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**St Ive
Parish
Council**



**Minutes of the Meeting of St Ive Parish Council Finance and Administration
Committee held at Millennium House, Pensilva on Tuesday 24th June 2014
commencing 7.30pm**

Chairman: Cllr. A Neal

Councillors: Cllrs' Dipper, C Wadge, M Corney, SA McWilliam, R Bennison, J
Kendrick-Crawshaw

Members of the Public: none

Officer; Parish Clerk – Mrs A Fisher

The Chairman declared the meeting open at 7.45pm

9. Apologies – Cllrs Carter, and Moss

10. Councillors' Declarations of Interest – none declared

11. Minutes of the previous meeting – unanimous decision that the Minutes be signed as an accurate reflection of the meeting.

12. Matters Arising from the Minutes - Cllr Bennison remarked that the internal audit report showed our risk had increased from low to medium. Cllr Neal advised the asset register should not be increased. **Action: Clerk to note for the 2014/2015 return.**

VAT –Millennium House opted in for VAT, we are unable to change this for a period of 20 years and it is a lengthy process to change.

Pigeon hut – work has commenced to change the use into a covered area for spectators, and the dugouts are under construction.

Cllr McWilliam confirmed the General Manger's performance review took place on 2nd June 2014 and four objectives have been agreed. Cllr Kendrick-Crawshaw said the manager should be applauded as the loss from Millennium House has decreased. Cllr McWilliam supported his remark, we need to draw a line and move forward.

Cllrs Neal and Bennison said they require more information from the General Managers report in respect of future plans for increasing income. **Action: Cllr Neal will liaise with the General Manager on the criteria required in the report.**

Discussion over who should conduct the next review, Cllr Bennison recommended continuity and suggested Cllrs Corney and McWilliam continue.

13. Business

13.1 Campaign to Protect Rural England – membership renewal £36.
Unanimous decision to renew.

13.2 St Ive District Church – request for grant £400 towards the upkeep of the churchyard. Unanimous decision to award grant of £400. **Action: Clerk to contact Cllr Mutton to remind him to claim the grant for St Ive Methodist Church of £400.**

13.3 All Being Well have Charity status from May 2013, room charge to remain at £250 per month gross. It was agreed to keep the charge at £250 for now. **Action: Clerk to add to the July FAC Agenda discussion of room rent review for the Gym.**

13.4 Internet banking – Cllr Kendrick-Crawshaw volunteered with Cllr Corney to participate in a working party to consult with the Finance Clerk to establish a process, possible changes needed to the Financial regulations and report to the July FAC meeting. **Action: Clerk to add to Agenda.**

13.5 Pensilva Play Park Project application to Viridor for funding for path and fence, request for third party contribution of £2,044.40. After discussion it was agreed that the Chairman would set up a meeting with the play park group. Need to ensure that the selected contractor has public liability insurance and risk assessment. More information is required to ensure that Parish Council procedures are followed:

- Where they are in the process
- Name of the contractor
- Cost of the project and how it is to be funded

14. Monthly Financial Reports

14.1 May 2014 accounts

Utility payments – British Gas cancelled our direct debits for gas and electric, these have been set up again and these should be processed in July.

PWLB for solar panels £31,052 received on 21st May 2014 transferred to deposit account 22nd May 2014

Precept received 8th April 2014 £28,756.57 includes grant – £26,000 shown under precept but the grant £2,756.57 was posted to S137 grants (Finance Clerk will post this to a new appropriate heading).

Next Finance Agenda to revisit the subsidised venue budget of £10,050.

15. Date of next meeting – 22nd July 2014

The Chairman declared the meeting closed at 9.37pm

Minutes taken by:

Angela fisher

Clerk to St Ive Parish Council.

28th May 2013

Signed:

(The Chairman - Cllr. A Neal)

Dated: