

TRURO CITY COUNCIL



CITY OF TRURO

Town Clerks Department
Municipal Buildings
Boscawen Street
Truro TR1 2NE
Tel. (01872) 274766
Fax. (01872) 225572
www.truro.gov.uk
email: info@truro.gov.uk

MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD 20 OCTOBER 2025 AT 1900 IN THE COMMITTEE ROOM, MUNICIPAL BUILDINGS, BOSCAWEN STREET, TRURO, TR1 2NE

PRESENT: Councillors Webb (Chairman), Councillors Stokes (Vice-Chairman), Wells (Mayor), Rich (Deputy Mayor), Carlyon, Knuckey, Pascoe, Sunderhauf, and Swain.

APOLOGIES: Councillors Eathorne-Gibbons [personal] and La Borde [personal].

ALSO IN ATTENDANCE: Councillors Biscoe and Tann.
David Rodda (Town Clerk), Esther Greig (Deputy Town Clerk & Responsible Financial Officer), and William Thorpe-Stanley (Committee Clerk).

1 COUNCILLORS IN ATTENDANCE AND APOLOGIES

The apologies were **noted**.

F/25/838

2 DECLARATIONS OF INTEREST

Councillor Carlyon - items 8.a.iii, 8.k.iv, and 8.k.v - non-pecuniary - to leave the room.

Councillor Wells - items 8.a.iii, 8.c, 8.k.iv, and 8.k.v - non-pecuniary - to leave the room.

Councillor Knuckey - items 8.k.iv, and 8.k.v - non-pecuniary - to leave the room.

Councillor Webb - item 8.b.v - non-pecuniary - to leave the room.

F/25/839

3 OPEN SESSION FOR ELECTORS OF TRURO RELATING TO ITEMS ON THIS AGENDA VERBAL QUESTIONS

None.

F/25/840

4 MINUTES

It was proposed by Councillor Swain, seconded by Councillor Stokes, and **RESOLVED** that the minutes of the meeting held 15 September 2025 were considered a correct record and signed.

F/25/841

5 OFFICER REPORTS

a. Responsible Financial Officer Report

There was no report additional to the half yearly budget to expenditure report.

F/25/842

b. Facilities, Estates, and Compliance Manager Report

The Committee was pleased to see the report and the cost savings highlighted within it.

The monthly update report was **noted**.

F/25/843

CHAIRMAN'S
INITIALS

SW

6 **CHAIRS REPORT**

The Chair had nothing to report.

F/25/844

7 **CORRESPONDENCE**

a. Email from Survivors of Bereavement by Suicide received 30.09.2025.

It was proposed by Councillor Sunderhauf, seconded by Councillor Swain and **RESOLVED** to participate if a lighting solution could be worked.

F/25/845

8 **AGENDA ITEMS**

a. **2025/26 Q2 BUDGET TO EXPENDITURE REPORT**

The Responsible Financial Officer reported that there was two EMRs to agree, cost centres were in budget for the year so far, there was more CIL income than expected, and a saving on the Municipal Buildings repair repayment; this may allow for some money to be put into the general reserves at end of year.

The VAT report was expected from the consultant the outcome may mean an adjustment is required. Inflation was at 4.1% in August.

i The contents of the report was **noted**.

F/25/846

ii It was proposed by Councillor Wells, seconded by Councillor Carlyon and **RESOLVED** to release £8k EMR to offset reduced Lemon Quay income and £6k from Trees EMR for 2 x trees in Boscawen Park.

F/25/847

[Councillors Carlyon and Wells left the room at 19:27.]

iii The virements under £50k as set out in the report were **noted**. It was proposed by Councillor Wells, seconded by Councillor Carlyon and **RESOLVED** to approve virement of:

F/25/848

1. £115,410.00 CIL income.
2. £77,500.00 repairs budget Library Building (£62,500 added for fire escape).

F/25/849

[Councillors Carlyon and Wells entered the room at 19:28.]

b. **DISCUSSION ON THE DISCRETIONARY ITEMS FOR THE FOLLOWING BUDGET LINES:**

The RFO gave a short explanation of each item.

- i. Administration
Very little changes to current except getting to full staff complement again.
- ii. Library
Predominantly the same, very appreciative of the refurbishment works in the children's library area and would like members to consider a refresh of the computer room in 2026/27.
- iii. Community Development
Lots possible within this area if additional budget is allocated to this department.

- iv. ~~Facilities (excluding Public Conveniences)~~
Statutory, H&S, and best practices have meant some change to what is required.
- v. Community Grants 2026/27 including consideration if Council can include a financial contribution of £50,000.00 per annum to the Cornwall Museum and Art Gallery.
- vi. Inflation.
Expected to be changeable next year, living wage set to rise significantly.

