

MINUTES OF THE FINANCE/PROPERTY COMMITTEE MEETING held in Committee Room No. 3, St. John's Hall, Penzance on Thursday 18th May 2006 at 7.00 pm.

PRESENT

Councillor M.R. Cotton - Chairman
Councillor R. Clark - Vice-Chairman

Councillors M. Freeman
R.A. Mann
C.A.C. White

1. **APOLOGIES**

Councillors D.J. Axford, J.H. Dixon, F. Granger and A.J. Richings.

2. **MINUTES OF MEETING HELD ON 2ND MARCH 2006**

Having been circulated, it was

RESOLVED: that they should be signed as a true and correct record.

3. **TOWN CLERK'S REPORT**

(a) **South West Way - Amenity Seating**

The Town Clerk was pleased to advise that the project to provide 6 seats constructed in granite, from the Eastern Green crossing through to the Station House at Marazion, had now been completed courtesy of a grant from the Liveability Fund in the sum of £9,000.00.

The Town Council's contribution was £50.00 and the Clerk advised that he had walked the length of the path and the seats were aesthetically pleasing and they had been well received by users of the South West Way and it was

RECOMMENDED: that the position be noted.

(b) **Release of Contingency Fund - St. Piran-in-Penwith**

Councillor Clark declared an interest in this matter and took no part in the discussion or resolution thereon.

The Town Clerk advised that as agreed at the March meeting, and in the absence of a response to date from the District Council in respect of the grant application made by the St. Piran-in-Penwith Organising Committee, the £250.00 contingency grant had been released on the understanding that it would be repaid on a 'pound for pound' basis if and when the District Council grant was made and it was

RECOMMENDED: that the position be noted.

(c) Appointment of Committee Clerk/Administrator

The Town Clerk advised that interviews had taken place for the above post and that Mrs. Teresa Martin had been appointed and it was

RECOMMENDED: that the position be noted.

(d) Thank You Letters

The Town Clerk advised that 'thank you' letters had been received in respect of grants made to the Sea, Salt and Sail event at Mousehole in July and from the Shallal Dance Theatre group and it was

RECOMMENDED: that receipt be noted.

(e) Princess May Recreation Ground - Skateboard Park

The Town Clerk advised that £11,100.00 had now been paid on account in respect of the agreed £15,000.00 contribution from the Town Council to the above facility.

The balance would be paid during the course of the year with a contribution from the current year's major grants fund in the sum of £2,500.00 and £1,400.00 under-spend from the minor awards budget 2005/06 and it was

RECOMMENDED: that the position be noted.

(f) CALC Advice re. Reclamation of VAT on Internet and Fuel Purchases

The Town Clerk advised that, from time to time, it had been necessary for a member of staff to make a purchase via the internet or for fuel via their credit card.

This resulted in the invoice not being made to the Town Council and could present a problem in terms of VAT recovery.

However, advice from the CALC indicated that a resolution to an authorised employee to make purchases could overcome any difficulty and it was, therefore,

RESOLVED: that the Clerk be given the authority for named staff in particular circumstances to carry out such transactions for which confirmatory orders would be raised and attached to the receipt, together with a notice of the resolution of the Finance Committee.

(g) Gwavas Residents' Association - Skateboard Park

In providing a 'thank you' note to the Town Council for its contribution of £1,000.00, the Residents' Association had provided a full break-down of the £32,316.00 which had been expended on this project which was proving extremely popular with local youngsters and it was

RECOMMENDED: that the position be noted.

(h) Release of Grant - Newlyn Fish Festival

The Town Clerk reminded members that £500.00 had now been allocated on an annual basis towards the cost of the Newlyn Fish Festival and it was

RESOLVED: that the grant should be released.

(i) Correspondence from The Bishops Forum Youth Activity Centre

Following on from a grant which had been made to the above organisation, the Town Clerk had sought details of the number of youngsters from the Parish area who gained benefit from attendance at the activity centre.

The centre had not been able to provide details specific to the Penzance Parish area, but had advised that 15 youngsters from Penwith attended sessions on a weekly basis (one day per week) and over the last 9 months, over 100 youngsters had made single visits to partake of the activities and it was

RECOMMENDED: that the position be noted.

