

MINUTES of the **Finance, Staffing and Performance Management Committee** Meeting held on Thursday 2 January 2020 at 10:00 a.m. in the Shire House Suite, Shire House, Bodmin.

PRESENT: Chairman, Councillor P T Cooper, presiding; together with Councillors J P Cooper, L L Frost, D A Henderson and K J Phillips.

Councillors T M Barbery, P Brown (arrived at 10.10 a.m. and from item FSPM/2020/004), J R Gibbs and K W Stubbs were also present but did not vote, not being members of this Committee.

IN ATTENDANCE: Mr S Facer (Town Clerk), Mrs A Banks (Responsible Finance Officer (RFO)) and Mrs B Briggs (Senior Administration Assistant).

CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES

There were no declarations of interest.

Apologies had been received from Councillors E M Ahearn, J A Bassett, A M Kerridge, S H Kinsman and P L G Skea.

The RFO wished to note that she had received an email from Treviglas school thanking the Council for the piano. The school was most grateful, and the children had been delighted on its arrival.

		Action	Date
FSPM/2020/001	<p>Public Representation Session</p> <p>There were no members of the public present.</p>		
FSPM/2020/002	<p>Declarations of Interest</p> <p>There were no declarations of interest.</p>		
FSPM/2020/003	<p>The Provisional 2020-21 Local Government Finance Settlement – Department for Communities and Local Government update, if any</p> <p>The Town Clerk advised that there had been little movement from central government regarding its position in relation for the need for local councils to be mindful of the precept and exercise as much restraint as possible.</p> <p>The Town Clerk noted that the Queen's Speech on Thursday 19 December 2019 had referred to the measure which had been announced in terms of "Giving local people the final say on council tax, giving them the power to veto excessive rises". He noted, however, that no detail had been provided on how this would be implemented.</p> <p>The Town Clerk noted that there was a cascade issue in terms of budgeting for discretionary services, which principal councils were devolving as they were not statutory functions, as the only way for local (parish and town) councils to pick up these additional services to save them for their communities was to increase the precept.</p> <p>The Town Clerk noted that the Queen's Speech had also committed to carry out a review of business rates. However, the previous proposal of</p>		

	<p>removing business rates on public toilets had fallen from the last round of government focus given the parliamentary elections, which he noted NALC was following up for the sector.</p>		
<p>FSPM/2020/004</p>	<p>To consider the Draft Budget for 2020/21 – to include consideration of requests for financial assistance referred from various Council and Committee Meetings and to also include information received from Cornwall Council regarding Council Tax Benefit Support Grant and adjustments to the Tax Base for 2020/21</p> <p>The RFO noted that the budget was being presented differently as to previous years due to the desire of the Council to look further ahead at a three-year budget, plus the change in committee structure, following the recommendations coming out of the recent service and staffing review (minute ref C/2019/328 refers).</p> <p>Councillor P Brown arrived at 10.10 a.m.</p> <p>The Chairman reported that Councillor S H Kinsman, who was unable to attend the meeting due to work commitments, had sent some considerations via email that she had requested be shared with the Committee, as follows:</p> <ul style="list-style-type: none"> - <i>to be realistic in what we can achieve both financially and in terms of officer capacity.</i> - <i>Treat Councillor offers of support as a bonus and not something to rely on when budget setting</i> - <i>We deliver the objectives and supporting actions, we have already agreed for our term, unless there is a valid reason that we then make public</i> - <i>We identify a budget for an effective out of hours response</i> - <i>We identify a budget to bring cemetery records up to date</i> - <i>continue to support RFO to explore a risk management system with a 'spend to save' approach"</i> <p>The RFO noted that the Council Tax Benefit Support Grant had decreased 6.65% from last year, resulting in a loss of £4,880.06 for this budget year, with the grant standing at £65,505.81 for 2020/21. She also noted that it was likely that the grant would be withdrawn all together for the 2021/22 financial year and she had not included it in the three-year budget going forward as the Council should be prepared to lose this funding.</p> <p>The RFO reported that the increase in the number of Band D properties from 2019/20 to 2020/21 was 4,405 to 4,485.</p> <p>There then followed some discussion about which set of Aims and Objectives the Council was working with in terms of setting the budget, there having been some dispute regarding the list recommended by the Policy Committee (minute ref POL/2019/050 refers).</p> <p>The RFO noted that the draft budget currently reflected a precept rise of 10.65% and that this was based on the existing set of aims that the Council was working to. She recommended working through the budget line by line and discussing current projects that the Council had already</p>		

