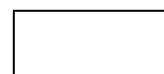
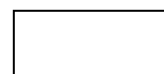


NEWQUAY TOWN COUNCIL

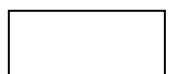
MINUTE REF:	Minutes of the Finance & Policy Committee Meeting held on Monday the 30 January 2017 at 7.00 pm in the Council Chamber, Municipal Offices, Marcus Hill, Newquay.	ACTION
FP001/17	<p>Present</p> <p>Cllrs Mrs M North, C Leadbetter, S Carter, Miss J Kenny, Mrs R Craze, Mrs J Bunt and A Hannan.</p> <p>Also in attendance</p> <p>Mr A Curtis (Town Clerk), Mr C Rowley (Admin Assistant), Cllr Mrs Z Dixon and 2 representatives from the Wave Project.</p> <p><u>Apologies</u></p> <p>Apologies had been submitted by Cllr S Slade</p>	
FP002/17	<p><u>Dispensations & Declarations of Interest</u></p> <p>No declarations of interest were registered.</p> <p>It was proposed by Cllr Craze, seconded by Cllr Kenny, and</p> <p>RESOLVED unanimously to move to Agenda item 9.</p>	
FP003/17	<p><u>To consider and make decisions on the following grant applications:</u></p> <p style="padding-left: 40px;">a. <i>Wave Project - £2,000</i></p> <p>A presentation was given prior to the meeting. The grant application did not match the project which was presented. Members were supportive of the good work undertaken by the team however requested that a revised application was submitted. Representatives of the Wave Project</p> <p><i>The Wave Project representatives exited the meeting at 19:15.</i></p> <p><i>Cllr K Towill entered the meeting at 19:17.</i></p>	
FP004/17	<p><u>To adopt the Minutes of the meeting held on 28 November 2016 as a true and accurate record</u></p> <p>It was stated that there was a need to change Cllr Mrs Craze's title.</p> <p>It was proposed by Cllr Leadbetter, seconded by Cllr Mrs Bunt, and</p> <p>RESOLVED to accept the minutes held on 28 November 2016 with the above amendments.</p> <p>Cllr Mrs North abstained from the vote.</p>	
FP005/17	<p><u>Matters Arising</u></p> <p>The consultation on the boundary review - the Town Clerk had spoken to the Clerk at St Columb Major, who stated that his Council had not formed an official response, however they agreed with the views expressed by Newquay</p>	



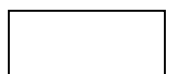
	<p>Town Council.</p> <p>Food Bank - The grant for the Food Bank had been released.</p> <p>Fleet - More information has come into the Office and the matters revolving the defibrillators will be continued using delegated authority. Further paperwork was extended to councillors at their request.</p> <p>Community Engagement Strategy and Equality & Diversity Policies Neither policy had gone through Full Council since the meeting, however they're on the next agenda following.</p>	
<p>FP006/17</p>	<p><u>Matters Referred</u></p> <p>FBOS – To Recommend F&P considers writing to Cornwall Council expressing concern over the delay in delivering projects as a consequence of the lack of fulfilment by the legal department.</p> <p>Cornwall Councils Community Link Officer had been supporting the Deputy Town Clerk to attempt to finalise the mater.</p> <p>It was proposed by Cllr Mrs North, seconded by Cllr Leadbetter, and</p>	
<p>FP006/17(1)</p>	<p>RESOLVED unanimously to give the Office delegated authority to write a formal letter to Cornwall Council's Legal department, conditioned to a 7-day delay before this letter is sent. It was also stated that the queries over land ownership at Treloggan could be included.</p> <p>T&L – To Recommend £1760 is placed in a 'Carnival EMR' for use on the 2017 Carnival Event</p> <p>It was proposed by Cllr Miss Kenny, seconded by Cllr Leadbetter, and</p>	<p>Office</p>
<p>FP006/17(2)</p>	<p>RESOLVED unanimously to RECOMMEND to Full Council to place the £1760 into the Carnival EMR.</p> <p>T&L - To Recommend F&P considers funding the outstanding balance of the Carnival Grant Request (£1240)</p> <p>It was proposed by Cllr North, seconded by Cllr Towill, and</p>	
<p>FP006/17(3)</p>	<p>RESOLVED to grant the £1240 with a caveat included that the future grants would need to be reduced, as per the general procedure.</p> <p>Cllr Miss Kenny abstained from the vote.</p> <p>P&L – To Recommend to F&P that the Town Council assists with facilitating and administering meetings of the Coastal Management Group – Cllr Miss Kenny</p> <p>It was proposed by Cllr Mrs North, seconded by Cllr Carter, and</p>	<p>Recommendation to Full Council</p>
<p>FP006/17(4)</p>	<p>RESOLVED unanimously, and in principal, to facilitate the Coastal Management Group with this being subject to resource requirements.</p> <p>QS – To Recommend F&P adopts the Town Council Community Award Scheme</p>	



