

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 to that meeting to confirm whether or not they have been amended.

MINUTES OF A MEETING OF FOWEY TOWN COUNCIL FINANCE COMMITTEE HELD ON 8th JULY 2013 AT FOWEY TOWN HALL

Present Cllr J Berryman (Mayor), Cllr Mrs A Boosey, Cllr T Delves, Cllr D Willmore

In attendance

The Town Clerk, Sally Vincent

13/01 Election of Chairman

It was proposed by Cllr Boosey, seconded Cllr Berryman and RESOLVED that Cllr Willmore should serve as Chairman for 2013/2014.

13/02 Apologies

None

13/03 Declaration of Interests

- a. Pecuniary - None
- b. Non Registerable – None
- c. Dispensations - None

13/04 Public Questions

None

13/05 Minutes of Meeting of 27th November 2012

Proposed Cllr Berryman, seconded Cllr Boosey and RESOLVED that the minutes be confirmed and signed by the Chairman.

13/06 Matters Arising (for report only)

None

13/07 Review 2013/2014 Budget

Cllr Delves noted that he found the current excel spreadsheet cashbook system very confusing and suggested that the system was not fit for purpose as the FTC accounts were becoming more involved due to the transfer of assets from Cornwall Council. It was agreed that the best way forward would be the purchase of an accounting package. It was proposed by Cllr Berryman, seconded Cllr Delves and RESOLVED that the Clerk should identify some software suitable for town & parish councils and report back.

The Clerk confirmed that the figure in the grants received column in the budget tracking report related to work done in 2012/2013 but paid after the year end.

Cllr Berryman reported that he had met 3 representatives from English Heritage on site at St Catherines Castle and it had been agreed that the turbine could be relocated to the top of the

flagpole, which would stop the flag getting tangled up in it. Chris Biggs had checked the batteries which power the lights; they were fine although some modification was needed to the system to shut it down before they ran down again because the turbine could not repower them once they were flat. An estimate was awaited from Chris Biggs to get the system up and running.

It was proposed by Cllr Boosey, seconded Cllr Berryman and RESOLVED that Cllr Delves and Cllr Willmore should be added as signatories to the FTC Barclays Bank accounts.

13/08 Review Town Hall Caretaker/Cleaner and Town Clerk Salary/Hours

Caretaker/Cleaner

It was agreed that no action was necessary.

Town Clerk

It was agreed that no action was necessary except that the Committee should ascertain FTC's pension obligations.

13/09 Allotments

Cllr Delves had checked through the transfer documentation supplied by Cornwall Council and reported that all appeared to be in order, although he stressed that he was not legally qualified in any way. It was noted that the Overage Schedule would be amended as agreed with Cornwall Council to remove any reference to monies due to CC except on resale. Cllr Willmore proposed, Cllr Berryman seconded and it was RESOLVED that a recommendation should be made to full council that the Clerk should progress the transfer and that responsibility for the future management of the allotments should be handed over to the Environment Committee.

13/10 SW Water Control Room

It was proposed by Cllr Boosey, seconded Cllr Delves and RESOLVED that a recommendation should be made to full council that the Clerk should finalise the lease agreement with SW Water

13/11 King of Prussia Lease

It was proposed by Cllr Berryman, seconded Cllr Willmore and RESOLVED that a recommendation should be made to full council that the Clerk should finalise the lease agreement with St Austell Brewery for the use of the winter disabled parking space between 1st May/30th September and that payment for the 2012 usage should be pro rata.

13/12 Fowey Assets Committee

It was proposed by Cllr Berryman, seconded Cllr Boosey and RESOLVED that the Fowey Assets Committee should be dissolved and that in future overall control of asset management and acquisition should be vested in the Finance Committee.

13/13 Squires Field & Car Park

Members noted that they appreciated the need to acquire this property to safeguard its future for the residents of Fowey. Cllr Delves agreed to work on the basic business plan prepared by Cllr Berryman in order to ascertain a fuller picture of the financial situation.

13/14 Purchase of a Tablet

It was agreed that this item should be deferred to the budget setting meeting in November.

13/15 Public Conveniences

It was noted that the Overage Schedule contained in the transfer papers would be amended as agreed with Cornwall Council to remove any reference to monies due to CC except on resale. Cornwall Council had advised that the refurbishment costs for the work required by FTC were too high and must be reexamined. However, no breakdown of the figures was available. Cornwall Council had agreed to look into this and arrange a meeting to further discuss the matter. Cllr Delves stressed that, in his opinion, FTC must not meet any of the capital costs if the toilets were to be transferred. Cllr Delves then proposed, Cllr Berryman seconded and it was RESOLVED that 2 toilets (1 unisex and 1 disabled) would probably be sufficient at both Caffa Mill and Main Car Park with the remainder of both buildings left as open space for alternative usage.

13/16 Date of Next Meeting To be confirmed

Meeting Closed 4.00pm