

DRAFT MINUTES

At a future meeting the council will consider the accuracy of these minutes so they may be subject to change. Please check the minutes of the next meeting to confirm whether or not they have been amended

Minutes of a Meeting of Tywardreath & Par Parish Council Finance Committee held on 19th November 2015 at the Village Hall, Tywardreath at 7.40pm

Present Cllrs Phillips, Allen and Hughes

In attendance The Parish Clerk, Sally Vincent

15/01 Election of Chairman

It was proposed by Cllr Allen, seconded Cllr Hughes and RESOLVED that Cllr Phillips should serve as Chairman for 2015/2016

15/02 Apologies Cllr Taylor

15/03 Declaration of Interests

1. Pecuniary - None
2. Non registerable – None
3. Dispensations – Cllr Hughes has been granted a dispensation by the Parish Clerk in any matters pertaining to allotments, effective until the 2017 Annual Meeting of the Council.

15/04 Public Questions

None

15/05 Minutes of the meeting of 4th December 2014

Proposed Cllr Allen, seconded Cllr Hughes and RESOLVED that the minutes be confirmed and signed by the Chairman

15/06 Matters arising on items not on the Agenda - *for report only*

None

15/07 To receive the Environment Committee Risk Assessment Schedule

Deferred as unavailable

15/08 Consider risk assessment schedule, including public liability and fidelity cover and sign off

It was noted that some sections of the Risk Assessment schedule needed updating. 1. In respect of Interests amend to ‘Councillors have a duty to complete a Register of Interest and to make appropriate declarations at every Council meeting. It is the responsibility of individual Councillors to review their own Registers of Interest regularly and to advise the Monitoring Officer at Cornwall Council of any additions/amendments. A copy of any amendments/additions should also be lodged with the Parish Clerk. Delegated power is vested in the Parish Clerk to grant dispensations if appropriate.’ 2. State Parish Clerk as the keyholder of Tywardreath Village Hall. 3. In respect

of electronic records record an action 'An encrypted internet cloud backup storage system should be adopted.' 4. In respect of street furniture delete 'No inspection process.....dealt with' and add 'Environment Committee inspects regularly as part of its Risk Assessment duty.' Subject to these amendments Cllr Hughes proposed Cllr Allen seconded and it was RESOLVED that the Risk Assessment document including public liability and fidelity cover should be signed off.

15/09 To Review Parish Clerk Job Profile/Salary/Hours

It was proposed by Cllr Hughes, seconded Cllr Allen and RESOLVED to retain the status quo for the immediate future.

15/10 To Review Earmarked Reserves 2015/2016 and Allocate Earmarked Reserves 2016/2017

It was proposed by Cllr Hughes, seconded Cllr Allen and RESOLVED that Earmarked Reserves for 2016/2017 should be Allotments £10,000, Flood Plan £500, Par Beach £10,000, Neighbourhood Plan £5,000, Footpaths £10,000, Toilets £45,000, Website £600, Clerks Gratuity £3,500, Play Areas £5,000, Par Running Track £15,000, Devolution Costs £8,000.

15/11 Budget 2016/2017

Cllr Phillips explained the current financial position of the council and it was agreed it would be necessary to make provision for unforeseen devolution responsibilities and the significant cost of assuming responsibility for the public toilets. The website was also in urgent need of updating to meet specific requirements under the Localism Act. Members then calculated a proposed budget and Cllr Allen proposed, Cllr Hughes seconded and it was RESOLVED that it be recommended to full council, together with a precept requirement of £40, 229.00, an increase of 4%.

Date of Next Meeting – to be arranged

Meeting Closed 8.23pm