

# NEWQUAY COUNCIL



Newquay Town Council, Municipal Offices, Marcus Hill, Newquay TR7 1AF  
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Tuesday 20 March 2018

You are hereby invited to an extraordinary meeting of the **Finance and Policy Committee** which is to be held in the **Council Chamber, Marcus Hill**, Newquay at **7pm** on **Monday 26 March 2018** to transact the following business.

**PLEASE NOTE: All F&P members are required to attend the following pre-meeting presentations:**

**6:45pm – Presentation from Radio Newquay.**

Yours sincerely,



Andrew Curtis BA (Hons) FIAB FCMI FSLCC MAAT MIOD  
**Town Clerk and Responsible Finance Officer**

## AGENDA

- 1. Apologies**  
To receive and accept apologies for absence
- 2. Interests**  
To receive **Declarations of Interest** and **Dispensations** awarded in respect of items on the agenda.
- 3. Minutes**  
To take as read and confirm as accurate the minutes of the meetings held on  
*i. 29 January 2018*
- 4. Matters Arising** (for information only)  
To discuss or note any matters arising from the minutes under item 3.
- 5. Matters Referred**  
To discuss and make any decisions on matters referred to F&P
  - i. T&L (16.01.2018) / FBOS (24.01.2018) – To recommend F&P supports the Plastic Free Newquay Initiative.
  - ii. FBOS (24.01.2018) – To recommend F&P allocate £2000 from the Contingency Fund, to proceed with the adoption of a Public Space Protection Order (PSPO) to cover illegal parking and camping
  - iii. P&L (12.03.2018) – To recommend releasing up to £5000 from the Contingency budget towards the last phase of consultation on the Newquay Neighbourhood Plan
  - iv. FBOS (21.03.2018) – To recommend F&P Committee agrees the on-going liability of a Litter Bin in Mount Wise gardens as of 2019 (subject to FBOS recommendation).
  - v. FBOS (21.03.2018) – To recommend F&P agrees to placing the underspend of the 2017-18 SWIB Grants Budget is placed into an Open Spaces Grants EMR (subject to FBOS recommendation).
- 6. Public Engagement Time** (15 minutes allowed)  
To receive previously notified public questions, followed by verbal questions from attending public.
- 7. Grants**  
To discuss and make any decisions on grant requests as followed:
  - A. Radio Newquay (£1179.00)
  - B. Street Pastors (£500.00)
  - C. Newquay Cricket Club (£950.00)

**8. Risk Assessment and Terms of Reference**

- A. To receive and consider making recommendations to Full Council on any updates to the Committee Terms of Reference (if needed)
- B. To receive, consider and note the Committee Strategic Risk Assessment
- C. To receive, consider and note the Council's Health and Safety Risk Assessment Summary

**9. Standing Orders and Financial Regulations**

To receive, consider and recommend to Full Council any amendments to

- A. Standing Orders (if needed)
- B. Financial Regulations

**10. Internal Control Check**

To receive and note the Internal Control Check undertaken by members.

**11. Year End Recommendations for additions/releases to EMR**

To receive, consider and put forwards any recommended EMR additions/releases in relation to committee budgets/project budgets in line with Fin. Reg. 4.2

**12. Audit, Assurance and Financial**

- A. To receive, consider and keep under review any outstanding actions from the interim internal audit (to follow).
- B. To receive and note the verbal confirmation of undertaking of Bank Reconciliation verification in-line with Fin. Reg. 2.2.
- C. To receive and note the statement of receipts and payments to date with an explanation of material variances in-line with Fin. Reg. 4.8 (to follow)
- D. To receive, consider and recommend any amendments to Full Council on the Investment Strategy in-line with Fin. Reg. 8.5
- E. To review and determine the Council's Fidelity Guarantee Maximum Risk Exposure for the purposes of insurance in line with Fin. Reg. 15.5 (to follow)
- F. To review, consider and make any recommendations to Full Council in relation to the Asset Register (to follow).

**13. Committee Selection Process 2018-19**

To discuss and make any recommendations on any changes to the Committee Selection Process for 2018-19

**14. Exempt of Business**

That under section 100A (4) of the Local Government Act 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the item.

A. **Mountwise Building**

- i. To receive an update on the Mountwise Building Project*

**15. Budget Process 2019-22**

- A. To receive and consider recommending to Full Council, any amendments to the 2018/19 budget as outlined by the RFO and Accountant (if needed).
- B. To receive an update on the review into the next Budget Setting Process.
- C. To receive any update on what resources are being put in place/available to members in relation to obtaining independent advice as to what would constitute a legally acceptable amendment to an agenda item as defined under standing orders

**16. Items for information and discussion only**

**17. Date of the next meetings**

The next F&P Committee meeting is to be confirmed.

**Committee Members:** Cllr A Hannan (Chairman), Cllr M North (Vice Chairman) and all Chairmen and Vice Chairmen of the standing committees (FBOS, Planning, T&L and EDGP).