



HAYLE TOWN COUNCIL

RESOURCE COMMITTEE MEETING

THURSDAY 25 APRIL 2019

Minutes of the Hayle Town Council Resource Committee Meeting held at the Assembly Room, Hayle Community Centre, 58 Queensway, on Thursday 25 April 2019 at 7.30pm.

PRESENT

Councillors B Capper (Chairman), S Benney, D Cocks, N Farrar, S Johnson
 C Polkinghorne, J Pollard

Town Clerk E Giggall
Finance Officer B Goraus

The meeting commenced at 7.30pm.

R40 TO RECEIVE APOLOGIES

Apologies were received from Councillors G Coad, AM Rance and A Roden.

R41 TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Councillors Capper and Pollard both declared an interest in the grant application for Harvey's Foundry Trust (agenda item 4, minute R43f refers) and Councillor Capper also declared an interest in Hayle Day Care Centre (agenda item 7, minute R46 refers).

R42 TO APPROVE THE MINUTES OF THE MEETING 13 DECEMBER 2018

It was resolved that the minutes of the meeting 13 December 2018 be taken as a true and accurate record, with the Chairman to sign each page before placing them in the record book.

R43 TO CONSIDER APPLICATIONS FOR GRANTS AND DONATIONS (1ST TRANCHE)

- a) National Coastwatch Institution (St Ives)

It was resolved to make a grant of £250 towards the purchase of one webcam.

- b) Bodriggy Craft Group

It was resolved to decline the grant as the group has no constitution and to suggest that they submit another application in the name of a constituted organisation, perhaps one linked to the Bodriggy Health Clinic.

c) 1st Hayle Scouts (Phillack)

It was resolved to make a grant of £470 towards the expedition equipment.

d) Drama Express

It was resolved to decline the grant and request more information regarding the accounts and the number of Hayle based participants.

e) Inner Ground Dance Company

It was resolved to make a grant of £324 towards the venue hire.

Councillors Capper and Pollard left the room and Councillor Polkinghorne assumed chair.

f) Harvey's Foundry Trust

It was resolved to make a grant of £500 towards the publication of new edition of Hayle Oral History.

Councillors Capper and Pollard returned and councillor Capper resumed chair.

g) The Sowenna Appeal

It was resolved to make a grant of £50 towards the general appeal.

Legal Powers

In respect of grants in Minutes R43 a) c) f) and g) – Localism Act 2011 s.1 Local Authority General Power of Competence

In respect of grants in Minutes R43 e) – Local Government Act 1972 s.145 Provision of Entertainment

R44 CORRESPONDENCE

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

The Finance Officer advised that a letter had been received from Cruse Bereavement Care.

It was resolved to note the correspondence.

R45 TO APPROVE THE RELEASE OF THE BUDGETED ANNUAL GRANT TO HAYLE IN BLOOM.

It was resolved that the annual grant in the sum of £2,000 be released.

R46 TO APPROVE THE RELEASE OF THE BUDGETED ANNUAL GRANT TO HAYLE DAY CARE CENTRE

It was resolved that the annual grant in the sum of £10,000 be released.

R47 TO NOTE THE RELEASE OF THE 1ST QUARTERLY PAYMENT TO HAYLE YOUTH PROJECT

It was resolved to note the first quarterly payment in the sum of £1,470.60.

R48 TO CONFIRM THE AMOUNT OF THE ANNUAL GRANT TO HAYLE DECORATIVE LIGHTING COMMITTEE

It was resolved to make a grant of £1000 and keep the remaining £2000 for the Decorative Lights Fund.

It was further resolved that should the Decorative Lights Group wish to submit a grant application for a specific project in the future the committee would be willing to consider it in addition to the annual grant.

R49 TO RECEIVE A RISK REVIEW UPDATE TO CONSIDER THE CREATION OF ONE RISK REGISTER, TO LINK AND CONTAIN ALL FINANCIAL, MANAGEMENT AND HEALTH AND SAFETY RISK ASSESSMENTS IN ONE DOCUMENT

The Clerk explained that she had not presented financial and management risk assessments to the council in the financial year 2018/19, which had been noted by the Internal Auditor, and this was due to a couple of factors. She advised that in his previous year's report the Internal Auditor had recommended that a new style and system be implemented and she had intended to work on producing the documents in the recommended format but other priorities and time pressures meant that this had not occurred. The clerk showed members a couple of different styles and formats of other town council's risk registers.

There was some discussion on this matter. The Chairman explained that he felt that health and safety risk assessments should be kept and recorded entirely separately from management risk assessments however others considered that as long as they were all reviewed and recorded in an ordered way it would be better to present them in the suggested format.

It was resolved to note the clerk's explanation regarding the delay and to create one all-encompassing risk register, in a similar style as that prepared by Harpenden Town Council.

R50 TO RECEIVE THE FINANCE REPORT ON INCOME AND EXPENDITURE 2018-2019

The Finance Officer presented final year-end comparisons for each of the cost centres which were examined line by line and explanations were provided as necessary in respect of variations of expenditure or income to the approved revised estimates.

It was resolved to note and approve the financial comparisons and also in the new financial year to keep an eye on the spending against the set budget, particularly in respect of the amenities and the repair and replacement of items.

R51 TO NOTE THE COUNCILLORS INTERNAL AUDIT AND REPORT OF 22 MARCH 2019 (2ND OF THE FINANCIAL YEAR)

It was resolved note the findings of the councillor internal audit which was undertaken on 22 March 2019 relating to the period 1 October 2018 to 22 March 2019.

The clerk thanked Councillors Benney and Cocks for giving their time to carry out the audit.

R52 TO CONFIRM THE DATE OF THE NEXT MEETING – 25 JULY 2019

The date of the next Resource Committee meeting was set for Thursday 25 July 2019.

The meeting closed 9.05pm