

MINUTES OF THE FINANCE/PROPERTY COMMITTEE MEETING held in
Committee Room No. 3, St. John's Hall, Penzance on Thursday 5th July 2007 at 7.00 pm.

PRESENT

Councillor M.R. Cotton - Chairman
Councillor S.J. Reed - Vice-Chairman

Councillors D.J. Axford
R. Clark
J.H. Dixon
M. Freeman
R.A. Mann
D. Nebesnuick
C.A.C. White

8. **APOLOGIES**

Councillor F. Granger

9. **TO RECEIVE DECLARATIONS OF INTEREST**

Councillor Nebesnuick declared a personal interest in minute 6(a)(i) - Cornwall Dyslexia - application for grant aid.

10. **MINUTES OF MEETING HELD ON 24TH MAY 2007**

Having been circulated, it was

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

11. **TOWN CLERK'S REPORT**

(a) Thank You Letters

The Town Clerk advised that 'thank you' letters had been received from the following organisations:-

- (i) The Sailors' Family Society;
- (ii) Shelter;
- (iii) Cornwall Rape and Sexual Abuse Centre;
- (iv) Penzance Caged Birds Society;
- (v) Penwith Senior Life Skills Exhibition

and it was

RECOMMENDED: that receipt be noted.

(b) One Day Conference in Birmingham - "Cracking the Code" - Code of Conduct and the New Ethical Framework

The Town Clerk advised that a one day conference was being held on the 19th July in Birmingham to discuss the new Code of Conduct.

The cost of attendance would be £70.00 but with travel and one night's accommodation, this would rise to approximately £250.00.

An alternative to the Town Clerk attending the conference would be to arrange on-site training for all councillors.

It was felt that if the Town Clerk could share travel with another Clerk, he should investigate the possibility of attending the Birmingham Conference but otherwise that on-site training should be arranged in due course for all councillors and it was

RESOLVED: that the Town Clerk should proceed accordingly.

(c) Annual Return and Audit 2006/07

The Town Clerk advised members that the Annual Return has been partly prepared and subject to the accounts being finalised, would be signed off at the full Town Council Meeting on the 16th July.

However, it was noted that there was a glitch in the computer software which was being dealt with by the providers which may cause a delay and it was

RECOMMENDED: that the position be noted.

N.B. Accounts still awaiting completion (software problem not solved), will be presented on Monday evening or a Special Meeting of the Council may be required.

(d) Victoria County History of Cornwall - Project Update

A letter of thanks had been received from the Project Team in respect of the Victoria County History of Cornwall relating to the support offered to the organisation in the early 2000s which had enabled the project to obtain a multi-million pound grant from the Heritage Lottery Fund.

Two volumes relating to religion and the history of Newlyn and Mousehole were nearing completion, and it was hoped that further Lottery funding could be obtained to continue with the project, and it was

RECOMMENDED: that the Town Clerk should write a letter of support in relation to the organisation's further bid for Lottery funding.

(e) Arrangements for 'Veterans' Day' - 15th July 2007

As members were aware, the Town Council had provided financial support for a proposed 'Veterans' Day' which was to be held on Sunday 15th July in Morrab Gardens.

The event was being organised by the Penzance Branch of the Royal British Legion and the Penzance Branch of the Royal Air Force Association and would run from 1.30 pm to 7.30 pm.

A full programme of events had been organised and would involve both young and old and an article had appeared that day in 'The Cornishman' and members were invited to attend in support of the day and it was

RECOMMENDED: that the position be noted.

(f) Penzance Youth Wind Band - Twinning Visit to Nevada Union High School

The Penzance Youth Wind Band had been granted £500.00 in the previous financial year in respect of the proposed visit to Nevada to further their links with the Union High School in October of this year.

The Town Clerk reminded members that it had been agreed that any residual amount from the previous year's budget could be utilised to provide further support for the Exchange Visit and it was

RESOLVED: that a further grant of £250.00 should be made.

(g) Update re. Proposed Weather Station

The Town Clerk advised that contact had been made with the company which provides meteorological information to the broadsheet newspapers but, to date, no response had been received.

The Town Clerk advised that time spent on Golowan had not allowed him to pursue the matter with RNAS Culdrose and it was

RESOLVED: that the Town Clerk should continue to pursue various avenues of working in partnership with other organisations to facilitate the publication of weather readings in respect of Penzance in the national press.

