

Millennium House, Century Square,
Princess Road, Pensilva, Liskeard,
Cornwall, PL14 5NF.

Telephone: 01579 363096

Fax: 01579 362102

Email: stiveparish@btconnect.com

**St Ive
Parish
Council**



**Minutes of the Meeting of St Ive Parish Council Finance and Administration Committee
held at Millennium House, Pensilva on Tuesday 28th October 2014 commencing 7.45pm**

Chairman: Cllr. A Neal

Councillors: Cllrs' R Bennison, P Dipper, P Carter, H Frith

Members of the Public: None

Officers: None

The Chairman declared the meeting open at 7.45pm

39. Apologies – Cllr Corney

40. Councillors' Declarations of Interest

Cllr Carter declared an interest in the Youth Proposal for the Coffee Shop.

41. Councillors' Declaration of Office

Discussions took place regards the discovery made on the 13th October 2014 that the declaration of office made by J Kendrick-Crawshaw was incomplete and therefore was not an elected councillor and votes that he had made at the Parish Council meetings were unacceptable.

(Note; - Councillor P Dipper had been notified of the anomaly concerning the Declaration by John Kendrick-Crawshaw on the 14/10/2014. The 1972 Local Government Act section 83 refers to the declaration of a Councillor.)

It was unanimously agreed that all meetings involving votes made by J Kendrick-Crawshaw would be examined to see if a change in any decisions should be made.

Particular reference was made regards a vote that was made at the Parish Council meeting dated 8th September 2014 item 59 when a vote taken to remove the ban on Mr Harvey Frith allowing him access to the Bar at Millennium House was made.

It was at this point that Councillor P Dipper announced that with immediate effect he was resigning from the Parish Council and left the meeting.

Discussions continued and it was noted that the vote made at the Council meeting on the 8th September should read 3 votes in favour (Cllr's Bennison, Neal and Carter) and 2 votes against (Cllr's Dipper and Corney) to remove the ban on Mr Harvey Frith therefore the ban was lifted on the 8th September 2014. It was agreed in the absence of the Millennium House Manager the bar staffs were informed of this decision.

42. To receive questions or statements from members of the public

No public were present.

43. Minutes of the previous meeting

It was unanimously agreed to sign the Minutes as a true record of the meeting.

44. Matters Arising from the Minutes

It was reported by Councillor Bennison that he had approached the Manager of Millennium House regards training for the Bar Epos Till management system and was informed they were far too busy to attend any training.

45. Business

45.1 Proposals for use the Coffee Shop

Mrs Angela Haines – This proposal was discussed and noted that the proposal was for no rent to be paid for first 12 months and 5% of turnover in the second year and then 7% thereafter. It was resolved that this was not a viable economic plan with the risk being taken by the Parish Council.

Pensilva Youth Proposal – An outline of the plan was given by Pam Carter. Full details had been circulated prior to the meeting. A rent of £3000 per annum had been offered. It was resolved to recommend the proposal in principle subject to negotiations regards the cost of relocation of the Post Office and supply of electricity.

45.2 Management of bar financial risk and record system.

After a number of recent bar checks it is noted that the Epos bar management system has not been kept up-to-date and should be returned to the Parish Office to be controlled by the finance clerk. This would also control the considerable financial risk of cash transitions in the bar. It is also noted that the tills in the bar require updating.

45.3 Disclosure of items made in closed sessions.

It was noted that at the Council meeting dated 13th October 2014 during the consideration of an application to join the council, a member of the council used information gained during a closed session of a meeting to interrogate the applicant. This took place in front of a number of members of the public.

This disclosure is against section 71 Standing Orders, Confidential Business. An acceptance of restriction should be placed on disclosure of information gained in closed session of Council meetings.

45.4 Review of employees statutory entitlements.

It is noted that sickness pay is now the responsibility of employers currently up to 6 months if receiving a salary over £111 per week. It is also noted that the payroll does not identify the staff that have been allocated holiday pay.

46. Monthly Financial Reports

The financial situation of the parish council finances is now requiring urgent attention. We now have a further 6 months to go in this financial year and there is no further income from the precept this year. With the loss continuing at MH we will not be able to retain the recommended minimum amount of reserves.

It was agreed that an emergency meeting should be called to discuss the serious financial situation of the council and to elect a Chairman of the Council.

47. Date of next meeting – 28th November 2014

The Chairman declared the meeting closed at 9.45 pm
29th October 2014

Signed:
(The Chairman - Cllr. A Neal)

Dated: