

**OF THE FINANCE AND GENERAL PURPOSES COMMITTEE
HELD ON 19 APRIL 2010 at 7.00 pm**

PRESENT: Councillors Wells (Chairman), Biscoe, Mrs Callen, Mrs Carlyon, Cooke, Cox, Mrs Cox, Mrs Hosken, Nolan, Rich and Roden
Town Clerk and Treasurer

APOLOGY: An apology for absence was submitted on behalf of Councillor Dr MacKenzie

434 DISCLOSURE OR DECLARATIONS OF INTEREST

There were no disclosures or declarations of interest.

435 MINUTES

The Minutes of the Meeting of the Committee held on 15 March 2010 having been before Council on 29 March 2010 were confirmed and signed by the Chairman as a correct record.

436 TREASURER'S REPORT

(i) Financial Accounts 2009-2010 (Appendix 'A')

The Treasurer advised of a bad debt incurred in 2009 for the use of Lemon Quay by a business that had run into financial difficulties. He advised members, as a non preferred creditor in the financial reports issued by the company's administrator, it was very unlikely that the City Council would be able to recover the debt.

It was confirmed the current policy for users of Lemon Quay was to be invoiced after the event but members were of the opinion that new hirers in the future using any of the City Council's services should be invoiced prior to use.

The Treasurer advised members that the Accounting Standards Board (ASB) had published the Financial Reporting Standard for Smaller Entities (FRSSE), an accounting standard developed specifically for the benefit of smaller entities and they were changing the accounting rules for the Council once again.

RECOMMENDED that the outstanding debt be written off and the Treasurers report be approved and adopted.

(ii) Statutory Auditor

The Treasurer advised the Audit Commission had confirmed the role of statutory audit for the Council should go out to tender in time for the 2011-2012 financial years' audit because of its policy on rotation of audit provider. He confirmed there would be no change in fees but considered any change would affect the standard of the audit.

RECOMMENDED that a letter be forwarded to the relevant Government Minister expressing members concern regarding changes which will involve the City Council dealing with auditors from outside the area.

(iii) Issuing of Cheques

Members discussed the "death of the cheque" and considered BACS (Bankers' Automated Clearing Services) payments would have to be investigated in the future.

It was reported that until viable alternatives were in place and until businesses and consumers decided it was time to the withdraw the cheque clearing service the Payments Council were being called on to help provide the information and support required for a smooth transition.

RECOMMENDED that a letter be forwarded to the Bank of England regarding abolishing the cheque.

- 437** **AUDIT AND RISK MANAGEMENT SUB-COMMITTEE** (Appendix 'B')
The Chairman gave a brief report on the Audit and Risk Management Sub-Committee meeting held prior to the Finance and General Purposes Committee and it was

RECOMMENDED that the report of the TIC Sub-Committee meeting, Appendix 'B', be approved and adopted.

- 438** **USE OF LEMON QUAY** (EP5/6)
Armed Forces Day- 26 June 2010

Members discussed the event being organised by Cornwall Council, scheduled to take place on Lemon Quay. Members expressed concern that the farmers market would not be able to trade on the Quay on 26 June and considered alternative arrangements should be made for traders to trade elsewhere in the City.

Members discussed the siting of the farmers market outside the Marks and Spencer or Hall for Cornwall premises and following discussion it was unanimously

RECOMMENDED that the Town Clerk forward a letter to Cornwall Council requesting an alternative venue be sought elsewhere in the City for the Farmers Market to trade on 26 June 2010.

- 439** **CORNWALL COUNCIL** (F1)
Parking Policy Advisory Panel – Consultation

Further to Minute 409, the Town Clerk reported he had only received one completed questionnaire and had to response to Cornwall Council by 21 April 2010.

Following lengthy debate it was

RECOMMENDED that a further letter be forwarded to Cornwall Council reiterating Truro City Council's previous comments that the charges for Group 7, the City category were very much higher than other groups and Truro had been isolated as the only City in the group.

- 440** **STANDING ORDERS** (F2)
Revision of Part C

The Town Clerk reported that problems had been encountered recently when tenders had been requested for replacement parks vehicles. He advised that suppliers wished to e-mail and not forward sealed tenders by post as requested in Part C, paragraph 8 of Standing Orders.

Members considered that sealed tenders should definitely be required in respect of

larger tenders and it was

RECOMMENDED that the Town Clerk obtain the comments of N.A.L.C. and District Auditor on Part C - Standing Orders with respect to Contracts and report back to a future meeting of the Finance and General Purposes Committee.

441 CIVIC AFFAIRS (F5)

(i) The Late of Staff Sergeant Olaf Schmid

The Town Clerk reported that Staff Sergeant Olaf Schmid had been awarded the St George Cross for his acts of military gallantry.

(ii) Mayor's Civic Sunday Service and Remembrance Day

Members expressed concern at the lack of members support for the Mayor at the Sunday Civic Service in previous years.

It was considered it was the duty of all Councillors to attend and support the Mayor of the day at civic events and, following debate it was

RECOMMENDED that the number of Councillors attending future Mayor's Civic Services be reported and recorded in the Council minutes.

442 QUALITY STATUS (F10/4)

The Town Clerk reported the City Council had successfully renewed its Quality Status for a further period of four years. He advised the scheme, to provide benchmark minimum standards for parish and town councils was amended in June 2008 to better reflect the increased professionalism of councils.

443 CIVIC GIFTS/BADGE OF OFFICE (F5/2/4)

The Mayor tabled pictures from two suppliers of badges that could be presented to outgoing mayors at Mayor Making.

In an effort to reduce costs it was considered a vellum should only be presented to the outgoing mayor and not to the consort or mayoress.

Following debate it was

RECOMMENDED that estimates be obtained from a third supplier for a "former mayor" badge to presented to the outgoing Mayor each year at Mayor Making with an A4 size vellum.

444 CCTV (F37)

Further to Minute 393, the Town Clerk reported he had attended a recent CCTV meeting and confirmed the CCTV operation at Truro would shortly be separated from the Lifeline service. He advised a report was to be issued on whether there should be one centre for Cornwall although there was no indication where the centre would be situated.

RECOMMENDED that the Town Clerk's report be noted.

445 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that in accordance with s1(2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting during consideration of the following items by reason of their confidential or special nature.

446 STAFFING (F4)

(i) Town Clerk's Office

Further to Minute 411 members discussed the Town Clerk's confidential report, previously tabled, regarding the office administrator presently on maternity leave until 16 August 2010 returning to work on a three day basis and, in accordance with Standing Order 77(2), delegated powers, it was

RESOLVED that

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The Treasurer reported costings members ccordance with

The meeting re-opened for press and public access

The meeting closed at 9.26 pm.

CHAIRMAN