

## FINANCE & GENERAL PURPOSES COMMITTEE

22<sup>nd</sup> January 2019 at 6.30 pm

### Minutes

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

#### 1. APOLOGIES CLLR FOX

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

**OFFICER: CLERK**

**MEMBER OF THE PUBLIC: 0**

#### 2. MINUTES

It was proposed by Cllr Gold seconded by Cllr Tolman and agreed unanimously to receive the minutes of the 27<sup>th</sup> November 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.

**None.**

#### 5. FINANCE

##### a) Approval of payments

It was proposed by Cllr Coakley seconded by Cllr Long and agreed unanimously to approve the payments as listed;

FGP	DD	McAce	Internet Services	18.00		18.00
TH	DD	Clear Business	New Office electricity	83.99	4.65	88.64
FGP	DD	Three	Mobile Phones	40.44	8.09	48.53
FGP	11226	Clear Business	Stationery	14.99	3.00	17.99
OS	11227	Fenland Leisure	Swing seat & fittings Christmas Road	149.60	29.92	179.52
FGP	11228	Cornwall Council	Closure	47.00		47.00
FGP	11229	CRCC	Cllr Workshop	10.00		10.00
FGP	11230	Ricoh UK Ltd	Photocopier	266.91	53.38	320.29
TH	11231	EDF	Chapel electricity	636.04		636.04
FGP	11232	BT	Services	125.20	25.04	150.24
OS	11233	Nick Adams	Playground inspection	454.65	90.93	545.58

FGP	11234	Filmbankmedia	January film	133.00	26.60	159.60
FGP	11235	HMRC	PAYE & NI	2955.73		2955.73
				<b>4935.55</b>	<b>241.61</b>	<b>5177.16</b>

**b) Budget Monitoring.** The Clerk took the Committee through the nine month budget monitoring and the predicted outturn for year end. **Noted.**

6. **FOR DECISION** – To formulate a Murals sub-committee, led by Cllr Burrows, with the purpose to record the existing murals for posterity.

Cllrs Burrows (to chair), Coakley, Gold & Raphael kindly agreed to form a Murals sub-committee to take this forward. **Noted.**

7. **FOR INFORMATION** – Chair to give an update on the CCTV enhancements.

Cllr Tagg explained that the new equipment is working well and to the advantages of Callington. Protocols and have circulated to Members. Further training is scheduled with staff (Data Controllers) next week.

Cllr Raphael asked for clarification on what has been done with the cameras; Cllr Tagg explained where the cameras are and their capabilities (all new cameras are of evidential quality). **Noted.**

8. **FOR DECISION** – To give an update on banking arrangements (mandate and internet banking).

It has been an aspiration to move across to more advanced/on-line services, for our banking procedures. We have taken some initial steps by introducing Worldpay to accept card payments which has worked well. We are now in a position to consider other enhancements to our procedures, such as BACS payments particularly for payroll and related matters.

With a number of Councillors leaving and joining the mandate needs to be updated accordingly. Those joining the mandate will need to provide ID to a Natwest Branch in person.

**Resolved.** It was proposed by Cllr Gold seconded by Cllr M Smith and agreed unanimously to proceed with modernising the banking procedures (with Bankline and alike) and for those being added to the mandate to complete the necessary identification procedures.

9. **ANY OTHER URGENT BUSINESS**

Cllr Tagg gave a brief progress report on updating the Financial Regulations and Standing Orders. **Noted.**

Cllr Tagg also mentioned that work is also being done regarding the Remembrance Parade. **Noted.**

**There being no further business the meeting was declared closed at 7pm.**