	<p>committed to and reviewing budget allocation to new projects following that process.</p> <p>Members then reviewed the existing set of objectives and identified which ones would require budget allocation in the forthcoming budget year:</p> <p>Skate Park – this is an ongoing project, with work scheduled to commence in February (but with a start deadline of July 2020 in order to receive the Sport England grant). Stage 1 of this project was currently going through the planning process. Members considered that Stage 2 (wider landscaping, Multi-Use Games Area (MUGA), sensory garden) was not part of the original objective. It was noted that the money for this project was already allocated and would therefore not impact on budget but would have a significant impact on staff time.</p> <p>The RFO noted that the POSM was working on the MUGA element at the current time.</p> <p>Cemetery – Members considered that this project required a significant budgetary commitment and some Members were minded to look to pass this responsibility back to Cornwall Council. They felt that precept payers of Bodmin were essentially paying twice for burial services, with Bodmin services being provided by BTC and Cornwall Council providing services in other towns. Some Members felt that the cost of the cemeteries provided by Cornwall Council would be covered by the precept in any case and provision of Bodmin services would likely result in an increase in Cornwall Council's precept in future years. Having been through the negotiation process and having secured a piece of land from Cornwall Council, some felt it seemed incongruous to look to discharge responsibility at this late stage and that, as a current key objective it should be completed as previously agreed.</p> <p>The RFO commented that this had been discussed at the FS&PM Committee meeting held on 19 December 2019, when it had been agreed that the Town Clerk contact Cornwall Council in this regard (minute ref FSPM/2019/105(c) refers).</p> <p>The Town Clerk reiterated that there could be a public perception and reputational risk that, as a burial authority, BTC were viewed as responsible for providing this service. Some Members considered that any reputational damage would sit with Cornwall Council if they were not open to taking on this provision.</p> <p>It was noted that the previous decision relating to this matter would be reflected in the minutes from the FS&PM meeting held on 19 December and that this action point would be voted on at the Full Council to be held on 16 January 2020.</p> <p>Parks Department Building and Compound – Members felt that this project should be a priority going forward. They felt that, having invested in new machinery over the past year it was important that the storage facility be fit for purpose.</p> <p>Relocation of staff to Shire Hall – Complete.</p>		
--	---	--	--

Fair Park and Priory Park Toilets – It was noted that the Fair Park project was currently out to tender for the second time as only one tender had been returned during the first tender process. Members had previously agreed to postpone the Priory Park toilets project and this was therefore still a live objective.

Registry of BTC land – Ongoing project.

Contract Negotiations – Ongoing project.

There then followed some discussion regarding acquisition of land at Tredanek Close from Cornwall Council for the purpose of installing play equipment. The Town Clerk commented that the Bodmin Jail and Hillside Park works would need to be done prior to the commencement of any project in order that the layout of equipment could be best considered. He also noted that the ground in this area was extremely wet and boggy and may present challenges. He also noted that BTC needed to be mindful of staff time and the number of projects it wants to deliver. Councillor J P Cooper felt that these were not insurmountable and that modern civil engineering techniques could address the issues with the land. He felt that Section 106 funding may be available and shouldn't be lost due to lack of foresight.

Neighbourhood Plan – This was an ongoing project and it was noted that the sum in the budget would be reviewed when going through the line-by-line process later in the meeting.

Staffing review – The review had now been completed and the recommendations from the report adopted, and the Council now needed to implement those recommendations in line with the agreed timescales within the recommendations. It was noted that Standing Orders required amendment to incorporate the new Committee structure.

Members then went on to consider each of the bullet points as laid out on the agenda:

- **Parks Department Replacement Machinery schedule** – The RFO noted that she and the POSM had produced a list of machinery along with its useful life and that she had used this to calculate the level of reserves to cover future replacement.

The RFO noted that the rolling program of replacement had been implemented last year, and she had initially put a sum in the budget to adequately contribute to this rolling program which would be built on year-on-year to ensure adequate budget when required. During last year's budget setting process, the RFO noted that it had been agreed to cut the budget in order to minimise the precept increase and the sum in this year's budget therefore reflected the shortfall from last year.