The points Councillors discussed on these items were:

- o The role of Zero Carbon Officer not mentioned specifically.
- o A Parish Councils statutory duty and lack of limit on precept raising.
- o Not enough cost cuttings identified that can be used to offset any inflationary increases and/or fund additional activity.
- o Reserves in a much better position.
- o Look at a budget development group for next year.
- o Ensure alignment of the budget with the Council priorities.
- o Four year business plan should be the context for the budget, set priorities year by year with costs planned over the four years.

The committee then focused on the Community Grants. It was commented that many Truro organisations deliver for residents without financial support from Truro City Council, or Truro City Council achieves good value for money for residents through its own activities.

Members were happy to discuss the request from the Museum and Art Gallery as part of the budget setting process, especially as much larger sums of support were contingent of parish council support, however discussions were to be had by the Town Clerk with the Museum before the budget workshop.

F/25/850

c. COMMUNITY DEVELOPMENT BUDGET INCOME SURPLUS

[Councillor Wells left the room at 20:10.]

The Responsible Financial Officer reported that when budgeting for the current year it wasn't assumed all grants applied for would be successful, £9000.00 over budgeted income had been received. The Community Development Officer was proposing to use the money carry out more activity this year.

Councillors debated whether any help was needed by the Trelander Community Centre and if the Council saved money did it need to be spent.

It was proposed by Councillor Stokes, seconded by Councillor Pascoe and **recommend** to council to reserve the £9000.00 for the reopening of the Trelander Community Centre.

F/25/851

[Councillor Wells entered the room at 20:13.]

d. MALPAS ROAD RESIDENTS SURVEY

The results of the resident survey in the Malpas Road Estate area were **noted**. Members asked that this be considered at the budget workshop.

F/25/852

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e. **MUNICIPAL BUILDINGS HERITAGE RESTORATION PROJECT**

The Town Clerk told the committee that this was the first stage, where a full condition survey of the building would be carried out. Councillors were reminded that Truro City Council was responsible for 100% of the internal and 50% of the external maintenance. Stage two would be a large programme of options analysis. There was money left in the refurbishment budget that would make up the match funding, a full application was due 19th January.

It was proposed Councillor Pascoe, seconded by Councillor Stokes and **recommend** to Council that it approves the submission of an Expression of Interest (EOI) to the Architectural Heritage Fund (AHF): Heritage Revival Fund – Stage 1 Project Viability Grant for the Municipal Buildings Heritage Restoration Project, to be submitted in November 2025 in preparation for the Stage 1 funding deadline of 19 January 2026.

F/25/853

The Town Clerk said that owing to the timeline quotes would be sought at this stage.

It was proposed by Councillor Pascoe, seconded by Councillor Stokes and **recommend** to Council that it approves the publication of a Request for Quotations (RFQ) to appoint a suitably qualified professional team to deliver an options appraisal, viability study and outline business case covering RIBA Stages 0– 2, including condition review, outline cost plan, funding strategy and associated community engagement for the Municipal Buildings Heritage Restoration Project.

F/25/854

f. **DATA ASSET REGISTER**

It was proposed by Councillor Pascoe, seconded by Councillor Swain and **recommended** to Council that it adopts the Data Asset Register.

F/25/855

g. **RECOMMENDATIONS FROM THE PARKS & AMENITIES COMMITTEE**

i Members were reassured that lease negotiations would take place, agreeing break clauses.

It was proposed by Councillor Swain, seconded by Councillor Sunderhauf and **recommend** to Council that it should support the proposal to develop the Truro Wellbeing Hub at Boscawen Park and delegate responsibility to the Town Clerk to progress discussions with the Lander and Three Spires Medical Practices to develop a final business case for consideration.

F/25/856

ii It was proposed by Councillor Webb, seconded by Councillor Pascoe and **recommend** to Council that £50,000.00 - £60,000.00 of the £240,724.91 Capital Grant Agreement be spent on improvements to the Newbridge Lane Playing field area and the remainder be invested and the dividends be used for maintenance.

F/25/857

iii It was **noted** that the Parks and Amenities Committee resolved that the initial maintenance and capital plan be used to inform the 2026/2027 budget setting process.

F/25/858

h. **RECOMMENDATIONS FROM THE STAFFING COMMITTEE**

i The Deputy Town Clerk informed the committee that LearningNest was an efficient staff e-learning system for items such as GDPR compliance and fire safety. The system would integrate with the health and safety and personnel systems the cost coming out of the training budget.

CHAIRMAN'S
INITIALS

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Members commented on the high cost of this package.

It was proposed by Councillor Webb, seconded by Councillor Stokes and **RESOLVED** to upgrade to the LearningNest Enterprise package from 2026/27, and that the cost (£5,033.00) be included in the 2026/27 budget setting process.

