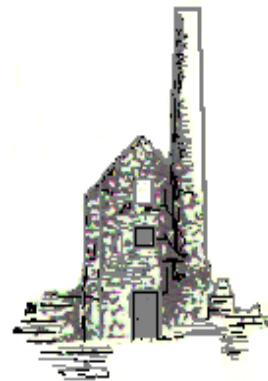


St. Ive Parish Council

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Minutes of the Finance and Administration Committee held at Millennium House on the 26th January 2016 at 7.30pm

Present: Cllr Neal Chair, Cllrs. Corney, Moss, Dipper, Haines and Waddington

63. Apologies: None

64. Councillors Declarations of Interest; Cllr. Haines matters pertaining to Millennium House.

65. To Receive Questions and Statements from Members of the Public:

Roger Bennison has investigated the registration details of PCB. From the Articles of Association it was clear that the directors have total control over the bar profits and there is no lock on the profits, they can also pay themselves a salary. Council should look carefully at this. Cllr. Haines was concerned with the delays over the transfer and we need to thrash these details out. Mr Bennison also mentioned he had been in touch with Millers who had shown interest in Millennium House.

66. Minutes of the Previous Meeting: Proposed by Cllr. Haines Seconded Cllr. Waddington- Approved.

67. Matters Arising:

Cllr Neal raised of the football club matters and asked if there had been any progress. The matter will be considered again at the next FAC meeting.

The Clerk advised that we had received a new quote for grass cutting in respect of the Pensilva recreation ground. It was suggested we obtain three quotations.

68. Business:

68.1. Insurance Cover for Solar Panels: Proposed by Cllr. Haines seconded by Cllr. Waddington that we insure the solar panels. We also need to insure against interruption of business, a matter raised by the auditors. Cllr. Waddington to get quotes from Zurich. Cllr Waddington also raised the question of insuring the playground equipment when it is delivered to the site at St Ive.

68.2. Pay Roll/ Accounts Software: The question of transferring payroll administration to an external supplier. Cllr. Neal will talk to Mr Body about this and get his views.

68.3. EPOS: Council does not appear to be getting the EPOS reports. We were advised this was the result of problems linking the computer to a suitable printer. The Clerk will speak to Martin Green and report back.

68.4 Auditors Appointment: We received a letter from NALC regarding the appointment of External Auditors. It appears we had an opportunity to appoint auditors other than Grant Thornton. This item is for interest as the closing date for action has passed.

68.5. Purchase of a Laptop and Projector: The Clerk has investigated a Dell computer and laptop for planning purposes. The Dell package is £259 excluding VAT and £329 Inc. for the projector, well within the £700 given by County. We should purchase this, Cllr. Waddington proposed seconded Cllr. Haines. Aproved. We need to purchase a voice recorder for meetings, this is within the aforementioned budget..Agreed.

68..5 Clerk Review; Agreed that Cllr. Neal and Cllr. Waddington will conduct an interview at a date to be confirmed and report to the PC in closed session.

69. Monthly Financial Reports.

The Reports were discussed and noted.

70. Date of Next Meeting 23rd February 2016.

Meeting Closed 9.50pm