



Carn Brea Parish Council

Consel Plu Carn Bre

Mr. Andrew Moyle-Browning (Clerk to the Council)
Scryuynyas dhu Consel
e. clerk@carnbreaparishcouncil.gov.uk

Minutes of the Annual Finance Meeting held at Treloweth Community Hall, Moorfield Road, Pool, Redruth, Cornwall, TR15 3QB on Thursday 9th January 2025 at 7:00 pm.

Minutes

Present: Councillors R. Drew (Chairman), S. Dale (Vice Chairman), S. Breul, D. Cooper, E. Glanville, P. Holmes, M. Moyle, J. Pollock and T. Salisbury.
Councillor J. Paton (from point mentioned).

Also Present: Andrew Moyle-Browning (Clerk) and Sarah-Jane Noakes (Assistant Clerk).

25/01/AFM/01 Chairman's welcome and safety procedures.

The Chairman welcomed the meeting and explained the safety procedures.

25/01/AFM/02 To receive apologies for non-attendance.

Councillors M. Davis, C. Jordan, M. Rainbird and B. Watkins.

25/01/AFM/03 To receive information regarding members' legal responsibilities.

Details of members legal responsibilities were circulated to members ahead of the meeting. The Chairman highlighted that members should declare an interest if they are in arrears of Council Tax payments of more than two months.

25/01/AFM/04 Members to declare disclosable pecuniary interests and non-registerable interests (including the details thereof) in respect of any items on this agenda.

Cllr. M. Moyle declared an interest in agenda item 16.

25/01/AFM/05 To consider written request(s) for dispensations.

There were no written requests for dispensations received.

25/01/AFM/06 Public Participation on items on the agenda. (Maximum of 20 minutes – every speaker has a limit of 3 minutes under Council Standing Orders).

There were no members of the public present.

25/01/AFM/07 To receive and note the minutes of the Extraordinary Health & Safety and Finance Committee meeting held on 12th December 2024.

Minutes of the Extraordinary Health & Safety and Finance Committee meeting held on 12th December 2024 were circulated ahead of the meeting.

Resolved: that the minutes of the Health & Safety and Finance Committee meeting held on 12th December 2024 are noted.

Proposed: Cllr. S. Dale

Seconded: Cllr. D. Cooper

25/01/AFM/08 To receive correspondence from the Council's Banking providers on changes to accounts held.

The following correspondence that was received by the Health & Safety and Finance Committee held on 12th December 2024 was circulated ahead of the meeting:-

- Notification of Interest Rate reduction for NatWest Bank.
- Notification of Interest Rate reduction for Unity Trust Bank.
- Change of Lloyds Treasurer Account to a Lloyds Business Account and charges notification.
- Information from Churches, Charities and Local Authorities (CCLA) Investment Management Ltd on the implementation of the Finance Conduct Authority's Sustainability Disclosure Requirements.

The Clerk requested that the Council consider delegation to him to review the Council's banking arrangements.

Resolved:
that Carn Brea Parish Council note the notifications received from the Councils banking providers regarding an increase in charges on the Council's Bank Accounts. Delegation to the Clerk to conduct a review of the Council's banking arrangements and provide a report to Full Council on any proposed account changes.

Proposed: Cllr. T. Salisbury

Seconded: Cllr. S. Breul

25/01/AFM/09 To receive and review the 3-year Budget Action Plan and make appropriate resolutions.

The 3-year Budget Action Plan was circulated ahead of the meeting.

Councillor J. Paton entered the meeting.

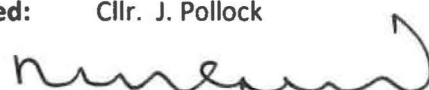
The Clerk highlighted that the action plan had been updated in line with the budget and was reviewed by the Health & Safety and Finance Committee. The Clerk noted the addition to page 2 regarding the application for a £150,000 Public Works Loan for the purposes of the Treloweth Community Hall Improvements Project.

A request to add page numbers and a version number to the document was received.

Resolved: that the 3-year Budget Action Plan is approved as amended with delegation to the Clerk to update the plan as required with a review to be undertaken by the appropriate committee on a quarterly basis and to publish the 3-year Action Plan on the Council's website. The Clerk to add page and version number to the Action Plan.

Proposed: Cllr. R. Drew

Seconded: Cllr. J. Pollock



25/01/AFM/10 The Chairman of the Health & Safety and Finance Committee to give a report on:

a) the 'Half Year Financial Statement' for the period to 30th September 2024.

The half year detailed balance sheet was circulated ahead of the meeting.

Cllr. S. Dale thanked the Clerk, Office Staff and External Consultants for their work on the budget and asked if anyone had any comments or questions regarding the Half Year Financial Statement. No questions or comments were received.

Resolved: that the 'Half Year Financial Statement' for the period to 30th September 2024 dated 7/10/24 is noted.

Proposed: Cllr. T. Salisbury

Seconded: Cllr. D. Cooper

b) The Budget report for the financial year ending 31st March 2025.

The detailed income and expenditure report dated 3rd December 2024 and the budget report V3 was circulated ahead of the meeting.

Councillors were invited to comment or ask questions, no queries or comments were received.

Resolved: that the budget report 2025-2026 version 3 and detailed income and expenditure report dated 3/12/2024 are noted.

Proposed: Cllr. P. Holmes

Seconded: Cllr. E. Glanville

c) The Earmarked Reserves.

The Earmarked Reserves report dated 3rd December 2024 was circulated ahead of the meeting.

Councillors were invited to comment or ask questions, no queries or comments were received.

Resolved: that the earmarked reserves report dated 3/12/2024 is noted.

