

MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON MONDAY 19 SEPTEMBER AT 7.00PM IN THE COUNCIL CHAMBER, TOWN HALL, PENRYN

Councillors

Mrs G A Grant (Chairman)

Mrs B Hulme, J Langan, Mrs M K May, M J Mullins, C S F Smith and M Snowdon

17. APOLOGIES

Apologies were received from Councillors K S Green (work), Mrs S Peters (personal) and C K Wenmoth (ill).

18. DECLARATIONS OF INTEREST

Councillors Mrs G A Grant, Mrs B Hulme, Mrs M K May and M Snowdon declared a non-registerable interest in Agenda No. 11 (Community Grants) as they were Trustees of the Stuart Stephen Memorial Hall Trust.

19. DISPENSATIONS

There were no requests for dispensations.

20. PUBLIC PARTICIPATION

Councillor Mrs M K May, having declared an interest in Agenda Item No.11 (Community Grants) earlier in the meeting, was permitted to speak as a Trustee on behalf of the Stuart Stephen Memorial Hall Trust in support of an application for a community grant and informed Councillors of the fundraising that had happened in previous years and the upcoming 'Ex-mayors evening'.

21. MINUTES

RESOLVED that the minutes of the meeting of the Finance and General Purposes Committee held on 18 July 2016 be approved and signed as a correct record.

Proposed by Councillor J Langan and seconded by Councillor Mrs B Hulme

22. ACCOUNTS

RESOLVED that the list of accounts paid and the monthly statement for the periods 1 to 31 July and 1 to 31 August 2016 be approved.

Proposed by Councillor J Langan and seconded by Councillor C S F Smith

23. RISK MANAGEMENT PLAN

The updated Risk Management Plan was noted.

24. TOWN HALL INTERIOR DECORATION

RESOLVED TO RECOMMEND TO COUNCIL that £3000 be vired from general reserves for the completion of the interior decoration and the work be carried out whilst the Town Hall is closed for the refurbishment of the clock tower.

Proposed by Councillor M Snowdon and seconded by Councillor J Langan

25. TOWN HALL EXTERIOR DECORATION

A discussion took place regarding the condition of the exterior of the Town Hall and Councillor Mrs G A Grant informed the Committee that the front door and louvre windows would be decorated as part of the clock tower refurbishment project.

RESOLVED that the exterior of the Town Hall be decorated whilst the hall is closed to the public for the refurbishment of the clock tower.

Proposed by Councillor M Snowdon and seconded by Councillor Mrs G A Grant

26. MEMORIAL GARDEN POWER SUPPLY

Councillor M Snowdon updated the Committee on discussions with Western Power (responsible for installing power supplies) and Kier May Gurney (ground works).

RESOLVED TO RECOMMEND TO COUNCIL that

- (a) the current budget of £1500 for Penryn Arts Festival 2016 be vired to create a budget for the installation of a power supply in the Memorial Garden; and
- (b) that £1500 be allocated in the 2017/2018 budget for the Penryn Arts Festival 2017.

Proposed by Councillor J Langan and seconded by Councillor C S F Smith

27. COMMUNITY GRANTS

Shelter Cornwall

It was proposed by Councillor M J Mullins and seconded by Councillor J Langan that a grant of £500 be awarded to Shelter Cornwall towards its running costs for 2016–17.

It was proposed as an amendment by Councillor M Snowdon and seconded by Councillor Mrs M K May that a grant of £250 be awarded to Shelter Cornwall towards its running costs for 2016–17.

On a vote the amendment was lost.

RESOLVED that, in accordance with Section 137 of the Local Government Act 1972, a grant of £500 be awarded to Shelter Cornwall towards its running costs for 2016–17.

Proposed by Councillor M J Mullins and seconded by Councillor J Langan

Stuart Stephen Memorial Hall Trust

Having declared a non-registerable interest earlier in the meeting, Councillors Mrs G A Grant, Mrs B Hulme, Mrs M K May and M Snowdon left the meeting and did not take part in the debate nor the vote. In the absence of the Chairman and Vice Chairman, Councillor M J Mullins was elected Chairman for the duration of the item.

RESOLVED that

- (a) in accordance with Section 19 of the Local Government (Miscellaneous Provisions) Act 1976, a grant of £2000 be awarded to the Stuart Stephen Memorial Hall Trust towards its running costs; and
- (b) that the draft budget for 2017-18 includes a budget of £2000 for the purpose of supporting the Trust.

Following the above decision, Councillors Mrs G A Grant, Mrs B Hulme, Mrs M K May and M Snowdon returned to the meeting and Councillor Mrs G A Grant resumed in the Chair.

28. MINOR REPAIR GRANT CLOSURE

RESOLVED that the report on expenditure of the Minor Repair Grant be noted and the Fund be closed.

Proposed by Councillor J Langan and seconded by Councillor Mrs B Hulme

29. CUSTOMER SERVICE APPRENTICE

The Committee considered a proposal for the appointment of a Customer Service Apprentice. Councillor Mrs B Hulme gave a brief explanation of the scheme to the Committee. During discussion a number of issues were discussed including the following:

- Day to day role of the apprentice, training, NVQ's
- Positive and negative effect on existing staff members
- Roles of existing staff, current staff hours, existing workloads
- Use of volunteers
- Successful use of apprentices in other local businesses
- Staffing levels at similar sized Councils
- Time off in lieu for existing staff
- Recommendations from the structure review;
- Devolution of the library and the possible increase in staff through TUPE, change of office hours.

RESOLVED that the proposal to appoint a Customer Service Apprentice be approved in principle.

Proposed by Councillor J Langan and seconded by Councillor M J Mullins

Councillor M Snowdon requested that his name be recorded as voting against the above decision.

30. FINANCIAL REGULATIONS

RESOLVED TO RECOMMEND TO COUNCIL that the draft Financial Regulations, attached as an Appendix to the report, be approved.

Proposed by Councillor J Langan and seconded by Councillor M J Mullins

31. SAFEGUARDING POLICY

RESOLVED that the draft Safeguarding Policy, attached as an Appendix to the report, be adopted.

Proposed by Councillor M J Mullins and seconded by Councillor M Snowdon

32. REVIEW OF COUNCIL POLICIES

The Committee reviewed the Council policies listed in the Appendix to the report.

RESOLVED that the policies and procedures, as listed in Appendix 1 to the report, be adopted.

Proposed by Councillor J Langan and seconded by Councillor C S F Smith

There being no further business the meeting closed at 8.20pm.