The parameters used in making the decisions on vehicle replacement were discussed. The RFO noted that, in line with Council's previous decision, vehicles were serviced every six months and recommendations from the annual MOTs were also considered. Replacement was based on the POSM's judgement as to the value of the vehicle in comparison to maintenance/repair costs. Some

Members felt that the Council should be working on a more formal asset depreciation system. Other Members felt that the current system appeared to be working and the POSM should be given discretion as manager to continue to make those judgements.

The number of Parks Team vehicles was queried. The RFO commented that Members had agreed to purchase an additional vehicle in order that the POSM was no longer required to use his personal vehicle and that they had agreed the current level of vehicles as being required for the level of work currently undertaken by the team. She also noted that, should Members have observed vehicles parked in the yard during the working day recently, this might have been due to staff having been operating the cherry-picker whilst putting up/taking down the Christmas lights, and due to staff absence in December.

- **Rolling Programme of Play Area Improvements** – A report was circulated at the meeting. It was noted that, under the new Committee structure, the POSM will have the delegated authority to work through the list of required/planned replacements and implement works as necessary in line with the allocated budget. It was also noted that Hillside Park would be added to this list should Section106 monies come through.

There then followed some discussion regarding the level of detail required in future budgets if each committee under the new structure and the Head of Service of that committee was going to have more authority to spend within their budget. It was noted that it was important to be transparent in terms of budgeting and spending and, considering that this is not how the current budget had been prepared, this was not something that was achievable for 2020/21 but that a change in budget presentation could be considered in future year.

- **Earmarked Reserves** – The RFO circulated a document detailing the current list of earmarked reserves.
- **Levels of Reserves** – The RFO noted that the current level reserves stood at 9 months expenditure.
- **Investments** – The RFO noted that the risk appetite of Members and the investment portfolio had been reviewed recently, and that representatives from HSBC were attending the FS&PM Committee meeting to be held on 20 February 2020. It was also noted that the loan was due to be repaid in 2025.
- **Provision of free of charge services** – The RFO noted that this item had been included based on feedback from Members who felt that the Council should be promoting all the services provided in the Town free of charge. It was felt that this would be helpful to give members of the public an overview of how the Council was spending the precept.
- **Consider any Increase in Charges for BTC services** – The RFO noted that consideration of any increases in charges made by the

	<p>Council could be considered in context of the budget line to which the charge relates.</p> <p>➤ Repayment of loan – The RFO noted that early repayment of the loan was reviewed annually and that, at the last review, Members had agreed that the cost of repaying the loan was not currently viable.</p> <p>The RFO then circulated a document entitled ‘Summary of Expenditure’ which she explained she had produced in line with the new committee structure. She referred Members to the items highlighted in orange on the sheet, which detailed the large expenditure items and movements to and from reserves.</p> <p>Members then worked through the budget line-by-line and adjustments to the budget were agreed as follows:</p> <p>Line 155 – Vehicle Purchases (rolling program) – As noted earlier in the meeting, the 2020/21 budget included the shortfall from the previous year, where this line was reduced in order to protect the precept. Members felt that this line should be reduced again this year and, following completion of large expenditure projects in future years, the shortfall could be addressed.</p> <p>It was AGREED to RECOMMEND reducing line 155 from £56,819.46 to £46,819.46.</p> <p>It was further AGREED to RECOMMEND that the RFO ensure that the £10,000.00 shortfall be included in the 2021/22 budget.</p> <p>Line 167 – Work Clothing – Members felt that it would be prudent to move to a yearly allowance in line with commencement of the new committee structure in April, whereby staff can apply for a new set of uniform/wet weather gear.</p> <p>It was AGREED to RECOMMEND that Officers produce a sheet that staff can use to order uniform going forward, which could then be audited by Committee.</p> <p>Line 172 – Play Equipment and Parks – Members considered that this line should be amalgamated with line 181 (Replacement Fencing and Gates) with a total budget of £40,000.00.</p> <p>It was AGREED to RECOMMEND increasing this line from £30,000.00 to £40,000.00.</p> <p>Line 181 – Replacement Fencing and Gates – as above, it was agreed that this line be amalgamated with line 172.</p> <p>It was AGREED to RECOMMEND reducing this line from £21,000.00 to £0.00.</p> <p>Line 185 – Urban Buzz Project with Schools ‘Buglife’ – Members perception was that this project had not been successful enough to increase frequency in 2020. The Town Clerk reported that the POSM had felt that the project had been a success and he was keen to grow this initiative going forward.</p>		
--	---	--	--

