

Minutes of the Finance, Staffing, General Purposes and Audit Committee Meeting of
St Mewan Parish Council held in St Marks Church Hall, Sticker on Tuesday 30th
October 18 commencing at 6.45pm

Present: Cllr Mrs P Tarbox (Vice Chair), Cllrs Mrs J Padley, Cllr J Ringrose, Cllr B Harrison,
Cllr C Passmore

In Attendance: Mrs W Yelland – Clerk

Public Attendance: No members of the public.

FSGPA18/18 Apologies

Cllr Holman and Cllr Kneller. Duly received and accepted.

FSGPA19/18 Declarations of Interests

None

FSGPA20/18 Dispensation requests

None

FSGPA21/18 Public Participation

None

FSGPA22/18 Committee Minutes

It was

RESOLVED

to adopt the minutes of the meeting held on the 31st July 18 as a true and accurate record.
Prop Cllr Mrs Padley, sec Cllr Passmore.

FSGPA23/18 Matters Arising

No matters arising.

FSGPA24/18 Payments

No urgent payments

FSGPA25/18 Internal Audit Report

Members received the updated response record and

It was

RESOLVED to approve. Prop Cllr Passmore, sec Cllr Mrs Padley.

FSGPA26/18 Internal Control Check

a) Members received a report from Cllr Passmore who carried out Quarter 2 and there
were no matters arising.

Members discussed council's overall risk assessment reported by Cllr Passmore and

It was

RESOLVED a more in- depth review would be appropriate. Prop Cllr Mrs Tarbox, sec Cllr
Passmore.

b) Members viewed council's bank statements and reconciliations and

It was

RESOLVED to verify the balances reported at the 30th September 18 as being correct. Prop
Cllr Mrs Tarbox, sec Cllr Passmore.

FSGPA27/18 Budget Monitoring

a) Members received the April 18 – Sept 18 expenditure report and
It was

RESOLVED to approve as presented. Prop Cllr Harrison, sec Cllr Mrs Tarbox.

b) Members received the expenditure forecast for October 18 to March 19 and the
Projected bank figures as at 31st March 19. Detailed discussion took place and
It was

RESOLVED the clerk’s financial forecast is acceptable and allows a retention of funds for a
contingency plan to deal with unforeseen events in the parish through the winter months.
Prop Cllr Mrs Tarbox, sec Cllr Mrs Padley.

FSGPA28/18 Draft Budget Proposal

The clerk presented members a draft budget build proposal. Wide range of discussion took
place. The clerk explained there are some cost centres which need further discussion due to
confirmation of costings from contractors, however an approximate figure has been
allocated to give council an indication of the 2019/2020 budget. Members are disappointed
Cornwall Council are still failing to deliver services so desperately required in towns and
parishes. The clerk calculated an approximate figure of the effect to the householder based
on the precept presented and using this year’s base rate. The clerk is normally in receipt of
the base rate from CC in November.

It was

RESOLVED to approve the draft budget in principal. Prop Cllr Passmore, sec Cllr Mrs
Ringrose.

FSGPA29/18 EMR’s & Benefit Funds

a) Members received the detailed EMR’s and Benefit Funds report with expenditure to
30th September 18

It was

RESOLVED to approve the financial reports presented. Prop Cllrs Mrs Tarbox, sec Cllr
Harrison.

b) Members received the financial forecast report to 31st March 19 and
It was

RESOLVED to approve. Cllr Mrs Tarbox, sec Cllr Passmore.

FSGPA30/18 Correspondence

No correspondence received

FSGPA31/18 Public Bodies (Admission to Meetings) Act 1960

N/A

FSGPA32/18 Confidential

DEFERRED

There being no further business to be transacted the Chairman closed the meeting at
8.15pm

Committee Members:

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

Signed.....Chair of Finance, Staffing, GP & Audit Committee

Date:.....