

DRAFT MINUTES

At a future meeting the council will consider the accuracy of these minutes so they may be subject to change. Please check the minutes of the next meeting to confirm whether or not they have been amended

Minutes of a Meeting of Tywardreath & Par Parish Council Finance Committee held on 5th December 2024 at the Methodist Chapel, Tywardreath following the 6.45pm Full Council Meeting

Present Cllr Hughes (Chairman), Cllr Hazeldean, Cllr Truscott, Cllr A Wildish,

In attendance The Parish Clerk, Sally Vincent
Cllr Phillips

24/01 Apologies Cllr C Wildish (*ex officio*), Cllr Taylor

24/02 Declaration of Interests

1. Pecuniary - None
2. Non registerable – None
3. Dispensations – Cllr Hughes has been granted a dispensation by the Parish Clerk in any matters pertaining to allotments, effective until May 2025.

24/03 Public Questions

None

24/04 Minutes of the meeting of 4th April 2024

Proposed Cllr A Wildish, seconded Cllr A Hughes and RESOLVED that the minutes be confirmed and signed by the Chairman

24/05 Matters arising on items not on the Agenda - *for report only*

None

24/06 To consider risk assessment schedules, including public liability and fidelity cover and sign off

It was proposed by Cllr Hughes, seconded Cllr A Wildish and RESOLVED that the public liability and fidelity cover was adequate and the general risk assessment schedule should be signed off, incorporating the proposed amendments suggested by the Parish Clerk.

Cllr Hughes recorded the Parish Council's complete reliance on the Clerk and noted that the Finance Committee must remain fully aware of this and consider how the Council would function should she be unable to undertake her duties for any reason. The Clerk confirmed that she had a historic arrangement with the Clerk of Treverbyn Council in that they had agreed to cover the others Council's as a temporary measure in situations such as this.

24/07 To review Parish Clerk Job Profile/Salary/Hours

It was proposed by Cllr A Wildish, seconded Cllr Hughes and RESOLVED that the Clerk's hours should remain at 12 per week, the SPC should remain to point 37 and the existing arrangement to cover holiday pay should continue.

24/08 To review Earmarked Reserves 2024/2025 and Allocate Earmarked Reserves 2025/2026

Members agreed that there was nothing of particular note relating to the 2024/2025 reserves, apart from that the devolution of Vine Place was still awaited so the reserve had not been called upon. However, Hamleys Corner toilets had been sold so the reserve that had been built up to refurbish the property and create a low cost home would no longer be required. A reserve for the devolution costs of Polmear Orchard would be required but it was agreed that this would come under Community Assets Support.

It was proposed by Cllr A Wildish, seconded Cllr Hughes and RESOLVED that the following reserves should be earmarked for 2025/2026

Flood Plan	£500
Vine Place	£40,000
Clerks Gratuity	£6,727
Climate Change	£2,000
Overage	£14,886
Community Assets Support	£4,000
Election Expenses	£4,000
Legal	£5,000
Operating Reserve	£35,162

24/09 Budget 2025/2026

Cllr Hughes led the meeting through the draft budget proposals that, together with the Clerk, he had formulated and responded to questions from members. He noted that the reserve that had been accumulated to refurbish Hamleys Corner toilets and that was no longer required had left the Parish Council in a strong financial position. The Clerk suggested that the Council should put together a programme of works in the new year as this would be a more efficient way of working, rather than reacting to maintenance issues as they occurred. This was agreed and would be an agenda item in January. Having reviewed all the financial information available, including expenditure to date, a draft budget was then formulated and Cllr Truscott proposed, Cllr A Wildish seconded and it was RESOLVED that a recommendation should be made to full council that the precept for 2025/2026 should remain at £58,060.00.

Date of Next Meeting – to be arranged

Meeting Closed 7.58pm