Proposed: Cllr. T. Salisbury

Seconded: Cllr. S. Breul

d) The Bank Reconciliations.

Bank reconciliations as of 30th November 2024 were circulated ahead of the meeting.

Councillors were invited to comment or ask questions, no queries or comments were received.

Resolved: that the bank reconciliation report as of 30th November 2024 is noted.

Proposed: Cllr. S. Dale

Seconded: Cllr. D. Cooper



- e) **The Draft Budget and Precept for the financial year commencing 1st April 2025.**
The Draft Budget and Precept for the financial year commencing 1st April 2025 was circulated ahead of the meeting.

Councillors were invited to comment or ask questions, no queries or comments were received.

Resolved: that the draft budget and precept 2025-2026 version 3 for the financial year commencing 1st April 2025 is noted.

Proposed: Cllr. S. Dale

Seconded: Cllr. D. Cooper

- 25/01/AFM/11 To consider amendments and movements to Earmarked Reserves and make appropriate resolutions.**

Version 3, 2024 Earmarked Reserves Forecast 2024/2025 Budget 2025/2026 paper was circulated ahead of the meeting.

The Clerk highlighted that the Earmarked Reserves Forecast had already been received and approved by Council and that any further additions and releases still to be made in this financial year will be proposed and approved by Council at end of financial year and the forecast updated as appropriate.

Resolved: that Version 3 2024 Earmarked Reserves Forecast 2024/2025, Budget 2025/2026 is approved.

Proposed: Cllr. T. Salisbury

Seconded: Cllr. P. Holmes

- 25/01/AFM/12 To receive and approve the list of due payments which arise on a regular basis.**

A list of due payments which arise on a regular basis was circulated ahead of the meeting.

Resolved: that the list of due payments is approved.

Proposed: Cllr. D. Cooper

Seconded: Cllr. J. Pollock

- 25/01/AFM/13 To resolve to set a budget and precept for the financial year commencing 1st April 2025.**

The Council Tax Analysis paper was circulated ahead of the meeting and considered along with the Budgeted Income & Expenditure, Movements in Reserves and draft letter to residents.

The Clerk referred to budget sheets and asked that five resolutions are considered as part of the budget making process.

Councillors were invited to ask questions or comment, no queries or comments were received.



Resolved:

that Carn Brea Parish Council make an application for a Fixed Rate Loan from the PWLB (Public Works Loan Board) for up to £150,000 on an Annuity Repayment Basis over a period of 10.5 years but not over 11 years for the purposes of funding the proposed Treloweth Community Hall Works budgeted for in the 2025-2026 financial year. Delegation to the Clerk to complete the application and report back to Full Council.

Proposed: Cllr. E. Glanville

Seconded: Cllr. J. Pollock

Resolved: that Carn Brea Parish Council approve the payment of the fee payable for fund advances from the PWLB (Public Works Loan Board) up to £55.00.

Proposed: Cllr. R. Drew

Seconded: Cllr. D. Cooper

Resolved: that the budget report for 2025-2026 version 3 is accepted and approved.

Proposed: Cllr. J. Paton

Seconded: Cllr. S. Breul

Resolved: that the precept for 2025-2026 is approved at £275,000.00

Proposed: Cllr. S. Breul

Seconded: Cllr. T. Salisbury

Cllr. Moyle requested that his name be recorded as voting against the proposal for the precept.

Resolved: that the draft public notice and budget information is approved and will be sent to Cornwall Council along with placing it on Carn Brea Parish Council's website.

Proposed: Cllr. P. Holmes

Seconded: Cllr. D. Cooper

25/01/AFM/14 To review the Emergency Scheme of Delegation and make appropriate resolutions.

The Emergency Scheme of Delegation that was approved at the Annual Finance Meeting on 4th January 2024 was circulated ahead of the meeting.

The Clerk highlighted that it gives powers to the Clerk to ensure Council business can continue during any period of instability and was first tabled during the Covid Pandemic.

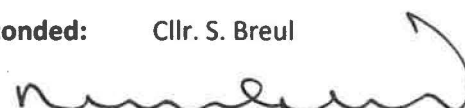
The Council considered if £2000 was sufficient and the Clerk advised, due to approval of regular payments £2000 would be sufficient.

A query regarding virtual meetings was raised and the meeting were advised that currently there is no facility for Committees to meet virtually, however there is a Government White Paper that is seeking to be approved regarding the matter.

Resolved: that the Council delegates to the Clerk informed by consultation with members of the Council, to take any actions necessary with associated expenditure up to £2,000 to protect the interest of the community and ensure council business continuity during any period of instability where the day-to-day functions of the Council are impacted and where it is deemed inappropriate to meet.

Proposed: Cllr. D. Cooper

Seconded: Cllr. S. Breul



25/01/AFM/15 To resolve that under the 1960 Public Bodies (Admission to Meetings) Act that the press and public be excluded due to the confidential nature of the business to be discussed.

Resolved: that under the 1960 Public Bodies (Admission to Meetings) Act that the press and public be excluded due to the confidential nature of the business to be discussed.

Proposed: Cllr. R. Drew

Seconded: Cllr. S. Dale

Cllr. M. Moyle and the Assistant Clerk left the meeting.

25/01/AFM/16 To review the salaries of Council employees.

NALC Local Government Services Pay Agreement 2024/25 was circulated ahead of the meeting. Details of employee salaries were tabled at the meeting.

Resolved: that the pay scales of our employees be approved in accordance with the schedule provided and any advancement paid as of 1st April 2025.

Proposed: Cllr. J. Paton

Seconded: Cllr. E. Glanville

Meeting Closed at 7:31 pm

A handwritten signature in black ink, appearing to be 'M. Moyle', located at the bottom right of the page.