



HAYLE TOWN COUNCIL

RESOURCE COMMITTEE MEETING

THURSDAY 24 OCTOBER 2024

Minutes of the Hayle Town Council Resource Committee Meeting held at Hayle Community Centre on Thursday 24 October 2024 at 7.30pm.

PRESENT

Councillors B. Capper (Chairman), T. Carey, A. Groves, J. Lawrenson-Reid,
J. Martin D. Raymer (Reserve) and V. Tan

Deputy Clerk M. Costello
Responsible Finance Officer B. Goraus

R10 TO RECEIVE APOLOGIES

Apologies were received from Councillor Ninnes.

R11 TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

There were none.

R12 TO APPROVE THE MINUTES OF THE RESOURCE COMMITTEE MEETING 25 JULY 2024

It was resolved that the minutes of the meeting of 25 July 2024 be taken as a true and accurate record.

R13 TO CONSIDER APPLICATIONS FOR GRANTS AND DONATIONS: Hayle Christmas Lights

It was resolved to award a grant of £1500 towards the cost of new frames, using £300 from General Reserves.

R14 CORRESPONDENCE

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

It was resolved to NOTE the correspondence.

R15 TO REVIEW AND APPROVE THE INTERNAL AUDIT ARRANGEMENTS BETWEEN HUDSON ACCOUNTING LTD AND HAYLE TOWN COUNCIL

It was resolved to approve the Internal Audit Arrangements between Hudson Accounting Ltd and Hayle Town Council.

R16 TO CONSIDER THE INTERNAL AUDITORS INDEPENDENCE AND COMPETENCE AND TO REAPPOINT STEVE HUDSON AS THE INTERNAL AUDITOR FOR 2024-2025

It was resolved to confirm the Internal Auditors Independence and Competence and to re-appoint Steve Hudson as the Internal Auditor for 2024-2025.

R17 TO NOTE THE LETTER OF ENGAGEMENT FOR INTERNAL AUDIT SERVICES BETWEEN HUDSON ACCOUNTING LTD & HAYLE TOWN COUNCIL AND APPROVE THE AUDIT PROPOSAL

It was resolved to NOTE the letter of engagement for Internal Audit Services between Hudson Accounting Ltd and Hayle Town Council and approve the Audit proposal.

R18 TO NOTE THE INTERNAL AUDITOR'S REPORT AND CONSIDER THE RECOMMENDATIONS

The Internal Auditor recommended that the fidelity cover should be increased as although Insurance Statutory insurances are in place and the Fidelity Guarantee has been increased to £1.3 million, receipt of the second precept instalment has meant that cash in hand sits in excess of £1.5 million, so there will be a period when the Guarantee remains inadequate. He advises that the Council should consider the associated risks and any additional cost and decide whether a further increase is required.

The Internal Auditors Report was NOTED and the RFO agreed to contact the insurers to enquire about the incremental cost to action the recommendation.

R19 TO APPROVE THE RELEASE OF THE 3RD QUARTERLY PAYMENT OF £1470.60 TO HAYLE YOUTH PROJECT

It was resolved to approve the release of the 3rd Quarterly payment of £1470.60 to Hayle Youth Project.

R20 TO APPROVE THE RELEASE OF THE ANNUAL GRANT TO HAYLE CHRISTMAS LIGHTS, £1,500

It was resolved to approve the release of the Annual Grant to Hayle Christmas Lights of £1,500.

R21 TO APPROVE THE CURRENT LIST OF DIRECT DEBITS AND CREDIT RECEIPTS (VARIABLE AND FIXED)

It was resolved to approve the current list of direct debits and credit receipts.

R22 TO APPROVE THE ADDITION OF THE MONTHLY BANK RECONCILIATION AND BUDGET MONITORING TO THE FULL COUNCIL AGENDA UNDER ACCOUNTS/ FINANCIAL MATTERS HEADER

It was resolved to approve the addition of the monthly bank reconciliation and budget monitoring to the Full Council agenda.

R23 CIVIC/COMMUNITY HUB

- a) To receive an update if available, from Castria Design, appointed to progress the Civic Community Hub Project to RIBA Stages 3 and 4

It was resolved to approve the additional costs for: i) Preliminary Bat & Bird Survey report including desk top survey £2,947.50 ii) Ground Investigations (trial holes, ground contamination, foundation exposure pits etc £6,592.50 to come from the EMR Library Fund.

- b) To consider and approve any further information regarding the costings for the MEP element of these stages, if available.

Members considered the costings for the M&E element of these stages (Heating, Services Engineering, Energy usage/generation etc) which are quoted as Stage 3 - £12,797.00 and Stage 4 - £12,797.00

It was resolved to recommend the costings for the M&E element of these stages 3 and 4, for approval at the next Full Council Meeting on 7 November 2024.

R24 OPPORTUNITY FOR MEMBERS/OFFICERS TO BRING FORWARD ITEMS/PROJECTS WHICH MAY HAVE BUDGETARY IMPLICATIONS ON THE 2025-2026 PRECEPT

There were none at this stage.

TO CONFIRM THE DATE OF THE NEXT MEETING: 28 NOVEMBER 2024

The meeting closed at 8pm.