

# PADSTOW TOWN COUNCIL

Unit 5b  
Trecerus Industrial Estate  
Padstow  
Cornwall  
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Kathy Pemberton  
Town Clerk  
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12 August 2015

**TO: FINANCE AND GENERAL PURPOSES COMMITTEE**

Councillors R Buscombe, K Freeman, R Higman, A Rickard, Mrs A E Symons, Mrs T Walter, C Watson-Smyth and vacancy

Dear Member

All Members of the Committee are hereby summoned to attend a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** at the Council Offices, Unit 5b Trecerus Industrial Estate, Padstow on **Tuesday 18 August 2015 at 7.00 pm or on the rising of the Planning Committee, whichever the later** for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Yours faithfully

  
Kathy Pemberton  
Town Clerk

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## Agenda

**Press & Public are invited to attend**

- 1. Election of Chairman/Vice Chairman**
  - i) To **ELECT** Committee Chair
  - ii) To **ELECT** Committee Vice-Chair (if Committee so wishes)
- 2. To receive apologies for absence**
- 3. To receive announcements (if any):** For information only
- 4. To receive declarations of interest** relating to items on the agenda in accordance with Padstow Town Council's code of conduct.
- 5. Public Participation:** to receive submissions from members of the public relating to items on the agenda, in accordance with the Council's code of conduct & standing orders.
- 6. To agree the minutes** of the meetings held on:
  - i) 17 February 2015; and
  - ii) 12 May 2015

- 7. Committee Terms of Reference:** To receive the Committee's terms of reference and make any recommendations for amendment to Council (if necessary)
- 8. Clerks Report/Work Programme:** To receive an update for information
- 9. Correspondence:** To note any correspondence received for information (if any)
- 10. The Account and Audit Regulations 2015:** To note for information.
- 11. Budget-v-Actual Overview:** To receive an update to note for information.
- 12. Non-Domestic Rates:** To receive an update on appeal in respect of Council's Non-Domestic Rates.
- 13. Audit:**
  - i) Annual Return 2015:** To note for information the unqualified report from Grant Thornton.
  - ii) Internal Audit Review:** To give consideration to undertaking an internal audit review.
- 14. Car Park Takings 2015:** To note for information car park takings.
- 15. Padstow Tourist Information Centre:** To discuss and decide on request from Padstow TIC on future funding options to Council
- 16. Burial Fees and Charges:** To discuss and decide on increase in sexton fees following discussion by the Leisure, Tourism and Open Spaces Committee
- 17. Direct Debits and Standing Orders:** To discuss and decide on recommending approval of Direct Debits and Standing Orders for regular payment to Council.
- 18. Grant Budget 2016-17:** To discuss and decide on provisional total grants budget for 2016-17 to feed into budget setting process.
- 19. Date of next meeting:** Tuesday 17 November 2015 at 7.00 pm (Budget Meeting)
- 20. EXCLUSION OF PRESS & PUBLIC** – To consider and if appropriate, to pass the following resolution - That in accordance with section 1(2) of the Public Bodies (admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted
- 21. New Business Units: Rent Reviews:** To receive an update for information.
- 22. Outstanding Invoices Update:** To be updated on outstanding invoices and discuss and decide on way forward.