(j) Correspondence from the Office of the Deputy Prime Minister re. The Borrowing Approval System for Town and Parish Councils

The Town Clerk advised of information that had been received in respect of changes to the Borrowing Approval System which now enabled Town and Parish Councils to borrow up to £500,000.00 in respect of any single project or in any given financial year.

Loans were usually provided by the Public Works Loans Board, although councils had the ability to source such loans from the commercial sector and although there was no requirement for the Town Council to consider borrowing of this type, the information was presented for information and it was

RECOMMENDED: that the position be noted.

(k) Visit of Nevada Union High School - 22nd to 26th June 2006

The Town Clerk reminded members that support for the visit of the High School group had been provided by utilising the Nevada/Bendigo City grant for the last financial year and the current financial year plus an award from the grants budget of £140.00 giving rise to a total of £500.00.

In addition to this support, the Town Clerk advised that it was proposed to hold a reception for the group on Friday 23rd June, preferably in the Guildhall and to include a member of the host families and it was

RECOMMENDED: that the cost of the reception be covered from the official functions or hospitality budget.

(1) Meteorological Station

The Town Clerk advised that he had written to the Chief Executive of the District Council with regard to the provision of the automated meteorological station and he had suggested (at officer level) that it may be possible for the Town Council to provide £2,500.00 towards the cost of the equipment in addition to the £3,211.00 already committed.

As a result of this letter, the Capital Programme Manager had contacted the Town Clerk to say that the commitment of this money would bring the project to within £3,500.00 of the total required.

If the Town Council was able to agree to the £2,500.00 (payment to be spread over two financial years and identified from over-income and under-expenditure by the Town Clerk), officers would recommend to the Capital Programme Sub-Committee that the District Council provide £3,500.00 to enable the project to go ahead. It was

RECOMMENDED: that the Town Council approve the additional contribution in the sum of £2,500.00, subject to the District Council contributing £3,500.00, to enable the project to proceed.

4. FINANCIAL POSITION

The Committee considered its finances to the 31st March 2006 and it was

RESOLVED: to note the position.

The Committee also considered payments made in the months of February and March 2006 and it was

RESOLVED: to approve such payments (see Appendix "A" for both financial position and payments made).

The Town Clerk advised that he would provide a full end of year report in respect of the finances for all committees for the next cycle of meetings and he went on to advise that the over-spend of the Penlee House and Park Committee, which had been highlighted at a previous meeting, would be largely off-set by savings on the part of the Finance/Property Committee.

The Town Clerk reminded members that in the notes attached to the budget papers in November, reference had been made to the contingency sum which had arisen by the rescheduling of the Town Council's contribution to the District Council in respect of the Leisure Centre and the note had indicated that this sum might well be needed in support of the improvements currently taking place in Penlee Park.

To this figure would be added the monies set aside in respect of the council's contribution to the CCTV system which was now subject to a review for funding by other methods and it was

RESOLVED: that the above mentioned sums be vired to park improvements as a

contingency fund.

The Town Clerk advised that the improvements were proceeding and spending and commitments currently stood at £134,000.00 against the original budget set of £130,000.00 and it was

RECOMMENDED: that the position be noted.

5. APPLICATIONS FOR GRANT

(a) Minor Awards

(i) Church of St. John the Baptist - 125th Anniversary

RESOLVED: to make a grant in the sum of £30.00.

(ii) Victim Support - Penwith

RESOLVED: to make a grant in the sum of £150.00.

(iii) Mount's Bay Pilot Gig Club

RESOLVED: to make a grant in the sum of £100.00.

(iv) Chamber of Commerce - Motorcycle Run - Land's End to John O'Groats and Return (In aid of Cornwall Air Ambulance)

RESOLVED: to make a grant in the sum of £50.00.

(v) West Cornwall Women's Aid

RESOLVED: to make a grant in the sum of £200.00.

6. BUSINESS FROM OTHER COMMITTEES

Penlee House and Park Committee Meeting - 16th May 2006

Lighting Columns - Penlee Park (Minute 4(m))

The Town Clerk referred to the above minute and the proposal on the part of the Penlee House and Park Committee to carry out essential repairs and, to provide new stainless steel fixings to hold the glass lenses on the light standards in and around Penlee House at a cost of £2,378.00, with such cost being covered from the Finance Committee's buildings maintenance budget, and it was

RESOLVED: to release the £2,378.00 to cover this cost.

8.25 pm

Chairman
29th June 2006