Finance & Policy Committee Minutes **NEWQUAY TOWN COUNCIL**

MINUTE REF:	Minutes of the ordinary Finance & Policy Committee Meeting held on Monday 28 November 2016 at 7 pm in the Council Chamber, Municipal Offices, Marcus Hill, Newquay.	ACTION
	<u>Present</u>	
	Cllrs C Leadbetter (Deputy Chair & Mayor), Mrs J Bunt, Mrs R Craze, A Hannan, O Monk, S Carter, S Slade, Miss J Kenny, K Towill	
	Also attending	
	Mr A Curtis (Town Clerk & RFO), Miss L Sykes (Support Officer), Mr B White (Accountant), Cllr Mrs Z Dixon and Cllr D Mann.	
FP079/16	Apologies	
	Apologies were received from Cllr Mrs M North	
FP080/16	Dispensations and Declarations of Interest	
	Cllr Mrs R Craze declared a non-registrable interest in Agenda Item 9 a.	
FP081/16	To adopt the Minutes of the meeting held on:	
	26 September 2016	
	It was proposed by Cllr Miss J Kenny , seconded by Cllr S Carter and	
	RESOLVED to accept the minutes held on 26 September 2016 as a true and accurate record.	
	Cllrs S Slade, O Monk & Mrs J Bunt abstained from the vote	
FP082/16	Matters Arising	
	Minute Ref: FP061/16 Press Release – The YPC Press release will be actioned as soon as possible.	
	Minute Ref:FP074/16 Update from Localism Working Party – The Town Clerk informed members that three applications for the Local Devolution Fund were sent to the Community Network Panel Meeting. Unfortunately the meeting was not well represented by Town Councillors only one application has gone through which was for the Atlantic Road Play Area.	
FP083/16	Matters Referred	
FP083/16(A)	a) EDGP Recommendation to fund the annual maintenance of 2 FLEET Defibrillator machines for the Newquay Parish at a cost of up to £590 (ex VAT) from the Contingency Fund.	
	It was proposed by Cllr A Hannan , seconded by Cllr K Towill and	
	RESOLVED to give delegated authority to the Town Clerk and Chair of EDGP to make contact	

Finance	'n	Policy	' Commi	ttee	Minutes
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	with FLEET, to obtain more information about maintenance costs, liabilities and ownership as	
	well as the life expectancy of the machines. If still	
	considered in the interest of the Town Council then to proceed with up to 2 units, once being on	
	the Marcus Hill Offices and the other potentially in the Pentire area.	
	1 member abstained from the vote,	
	1 member wished to vote against the proposal.	
FP084/16	Public question time (15 minutes permitted)	
	No members of the public in attendance.	
FP084/16	To receive and consider correspondence	
FP084/16(A)	a) Boundary Commission Consultation Paper –Proposed changes to Cornish Boundaries, including the creation of a Truro and Newquay Consistency	
	Members discussed. The Town Clerk was asked to contact St Columb Major Town Council to find out their views and amend the response letter accordingly.	
	It was proposed by Cllr Mrs R Craze, seconded by Cllr A Hannan and	
	RESOLVED to submit the response letter after speaking to St Columb Major Town Council delegating authority to the Town Clerk to make the necessary changes.	
	1 member voted against the proposal.	
FP085/16	Terms of reference & risk assessment updates	
	No updates required at this time	
FP086/16	To consider and make decisions on the following grant applications	
FP086/16(A)	a) Newquay Foodbank - £950	
	Cllr Mrs R Craze declared a non-registrable interest in this agenda item 9 a and left the meeting	
	Members discussed at length.	
	It was proposed by Cllr Miss J Kenny , seconded by Cllr S Slade and	
	RESOLVED to agree to the £950 grant request to support the Newquay Foodbank.	
	1 member voted against the proposal.	
FP087/16	To review the 2017-20 Draft Budget Report	
	The Town Clerk gave members a brief PowerPoint Presentation that	

Town Clerk/Cllr

Hannan

	Finance & Policy Committee Minutes explained the Budget Process and Budget Report.	
	Each committee chair (EDGP, FBOS, T&L, P&L, TIC, Staffing, QS) gave an update on how they have reached their budget proposals for this year and what projects the budgets are to be used for. An in depth discussion was held by members regarding the budget proposal	
	for 2017/18. Questions were raised and answered by the accountant regarding the figures.	
FP087/16(A)	a) To make any amendments to the report	
FP087/16(B)	No amendments were made my members.	
	b) To formally adopt the Report as the F&P recommendation to Full Council including formally recommending the 2017/18 Expenditure Budget and precept levels to Full Council	
	It was proposed by Cllr C Leadbetter, seconded by Cllr S Slade and	
	RESOLVED to RECOMMEND Full Council formally adopts the Budget Report as the F&P recommendation including formally recommending the 2017/18 Expenditure Budget and precept levels.	Recommend to Full Council
	Cllrs Miss J Kenny and S Carter voted against the proposal	
FP088/16	Update from the Localism Working Party (if applicable)	
	The process has now slowed down at Cornwall Council. Emphasis had moved from a series of ad hoc submissions to a 'whole town' approach in order to create more cohesive proposals being put forward for consideration.	
FP089/16	Update from Committee Chairs on material projects	
	The EDGP Chair updated members that after the last meeting the Committee had decided to add the option of selling the railway station toilets to a developer with a condition that public toilets would need to be included in the rebuild.	
FP090/16	To discuss and make any recommendations appertaining to the Town Councils Corporate Business Plan (to follow)	
	It was proposed by Cllr C Leadbetter, seconded by Cllr S Slade and	
	RESOLVED unanimously to extend the meeting by 15 minutes.	
	Cllr C Leadbetter asked if members could read and note the document.	
FP091/16	To receive, consider and make recommendations to Council on the following draft policy documents:	

FP091/16(A)

a) Equality and Diversity

It was proposed by Cllr Miss R Craze, seconded by Cllr S Carter and

Finance & Policy Committee Minutes

	Finance & Policy Committee Minutes				
FP091/16(B)	RESOLVED unanimously to RECOMMEND Full Council adopts the Equality and Diversity Policy subject to the suggested changes made by the Town Clerk.	Recommend to Full Council			
1 F 0 / 1 / 10(D)	b) Community Engagement Strategy				
	A comment was raised at the high amount of digital engagement that was listed.				
	It was proposed by Cllr Miss R Craze, seconded by Cllr S Carter and				
	RESOLVED unanimously to RECOMMEND Full Council adopts the Community Engagement Strategy and for the Town Clerk to look at identifying other non-digital engagement aspects.	Recommend to Full Council			
FP092/16	Exempt Business				
	It was proposed by Cllr O Monk , Seconded by Cllr S Slade and				
	RESOLVED unanimously to invoke Standing Order 10 A (XI) that in accordance with the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972, the press and public be excluded from the meeting during the consideration of the following matters on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act by virtue of the paragraph specified.				
	See Confidential Addendum Ref: (28.11.2016/001)				
FP093/16	Business for information only				
	The Car Parking Working Party will be meeting on 29 November to discuss the proposed Parking changes to Newquay from Cornwall Council.				
FP094/16	Date and time of next meeting				
	The next meeting is to be held as followed: Monday 30 January 2017 at 7pm in the Council Chamber, Marcus Hill, Newquay.				
	The Chairman thanked those attending and the meeting closed at 9:15pm.				
	SignedChairman Cllr Mrs M North Date				