

**MINUTES OF THE POLICY, FINANCE AND RESOURCES COMMITTEE**  
**MEETING HELD IN THE GUILDHALL, HELSTON**  
**ON TUESDAY 29<sup>TH</sup> JUNE 2010 AT 7.00 PM**

**Councillors:**

Mrs S M E Swift  
N J C Devenish

R J L Boase (Town Mayor)  
K Reynolds

Mrs V J Matthew  
M H Thomas

Councillors Mrs F N E Boase and Mrs W A Radford-Gaby were also in attendance.

**Officers:**

Mr C Dawson – Town Clerk

**88. Election of Chairman and Vice-Chairman**

On the proposition of Councillor Mrs Matthew, seconded by Councillor Thomas, it was

RESOLVED – that the Mayor, Councillor R J L Boase, be appointed Chairman until May 2011.

**The Mayor took the Chair at 7.01pm**

It was then proposed by the Mayor, seconded by Councillor Thomas, that Councillor Reynolds be elected Vice-Chairman. It was also proposed by Councillor Mrs Swift, seconded by Councillor Mrs Matthew, that Councillor Devenish be appointed Vice-Chairman. There being a tied vote, in accordance with Standing Order 15.1.v, the matter was referred to the Full Council.

**Councillors Devenish and Reynolds abstained from the vote.**

**89. Declarations of Interest**

The Mayor declared an interest in the Mayor's Allowance which was included in the Budget Monitoring Statement (Agenda Item 6), and advised that he would not take part in the debate or vote on that specific budget heading.

**90. Minutes**

On the proposition of Councillor Mrs Swift, seconded by Councillor Reynolds, it was

RESOLVED – that the Minutes of the Meeting held on 5<sup>th</sup> May 2010 be approved and signed as a true record.

**Councillor Mrs Matthew abstained from the vote as she was not present at that meeting.**

## **91. Budget Monitoring Statement**

Members considered the Budget Monitoring Statement to 31<sup>st</sup> May 2010. The Town Clerk answered questions following which it was proposed by Councillor Reynolds, seconded by Councillor Thomas, and unanimously

RESOLVED – that the Budget Monitoring Statement be accepted.

**The Committee gave Councillors Mrs Boase and Mrs Radford-Gaby permission to speak during the following item.**

## **92. Active Partnering**

Members considered the ‘Active Partnering Tool Kit’ document (previously circulated) that contained a list of services and functions that could potentially be delegated to the Town Council. Members considered each in turn and agreed that the following be investigated further:-

- Street cleansing (including litter picking, sweeping and graffiti removal)
- Weed control
- Maintenance of verges, ditches and signage
- Amenity area grass cutting
- Maintenance of street furniture
- Play areas (including maintenance, safety and cleansing)
- Parks and gardens
- Street naming
- Co-operation on parking restrictions and enforcement

On the proposition of Councillor Thomas, seconded by Councillor Mrs Matthew, it was unanimously

RESOLVED – that the Town Clerk contacts the Community Network Manager to request financial information regarding the selected services and functions.

The Town Clerk advised that he would also request financial information relating to the town’s car parks.

It was then proposed by Councillor Devenish, seconded by Councillor Mrs Swift, and

RESOLVED – that an Active Partnering Working Party be formed to work with the Town Clerk to draft a business plan which would be brought back to the Committee for consideration.

Upon seeking volunteers to form the Active Partnering Working Party, it was proposed by the Mayor, seconded by Councillor Mrs Matthew, and

RESOLVED – that Councillors Mrs Swift, Devenish and Reynolds with the Town Clerk, form the Active Partnering Working Party.

**Councillor Mrs Boase left the meeting at 7.50pm**

**93. Annual Report 2009/10**

Members considered the draft Annual Report 2009/10 (previously circulated). Following a detailed debate, during which Members agreed amendments to the text, it was proposed by Councillor Mrs Matthew, seconded by Councillor Reynolds, and

RESOLVED – that the Annual Report 2009/10, as amended, be accepted and published.

**Councillor Devenish left the meeting during this item at 9.20pm and returned upon its conclusion.**

**94. Offer of Land**

Members considered correspondence from a member of the public offering to sell a piece of land at St Johns to the Council. The Town Clerk circulated maps to indicate the location of the land and advised that the Council already had a lease for part of the land where the Millennium Cross was located.

Following a short debate it was proposed by Councillor Mrs Swift, seconded by Councillor Mrs Matthew and

RECOMMENDED – that the Council did not purchase the land at St Johns.

It was further proposed by Councillor Reynolds, seconded by Councillor Devenish, and unanimously

RESOLVED – that the Council pay fifteen pounds rent to the Lessee sent by Recorded Delivery.

**Councillor Mrs Boase re-entered the meeting at 9.45pm**

**95. Review of Health & Safety Policy and Complaints Procedure**

The Town Clerk advised that the Health & Safety Policy contained a number of associated policies as appendices that were too numerous to review at one meeting and suggested forming a small Working Party. After a short debate it was proposed by Councillor Reynolds, seconded by Councillor Thomas, and

RESOLVED – that the Town Clerk be given delegated authority to review the policies contained in Appendix I of the Health & Safety Policy.

It was then proposed by Councillor Reynolds, seconded by the Mayor, and

RESOLVED – that the Health & Safety Policy and Complaints Procedure be accepted as set out.

**96. Internal Audit by Members**

On the proposition of Councillor Devenish, seconded by Councillor Mrs Matthew, it was

RESOLVED – that Councillors Mrs Swift and Reynolds conduct an internal audit in July.

**Meeting closed 9.50pm.**

**Confirmed**

**Town Mayor**