

ST DENNIS PARISH COUNCIL

Minutes of the Finance, Staffing, General Purposes and Audit Meeting held on Thursday the 10th December 2019 at 7.00pm in the ClayTAWC Centre

Present: Cllr Clarke (Chair), Cllr Mr N Edmunds (Vice Chair), Cllr Harwood, Cllr Kelsey, Cllr Mrs T Edmunds, Cllr Taylor, Cllr Richards.

In Attendance: Lynn Clarke, Parish Clerk.

F59/19 Apologies.

Cllr Howard, Cllr Lodomez – Apologies accepted. Cllr Cotton absent.

F60/19 Declarations of Interest.

None Declared. Cllr Clarke reminded all present that if any matter arises during the meeting advice must be sought from the clerk and the council before continuing.

F61/19 Public Participation.

No members of the public present.

F62/1 To adopt the Minutes of the Finance, Staffing, General Purposes and Audit Committee held on the 28th November 2019.

The Minutes were accepted -Proposed by Cllr Mr N Edmunds seconded by Cllr Harwood, Cllr Mrs T Edmunds and Cllr Taylor abstained as not present at the meeting.

F63/19 Matters arising.

The Clerk informed that both policies have been amended and forwarded to all councillors. A quotation for the cleaning of the public conveniences has been requested.

F64/19 To Review and agree the earmarked reserves.

Resolved – To agree the ear marked reserves as presented. Proposed by Cllr Mr N Edmunds seconded by Cllr Taylor all in favour.

F65/19 To agree the budget for 2020 – 2021

Resolved – To agree the amended budget for 2020 – 2021 proposed by Cllr Mrs K Taylor seconded by Cllr Mrs T Edmunds all in favour.

F66/19 To agree the precept for 2020 – 2021

Resolved - To agree an increase of 7.5% on the precept. Proposed by Cllr Mr N Edmunds seconded by Cllr Mrs T Edmunds all in favour.

F67/19 To approve Novembers payments to creditors.

To approve November's payments to creditors as presented to the table.

Payments were accepted. Proposed by Cllr Taylor seconded by Cllr Richards. All others in favour. Discussions took place regarding bank charges for the issuing of cheques and it was decided that future payments where possible would be paid by BACS payment. To be agreed at the full council meeting in January.

Community Account

CHQ No:	Name	Invoice Number	Cost	Reason
101016	Glenn Humphries	11276	£600.77	Footpath cutting
101016	Glenn Humphries	11275	£1,258.80	St Dennis Cemetery grass cutting
101016	Glenn Humphries	11274	£874.80	Trelavour Prazey and verge cutting
101017	Seadog IT	3103	£19.95	Website Hosting fee
101018	D.May and sons ltd	102243691	£16.88	Lawn seed/slug pellets
101019	Screwfix	1028849915	£136.88	Casuals Gloves/Trousers/Boots/Wellingtons
101019	Screwfix	1026821185	£11.99	Safety Wear
101020	Central Cleaning	200762	£330.00	Public Toilets Cleaning
101021	Duchy Cemeteries	1841	£65.00	Interment of ashes
101023	Complete Business Solutions	2076740	£12.60	Black bags
101024	Mrs Julia Clarke		£14.64	Bought 24 second class stamps
101025	St Dennis over 70s Group		£200.00	Christmas Dinner
101026	ClayTawc	1811	£15.00	General Purpose Room Hire
101026	ClayTawc	1789	£47.10	Photocopying and Room hire
101026	ClayTawc	1819	£24.54	Photocopying and Room hire
BACS	Wages		£2,339.16	Staff Costs
BACS	HMRC		£203.90	Tax and NI
DD	Microsoft	E03009IOTI	£9.48	Online services
DD	BT	QO2565	£148.10	Phone services
DD	Sage	8025524	£7.20	Payroll Software
DD	Google Ireland	3665448799	£8.28	Secure email
DD	Barclays		£16.70	Account Fee and Cheque payments
DD	Biffa	522T16768	£364.57	Bin Collections
N/A	Complete Business Solutions	436175	<u>-£98.89</u>	Credit Note - Cartridge return
TOTAL SPEND FOR November			<u><u>£6,627.45</u></u>	

Education Grants

Chq:	Name	Invoice Number	Issued	Reason
100149	Mrs McGirl	N/A	£190.00	Grant issued
100150	Cornwall Council	N/A	£190.00	Transport Grant Applicant 2
100151	Callywith College Trust	N/A	£160.00	Transport Grant Applicant 3
100152	Clay Tawc	1811	£7.50	Room Hire
100152	Clay Tawc	1789	£7.62	Education photocopying
DD	Barclays	N/A	£6.00	Account Fee
Total			£561.12	

Playing Field

CHQ No:	Name	Invoice Number	Cost	Reason
100096	Glenn Humphries	11273	£633.60	Playing Field grass cutting

100097	D.May and Sons Ltd	103116206	£54.19	Hurdle/ chain and padlocks
DD	Barclays	N/A	£7.30	Account Fee / Playing field Trust
	D.May and Sons Ltd	N/A	-£45.16	Cancelled cheque wrong amount - 103116206
	Total		£649.93	

Standing Order 1c

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw'

F68/19 Confidential.

None

Signed.....Date.....

Chairman of Finance, Staffing, GP and Audit Committee

There being no other business within this section of the Chairman closed this meeting at 19.40 pm.

