

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 12th AUGUST 2013 AT FOWEY TOWN HALL

Present Cllr D Willmore (Chairman), Cllr Mrs A Boosey, Cllr T Delves

In attendance

The Town Clerk, Sally Vincent
Cllr Mrs K Alexander (part)
Cllr Mrs C Eardley
Cllr Mrs R Finlay (part)

13/17 Apologies

Cllr J Berryman (Mayor)

13/18 Declaration of Interests

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

13/19 Public Questions

None

13/20 Minutes of Meeting of 8th July 2013

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

13/21 Matters Arising (for report only)

None

It was proposed by Cllr Willmore, seconded Cllr Boosey that the agenda item ‘Public Conveniences’ should be the next agenda item.

It was proposed by Cllr Boosey, seconded Cllr Delves that the meeting should be closed to allow Cllr Alexander, Cllr Eardley and Cllr Finlay to take part in the discussion.

13/22 Public Conveniences

The Clerk read a letter dated 8th August from Cllr Edwina Hannaford CC, Cabinet Member – Environment, Heritage and Planning, to the meeting. The letter stated that Cornwall Council had ‘thought it appropriate... to advise that the original grant offer that had been offered (to FTC to manage the toilets) would have reduced over the last four months.’ The figures stated were Original Grant Offer – £26,616.57, Costs incurred between 15th April 2013 and 1st

August 2013 - £24,737.60, Remaining Grant - £1878.97. Cornwall Council was reserving the right to make operational changes or close facilities to ensure it remained in budget and this could result in significant changes or closure. Members considered that this approach was completely unacceptable given that FTC was still waiting to receive a breakdown of the refurbishment costs, which had been promised at the meeting on 25th June and also that Jon James (Cornwall Council) had assured the Mayor and the Town Clerk that he would manage the budget to ensure that there would be still grant money available if, or when, FTC took over the ownership of the facilities. It was also noted that Cllr Edwina Hannaford had appeared on Radio Cornwall earlier in the day and had stated that she and fellow Cabinet Members considered that Town & Parish Councils had been disenfranchised over recent years and that money making assets, such as car parks, should be returned to local control in order to finance services such as public toilets. The Clerk confirmed that she had received many complains about the closure of the Caffa Mill and Whitehouse toilets from both local people and visitors, which she had referred to Cornwall Council.

The meeting reopened.

It was proposed by Cllr Boosey, seconded Cllr Delves and RESOLVED that a strong letter should be sent to Cllr Hannaford explaining the true position. If a satisfactory response was not received members felt that the public should be made aware via the media of Cornwall Council's total inefficiency and failure to work with FTC to retain adequate toilet provision in the town.

13/23 Internal Audit Controls

Having considered the controls already in place, Cllr Delves proposed, Cllr Boosey seconded and it was RESOLVED that they were adequate but that Cllr Willmore (or his nominee) should check and sign off the accounts on a 3-monthly basis, rather than 12-monthly as had been done historically.

13/24 Accounting Software

It was agreed that Scribe 2000 appeared to be the best option for FTC; Cllr Delves agreed to investigate the possibility of obtaining the product on a trial basis.

13/25 Staffing Issues

The 2013/2014 National Salary Awards for Clerk's were noted. The issue of the Clerk's enouement/honorarium was deferred pending further investigation by Cllr Willmore.

13/26 Allotments

The Clerk confirmed that the transfer was being dealt with by the FTC solicitor.

13/27 SW Water Control Room

The Clerk confirmed that the lease was being dealt with by the FTC solicitor.

13/28 King of Prussia Lease

The Clerk confirmed that the lease was being dealt with by the FTC solicitor.

13/29 Town Hall Terms & Conditions of Hire

The Clerk confirmed that, with one exception, hirers always gave adequate notice of any cancelations, which allowed her to rebook the facility. Members agreed, however, that some

provision should be made for late cancellation and it was proposed by Cllr Boosey, seconded Cllr Delves and RESOLVED that 50% of the hiring fee should be charged for cancellations within 7 days of the booking and 30% of the fee should be charged for cancellations within 14 days.

13/30 Squires Field & Car Park

Cllr Delves had worked on the basic business plan prepared by Cllr Berryman and presented his findings to the meeting by way of an excel spreadsheet – *appendix 1*. He confirmed that currently there was little or no income associated with the property, apart from possible revenue from the hire of the pavilion, but that he had identified annual costs of over £20,000.00. He considered that FTC would need to raise £25,000.00 pa to cover its costs and the only way this could possibly be achieved would be to introduce parking charges, although he appreciated that this may not be acceptable to the people of Fowey. After discussion it was agreed that Cllr Delves would continue to work on the business plan and investigate the possibility of installing a ‘Pay on Exit’ barrier, which would allow very short term users, such as parents collecting children from school, to park for a very small fee. When the Plan had been finalised the residents of Fowey could then be asked if they wished FTC to proceed with the transfer and secure the asset for the town of it they wished control to remain with Cornwall Council. Cllr Willmore recorded thanks to Cllr Delves on his work on the Plan to date.

13/31 Local Councils EXPLAINED

It was proposed by Cllr Willmore, seconded Cllr Delves and RESOLVED that FTC should purchase a copy of this publication. .

13/32 Date of Next Meeting To be confirmed

Meeting Closed 7.20pm