<p>FP007/17(5)</p>	<p>It was proposed by Cllr Leadbetter, seconded by Cllr Mrs North, and</p> <p>RESOLVED unanimously to support the adoption of the Town Council Community Award Scheme, with delegated authority to the Chair, Vice-Chair and Office to make editorial changes.</p>	<p>Chair, Chair Office</p> <p>Vice- and</p>
<p>FP008/17</p>	<p><u>Public question time (15 minutes permitted)</u></p> <p>There were no members of the public in attendance.</p>	
<p>FP009/17</p>	<p><u>To receive and consider correspondence</u></p> <p>There were no further items for consideration.</p>	
<p>FP010/17</p>	<p><u>Battle's Over - A Nations Tribute 11 Nov 2018</u></p> <p>It was proposed by Cllr Mrs Craze, seconded by Cllr Hannan, and</p>	
<p>FP010/17(1)</p>	<p>RESOLVED unanimously to participate in the commemoration by organizing a beacon in Newquay.</p>	
<p>FP011/17</p>	<p><u>Terms of reference & risk assessment updates</u></p> <p>The Town Clerk briefed members on the changes made to the Terms of Reference.</p> <p>It was proposed by Cllr Mrs North, seconded by Cllr Leadbetter, and</p> <p>RESOLVED unanimously to RECOMMEND Full Council adopts the F&P Terms of Reference as amended.</p>	<p>Recommendation to Full Council</p>
<p>FP012/17</p>	<p>The Town Clerk was gathering the corporate governance risk assessments for the next meeting.</p> <p><u>To start a review of the 2017-20 Budget Setting Process including</u></p> <p>The Town Clerk raised resource concerns with the existing budget setting process and how non-committee members engage and access information as part of the process outside the committee structure. A suggestion is that those non-committee members attend the committee meetings to request information, it is then up to the committee as to whether they agree to such a request and sanction the work through the Town Clerk. This would avoid duplication, resources being used up at a critical time and ensure the Town Clerk is able to meet the deadlines.</p> <p>The Town Clerk recommended members give him and the accountant delegated authority, to meet with Sarah Mason (CALC County Executive Officer), to give advice on writing a paper on how best the Council may address the issues and to recommend changes to both the standing orders/financial regulations and the process leading up to the Budget Full Council.</p> <p>It was proposed by Cllr Mrs North, seconded by Cllr Leadbetter, and</p> <p>RESOLVED unanimously to give Delegated Authority to the Town Clerk to meet with Sarah Mason and the Accountant, to draft a paper on changes to</p>	<p>Town Clerk</p>



<p>FP013/17</p>	<p>Standing Orders, Financial Regulations and the Budget Setting process to ensure the process is improved and members are in no doubt what is expected of them and how they access information.</p> <p><u>To receive the Internal Auditor's Report</u></p> <p>It was proposed by Cllr Mrs North, seconded by Cllr Leadbetter, and</p> <p>RESOLVED unanimously to note the Internal Auditors Report and accept the proposed recommendations from the Internal Auditor.</p>	
<p>FP014/17</p>	<p><u>Update from the Localism WP (if applicable)</u></p> <p>There were no updates from the WP.</p>	
<p>FP015/17</p>	<p><u>Update from Committee Chairs on material projects</u></p> <p>The Chair of EDGP explained that the main project that EDGP are working on is the Railway Station Toilets. He was currently in the process at getting more rental quotes, future sales quotes for the proposed development and the final business report.</p> <p>In the absence of FBOS executives, Cllr Mrs Dixon outlined the current position with Sport England around funding for the new Skatepark.</p>	
<p>FP016/17</p>	<p><u>To consider the merits of producing a Town Council Christmas Card for 2017 - Cllr Leadbetter</u></p> <p>The Mayor explained that the Town Council had received several Christmas Cards from other Mayors on behalf of their respective Councils. It transpired that the Council does not have a policy and the Mayor had to resort to purchasing commercial cards to return the courtesy. He sought members' opinions</p> <p>It was proposed by Cllr Mrs North, seconded by Cllr Leadbetter, and</p> <p>RESOLVED unanimously to refer the matter to the QS Committee for consideration and recommendation.</p>	<p>QS Committee</p>
<p>FP017/17</p>	<p><u>Exempt of Business</u></p> <p>It was proposed by Cllr Kenny, seconded by Cllr MrsNorth, and</p> <p>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.</p> <p>See Confidential Addendum Ref: (30.01.2017/001)</p>	
<p>FP017/17(A)</p>	<p>a. <i>Update, discuss and decide as relevant on any matters appertaining to the Mountwise Building</i></p>	



<p>FP017/17(A) (1)</p>	<p>It was proposed by Cllr Hannan, seconded by Cllr Miss Kenny, and RESOLVED unanimously to accept Option 1, keeping the Treloggan Industrial estate for another year.</p>	
<p>FP017/17(A) (2)</p>	<p>It was proposed by Cllr Mrs North, seconded by Cllr Carter, and RESOLVED unanimously to commission the drafting of a specification of external works to a Chartered Surveyor</p>	
<p>FP017/17(A) (3)</p>	<p>It was proposed by Cllr Mrs North, seconded by Cllr Carter, and RESOLVED unanimously to extend the meeting by 15 minutes.</p>	
<p>FP017/17(A) (4)</p>	<p>It was proposed by Cllr Mrs North, seconded by Cllr Towill, and RESOLVED unanimously to extend the meeting by 5 minutes</p>	
<p>FP017/17(B)</p>	<p><i>b. To discuss and decide on the Library and OSS following further information from Cllr Geoff Brown</i></p> <p>See Confidential Addendum Ref: (30.01.2017/002)</p>	
<p>FP018/17</p>	<p>It was proposed by Cllr Mrs North, seconded by Cllr Leadbetter, and RESOLVED unanimously to request a formal offer from Cornwall Council with clarification on; dates, deadlines, and status of the Lanherne Site.</p> <p><u>Business for information only</u></p>	
<p>FP019/17</p>	<p>There were no items for information</p> <p><u>Date and time of next meeting</u></p> <p>The next meeting is to be held as followed: Monday 27 March 2017 at 7pm in the Council Chamber, Marcus Hill, Newquay.</p> <p>That Chairperson thanked all for attending and closed the meeting at 21:20.</p> <p>Signed..... Chairman Cllr M North</p> <p>Date.....</p>	