	<p>It was AGREED to RECOMMEND reducing line 185 from £1,000.00 to £500.00.</p> <p>Line 200 – Equipment Repairs and Maintenance</p> <p>It was AGREED to RECOMMEND reducing line 200 from £1,000.00 to £200.00.</p> <p>Line 239 – Priory Park Repairs and Maintenance – Members considered that the repair and maintenance budget for each play area should be absorbed into the maintenance budget for each site and that the repair and maintenance line for each park be reduced to £0.00.</p> <p>It was AGREED to RECOMMEND reducing line 239 from £500.00 to £0.00.</p> <p>Line 246 – Fair Park Repairs and Maintenance</p> <p>It was AGREED to RECOMMEND reducing line 246 from £500.00 to £0.00.</p> <p>Line 257 – Skate Park Minor Equipment Purchases</p> <p>It was AGREED to RECOMMEND reducing line 257 from £500.00 to £0.00.</p> <p>Line 267 – Victoria Park Repairs and Maintenance</p> <p>It was AGREED to RECOMMEND reducing line 267 from £500.00 to £0.00.</p> <p>Line 276 – Berryfields Repairs and Maintenance</p> <p>It was AGREED to RECOMMEND reducing line 276 from £500.00 to £0.00.</p> <p>Line 286 – Lower Midway Road Repairs and Maintenance</p> <p>It was AGREED to RECOMMEND reducing line 286 from £500.00 to £0.00.</p> <p>Line 297 – Plants - Parks General – Members considered that there was scope to reduce this budget.</p> <p>It was AGREED to RECOMMEND reducing line 297 from £3,000.00 to £2,000.00.</p> <p>Line 312 – Minor Equipment Purchases – it was noted that this line referred to the purchase of Christmas trees on Mount Folly and the White Clock. The Town Clerk noted that the purchase of Christmas trees was increasing but Members were aware that there had been criticism from the public as to the size of the White Clock tree this year. Members considered the possibility of planting a tree at the White Clock which could be decorated each year once established.</p>		
--	--	--	--

	<p>It was AGREED to RECOMMEND increasing line 312 from £1,719.00 to £2,219.00.</p> <p>It was further AGREED to RECOMMEND that the POSM investigate the possibility of purchasing a tree for planting at the White Clock.</p> <p>Line 320 – Bus Shelters – Members considered the possibility of discharging responsibility to Cornwall Council. The Town Clerk noted that contacting Cornwall Council to discuss the possibility of BTC shelters joining the Fernbank advertising contract was on his to-do list to action.</p> <p>It was AGREED to RECOMMEND reducing line 320 from £1,500.00 to £0.00.</p> <p>Line 452 – St Petroc’s Closed Churchyard Servicing Contracts – Members considered whether an increase in this line was required and concluded that this line could be maintained at the same level as previous years.</p> <p>It was AGREED to RECOMMEND reducing line 452 from £2,700.00 to £2,500.00.</p> <p>Line 453 – St Petroc’s Closed Churchyard Maintenance of Grounds – Members considered that this line should be amalgamated with line 452 and that the sum in line 452 was adequate.</p> <p>It was AGREED to RECOMMEND reducing line 453 from £500.00 to £0.00.</p> <p>Line 531 – Remembrance Day – Members noted that staff had been stretched during the 2019 event in terms of road closures etc. and felt that this budget needed to allow for a contractor to provide temporary traffic control measures.</p> <p>It was AGREED to RECOMMEND increasing line 531 from £100.00 to £1,000.00.</p> <p>Line 542 – Bodmin Carnival – Members felt that this line needed to increase in order that they were offering the same level of support to this event as to other significant events in the town’s calendar such as the Christmas Lights event.</p> <p>It was AGREED to RECOMMEND increasing line 542 from £500.00 to £1,000.00.</p> <p>The RFO noted that lines 545 to 550 had been added to the budget in line with requests coming out of the Promotions Committee. As Chair of the Promotions Committee, Councillor D A Henderson considered that, being mindful of the precept, she felt some of these lines could be removed as follows:</p> <p>Line 545 – Youth Scheme – Members considered that this was an initiative they would like to pursue and that this budget could be amalgamated with lines 546 and 548.</p>		
--	--	--	--

