



Minutes – Finance & Operations Committee

Minutes of the meeting held on Monday 14th September 2020 at 6pm. This was a virtual meeting.

Present: Cllrs White (Chair), Arthur, Bowers, Higgins, Trevethan and Yeo.

In attendance: Tatiana Cant (Parish Clerk) and Cllrs Boston, Lawrence (from min. 073/20/F&O) and Rogers

Public Participation

There were no members of the public present.

066/20/F&O Apologies

Apologies were received from Cllr Byfield who had a personal commitment and the Finance Officer. Reasons were accepted.

067/20/F&O Declarations of interest and dispensations granted

There were no declarations of interest and no dispensations had been granted.

068/20/F&O Approval of minutes

The minutes of committee meetings held on 24 August and 28 August 2020 were agreed as a true and accurate record.

069/20/F&O Action List

Members noted updates to the Action List. The only outstanding item related to researching savings accounts.

070/20/F&O Management Report on the Library

The Clerk reported that Phase 1 reopening arrangements for the library continued to work well, and it was hoped to implement Phase 2 at the beginning of October when limited numbers of visitors would be able to browse. Members received the opening planning notes prepared by the Library Manager and considered the Risk Assessment prepared. Members were satisfied that this was a thorough assessment and approved the document. Terena had started in her role to replace Barbara who would be leaving at the end of the month.

071/20/F&O Update on 8 Boscawen Road Project

The Clerk explained that there were no significant updates to report. A further Ecology Survey had been conducted on the day of this meeting and the results were awaited. The Food Bank no longer required the use of the building as they had been able to remain in the Memorial Hall.

In response to a question from Cllr Rogers regarding finances for the project, the Clerk confirmed that all of the expenditure to date had been recorded on the monthly financial management reports and that she would also work with the Finance Officer to produce a financial report for the project showing expenditure to date and projected expenditure.

ACTION: Prepare project financial report – *Finance Officer and Clerk*

072/20/F&O Car park management arrangements

New arrangements at Droskyn car park were now operational. Members agreed the slightly revised details for the Parking Order. Cornwall Council would be informed and any signage altered where required.

It was further noted that the signs installed in the car park were too high in some cases and that this would be rectified as soon as possible.

ACTION: Complete Parking Order, arrange for signs to be lowered – *Finance Officer*

073/20/F&O Property rent collection

The Clerk reported that only a handful of tenants had responded to the council's recent letter and many still had outstanding amounts to pay. The deadline for response to the letter was the end of September, and members therefore considered it would be fair to wait until all the responses had been received before making any decisions relating to payment arrangements. Comments from Slous Cliff Top Café were noted regarding impact on trading resulting from the necessary closure of the car park earlier in the season. This would be addressed as part of the subsequent property discussion and the tenants informed accordingly.

074/20/F&O Request to rent Cligga containers

A request had been received from a local businessman regarding renting for storage purposes the containers recently vacated by the Christmas lights team who had now moved into Unit 5. It was suggested that these be rented at £20/week per container. This was AGREED subject to the Finance Officer checking to see if this was in line with local rates for container use.

ACTION: Research local rates for container use, liaise with enquirer – *Finance Officer*

075/20/F&O Date of next meeting

The date of the next meeting was noted: 6pm on Monday 5th October.

There being no further business the Chairman closed the meeting at 6.40pm.

Signed

Date: 5th October 2020