F/25/859

- ii This too was cited as a more equipped personnel system than currently used with more functionality, reducing bureaucracy. The Deputy Town Clerks intention was to move away from employing a specialist external HR support contractor by upskilling current staff and employing the use of these systems. The HR contractor was currently updating the single status against the National Joint Council's terms and conditions as well as standardising staff contracts.

It was proposed by Councillor Webb, seconded by Councillor Stokes and **RESOLVED** to change the supplier of its internal HR system from April 2026, and that the cost (£3659.00) be included in the 2026/27 budget setting process.

F/25/860

i. GIFTS AND HOSPITALITY RECEIVED BY COUNCILLORS FOR Q1 & Q2 OF 2025/26

Councillor	Date of Gift	Gift From	Reason for Gift	Gift	Value/Approximate Value	Accepted
Cllr Wells	16/05/25	Truro-Morlaix Twinning Association	Twining Visit - Inviting Mayor	Truro-Morlaix Twinning Association Dinner at Tehidy Golf Club	£29.95	Yes
Cllr Wells	21/09/25	Royal Navy HQ	Inviting Mayor	2x tickets for Proms at the Minack presented by the Band of His Majesty's Royal Marines Plymouth	£86.00	Yes

The register was **noted**.

F/25/861

j. CORNWALL COUNCILLOR REPORT'S

The Mayor spoke to the item having requested it on the agenda, giving reason for its consideration as fairness to all Cornwall Councillors where recent meetings have seen long reports take up the time of others or delay the business of the meeting, especially now that four Cornwall Councillors were Truro City Councillors as well.

Members felt the Cornwall Councillor reports and opportunity to ask questions to them was one of the most important parts of the meeting.

It was proposed by Councillor Wells, seconded by Councillor Stokes **recommend** to Council that Cornwall Councillors be allocated a total of 20 minutes to report on matters of importance to the parish, at Full Council (five minutes per Councillor including questions).

F/25/862

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k. GRANT APPLICATIONS

i It was proposed by Councillor Wells, seconded by Councillor Webb and **RESOLVED** to grant WILD Young Parents £750.00. F/25/863

ii It was proposed by Councillor Stokes, seconded by Councillor Swain and **RESOLVED** to grant Truro Christmas Primestock & Produce Society £1000.00. An amendment to award £750.00 was proposed but failed at the vote. F/25/864

iii It was proposed by Councillor Carlyon, seconded by Councillor Knuckey and **RESOLVED** to grant Cornwall Music Festival £1000.00. An amendment to award £750.00 was proposed but failed at the vote. F/25/865

[Councillors Knuckey and Carlyon left the room at 20:57.]

iv It was proposed by Councillor Webb, seconded by Councillor Stokes and **RESOLVED** to grant The Federation Of Old Cornwall Societies £450.00. F/25/866

v It was suggested to refuse the grant owing to an incomplete application. It was proposed by Councillor Stokes, seconded by Councillor Swain and **RESOLVED** to grant Truro Old Cornwall Society £750.00 and invite them to apply again with a complete application for further funds if required. F/25/867

[Councillors Knuckey and Carlyon entered the room at 21:05.]

l. SMARTPHONE-FREE CHILDHOOD

The Mayor spoke of a conversation he had had with Newquay Town Councils Mayor on how they were engaging with schools.

It was proposed by Councillor Webb, seconded by Councillor Wells and **RESOLVED** to write to secondary schools, primary schools, Young people Cornwall, and Multi Academy Trusts to arrange a meeting. F/25/868

m. BONFIRE AND FIREWORK DISPLAY 2025

The Town Clerk reported the unfortunate decision to cancel the 2025 charity bonfire night and fireworks display following careful consideration of the of previous years success and the safety issues that the expected turnout will cause against potential measures required to mitigate these risks. It was elaborated that considerations included alternate locations, ticketing systems, advice from the Safety Advisory Group & Truro City Council Staff, and road closure logistics. The holding of an event in 2026 will be considered if confident vehicle and people movements can be made safe as given the scale of the event it was becoming too big for the Council to manage safely with its own staff and current group of volunteers.

The committee expressed their disappointment and the loss of a key offering to the residents of Truro.

It was proposed by Councillor Pascoe, seconded by Councillor Stokes and **RESOLVED** to establish a committee / working group to explore the possibility of holding the event next year. F/25/869

9 BANK BALANCES AND SCHEDULE OF PAYMENTS

At 30 September as follows:

Current Account	£244,837.13
Public Sector Deposit	£3,788,744.51
Money Market	£00.00

CHAIRMAN'S INITIALS

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Total £4,033,521.64

The schedule of payments for September and bank balances as at 30 September were **noted**. F/25/870

10 **DATE OF NEXT MEETING**
The date of the next meeting was **noted** as 10 November 2025. F/25/871

11 **ITEMS FOR FUTURE MEETINGS** F/25/872

The meeting closed at 21:26.

Chairman

CHAIRMAN'S INITIALS

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CHAIRMAN'S
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