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MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON MONDAY 26th OCTOBER 2020 HELD VIRTUALLY VIA ZOOM DUE TO COVID-19 RESTRICTIONS AT 8.26PM

201/2020 PRESENT: CLLR. M HARRY (CHAIRMAN), CLLR. HILTON (VICE CHAIRMAN), CLLR. A GAMMON, CLLR. I HOLROYD, CLLR. W ROBINSON, CLLR. F J DYER

MRS K J HARDING – CLERK TO THE COUNCIL

Also present: CLLR. M HOLROYD, CLLR. D GREEN, CLLR. T HEWITT, CLLR. K HART

202/2020 APOLOGIES: No apologies

203/2020 TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Kenwyn Parish Council Code of Conduct for Members and by the Localism Act 2011.

No declarations of interest.

204/2020 QUESTIONS FROM PARISHIONERS (10 MINUTES MAXIMUM, 3 MINUTES PER PARISHIONER ON FINANCE AND GENERAL PURPOSES MATTERS ONLY)

No questions from parishioners.

205/2020 TO CONSIDER THE FINANCIAL REPORT POWERPOINT PRODUCED BY THE CLERK AND TO CONSIDER THE BUDGETARY REQUIREMENTS FOR 2021/2022 INCLUDING THE ANNUAL REVIEW OF THE SALARY BUDGETS AND TO CONSIDER EXTRA BUDGETARY REQUIREMENTS – S100A LOCAL GOVERNMENT ACT 1972 THE PRESS AND PUBLIC WILL BE EXCLUDED FROM THE DISCUSSION BASED ON THE LIKELY DISCLOSURE OF EXEMPT INFORMATION UNDER THE LOCAL GOVERNMENT ACT – MAY APPLY FOR PART OF THIS ITEM

Members had received the report three weeks ahead of the meeting and were invited to ask questions of the Clerk.

Members were shown the presentation and the figures again by the Chairman.

Cllr. Gammon wished to thank the Clerk on behalf of the Committee for all the time and hard work that had gone into the presentation. The Chairman supported this and praised the Clerk for all the financial juggling to ensure a zero-percentage rise in the precept for the next financial year. The Clerk had recommended a zero-percentage rise given the current pandemic and the financial difficulties many would sadly find themselves in as a result.

206/2020 TO APPROVE THE LIST OF DUE PAYMENTS WHICH ARISE ON A REGULAR BASIS AS THE RESULT OF A CONTINUING CONTRACT, STATUTORY DUTY, OR OBLIGATION INCLUDING SALARIES, PAYE AND NI, AND REGULAR MAINTENANCE CONTRACTS AND THE LIKE FOR WHICH THE COUNCIL AUTHORISES PAYMENT FOR THE YEAR PROVIDED THAT THE REQUIREMENTS OF FINANCIAL REGULATION 4 (BUDGETARY CONTROLS) ARE ADHERED TO

RESOLVED: 2020 TO APPROVE THE LIST OF DUE PAYMENTS WHICH ARISE ON A REGULAR BASIS AS THE RESULT OF A CONTINUING CONTRACT, STATUTORY DUTY, OR OBLIGATION INCLUDING SALARIES, PAYE AND NI, AND REGULAR MAINTENANCE CONTRACTS AND THE LIKE FOR WHICH THE COUNCIL AUTHORISES PAYMENT FOR THE YEAR PROVIDED THAT THE REQUIREMENTS OF FINANCIAL REGULATION 4 (BUDGETARY CONTROLS) ARE ADHERED TO

Proposed by: Cllr. Hilton

Seconded by: Cllr. Gammon

Vote: unanimous

207/2020 TO APPROVE THE ONGOING USE OF BACS TO PAY MONTHLY SALARIES AND HMRC PAYMENTS

RESOLVED: TO APPROVE THE ONGOING USE OF BACS TO PAY MONTHLY SALARIES AND HMRC PAYMENTS

Proposed by: Cllr. Gammon

Seconded by: Cllr. Robinson

Vote: unanimous

208/2020 TO APPROVE THE USE OF A VARIABLE DIRECT DEBIT AS THE PAYMENT METHOD FOR UTILITY SUPPLIES (ENERGY, TELEPHONE AND WATER) AND IT SUBSCRIPTIONS

