

ST STEPHEN IN BRANNEL PARISH COUNCIL

Minutes of the ordinary meeting of the Finance & General Purposes Committee held in the Brannel Room, Fore Street, St Stephen on Wednesday 28 March 2018 at 7.30pm.

Present: Chair: Cllr Mrs Allsopp
Vice Chair: Cllr Wonnacott MBE
Messers: Cllrs Sibley (Substitute) and Simpson
Madames: Cllrs Mrs Harris and Tippett

In Attendance: Linda Ranger – Clerk & RFO

Cllr Mrs Allsopp ran through housekeeping procedures.

The Chair welcomed everyone to the meeting and reminded everyone present that, if they intended to participate in the meeting, they could be recorded, photographed, filmed or otherwise reported about.

F20/18 Apologies:

It was

RESOLVED to accept apologies from Cllr Edmonds.

F21/18 Declarations of Interest:

None.

F22/18 Dispensations:

None.

F23/18 Public Participations:

There were no members of the public present.

F24/18 Minutes of the Previous Meeting:

It was

RESOLVED that the minutes of the meeting held on Wednesday 24 January 2018 be adopted and signed as true and accurate records.

F25/18 Matters Arising (for information only):

15/18: The vehicles had been reported to the DVLA and Cornwall Council

17/18: Two contracts had been terminated and the plots had been leased to new tenants.

F26/18 Payment of Accounts:

It was

RESOLVED to authorise the following –

Electronic

Jewson	Digger hire	498.00
Applied Fluid	Equipment service	163.20
National Pen	Promotion materials	198.54
Grahams	Muck truck service	74.71
Grahams	Equipment servicing materials	102.36
D May	Maintenance materials	57.50
Zurich	Seminar fee	108.00
CALC	Good Councillor training	534.00
R Mills	Travel expenses	27.45
B&Q	Greenhouse materials	77.45

Total

£1,841.21

F27/18 Grant Applications:

It was

RESOLVED to recommend that the following be awarded:

- a) Whitemoor Village Hall Committee
Parish Community Project
£2000 – LGA 1972 s133
- b) Whitemoor Recreation Ground
Annual Grant for 2017/18
£1500 – LGA1976 s19 Misc Prov
- c) St Stephen Cricket Club
Annual Grant for 2017/18
£500 - LGA1976 s19 Misc Prov
- d) Aimee McGall
Tanzania voluntary trip
£150 – General Power of Competence
- e) Cruse Bereavement
Donation
£25 – General Power of Competence

It was requested that representatives be asked to attend a meeting to collect the cheque and give an update on their organisation.

F28/18 Grant Policy:

It was

RESOLVED that the amended policy and application forms be recommended to Full Council for adoption.

F29/18 Review of Brannel Room Fees:

It was

RESOLVED to recommend to Full Council that the fees for 2018/19 remain the same.

F30/18 Review of Allotment Fees:

It was

RESOLVED to recommend to Full Council that the fees for 2018/19 increase to £35 for a full plot, £17.50 for a ½ plot and £26 for a ¾ plot.

F31/18 Terms of Reference:

It was

RESOLVED to recommend to Full Council that the updated Terms of Reference be adopted.

F32/18 Upgrade of the Brannel Room:

It was

RESOLVED that a new work top with under counter storage be installed and the lighting be changed to LED in the Brannel Room, entrance hall and toilet. The Clerk was given delegated powers to get the work carried out.

F33/18 Former Sunday School also known as Church Rooms, Nanpean:

The Clerk detailed the 3 quotes received.

It was

RESOLVED to appoint WF Collings to carry out the works and accept the quotation of £20,228 plus VAT.

The Clerk advised that at this moment in time, it was unclear whether the VAT could be claimed back due to the other works required.

Work could not start until a response had been received from the Big Lottery – Awards for All regarding the funding.

F34/18 Information & Answers:

- a) The Clerk advised that the Internal Auditor would be carrying out the Final Audit on Tuesday 24th April 2018.
- b) Members were advised that the paperwork for the annual audit had been received earlier that day.
- c) It was reported that there had been further vandalism in the public toilets. The matter had been reported to the police.
- d) Cllr Sibley gave feedback from the meetings he had attended.

It was

RESOLVED that in view of the confidential nature of the business about to be transacted, the public and press be excluded and instructed to withdraw.

It was

RESOLVED to raise standing order 12.

F35/18 Confidential Matters:

It was

RESOLVED that the recommendation go to Full Council under a confidential agenda item.

The meeting closed at 8.15pm

Chairman.....

Date.....

RECOMMENDATIONS:

Grant Applications:

That the following be awarded:

- a) Whitemoor Village Hall Committee
Parish Community Project
£2000 – LGA 1972 s133
- b) Whitemoor Recreation Ground
Annual Grant for 2017/18
£1500 – LGA1976 s19 Misc Prov
- c) St Stephen Cricket Club
Annual Grant for 2017/18
£500 - LGA1976 s19 Misc Prov
- d) Aimee McGall
Tanzania voluntary trip
£150 – General Power of Competence
- e) Cruse Bereavement
Donation
£25 – General Power of Competence

Grant Policy:

That the amended policy and application forms be adopted.

Review of Brannel Room Fees:

That the fees for 2018/19 remain the same.

Review of Allotment Fees:

That the fees for 2018/19 increase to £35 for a full plot, £17.50 for a ½ plot and £26 for a ¾ plot.

Terms of Reference:

That the updated Terms of Refence be adopted.