



MINUTES OF A MEETING OF THE OFFICE AND FINANCE COMMITTEE OF MAWNAN PARISH COUNCIL HELD ON MONDAY 11th APRIL 2016 IN THE RENDLESHAM ROOM, MAWNAN MEMORIAL HALL

PRESENT: Cllrs Moyle (chair), Faiers, Marsden, Nash, Robinson & Sadler

ALSO PRESENT: Mrs L Clements, clerk

94) TO RECEIVE APOLOGIES FOR ABSENCE

None noted

95) MEMBERS TO DECLARE DISCLOSABLE PECUNIARY AND NON-REGISTERABLE INTERESTS (INCLUDING DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THE AGENDA AND ANY GIFTS OR HOSPITALITY EXCEEDING £25

None noted

96) TO CONSIDER REQUESTS FROM COUNCILLORS FOR DISPENSATIONS

None noted

97) PUBLIC COMMENT ON ITEMS ON THE AGENDA

None made

98) TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THIS COMMITTEE HELD ON THE 7th JANUARY 2016 AND THE CHAIRMAN TO SIGN THEM.

It was proposed by Cllr Sadler, seconded by Cllr Nash and

RESOLVED that the minutes of the meeting held on 7th January 2016 be approved and signed by the Chair.

on a vote being taken the matter was approved unanimously

99) TO BE ADVISED OF ANY INFORMATION PERTAINING TO PREVIOUS MINUTES, AMENDMENTS AND ACTIONS AGREED THEREIN.

Cllr Robinson had been added as a signatory to the Parish Council accounts & The JPFT. There was however an issue with the CPFT which needed a full trust meeting to resolve.

Inspection of the JPF equipment had taken place – clerk was chasing the final report.



100) REVIEW OF CURRENT BUDGET POSITION 2015/16 (4th quarter/ End of Year) AND DISCUSSION OF ANY AMENDMENTS FORESEEN

Cllr Nash asked how the two figures for VAT were different. The Clerk explained that there was a delay in the final reclaim payment in 2014/5 and that there would always be a slight variation due to the timing of the final VAT claim in Feb each year.

It was decided to include the amount of unclaimed VAT as a line on the bank reconciliation (similar to unrepresented cheques).

101) TO DISCUSS ANY AND ALL NOTIFIED AUDIT REQUIREMENTS; TO INCLUDE SETTING THE DATE TO START THE PUBLIC REVIEW OF ACCOUNTS 2015/16 (MUST INCLUDE FIRST 10 DAYS OF JULY)

The clerk gave her recommendations in line with new information from the External Auditors (Grant Thornton Ltd). It was agreed to set the public inspection date to begin from 20th June 2016 until 31st July 2016. This should allow the review of the internal audit & signing of the Annual Returns at the June full council meeting.

102) NOTIFICATION THAT THE CURRENT ACCOUNT (SMALL BUSINESS) BECOMES A TREASURES ACCOUNT AS OF 10TH MAY

We have been informed that as of 1st June 2016 our Small Business Account at Lloyds becomes a Treasurers Account. We will now receive free day to day banking providing the account stays in credit.

103) HEALTH AND SAFETY UPDATE

Junior Playing Field – replacement of failing equipment – especially A-frame to Zipwire needs to be a priority for this year.

It was agreed that a number of councillors would go and review the current equipment provision & state to address what we should be replacing urgently after the clerk commented on the delays which had beset the refurbishment project over the last year. The clerk would then arrange quotes for wood vs metal for new equipment after a rough plan of action had been agreed.

2 other items were discussed which were not on the agenda and therefore have no legal standing and will need to be raised at a Full Council before actions are taken.

Graveyard Maintenance –

Cllrs Nash & Marsden had begun mapping of the graveyard.

Cllr Moyle says that the sundial on the Garden of Remembrance should be removed as it poses a safety hazard if fallen on/against. He also reported that a bench had been moved/removed and that the metal fixings remained in place and were dangerous. He also felt that further detailed discussion should be had on the exact scope of our



maintenance remit and what we are exactly responsible for and felt that we should be receiving a share of the income generated from the carpark.

Cllr Nash noted the PCC meeting due this weekend and agreed to attend on behalf of the parish.

Solar Grant –

Cllr Faiers had managed to get a tacit agreement from a personal friend with experience in the area of solar agreements to review our paperworks to see if there was any obvious hole in our contract.

Cllr Moyle believed that income in the range of £2.2 million pounds per year was being generated by the solar farm and that the start date was in fact several years before the 2013 date quoted on the contract. The clerk had managed to obtain financial records for the owners which did not appear to show this kind of amount but had not reviewed in details.

The clerk had written to Bond Pierce as agreed at the full council meeting and was awaiting a further reply from them once they had managed to check if any conflict of interests occurred. She had also spoken to the legal department at Cornwall Council with regards to alterations made to the S106 agreement requiring planning permission or not.

It was proposed by Cllr Sadler, seconded by Cllr Moyle and
RESOLVED that the clerk print all paperworks and contracts relating to the solar farm for review. A copy of this information would be given to Cllr Faiers to then pass on.

on a vote being taken the matter was approved unanimously

The meeting finished at 7.50pm