(h) Report re. Golowan Festival

The Town Clerk advised that he would, in due course, provide a second report relating to the recently held Golowan Festival.

In the meantime, the Town Clerk was pleased to advise that it had been felt that the event had been a huge success and many messages of congratulations had been received.

Seventeen schools and two community groups had taken part in the parades on Mazey Day and, in terms of programme performances, three nights of the four in the marquee had been a sell-out.

For the first time, there had been a charge on the part of the District Council for the hire of St. John's Hall and this had led to the foreshortening of the Banner Workshops. However, the workshops had been a great success and had contributed to the decoration of the town during the Festival week and on Mazey Day in particular.

The District Council had also found it necessary to levy a charge in respect of street cleaning and two extra toilet cleans on the Saturday and Sunday and, in addition to this, there had been the need to engage divers to carry out an inspection of the Jubilee Pool after the fireworks on the Friday night.

However, it would appear that the additional cost would be covered by income achieving that above which was expected and, by the end of July, the full budgetary position should be known.

The Town Clerk went on to advise that he would wish to congratulate all co-ordinators who had worked extremely well with, and under the direction of Chris Nixon the Festival Co-ordinator.

In particular, the Town Clerk referred to Mike Sagar-Fenton and Andy Hazelhurst who had given unstintingly of their time and it was noted that they had, in fact, carried out two unidentified co-ordinator roles in terms of the organisation of public performances and the provision of street entertainment and the Management Committee would address this issue during the forthcoming 'wash up' meeting and revision to the budget and members agreed that this process was essential to ensure that the true cost of operating and providing the Festival was known in future years.

The Town Clerk advised that the staff had coped well with the extra work arising from Golowan and a full financial report would probably not be available until the end of July at the earliest, although the Town Clerk felt sure that the event had operated in the 'black'.

The Town Clerk went on to say that deploying the services of A1 Health and Safety had been an extremely positive move and the production of an Event Management Plan and the presence of a competent Health and Safety Officer on site during the Mazey Day weekend had ensured its smooth running.

The police appeared to have been pleased with the organisation of the events and there had been only one arrest on the Friday evening and the Town Clerk wished to place on record his appreciation for the pro-active stance of the police.

Members wished to record a vote of thanks to the Town Clerk and his staff and to Councillor Axford for all their hard work and support of the Festival.

In terms of the composition of the Management Group, the Town Clerk advised that Councillor Parkin had been invited to carry out paid contract work and had, therefore, immediately relinquished her position on the Management Group which had been temporarily covered by Councillor Cotton as Chairman of Finance and it was

RESOLVED: that Councillor Cotton should continue as a member of this group.

The Management Group had now planned two further meetings towards the end of July, one of which would be devoted to discussions relating to this year's Festival and the second of which would look at the various options for the Festival in the future and it was

RECOMMENDED: that the position be noted.

12. **FINANCIAL POSITION**

The Committee considered its finances to the 31st May 2007 and it was

RESOLVED: to note the position.

The Committee also considered payments made in the months of April and May 2007 and it was

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

13. **APPLICATIONS FOR GRANT**

(a) Minor Awards

(i) Cornwall Dyslexia Association

Councillor Nebesnuick declared a personal interest in this matter and took no part in the discussions or vote. It was

RESOLVED: to make a grant in the sum of £50.00 with a stipulation that the money be used within the Penzance parish area.

(ii) Cornwall County Playing Fields Association

RESOLVED: not to make a grant.

(iii) Disability Cornwall

Councillor White declared a personal interest in this matter and it was

RESOLVED: not to make a grant .

(iv) Penzance AFC - Support for Match Day Programmes

RESOLVED: to support a quarter page advertisement relating to Penlee House at a cost of £50.00.

(v) Humphry Davy School - Students' Visit to 'Space Camp' in Alabama, USA

RESOLVED: that the Town Clerk should obtain further information with regard to how the students and schools were selected to take part in the trip and to bring further information to full Town Council.

14. **BUSINESS FROM OTHER COMMITTEES**

The Town Clerk referred to the item dealt with by the Penlee House and Park Committee in relation to the Memorial Chapel and to the fact that the remedial works and possible rebuild would need to be covered from the Finance Committee 'Buildings Maintenance' budget and it was

RESOLVED: to note the position.

8.20 pm

Chairman
20th September 2007