00
TH	11072	EDF	Electricity workshop & toilets	42.90	2.15	45.05
FGP	11073	HMRC				2,871.51
		Plymouth City	Employee Housing Benefit			
FGP	11074	Council	Refund			47.06
FGP	11075	Post Office	Stamps			241.00
OS	11076	Travis Perkins	Sand	94.44	15.74	78.70
FGP	DD	Three	Mobile phone use	61.22	10.20	51.02
TH&P	11077	East Cornwall P C	Red Panda	15,315.00	3,063.00	18,378.00
			Oxfam - external repairs			
			Art Gallery - loft & fire compliance			
			Haridressers - fan system			
TH&P	11077	East Cornwall P C	Church wall	<u>680.00</u>	<u>136.00</u>	<u>816.00</u>
				17,778.19	3,530.83	24,416.13

b) Budget Monitoring – Deferred.

c) Completion of External Auditor's Report – Had been received and noted.

d) Budget Aspirations for 2019/2020 – Members were ask to bring forward any aspirations as part of the over budget setting process.

Items 8 & 9 were amalgamated for discussion.

8. **FOR DECISION** – To receive an update on the VOIP and efficiencies made on the budget.

9. **FOR DECISION** – To receive any updates and information on the CCTV; to appoint a contractor, and agree the use of reserves to finance the project.

The Chair brought to the table one of the new phones and explained how it worked.

Prior to the meeting documentation on the system, costings and efficiencies had been circulated to Members for information.

Questions and queries were put to the Chair and discussed.

Resolved. It was proposed by Cllr Tagg seconded by Cllr M Smith and agreed to proceed with the recommendations from the Chair regarding the CCTV upgrade and F&GP reserves (F&GP Reserve and Policing Reserve) to fund the project. (9 Support, 0 Against and 1 Abstention, Cllr Gold).

10. **FOR DECISION** – To discuss the benefit of retaining a Murals Sub Committee; given the level of progress since its formation (8th September 2016).

Resolved. It was proposed by Cllr Long seconded by Cllr Gold and agreed (1 Abstention, Cllr Coakley) to defer this item until next month; allowing time to have some feedback from the Mural Committee in order to have a proper discussion on the matter.

11. **FOR DECISION** - To receive any feedback for the Carnival Committee.

The Clerk explained that no cones had been ordered by the Committee, having expected a delivery on the Friday prior and signs with Town Council branded had been put on vehicles in the Free Carpark without prior knowledge to the Office.

Cllr Tolman reported that the Circus had been asked to leave, having offered to attend the procession. The Clerk would give the contact details to Cllr Watson, to investigate this further.

Cllr Coakley would feed this back to the Carnival Committee.

12. **FOR DECISION** – To agree the purchase of replacement festive lights for the Pannier Market.

Resolved. It was proposed by Cllr Long seconded by Cllr Gold and agreed to proceed to purchase such lights, with a budget of £3,500 (funded from the Christmas Light Fund Reserve).

13. **FOR DECISION** – To receive a grant application from the Bowling Club (TBC)

No application received.

14. **ANY OTHER URGENT BUSINESS** – None.

The outstanding Part II Session items were discussed under Full Council.