St Ive Parish Council

Minutes of the St Ive Parish Council Finance & Staffing Meeting held on Tuesday, 27th November 2018 in the Millennium House, Pensilva at 7.30pm.

Item No.		Action by
1	Present. Cllrs. A Moss (Committee Chairman), I Vaughan, P Haimes, T Hodson,	
	Also attending. Mrs J Hoskin (Parish Clerk)	
2	Apologies for absence were received from Cllr M Corney.	
3	Councillors Declarations of Interest. None declared at this stage of the meeting.	
4	To receive questions or statements from members of the public. There were no members of the public present and no public statements received.	
5	Minutes of the previous Meeting held on 23 rd October 2018. The Minutes of the Meeting held on the 23 rd October 2018 were approved and signed by the Committee Chairman, proposed Cllr P Haimes, seconded Cllr T Hodson and unanimously agreed.	
6	Matters Arising from the Minutes. Item 6 (8) Sage Accounting System – It was reported that some Councillors had now linked in to the Sage accounting system and could now view the accounts, but were unable to change anything. Councillors would not be given the opportunity to work the accounts and needed to contact the Clerk or Finance Officer for any changes or discrepancies. The question was asked as to what accounting system other councils were using and whether or not the St Ive accounts could clearly define the costs for Milennium House separate to the general Parish Council accounts. Item 6 (9) BT Sport – It was noted that BT Sport and Broadband were still working although no recent charges had been made for the facility. The Clerk will check with the RFO as it was thought the BT Sport had been cancelled. Item 6 (9) British Gas – It was confirmed that British Gas would attend to look at the boilers on the 16 th December under a service contrac,t but this did not cover breakdown costs. Another contractor (All Gas, Callington) had inspected both boilers and established that the pilot lights were defective on both and the pump had already broken on one. Item 7.3 To consider an application from the Growing Project for money from the Solar Fam Fund. The grant had been accepted and the money would be	Clerk
	transferred into the Parish Councils account, ready to be passed on to the Growing Project organisation.	
7	To receive a copy of the model Financial Regulations – to be reviewed / amended and presented to Full Council for adoption. The Clerk circulated	

	copies of the draft Financial Regulations to committee members. It was agreed that they be reviewed / amended in January and then presented to the Full Council fro adoption.	F&A Comm
8	To review the Sage One accounting system. Also reported under Item 6 of this meeting. It was agreed that the Clerk obtains access to the "read only" Sage accounts. Cllrs. A Moss and T Hodson were able to project the accounts on the big screen for all committee members to see.	
9	Review of the monthly Financial Reports. The Committee studied the financial reports and made recommendations that the cost of the pensioners lunch be increased from £5.50 to £6.00. Figures for bar takings were not properly analysed and this needed to be corrected.	Clerk
10	Any other business. Bar opening hours on Christmas Day – Having been announced at a recent staff meeting that the bar was to close on Christmas Day, a member of staff had volunteered to open for two hours without being paid. The request will be considered. Precept for 2019/2020 – The Clerk confirmed that the £69,000 precept request for the next financial year had been accepted by Cornwall Council.	
11	Date of the next Meeting. Tuesday, 22 nd January 2019.	
12	To close the Meeting. There being no further business the meeting closed at 8.10pm	

Dated: 22nd January 2019 Signed: