

LOOE TOWN COUNCIL

MINUTES OF THE FINANCE AND WORKS COMMITTEE MEETING

held in the Tourist Information Centre, The Guildhall, Fore Street, East Looe
on Tuesday 26th February 2013 at 7.00pm

REPORT TO COUNCIL

PRESENT: Chairman – Cllr M Gregory
Cllrs D J Bryan, E B Galipeau,
W Martin and Mrs Powell

OFFICERS

Town Clerk – Mrs A Frith

IN ATTENDANCE

Cllr Mrs E Graham-Jones

98. APOLOGIES

Apologies for absence were received from Councillors J R B Dingle,
C Rose, D Welch and P Crossley.

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Councillor Gregory proposed that Councillor Mrs Graham-Jones be co-opted
for the purpose of this meeting only, seconded by Councillor Bryan it was
unanimously agreed.

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99. TO RECEIVE DECLARATIONS OF INTEREST

.1 Personal Interest

Councillor Galipeau declared an interest in any matter raised concerning East
Looe Town Trust.

**100. TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF THE
PUBLIC**

There were no members of the public present.

101. TO DISCUSS REQUESTS FOR FINANCIAL ASSISTANCE

.1 Arthritis Research UK

This request for financial assistance was deferred until April as the donation
budget for this year has been spent.

102. TO DISCUSS MATTERS REFERRED FROM OTHER COMMITTEES

No matters had been referred.

103. TO DISCUSS PUBLIC CONVENIENCE EXPENDITURE

Councillor Galipeau proposed that this matter be deferred to Part Two as it is part of a tendering process, seconded by Councillor Gregory it was:

RESOLVED

To move this matter to Part Two.

104. TO DISCUSS THE CAR PARK LEASE

The Chairman informed the Committee that the Terms of a new lease for the Health Centre patients car park had been received.

As the Terms are not as negotiated with Councillor Toms the Chairman suggested that this matter be referred back to him, this was unanimously agreed.

105. TO CONSIDER "SELLING" LOOE COMMUNITY OFFICER HOURS

The Chairman informed the Committee that other organisations had shown interest in buying hours to benefit from the services of the Looe Community Officer.

The Chairman explained the role of the Looe Community Officer to Cllr Mrs Graham-Jones and the potential benefit of expanding the services of the Looe Community Officer to generate an income.

There was much discussion with some members having the opinion that Looe should be sorted out first before offering the services of the Looe Community Officer to anyone else.

Councillor Galipeau proposed that this matter be referred to the Environment and Public Protection Committee, seconded by Councillor Gregory it was unanimously agreed. It was also agreed that a letter be drafted, asking for expressions of interest, for submission to the Environment and Public Protection Committee.

The Clerk was asked to ask the Looe Community Officer to provide a programme for replacement of the town seats.

106. TO SEEK APPROVAL TO FORMULATE A FIVE YEAR FINANCIAL FORECAST

The Chairman explained that this is to seek approval only and proposed that permission be given, seconded by Councillor Bryan it was:

RESOLVED

Unanimously to approve the formulation of a five year financial forecast.

107. TO REVIEW THE NALC FINANCIAL REGULATIONS AND UPDATE

The Clerk informed the Committee that some updating of this document is needed.

The Chairman proposed that this matter be referred to the Procedures Committee to be amended in conjunction with the Standing Orders.

The Clerk and the Chairman will go through the document before the next Procedures Committee meeting.

108. TO DISCUSS CONTINUED FINANCIAL SUPPORT FOR THE SEASONAL EVENING BUS SERVICE

This matter was deferred until the required information regarding last year's costs and usage are known together with the potential cost for this coming year.

109. TO REVIEW THE MONTHLY ACCOUNTS

The Chairman read out the Internal Auditor's interim report (see attached Appendix 'A').

There was discussion regarding the type and frequency of reports provided to this Committee and Councillor Galipeau again raised the issue of the Torpoint Town Council accounting system which he had viewed with Councillor Crossley and, despite the internal Auditor being very happy with our new accounting system, still maintained that a demonstration of Torpoint's system would be beneficial.

The Chairman suggested that Councillor Galipeau draft a letter to Torpoint Town Council Clerk, to be sent out from the office, to ask him to come and give a demonstration of his system.

The Annual Summary of Income and Expenditure was reviewed (see attached Appendix 'B').

110. CORRESPONDENCE

.1 Pennon Group

Notification had been received offering either cash dividends for our shares or extra shares.

The Committee were in full agreement that dividends should be converted into shares.

The Clerk was asked to fill in and return the required form.

111. MATTERS FOR FURTHER DISCUSSION AS DETERMINED BY THE CHAIRMAN

.1 Dog Fouling

Councillor Mrs Graham-Jones raised concerns about the amount of dog-fouling on Barbican Road and asked for signage to be purchased. This request was referred to the Environment and Public Protection Committee.

The Meeting then moved to Part Two.

The Meeting closed at 8.20pm

Appendices can be viewed in the Town Council Offices.