



Calstock Parish Council, Tamar Valley Centre, Cemetery Road, Drakewalls, PL18 9FE

Clerk: Clare Bullimore

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Minutes of a meeting of the Calstock Parish Council, FINANCE AND GENERAL PURPOSES COMMITTEE

held on **Tuesday 30 January 2024**, in the Tamar Valley Centre at 1815.

Those present were: -

COUNCILLORS: Cllr Boreham, Cllr Newton Chance, Cllr Wakem, Cllr Tinto, Cllr Warwick.

Miss Clare Bullimore (Clerk – *minutes*).

1. Apologies

Apologies were accepted from Cllr Kirk.

2. Declarations and Dispensations in Members' Interests

None.

3. Public Participation

None.

4. Approve Minutes of the last meeting, 07-11-2023

Proposal/resolution: the minutes be approved. Proposed: Cllr Boreham; seconded: Cllr Tinto – unanimous.

5. New Correspondence

Advisory note from CALC re Budgetary requirements for Elections, 2025. This item was noted for budgeting purposes later in the year.

6. Grant Requests

- Calstock Samba Band – request £500 for straps and drums
- Callington Foodbank – request £450 towards Fibre to the Premises to improve broadband
- Calstock Christmas Lights Committee - £250 – two new low power LED features

Proposal/resolution: to award the following:

Calstock Samba Band - £500

Proposed Cllr Tinto, seconded: Cllr Newton Chance.

Amendment to the proposal:



To award £200 to Callington Foodbank in addition to the £500 for the Samba band. Proposed: Cllr Wakem, seconded: Cllr Boreham.

This amendment was accepted.

Final proposal/resolution: to award £500 to Calstock Samba Band and £200 to Callington Foodbank. Proposed: Cllr Tinto, seconded: Cllr Newton Chance – 4 in favour, 1 objection (Cllr Warwick).

7. Review Financial Regulations and Auditable Checklist for Internal Controls

Cllr Boreham and The Clerk had reviewed the regulations. Cllr Tinto suggested a procedure should be drawn up to be used alongside the regulations. The item was deferred. Cllr Tinto will share his points with Cllr Boreham and The Clerk for them to address.

8. Internal Audit and training for Annual Governance and Return

The Clerk will be undertaking an online training session on preparing for the Annual Return. It was agreed that any additional training needs should be supported.

9. Overseeing change of solicitors

This item had been delegated to the Finance and General Purposes Committee from the Full Council. It was agreed to ask Parnalls of Launceston to act on behalf of the Council with regard to the transfer of bridge and path and lease of Town Farm Field and to instruct the existing solicitor not to carry out any more work on this.

10. Review of Financial Reports

These were noted with no concerns.

11. Review and forecasting staffing costs

These were noted for Personnel to consider when appointing the staffing structure.

The meeting ended at 2017

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