

Padstow Town Council

Minutes of the Finance & General Purposes Committee held on 1 December 2011 at 7pm in the Council Chamber

- Present:** Councillors M J Hunt (Chair), Mrs P Davis, D Edwards, K Freeman, A Rickard, Mrs K Seaber, Mrs T Walter and C Watson Smyth
- In Attendance:** Mrs N Barnes – Accountant & Mrs S Lee – Locum Town Clerk
- FGP184/2011** **Apologies** - none
- FGP185/2011** **Announcements** - none
- FGP186/2011** **Declarations of Interest** –
Cllr Mrs Davis declared a personal interest in item 193/2011 as a member of a voluntary organisation that applies for grant funding from the Council.
- FGP187/2011** **Public Participation** - none
- FGP188/2011** **Minutes of the meeting held on 16 August** were signed as a true record of the meeting
- FGP189/2011 Committee Recommendations for the Budget 2012/13**
The recommendations of Committees were taken –
- a. LTOS – the recommendations of the committee were **RESOLVED** to be accepted with the addition of £3000 for fingerposts and the increase in the mobile skatepark increased to £2000
 - b. HRT - The recommendations of the committee were **RESOLVED** to be accepted
 - c. Staffing - The recommendations of the committee were **RESOLVED** to be accepted
 - d. Investment Properties – made no requirement of the budget
 - e. Environment – it was **RESOLVED** to set up an ear marked reserve of £12,000 for railings from 2011/12 budget and to budget a further £1,250 to allow for new gates in 2012/13. It was **RESOLVED** to set up an earmarked reserve for a cemetery extension of £10,000. It was **RESOLVED** to adopt the revised cemetery fees for 2012 as circulated
- Action: Accountant**

FGP190/2011

Contracts –

- a. Postal services – it was **RESOLVED to RECOMMEND** that the postal services – Neopost and Royal Mail be cancelled with immediate effect. **Action: Accountant**
- b. Insurance- it was **RESOLVED** to adopt the recommendations with regard to alterations to the Council insurance policy
Action: Accountant
- c. Telephone – it was **RESOLVED** to delegate authority to the RFO & Locum Town Clerk to resolve telephone issues
Action: Accountant/LTC

FGP191/2011

Members Allowances – it was **RESOLVED** that members would not claim members allowances in 2012/13 but the RFO would set the appropriate action in place to enable travelling expenses of 45p a mile to be claimed.
Action: Accountant

FGP192/2011

Budget 2012/13 – it was **RESOLVED to RECOMMEND** to Full Council that the budget be set as circulated and that no precept be raised for 2012/13 with the following alterations to the budget –

- Mayors allowance to be increased to £750.
- Diamond Jubilee mugs budget would be altered to Diamond Jubilee and the budget could be used for any items relating to the celebrations.

Cllr Watson-Smyth left the meeting while car parking charges were discussed. HRT were asked to investigate the possibility of overnight charges, weekly charges and to look at any revised charges for 2013/14.
Action: LTC – agenda

Cllr Watson- Smyth returned to the meeting

The possibility of raising a precept for 2013/4 was raised and would be investigated.
Action: - LTC – agenda F & GP

FGP193/2011

Grant funding – it was **RESOLVED** that in future the approved application form would be used for all applications for grant funding. The Accountant would send a copy to all those who applied for a grant and offer assistance if required. This would ensure that all applications provide financial information.
Action: Accountant

FGP194/2011 **Code of Practice for Data Transparency** – it was **RESOLVED** to carry this forward to the February meeting and the RFO would put together proposals for how the Council could fulfill the requirements.

FGP195/2011 **Future of budget setting** – it was **RESOLVED** that the F& GP would look at the formation of a 5 year plan at the February meeting in order to assist with future budget setting

The meeting closed at 8.15pm

Date of next meeting – Tuesday 21 February

Recommendations to Full Council

- that the postal services – Neopost and Royal Mail be cancelled with immediate effect.
- that the budget be set as circulated and that no precept be raised for 2012/13