



## HAYLE TOWN COUNCIL

**RESOURCE COMMITTEE MEETING**

**THURSDAY 25 JANUARY 2018**

Minutes of the Hayle Town Council Resource Committee Meeting held at the Assembly Room, Hayle Community Centre, 58 Queensway, on Thursday 25 January 2018 at 7.30pm.

### **PRESENT**

Councillors                    B Capper (Chairman), S Benney, P Channon, N Farrar, P Nidds,  
C Polkinghorne, J Pollard, A M Rance

Town Clerk                    E Giggall

Finance Officer                B Goraus

**The meeting commenced at 7.30pm.**

### **R27 TO RECEIVE APOLOGIES**

Apologies were received from Councillor G Coad.

### **R28 TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

Councillors Farrar and Polkinghorne declared an interest in the grant application for Hayle Cricket Club (agenda item 4, minute R30d refers).

### **R29 TO APPROVE MINUTES OF THE MEETINGS 27 OCTOBER AND 24 NOVEMBER 2016**

**It was resolved** that the minutes of the meetings 26 October and 14 December 2017 be taken as a true and accurate record with the Chairman to sign each page before placing them in the record book.

### **R30 TO CONSIDER APPLICATIONS FOR GRANTS AND DONATIONS (4th TRANCHE)**

The Clerk advised that £1402.30 is currently available under Grants & Donations.

**It was resolved** to carry forward £402.30 to the new financial year.

- a) Hayle and District Bowling Club

**It was resolved** to make a grant of £500 towards the fence repair.

b) Archers of The West

**It was resolved** to make a grant of £500 towards the storage facilities and equipment update.

c) Access Lizard Adventure

**It was resolved** to decline the grant as the applicant is a for-profit business.

d) Hayle Cricket Club

**It was resolved** to note that the council is minded to approve the grant of £500. However due to the grant application policy that only one application per financial year be considered, final decision and payment is to be deferred until April 2018.

### **R31 TO APPROVE AND ADOPT THE DRAFT GRANT APPLICATION POLICY**

**It was resolved** to make changes and approve the Draft Grant Application Policy.

### **R32 CORRESPONDENCE**

a) To consider and note letters of thanks from recipients of grants

No letters had been received.

### **R33 FINANCIAL COMPARISON**

The Clerk advised that it had not been possible to arrange a Financial Comparison at this stage.

**It was resolved** to defer the Financial Comparison for 3rd Quarter Ending 31 December 2017.

### **R34 TO CONSIDER IN PRINCIPLE THE PROPOSAL TO DISTRIBUTE AGENDA PAPERS, MINUTES AND OTHER DOCUMENTS ELECTRONICALLY ONLY**

The Clerk presented a report and quotations from ITEC and advised that electronic distribution of agenda papers, minutes and other information would not make savings for the council, although it would be beneficial to use a dual system to accommodate everyone's needs.

**It was resolved** to prepare a more detailed report to the full council with details regarding the purchasing 15" laptops and adapting the council's meeting room with power points.

### **R35 TO RECEIVE AN UPDATE REGARDING THE COUNCIL'S BANKING SERVICE AND TO CONFIRM THE FUTURE ARRANGEMENTS**

The Clerk advised that she had been in contact with Lloyds Bank in Hayle and Penzance on several occasions and there had been a lack of interest and no response. It was proposed to stay with Barclays Bank after the branch closure in February.

**It was resolved** to bring the proposal of staying with Barclays Bank to the full council meeting.

**R36 TO CONSIDER AND APPROVE THE RECOMMENDATION REGARDING THE RECEIVED QUOTATIONS IN RESPECT OF SAMPLING THE SILT IN THE MILLPOND, IN ORDER TO INFORM THE MANAGEMENT PLAN PROCESS**

**It was resolved** to note that this had already been approved by full council on the 19 January 2018.

**R37 TO NOTE THE APPOINTMENT OF THE EXTERNAL AUDITOR FOR THE 2017-18 FINANCIAL YEAR BY SMALLER AUTHORITIES AUDIT APPOINTMENTS LTD: PKF LITTLEJOHN LLP**

The Clerk informed members about the appointment of PKF Littlejohn LLP as an external auditor.

**It was resolved** to note the appointment and the Clerk to confirm the fee.

**R37 INTERNAL COUNCILLOR AUDIT AND INTERNAL AUDIT UPDATE**

The Clerk advised that she was in the process of seeking quotations from suitably qualified auditors/accountants in view of the growing budgets and advice from Brian White.

**It was resolved** to obtain other quotations from qualified and suitably experienced internal auditors. It was agreed to arrange internal audit for Tuesday 20 February 2018 with Councillor Steve Benney and Councillor David Cocks.

**R38 TO CONFIRM THE DATE OF THE NEXT MEETING – 26 APRIL 2018**

The date of the next Resource Committee meeting was set for Thursday 26 April 2018.

The meeting closed 8.55pm.