

ST DENNIS PARISH COUNCIL

Minutes of the Finance, Staffing, General Purposes and Audit Meeting held on Thursday the 31st October 2019 at 7.40pm in the ClayTAWC Centre

Present: Cllr Clarke (Chair), Cllr Mr N Edmunds (Vice Chair), Cllr Mrs T Edmunds, Cllr Lodomez, Cllr Richards, Cllr Howard, Cllr Taylor

In Attendance: Lynn Clarke, Parish Clerk.

F30/19 Apologies.

Cllr Harwood – Apologies accepted. Cllr Cotton and Cllr Kelsey absent.

F31/19 Declarations of Interest.

None Declared. Cllr Clarke reminded all present that if any matter arises during the meeting advice must be sought from the clerk and the council before continuing.

F32/19 Public Participation.

No members of the public present.

F33/1 To adopt the Minutes of the Finance, Staffing, General Purposes and Audit Committee held on the 26th June 2019.

The Minutes were approved with one amendment– Proposed by Cllr Taylor seconded Cllr Mrs T Edmunds, Cllr Lodomez abstained as not present at the meeting.

F34/19 Matters arising.

The clerk updated on the Governance and Accountability Guidance relating to gifted assets. The internal Auditor has informed that there would be not charge for an additional October visit.

Cllr Clarke asked about the purchase of the fireproof safe. **Action:** Clerk to obtain prices and agenda for next meeting.

F35/19 To agree the revised financial Regulations

Resolved – To adopt the regulations as amended. Proposed by Cllr Taylor, seconded by Cllr Mrs T Edmunds all in favour.

F36/19 To review and agree the Parish Councils Regular Payments for the next year.

Resolved – To agree the list of regular payments as circulated. Proposed by Cllr Mr N Edmunds, seconded by Cllr Richards all in favour.

F37/19 To Review the Parish Council spending against the budget as of the 30th September 2019.

Resolved – To agree the spending levels as at the 30th September 2019. Proposed by Cllr Taylor, seconded by Cllr Howard all in favour.

F38/19 To review and agree the ear marked reserves for 2019 - 2020.

Resolved - To move funds into a new category for CCTV of £3000 in preparation of the installation at the Cemetery. Proposed by Cllr Lodomez, seconded by Cllr Richards all in favour.

F39/19 To appoint a councillor to carry out the GDPR review and produce a report for full council.

Resolved – Cllr Howards will carry out a GDPR review, and report back to Full Council.

F40/19 To discuss applying for a Public Space Protection Order for the Cemetery and Playing Field.

Resolved – To start the process of gathering evidence and carrying out a public consultation to gather residents' opinion.

F41/19 To discuss the meeting held on the 8th October regarding the services of a multi skilled enforcement officer.

Cllr's read the report provided and discussed. Clerk to research costs involved, to be reviewed in line with progress of the Public Space Protection Order.

F42/18 To discuss and agree the purchase of two emergency phones for the clerk and the Chairman.

Resolved – To purchase two pay as you go phones. Proposed by Cllr Mrs T Edmunds seconded by Cllr Mr N Edmunds, all in favour.

Standing Order 1c

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw'

F43/19 Confidential minuted separately.

Discussion regarding the recent meeting with the contractor.

Resolved – To review the current contract when it is due to be renewed.

There being no other business the Chairman closed the meeting at 21.15 pm.

Signed.....Date.....

Chairman of Finance, Staffing, GP and Audit Committee