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**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON MONDAY 29<sup>th</sup> NOVEMBER 2021 HELD AT SHORTLANESSEND VILLAGE HALL AT 7.40PM**

**080/2021 PRESENT: CLLR. B HILTON (CHAIRMAN), CLLR. I HOLROYD (VICE CHAIRMAN) CLLR. W ROBINSON, CLLR. F J DYER MBE**

**MRS K J HARDING – CLERK TO THE COUNCIL**

**Also present:** CLLR. D GREEN, R PENHALLURICK, A JONES  
One member of the public

**081/2021 APOLOGIES: CLLR. A GAMMON & CLLR. K LA BORDE**

**082/2021 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.

**083/2021 QUESTIONS FROM PARISHIONERS (10 MINUTES MAXIMUM, 3 MINUTES PER PARISHIONER ON FINANCE AND GENERAL PURPOSES MATTERS ONLY)**

No questions from parishioners.

**084/2021 TO CONSIDER THE FINANCIAL REPORT POWERPOINT PRODUCED BY THE CLERK AND TO CONSIDER THE BUDGETARY REQUIREMENTS FOR 2022/2023 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 approved the Financial Report and thanked the Clerk for all her hard work, advice and support and thanked her for producing a super report.**

**Proposed by: Chairman**

**Vote: unanimous**

**085/2021 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: 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. Robinson**

**Seconded by: Cllr. Holroyd**

**Vote: unanimous**

**086/2021 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. Holroyd**

**Seconded by: Cllr. Hilton**

**Vote: unanimous**

**087/2021 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. Holroyd**

**Seconded by: Cllr. Dyer**

**Vote: unanimous**

**088/2021 TO REVIEW THE HIRE RATES FOR SHORTLANESEND VILLAGE HALL FOR 2022/2023**

**RESOLVED: TO RETAIN THE CURRENT HIRE RATES FOR SHORTLANESEND VILLAGE HALL AND THERE BE NO CHANGE IN 2022/2023**

**Proposed by: Cllr. Robinson**

**Seconded by: Cllr. Holroyd**

**Vote: unanimous**

**089/2021 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**

**090/2021 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: Chairman**

**Vote: unanimous**

**091/2021 TO AGREE AND APPROVE THE CURRENT ASSET REGISTER**

**RESOLVED: TO AGREE AND APPROVE THE CURRENT ASSET REGISTER**

**Proposed by: Cllr. Robinson**

**Seconded by: Cllr. Dyer**

**Vote: unanimous**

**092/2021 TO CONTINUE USING ELECTRONIC PAYMENTS VIA UNITY BANK FOR 2022/2023**

**RESOLVED: TO CONTINUE USING ELECTRONIC PAYMENTS VIA UNITY BANK FOR 2022/2023**

**Proposed by: Cllr. Dyer**

**Seconded by: Cllr. Hilton**

**Vote: unanimous**

**093/2021 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 2022/2023 AT £170220.00 IN LINE WITH THE PROPOSED BUDGETS PUT FORWARD BY THE CLERK.**

**Proposed by: Cllr. Holroyd**

**Seconded by: Cllr. Hilton**

**Vote: unanimous**

**094/2021 ANY OTHER ITEM THE CHAIRMAN DEEMS AS URGENT**

No other urgent items.

**The meeting closed at 7.50pm.**