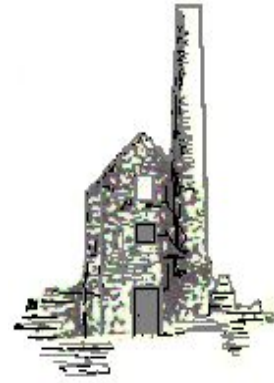


St. Ive Parish Council

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The minutes of the St Ive Parish Council Finance and Administration Committee held at Millennium House, Pensilva on Tuesday 28th Nov 2017 at 7.30pm

Members of the Press and Public were invited to attend.

241. Present: Chair – Tony Hodson, Cllrs Vaughan, Haimes, Moss, and Corney and Mr Andrew Collins.

242. Apologies- Cllr Wilson

243. Councillors' Declarations of Interest –
None

244. To receive questions or statements from members of the public –

Mr Collins brought several questions to Committee;

The first being where the 12,000 saving to the Community was from the loss of Millennium House manager's salary? Cllr Vaughan to investigate this matter.

Secondly, Mr Collins then asked what monies have the Parish Council received in relation to events run by the MHEG. Cllr Moss reported that a rate for room hiring was agreed by the previous Parish Council. Committee to investigate with Finance Officer.

Mr Collins asked where the Council was in regards to the Audit recommendation of Risk Assessment Cllr Moss said there had been progress and that to further this it should be taken to MHMC and Cllrs assigned tasks to be completed. Mr Collins suggested that this information should be put in the Parish Pump as a PC news update.

Cllr Corney reported that his suggestion of a Community lunch this year for those who would benefit was not going to happen, it was agreed that with planning a Community Christmas lunch would be taken to the Parish Council in the future. Mr Collins stated that if this event went ahead he would donate £100.

245. Minutes of the previous meeting –

Accepted Proposed Cllr Vaughan, Seconded Cllr Moss. The vote was unanimous.

246. Matters Arising from the Minutes-

237.1 Clerk reported that letter had been sent.

237.2 Cllr Vaughan reported that the 137 payment had been removed.

237.3 Cllr Hodson asked if there had been any progress, Cllr Moss reported that the monies were to be allocated to Community projects, the use for the Bus Shelter at St Ive to be further investigated.

237.4 Cllr Hodson that Council request a clearer quote for the works from ultraclean **and this should be presented again to Council.**

239. Cllr Haimes reported that Bank Signatories had been activated.

247. Business

247.1 CIPFA Membership-

Finance Officer had requested a payment of £155.00 for this renewal, Proposed Cllr Moss Seconded Cllr Hodson – Unanimous.

247.2 Payment of EPOS Invoice.

Cllr Moss Proposed the payment of £250.00+ VAT for the EPOS support, Seconded Cllr Hodson – Unanimous.

247.3 Card Payments for Millennium House

Cllr Vaughan to liase with Cllr Bruce on the progress and report to Council.

247.4 Staff and Volunteers Christmas presents

Cllr Corney reported that staff and volunteers have previously been given a £10 allowance for a present.

Cllr Hodson suggested that vouchers would be an idea eg Eden. Cllr Hodson Proposed. Seconded Cllr Haines – Unanimous.

Cllr Corney suggested that the volunteers including Anne and Jo, Ruth and Tony be invited to a Christmas gathering, to include a buffet, Cllr Moss Proposed a budget of £50 or less for the Buffet, Seconded Cllr Vaughan – Unanimous.

448. Monthly Financial Reports

The Monthly Financial Reports was discussed but there were no major queries.

Cllr Moss recommended however that the costs for Football food be investigated and the BT Sport costs to reviewed, Cllr Vaughan suggested that the use of BT Sport in regards to the revenue gained from the football club should be investigated, and that he would investigate with the Catering Supervisor the allocated catering hours, Proposed Cllr Hodson Seconded Cllr Vaughan- Unanimous.

449. Any other business

Cllr Haines requested that due to the ill health of Cllr Wilson that Council propose and accept an extension to her absence. To be put forward to Parish Council.

Cllr Moss reported that he would investigate the corrections on the till receipts as requested by the Finance Officer.

Cllr Haines suggested that the Chairman of each Committee makes themselves available on a rota basis for the drop in sessions at Millennium House on the 4th Sunday of the month. This should be agreed at the Council meeting to be placed in the Parish Pump.

450. Date of next meeting – to be 23rd January 2017

Signed.....Date.....