	<p>It was AGREED to RECOMMEND increasing this line from £1,500.00 to £3,000.00.</p> <p>Line 546 – Local Youth Networking Activities</p> <p>It was AGREED to RECOMMEND reducing line 546 from £1,000.00 to £0.00.</p> <p>Line 547 – Late night shopping event</p> <p>It was AGREED to RECOMMEND reducing line 547 from £1,000.00 to £0.00.</p> <p>Line 548 – Drop in Sessions</p> <p>It was AGREED to RECOMMEND reducing this line from £1,200.00 to £0.00.</p> <p>Line 549 – Shire Hall Promotional Activities – Members considered that this budget should be increased in order to accommodate any outcomes of the review of future uses of Shire Hall.</p> <p>It was AGREED to RECOMMEND increasing line 549 from £1,500.00 to £2,000.00.</p> <p>Line 553 – Car parking Services – Members considered that a long-term decision needed to be made with regards to Priory Car Park and charges therein. It was noted that this had been included on the list of objectives discussed at the Policy Committee meeting held on 5 December and should be referred to a future meeting of the Properties/Estates Committee in due course.</p> <p>Line 662 – Roof safety training – This cost and its inclusion on a separate line to the Parks Team training budget was queried. The RFO noted that £4,000.00 of this budget had been included in error and would be removed. The RFO clarified that this training was specific to Shire Hall and that it had previously decided to bring this responsibility back in-house as this allowed staff to respond more quickly to issues, and that relying on an external contractor had proven more expensive. Members considered that this cost should be removed from this line and this cost covered as part of the Parks Team training budget.</p> <p>It was AGREED to RECOMMEND reducing this line from £1,100.00 to £0.00.</p> <p>It was further AGREED to RECOMMEND that the matter of Shire Hall roof access and training be referred to a future meeting of the Properties/Estates Committee.</p> <p>Line 767 – Switch Charges & Commission – the RFO noted that this line should have been reduced from £1,044.09 to £522.05 due to the downsizing of the shop resulting in fewer expected sales going forward.</p> <p>Line 769 – Work Clothing/Uniforms – The RFO reported that, in consideration of the move of the BIC into the foyer and the new members of staff, Members might consider that this was a good opportunity to</p>		
--	---	--	--

	<p>refresh the staff uniform which had not been updated in some years. Members considered that this cost should be covered under the uniform budget in line 167.</p> <p>It was AGREED to RECOMMEND reducing line 769 from £450.00 to £0.00.</p> <p>There then followed discussion regarding the possibility of copyrighting the Town Crest. It was noted that various organisations in the town already used this crest and the suggestion required further consideration.</p> <p>It was AGREED to RECOMMEND taking the possibility of copyrighting the town crest to a future meeting of the Promotions/Community Services Committee.</p> <p>The RFO reported that line 844 onwards related to large revenue items which required agreement and then should be allocated to the appropriate committee for progression of projects.</p> <p>Line 850 – Priory Toilets refurbishment – it was noted that there was £63,000.00 in reserves for this project. Members considered that reducing the contribution in 2020/21 in order that money could be allocated to more pressing projects</p> <p>It was AGREED to RECOMMEND reducing line 850 from £12,000.00 to £7,000.00.</p> <p>Line 853 – Climate Change Promotions – Councillor J Cooper considered that this budget should be allocated to the Neighbourhood Plan due to the fact it had been agreed that the Climate Change Working Party would be a sub-committee of NP Steering Group and that it therefore had no mandate to draw money without the permission of the NP Steering Group.</p> <p>The Town Clerk clarified that this budget was in order for BTC to implement any actions/recommendations coming out of the Climate Change Working Party that were relevant to the Council and as such did not relate to expenditure of the Working Party and would not be drawn down by that group, but rather related to expenditure by BTC following the outcomes of the Climate Change Action Plan the Working Party had been tasked with creating.</p> <p>There followed some discussion about the requirement of line 853 and line 854 (Climate Change Actions) and Members considered that two separate lines were not required and that the budget in line 854 was adequate.</p> <p>It was AGREED to RECOMMEND reducing line 853 from £1,000.00 to £0.00.</p> <p>Line 856 – Promotional Themes – Members considered that this budget was aspirational in order to build Bodmin's profile and was important in considering Bodmin's brand as a town to visit but felt it could be reduced during the current budget year. It was noted that this line would be renamed to 'Promoting Bodmin'.</p>		
--	---	--	--

