

FINANCE & GENERAL PURPOSES COMMITTEE

28th January 2020 at 6 pm

Minutes

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

A Part II Session had been held prior to this meeting at 6pm to discuss the Newsletter.

Resolved. It was proposed by Cllr Long seconded by Cllr Tolman that decisions are deferred, in order for more information to be gathered and then considered.

1. APOLOGIES

NONE

PRESENT: CLLRS COAKLEY, GOLD, LONG, MOORE, MORGAN, RAPHAEL, TAGG (CHAIR), TOLMAN & WATSON

OFFICER: CLERK MINUTES

2. MATTERS ARISING

NONE.

3. 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.

4. FINANCE

a) Approval of payments. It was proposed by Cllr Long seconded by Cllr Tolman and agreed to approve the payments as listed:

FGP	DD	BT	Town Hall broadband line	337.17	67.43	404.6
			Cement, ballast, screws, drill			
OS	11796	Travis Perkins	bits, bit holder	49.59	9.92	59.51
			When I Work' plan annual			
		Mrs H	subscription & Highways			
OS/TH	11797	Dowdall	Licence to Work fee	244.49		244.49
FGP	11798	Tamar Koffi	Ripple Cups and powder milk	91.9	6.99	98.89

FGP	11799	Daniel Thorpe	Computer repairs and IT maintenance	1,605.00		1,605.00
OS/TH	11800	Mole Valley	Plumbing Supplies	50.2	10.04	60.24
OS	11801	Liquidline	Hot Water boiler filter change	103.03	20.61	123.64
FGP	11802	HMRC	PAYE & NI	3,174.20		3,174.20
FGP	11803	TAVATA	Business membership for Town Council & Mural Trail Cemetery workshop	250		250
TH	11804	EDF Energy	electricity	70.18	3.51	73.69
TH	11805	Seton	First Aid Kits and contents & air freshener	94.87	18.97	113.84
FGP	11806	BT	Broadband services (cemetery)	185.75	29.15	214.9
				6256.38	166.62	6423

b) Budget Monitoring – Not discussed.

5. **FOR DECISION – To receive the results of the GDPR inspection and recommendations.**

The DPO had completed a review of the GDPR compliance and his reported had been circulated prior.

The Chair wished to thank all those involved in the preparation of the audit and recognised the on-going works in relation to this.

6. **FOR DECISION – To receive any updates on the pasty factory mural.**

The Project Leader had been appointed and a public meeting held on Wed. 22nd Jan, attended by 5 Councillors and the Town Clerk. Information on the appointment and the public presentation had been circulated prior.

7. **FOR DECISION – To consider progressing with further mural related schemes based on a recent inspection on their current state.**

An inspection of the murals around the town had been completed. **Noted.**

As the next phase, the Chair discussed the idea of replacing the three murals (that are on boards) on the Lloyds Pharmacy wall in New Road. He is currently asking for contributions from local businesses to assist with this project, namely boards and varnishing.

The cost to the Council will be in the region of £60 per board, to cover the materials for the artists.

The Chair went on to explain that he has been speaking with a number of other local businesses, hoping they might consider adopting murals adjacent to their properties, such as keeping them washed and varnished/sealed.

The possibility of further grant funded with the Arts Council is being explored, and a bid writer may be appointed to assist with this, in the same manner as the Pasty Mural. **Noted.**

8. **FOR DECISION – Clerk to explain new banking arrangements and to get the mandate updated.**

The Clerk has met with the Bank Manager and will be progressing with Bankline and getting the mandate updated. It was agreed that all Councillors could be signatories on the accounts. **Noted.**

Cllr Watson then raised a query on the merits of having invoices scanned and retained electronically.

Resolved. It was proposed by Cllr Long seconded by Cllr Tolman and agreed that the Clerk could investigate the idea of a document management system linked with the financial software package.

9. **FOR DECISION - To discuss any issues relating to the Environmental Sub Committee led by Cllr Raphael.**

Nothing to report.

10. **FOR DECISION – To receive the updated Emergency Plan**

Thanks went to Cllrs Coakley and Gold for editing the final version and checking the telephone numbers. The Plan will be available to view on the website. **Noted.**

<https://callington-tc.gov.uk/wp-content/uploads/2020/01/Emergency-Plan-2020.pdf>

11. **ANY OTHER URGENT BUSINESS**

Nothing.

It was then proposed by Cllr Long seconded by Cllr Coakley and agreed to move into a Part II Session.

Cllr Long gave an update on Urban Terrace.

There being no further business the meeting was declared closed at 6.45pm.