

Minutes of the Finance, Staffing, General Purposes and Audit
Committee Meeting of St Mewan Parish Council held in St
Marks Church Hall, Sticker on Wednesday 4th April 18
commencing at 7.00 pm

Present Cllr Kneller (Chairman) Cllr Mrs P Tarbox (Vice Chairman), Mrs J Padley,
B Harrison, D Holman, D Nicklin, C Passmore

In Attendance Mrs W Yelland – Clerk, Cllr Jannaway, Cllr Wallis

Public Attendance

No members of the public

The chairman thanked everyone for attending.

FSGPA49/18 Apologies

Cllr Mrs Ringrose. Duly received and accepted.

FSGPA50/18 Declarations of Interest

None

FSGPA51/18 Dispensation Requests

None

FSGPA52/18 Public Participation

No members of the public

FSGPA53/18 Previous Minutes

It was

RESOLVED to adopt the minutes of the meeting held on the 12th December 17
as a true and accurate record. Prop Cllr Mrs Tarbox, sec Cllr Mrs Padley.

It was

RESOLVED to adopt the confidential minute of the 4th October 17 meeting. Prop
Cllr Mrs Tarbox, sec Cllr Passmore.

FSGPA54/18 Matters Arising

No matters arising

FSGPA55/18 Budget against Expenditure Report

Members received year end March 18 Scribe reporting of payments and receipts
schedule. The 17/18 expenditure is substantially lower than the proposed
budget. The clerk explained this is due to large monies still outstanding to Calloo
Ltd, the first public works loan not now due till June 18, bequeathed money
received and the Clean Earth Energy payment.

It was

RESOLVED to approve the report. Prop Cllr Kneller, sec Cllr Holman. All in
favour.

FSGPA56/18 St Mewan PC Current and Instant Access Account

Members viewed year end March 18 bank statements against the bank reconciliations.

It was

RESOLVED to verify the year end bank figures as presented. Prop Cllr Kneller, sec Cllr Harrison. All in favour.

Clerk's Report

- Possible amendments internally on the two charity accounts
- Awaiting Internal Audit report
- External Audit documentation has been received
- To determine how the Clean Earth Energy payments will be used. The company requires an annual report.
- Council may wish to consider the adopting the General Power of Competence
- Polgooth Playing Fields Trust VAT can be claimed through the St Mewan PC registration number and repaid back into the Polgooth Account
- Trewoon Playing Fields will be operating as before until such time the legal work is completed
- Review of reserves
- Notification of additional charges for individual credit and debit transactions

FSGPA57/18 Polgooth Playing Fields Trust

Members viewed year end March 18 bank statement against the bank reconciliation.

It was

RESOLVED to verify the year end bank figure as presented. Prop Cllr Kneller, sec Cllr Passmore. All in favour.

FSGPA58/18 Polgooth Play Equipment

The clerk explained the reasons, as per advice of financial advisor. To remove from the council's asset register. Insurance cover remains. Payments will operate independently from the Parish Council in order to comply with the Annual Governance and Accountability Return and council's Financial Regulations 16.1.

It was

RESOLVED and gift the play equipment purchased by St Mewan PC to Polgooth Playing Fields Trust. Prop Cllr Kneller, sec Cllr Holman. All in favour.

FSGPA59/18 Neighbourhood Plan

- a) Deferred until further information is obtained
- b) It was confirmed by Cornwall Council there are no costs involved to the Parish Council for the NHP Referendum

FPGPA60/18 Financial

No payments presented

FSGPA61/18 Terms of Reference

It was

RESOLVED to approve for year 18/19. Prop Cllr Kneller, sec Cllr Passmore.

FSGPA62/18 Grant Policy

Lengthy discussion on whether changes should be made to the existing policy. Suggestions were put forward on dealing with ad-hoc requests, particular out of the electorate. To publicise and make the community more aware of grant opportunities that may be available from the Parish Council.

It was

RESOLVED to approve the existing policy for 18/19 and direct requests to the PC website where the grants application form can be downloaded. Prop Cllr Mrs Padley, sec Cllr Holman. Vote – 6 for and 1 – against Cllr Harrison.

FSGPA63/18 Review of Allotment Fees

It was

RESOLVED not to increase the Allotment Fees for 18/19
Prop Cllr Holman, sec Cllr Nicklin. All in favour.

FSGPA64/18 Risk Management Schedule

It was

RESOLVED to approve the Risk Management Schedule for 18/19 as presented.
Prop Cllr Kneller, sec Cllr Harrison. All in favour.

There being no other business the Chairman closed the meeting at 8.00pm.

Recommendations that the following be approved at Full Council

1. Budget and expenditure report 17/18
2. St Mewan PC bank accounts as at year end March 18
3. Polgooth Playing Fields bank as at year end March 18
4. Gifting of Polgooth Play Equipment

Committee Members

Cllr Mr J Kneller – Chairman
Cllr Mrs Tarbox – Vice Chair
Cllr Mrs Ringrose
Cllr Mrs Padley
Cllr Passmore
Cllr Holman
Cllr Nicklin
Cllr Harrison

Signed.....
Chairman of Finance, Staffing, General Purposes and Audit Committee

Date:.....