

MINUTES OF THE FINANCE/PROPERTY COMMITTEE MEETING held in Committee Room No. 3, St. John's Hall, Penzance on Thursday 21st September 2006 at 7.00 pm.

PRESENT

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

Councillors J.H. Dixon
M. Freeman
F. Granger
R.A. Mann
S.J. Reed

13. **APOLOGIES**

Councillors A.J. Richings and C.A.C. White

14. **MINUTES OF MEETING HELD ON 29TH JUNE 2006**

Having been circulated, it was

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

15. **TOWN CLERK'S REPORT**

(a) 'Thank You' Letters

The Town Clerk advised that 'thank you' letters had been received from Penzance Youth Wind Band for hospitality extended to the Nevada Union High School Band and the donation to the Penzance Youth Wind Band, Mousehole Sea Salts and Sail Association in relation to the trophy donated by Penzance Town Council, Cornwall Youth Theatre Company, Penzance Association Football Club for the advertisement in the programme, Roscadghill Area Residents Association and Cornwall Rape and Sexual Abuse Centre and it was

RECOMMENDED: that receipt be noted.

(b) Resolution to Exclude the Press and Public

Due to the confidential nature of the next item to be discussed, it was

RESOLVED: to exclude the press and public from the next part of the meeting.

(c) Staffing - Penlee Park

See Confidential Appendix 'A'.

(d) Resolution to Re-Admit the Press and Public

It was

RESOLVED: to re-admit the press and public to the meeting.

(e) Staffing Training

The Town Clerk advised that, together with Paul Birch, he had attended a one day Finance Training Day organised by the Cornwall County Training Partnership.

The event had been held at Bodmin and Mr. Peter Lacey of the National Association of Local Councils had delivered the programme.

The Town Clerk also advised members that Teresa Martin had undergone training in respect of playground inspections with a certified ROSPA Inspector.

Mrs. Martin was responsible for inspecting play equipment at Wherrytown and Penlee Park and the training would reinforce current good practice and compliance with health and safety and insurance requirements and it was

RECOMMENDED: that the position be noted.

(f) Audit Fee Scales

The Town Clerk reminded members that the council would now be required to submit an Annual Return to the District Auditor, with supporting documents, as opposed to an on-site audit.

As a result of this change, audit fees would be substantially reduced and full details would be provided for members during the forthcoming budgetary process and it was

RECOMMENDED: that the position be noted.

(g) Resolution to Exclude the Press and Public

Due to the confidential nature of the next item to be discussed, it was

RESOLVED: to exclude the press and public from the next part of the meeting.

(h) Golowan Community Arts

Councillor J.H. Dixon declared a prejudicial interest in this matter and retired from the meeting.

See Confidential Appendix 'B'.

(i) Resolution to Admit the Press and Public to the Meeting

It was

RESOLVED: to re-admit the press and public to the meeting.

(j) Age Discrimination

The new 'age discrimination' legislation comes into force on the 1st October 2006. Guidance had been received and recruitment and employment processes would be modified to take account of the legislation, although it was noted that the age statement section of the council's employment application forms had been removed sometime previously and it was

RECOMMENDED: that the information be noted.

(k) Parish War Memorial - St. Mary's Church, Penzance

The Town Clerk advised that a request had been received from the Church Warden at St. Mary's Church to assist with an annual clean of the parish war memorial at the church in Chapel Street.

The Town Clerk advised that the council carried out this service in respect of the memorial at Mousehole and it was

RECOMMENDED: that the memorial should be cleaned annually at the Town Council's expense.

16. **FINANCIAL POSITION**

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

RESOLVED: to note the position.

The Committee also considered payments made in the months of May, June and July 2006 and it was

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

17. **APPLICATIONS FOR GRANT**

(a) Minor Awards

The Town Clerk advised that there were no items to consider under this heading.

(b) Major Awards

The Town Clerk advised that there were no items to consider under this heading.

18. **BUSINESS FROM OTHER COMMITTEES**

The Town Clerk advised that there were no matters for discussion under this heading.

7.55 pm

Chairman
2nd November 2006