	<p>It was AGREED to RECOMMEND reducing this line £20,000.00 to £10,000.00.</p> <p>Line 857 – Coldharbour Pavilion Match Funding – Members considered that the total sum for this project should be £40,000.00 and considering the sum already held in reserves, the budget for 2020/21 could be reduced.</p> <p>It was AGREED to RECOMMEND reducing line 857 from £10,000.00 to £4,000.00.</p> <p>Line 858 – Shire House Complex Refurbishment – Members considered that a lower budget for this project would be adequate based on the levels in reserves.</p> <p>It was AGREED to RECOMMEND reducing line 858 from £60,000.00 to £50,000.00.</p> <p>Lines 860/861 – Contingency Fund – Members considered that these costs could be amalgamated with a total budget of £35,000.00.</p> <p>It was AGREED to RECOMMEND increasing line 860 from £30,000.00 to £35,000.00.</p> <p>It was AGREED to RECOMMEND reducing line 861 from £10,000.00 to £0.00.</p> <p>Line 865 – May 2021 Elections – Members considered that, with the level currently in reserves, this budget could be reduced.</p> <p>It was AGREED to RECOMMEND reducing line 865 from £4,500.00 to £1,500.00.</p> <p>Line 867 – Polytunnel – Members considered that this maintenance/replacement could be included in the Parks Team’s general maintenance budget to be managed by the Estates Committee under the new committee structure.</p> <p>It was AGREED to RECOMMEND reducing line 867 from £734.70 to £0.00.</p> <p>Line 871 – Increase reserves – Members considered that, although it was important to ensure an adequate level of reserves, BTC was currently over the minimum required level and they were aware of the importance of protecting the precept.</p> <p>It was AGREED to RECOMMEND reducing line 871 from £12,000.00 to £0.00.</p> <p>Line 872 – Cemetery Fund – Members considered that, having resolved to consult with Cornwall Council regarding the discharge of responsibility of the new cemetery back to them, this line could be removed from the budget.</p> <p>It was AGREED to RECOMMEND reducing line 872 from £20,000.00 to £0.00.</p>		
--	--	--	--

<p>FSPM/2020/005</p>	<p>To consider and, if appropriate, agree to give delegated authority to Senior Officers to authorise payments within the agreed budget limits within their remit / department / responsibilities</p> <p>The RFO reported that agreement from Members on this item would mean that, as long as each committee under the new Committee Structure is spending within their allocated budget, they have delegated authority to authorise expenditure without the requirement to go through Full Council. It was hoped that this would result in quicker turnaround of actions due to the ability to achieve more at a Committee level within each meeting cycle.</p> <p>There followed some discussion regarding some Members wishing to caveat this delegated authority to try and encourage underspend on the allocated budget, feeling that Senior Officers (Heads of Service under the new committee structure) should be required to request authorisation from Council to spend the last of their budget. Some felt that this should be an aspiration rather than a formal arrangement.</p> <p>Following discussion, it was AGREED to RECOMMEND granting delegated authority to Senior Officers to authorise payments within and up to 97% of the agreed budget limits within their remit / department / responsibilities. Expenditure of the last 3% of each team's budget must be taken back to Committee/Council for authorisation.</p> <p>The voting pattern was 4 votes for, with 1 against.</p>		
<p>FSPM/2020/006</p>	<p>ITEMS CONTAINING EXEMPT INFORMATION To consider passing the following Resolution in respect of the items listed below:</p> <p>'That the press and public be excluded from the Meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, for the following items of business on the grounds that they involve the likely disclosure of confidential and exempt information.'</p> <p>There being no confidential matters to discuss, it was NOT AGREED to go into Committee and the remainder of items on the agenda were discussed during the open session.</p>		
<p>FSPM/2020/007</p>	<p>To consider any confidential budgetary items relating to the Draft Budget</p> <p>There were no confidential budgetary items to discuss.</p>		
<p>FSPM/2020/008</p>	<p>In light of the above, to make recommendations to Council on:</p> <p>a) Net Expenditure to cover operational costs</p> <p>The RFO reported that the operational expenditure for 2020/21 stood at £1,476,104.37.</p>		