RESOLVED: TO APPROVE THE USE OF A VARIABLE DIRECT DEBIT AS THE PAYMENT METHOD FOR UTILITY SUPPLIES (ENERGY, TELEPHONE AND WATER) AND IT SUBSCRIPTIONS

Proposed by: Cllr. Hilton

Seconded by: Cllr. Gammon

Vote: unanimous

209/2020 TO REVIEW THE HIRE RATES FOR SHORTLANESEND VILLAGE HALL FOR 2021/2022

RESOLVED: TO RETAIN THE CURRENT HIRE RATES FOR SHORTLANESSEND VILLAGE HALL AND THERE BE NO CHANGE IN 2021/2022

Proposed by: Cllr. Robinson

Seconded by: Cllr. Dyer

Vote: unanimous

210/2020 TO REVIEW THE EFFECTIVENESS OF THE CURRENT SYSTEM OF INTERNAL CONTROL AND ENSURE IT IS IN ACCORDANCE WITH PROPER PRACTICES (TO MEET AUDIT REGULATIONS)

RESOLVED: TO APPROVE THE EFFECTIVENESS OF THE CURRENT SYSTEM OF INTERNAL CONTROL AND ENSURE IT IS IN ACCORDANCE WITH PROPER PRACTICES (TO MEET AUDIT REGULATIONS) FOLLOWING THIS REVIEW

Proposed by: Cllr. Dyer

Seconded by: Cllr. Robinson

Vote: unanimous

211/2020 TO AGREE TO MOVE MONEY FROM THE GENERAL FUND INTO EARMARKED RESERVES AS RECOMMENDED BY THE CLERK IN ORDER TO ADHERE TO POLICY ON LEVEL OF FREE RESERVES

RESOLVED: TO MOVE MONEY FROM THE GENERAL FUND INTO EARMARKED RESERVES AS RECOMMENDED BY THE CLERK IN ORDER TO ADHERE TO POLICY ON LEVEL OF FREE RESERVES

Proposed by: Cllr. Robinson

Seconded by: Cllr. Gammon

Vote: unanimous

212/2020 TO AGREE AND APPROVE THE CURRENT ASSET REGISTER

RESOLVED: TO AGREE AND APPROVE THE CURRENT ASSET REGISTER

Proposed by: Cllr. Gammon

Seconded by: Cllr. Dyer

Vote: unanimous

213/2020 TO DISCUSS AND MAKE A RECOMMENDATION TO THE FULL COUNCIL TO USE ELECTRONIC BANKING TO MAKE PAYMENTS

RESOLVED: TO RECOMMEND TO THE FULL COUNCIL THE USE OF ELECTRONIC BANKING TO MAKE PAYMENTS ON BEHALF OF THE COUNCIL - TO BE IMPLEMENTED IMMEDIATELY.

Proposed by: Cllr. Dyer

Seconded by: Cllr. Gammon

Vote: unanimous

214/2020 TO PUT TOGETHER A PROPOSED BUDGET AND PRECEPT AMOUNT FOR 2021/2022 - S100A LOCAL GOVERNMENT ACT 1972 THE PRESS AND PUBLIC WILL BE EXCLUDED FROM THE DISCUSSION BASED ON THE LIKELY DISCLOSURE OF EXEMPT INFORMATION UNDER THE LOCAL GOVERNMENT ACT – MAY APPLY FOR PART OF THIS ITEM

RESOLVED: TO SET THE RECOMMENDED PRECEPT FOR 2021/2022 AT £170018.00 IN LINE WITH THE PROPOSED BUDGETS PUT FORWARD BY THE CLERK.

Proposed by: Cllr. Gammon

Seconded by: Cllr. Robinson

Vote: unanimous

215/2020 ANY OTHER ITEM THE CHAIRMAN DEEMS AS URGENT

No other urgent items.

The meeting closed at 8.43pm.