

St Cleer Parish Council

Minutes of a Meeting of the Finance and General Purposes Committee on 19th June 2019, held at Council Sports Pavilion, Hockings House, St Cleer.

Penelope Andrews, Councillor		
Kelvin Buckley, Councillor		
Sue Harbord, Councillor	Chair of Council	In attendance
Suzanne Horsfield, Councillor		
Jonathan Prinn, Councillor	FGPC Committee	In attendance
Clive Sargeant, Councillor		
Brian Seage, Councillor	FGPC Committee	Apology accepted
Martin Shead, Councillor	FGPC Committee	Apology accepted
Brian Smith, Councillor	FGPC Committee	In attendance
Tony Turton, Councillor		
Derris Watson, Councillor		
Andy Webb, Councillor	Vice Chair of Council	
Martin Eddy, Cornwall Councillor	St Cleer, St Neot and Warleggan	
Roni Jones	Clerk In attendance	RJ
Members of the Public		0

1	<p>Apologies for Absence</p> <p>Apologies were received and accepted as above</p>	
2	<p>Members declarations</p> <p>a. Disclosable pecuniary interests b. Non-registrable interests c. Declarations of gifts d. Applications for dispensations</p> <p>None</p>	
3	<p>Minutes of Previous meeting</p> <p>Minutes of the previous meeting 10.4.19 were discussed. These were Proposed by SH; Seconded by BS. Motion Carried</p> <p>The Minutes were duly signed</p>	

4 Matters Arising

- a. Workplan from the Financial Regulations
- b. Plan Co-option of Councillor Audit of compliance

Item Rolled Over

5 Financial Matters

April and May Actuals

- It was noted that BS had conducted a due diligence audit of April and May prior to the meeting
- It was noted that the Notice related to Public Rights had been displayed from 17th June

The Clerk reminded members that the papers circulated earlier showed that the accounts were reconciled satisfactorily. An examination of the spend / income against budget was conducted which showed little activity YTD and all matters were satisfactory

Best Value Statement

It was noted that this document required the GDPR statement added to it to make it compliant (see 7 below). Matters added to it were recommended from the Procurement Training attended and offered a range of Quantitate demands for contractors such as anti trafficking and promotion of living wage.

In the forthcoming year it would be prudent to amend the thresholds for tending as many Parishes have reflect the low level required for ITT / Tender

To go to Parish

Living Wage Foundation

The ethos of the Living Wage and it's endorsement is seen as useful in a number of ways.

- Showing that Parish is a dutiful employer;
- that Living wage is different to minimum wage and
- given the levels of poverty in Cornwall that Parish may choose longer term to promote this to employers based in the parish

On this basis and in a drive to accredit it was proposed by BS and seconded by SH to propose that Parish apply for accreditation at a cost of approximately £100. Motion carried

6	<p>Risk Register</p> <p>The 2019-2020 register was circulated (it included all matters from the various GDPR Audits undertaken by the DPO) and each of the 28 points scored on the basis of level of risk and probability on a -5 scale where the higher the score the greater the impact. 2 issues were red rated and there were in place timely mitigations. BS Proposed and JP seconded the register to go to Parish to be adopted as risk rated at the meeting. Motion carried</p>	
7	<p>Delegated from Annual Parish Council Meeting</p> <p>Review of the Council's complaints procedure;</p> <p>And report to parish on the 26th June 2019 their satisfaction or suggestions for improvement under motion</p> <p>The previously circulated updated complaints policy was discussed and agreed as satisfactory. BS proposed and JP seconded it to go to Parish to be adopted. Motion carried</p> <p>Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (see also standing orders 12, 20 and 21)</p> <p>The full policy set and report had been circulated earlier and the clerk asked that the report be taken to Parish for adoption. BS proposed and JP seconded this and the motion was carried.</p>	
8 Business plan / STFS		
Item Rolled Over		
9	<p>Receipts and Payments</p> <p>None</p>	