

LISKEARD TOWN COUNCIL

AT A MEETING of the **FINANCE AND STRATEGY COMMITTEE** held in the Council Chamber at 7.30 pm on Tuesday 24 June 2014 there were present:

The Mayor Councillor Phil Seeva - in the Chair

The Deputy Mayor Councillor Jane Pascoe

Councillors: Rachel Brooks, James Shrubsole, Lorna Shrubsole and Roger Holmes

Minute Clerk - Mr Stuart Houghton

Members of the Public - None

104/14 PUBLIC SPEAKER

No members of the public were present.

105/14 APOLOGIES

Apologies were received from Councillors Ian Goldsworthy and Adam Hodgkins

106/14 DECLARATIONS OF INTEREST

No declarations of interest were made either Registerable or Non Registerable.

107/14 MINUTES OF THE FINANCE & STRATEGY COMMITTEE MEETING 22 APRIL 2014

Correction

Public Speaker (Minute 958/13)

Complete the final bullet point, add "insurance. The Town Clerk stated that this would not be possible".

Matters Arising (1. Amendment to the format of internal budgets (Minute 962/13))

Add, after £50 per hour plus VAT, "the Town Clerk would follow this up with a second company.

Councillor Brooks proposed, the Deputy Mayor seconded seconded and the Committee **APPROVED** the Minutes of the Finance and Strategy Committee meeting held on the 22 April 2014 with the above amendments.

108/14 MATTERS ARISING

There were no matters arising.

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47/14

109/14 BUDGET REPORT TO 30 APRIL AND 31 MAY 2014

The budget reports had been circulated and were discussed. The amount recorded under miscellaneous for April 2014 of £1902 was questioned. What was it for and the fact that 54% of the budget had already been used was questioned.

110/14 AUDIT UPDATE

It was reported that acknowledgement for the receipt of the Annual Return had been received from Grant Thornton.

In response to a question the Minute Clerk replied that the information for not including the Support Grant within the Precept was not received until after the return had been submitted.

111/14 CCTV INSTALLATION AT THE POLICE STATION

Following the relocation of the CCTV equipment at the Police Station an air conditioning unit was required to prevent excessive heat build up in the room from the equipment. The original units had been removed from Pengover and might be reusable.

112/14 AMENDMENT TO THE FORMAT OF INTERNAL BUDGETS

It was agreed to delay this item until the new Town Clerk was in place.

113/14 OFFICE EQUIPMENT

The revised quotation from Concord was not available. A copy had been requested from them.

114/14 FINANCIAL LIMITS

The Town Clerk had not reported any recommendations, following the recent CALC meeting, therefore the proposed changes to the Financial Regulations, Standing Orders and Terms of Reference for Committees were;

Financial Regulations.

- a. Increase the Emergency expenditure from £2500 to £4000
- b. For Contracts estimated between £1k and £20k three QUOTATIONS, not tenders, were to be obtained

Standing Orders

- a. Decrease the sum at which formal tenders were required from £50k to £20k
- b. Decrease the sum at which different procedures were required from £50k to £20k.

Property Committee Terms of Reference

- a. Increase the emergency expenditure sum which had to be ratified by the full Council from £500 to £1k
- b. Increase the sum for unbudgeted items that can be resolved by the Committee from £500 to £1k

Museum Management Committee Terms of Reference

- a. Increase the sum which has to be referred to the Trustees for approval from £500 to £1k
- b. Increase the sum for unbudgeted items that can be resolved by the Committee from £500 to £1k

Councillor Brooks proposed, the Mayor seconded and the Committee **RESOLVED** to **RECOMMEND** that the Council adopt these changes.

As a general rule, best value judgement must be used at all times.

115/14 PROVISION OF DEFIBRILLATORS AT THE PUBLIC HALL AND TIC.

A brief history of the need for defibrillators was given and it was stated that in other Towns charity organisations had provided defibrillators. It was confirmed that the Lions Club of Liskeard were considering this.

It was agreed that the benefits of having defibrillators available were compelling, they would be positioned outside of buildings so that they were always available and local Paramedics would be aware of their locations.

It was agreed that other organisations in the Town should be informed of this project and that the Mayor would contact the British Heart Foundation and the local Paramedics.

116/14 THE TOWN COUNCIL'S ROLE IN INFLUENCING AND DELIVERING LOCAL SERVICES

Members of the Town Council had met with Cornwall Councillors to discuss how the Town Council could influence the use of Public Sector assets and the devolvement of services. Cornwall Council were ideally looking to have one centre in each Town, although that might not work in Liskeard. In Falmouth the One Stop Shop was in the Library.

Points made included:

- The Town Council needed to tread carefully in taking on services currently run

by Cornwall Council as there would be significant cost implications and we need to be sure we have the capacity to do it well.

- It was likely that in the future Cornwall Council would withdraw services and the Town Council needed to be ready to decide whether to take them on
- We should consult local people about their priorities. Other consultation would also be taking place, especially around the Neighbourhood Plan and we should avoid 'consultation overload'.

It was agreed that the Town Council be asked to take a proactive approach in this matter by including the item in the July Town Council agenda to be discussed in broad terms.

A specific point was raised that the Town Council had been trying to obtain information from Cornwall Council about the areas of grass cutting and weed control in the Town, but to date Cornwall Council had not responded.

Councillor Brooks suggested our Cornwall Council Members be asked to take this up with Cornwall Council.

117/14 GRANTS

None

118/14 CORRESPONDENCE

None.

119/14 ANY OTHER RELEVANT BUSINESS

Finance Committee Membership

Councillor Brooks said that the Terms of Reference of the Finance Committee allowed for two additional members to be elected to the Finance Committee. She suggested that Councillor J. Shrubsole, as Chair of the Neighbourhood Plan Committee be elected to join the Finance Committee, his experience would be welcome. This was generally supported.

Councillor J. Shrubsole said that he would consider the offer to become a member of the Finance Committee.

Precept

In reply to a question, it was stated that the preparation of the next budget should start in September.

Staff Committee

The next meeting of the Staff Committee would be at 6.00 pm on Thursday 10 July 2014. Rooms had been booked for interviews for the position of Town Clerk.

120/14 PART II. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

None.

121/14 DATE OF NEXT MEETING

The next Finance and Strategy Committee meeting would be at 7.30 pm on 29 July 2014.