	<p>b) Transfers to and from reserves, including earmarked reserves</p> <p>The RFO noted that the total sum allocated to reserves within this budget was £26,350.62.</p> <p>c) The Precept for the coming financial year</p> <p>The RFO reported that the precept stood at £1,502,455.00 which equated to an increase of 2.97%. The increase for a Band D property would be 19 pence per week or £9.67 per year.</p> <p>It was AGREED to RECOMMEND Council adopts this budget for the 2020/21 financial year.</p> <p>Following agreement of the budget, Councillor J P Cooper wished to revisit the Council's objectives going forward. He felt that the grid format produced for the 2017-20 objectives should be retained, with new objectives overwriting objectives within the current set which had been achieved.</p> <ul style="list-style-type: none"> ➤ To scope, develop and deliver a new Skate Park – moved forward as not yet delivered. ➤ To scope, develop and deliver a new Cemetery – moved forward as an ongoing project. ➤ To scope, develop and deliver a new Parks Department Building and Compound – moved forward as ongoing project. ➤ To locate all office-based staff within Shire Hall if feasible and cost-effective – This project has been completed. <p>It was AGREED to RECOMMEND replacing this objective as follows:</p> <ul style="list-style-type: none"> ➤ Priory Park and Dennison Road Toilets – explore feasibility of leasing to local business interest or community group to develop as a community shop / toilet. <p>To refurbish or rebuild Fair Park and Priory Park Toilets – Fair Park project underway although not complete, Priory Park to be transferred to above objective.</p> <p>It was AGREED to RECOMMEND replacing this objective as follows:</p> <ul style="list-style-type: none"> ➤ Shire House Refurbishment cost appraisal, to include: <ul style="list-style-type: none"> - Heating via heat pump, reinforcing BTC green credentials - Lift to replace stair lift - Consider using consultant to scope project and seek funding ➤ To Complete the registry of land owned by Bodmin Town Council – moved forward as an ongoing project. ➤ To complete existing contract negotiations for land and buildings, including Hillside Park, and enter into new where Council agrees – moved forward as an ongoing project. 		
--	---	--	--

	<p>➤ Neighbourhood Plan: Community consultation, consideration of appropriateness, cost-benefit analysis – this project has moved forward and, as such, required amendment.</p> <p>It was AGREED to RECOMMEND amending the wording as follows:</p> <p>➤ Neighbourhood Plan: To conduct a public consultation with a view to drafting the document ready for a referendum.</p> <p>➤ To undertake a staffing review to ensure sufficient capacity and capability to deliver agreed objectives – the staffing review having been carried out this objective, required updating.</p> <p>It was AGREED to RECOMMEND amending the wording as follows:</p> <p>➤ To Implement all Organisational and Staffing Review recommendations as agreed and to complete transition to new committee structure by the start of the 2020 civic year.</p> <p>Members also considered that there were two additional key projects requiring delivery which should be added to the list of objectives.</p> <p>It was AGREED to RECOMMEND the inclusion of the following objectives going forward:</p> <p>➤ Shire Hall / Cells Options Appraisal, to include:</p> <ul style="list-style-type: none"> - Bring in a costed project / external project team to refurbish cells as staff rest room, pop-up shop space or revenue generating space; - Reconfigure courtrooms to provide community space whilst retaining historic references to display; - Provide council chamber facility; - Explore grant funding. <p>➤ To work with stakeholders to assist with delivery of events surrounding the finish Stage 1 of the 2020 Tour of Britain in Bodmin on Sunday 6 September 2020.</p> <p>It was noted that, following agreement of these objectives at the Full Council meeting held on 16 January 2020, the BTC website would be updated to reflect these updated objectives.</p>		
FSPM/2020/009	<p>Any other urgent and relevant confidential item, for information, that the Chairman considers appropriate.</p> <p>Councillor P Brown enquired as to whether it was possible to receive more detailed feedback in relation to the effectiveness of the CCTV provision in the town. He felt that members of the public would like to know, for example, how many convictions in the town had been assisted by CCTV footage, as it was a significant expense.</p> <p>The Chairman advised that there were difficulties in providing specifics due to confidentiality issues especially in relation to ongoing cases, but</p>		

	<p>was in agreement and advised that this was an ongoing piece of work by all the towns providing and funding public space CCTV systems. The Police were part of that group and looking at what information could be disseminated to the public. However, Councillor Cooper was aware that CCTV had assisted a number of convictions in Bodmin. Councillor J P Cooper was aware of a recent conviction in which he believed CCTV had assisted, and commented that he had recently received assurance that the system in Bodmin was effective.</p> <p>The Town Clerk considered that it might be helpful to invite Cornwall Fire and Rescue Service to give a presentation at the Annual Town Meeting to be held on 12 March 2020. Members were in agreement that this would be most useful for both Members and the public in attendance.</p> <p>There being no further items for discussion, the meeting closed at 4.38 p.m.</p>		
--	---	--	--