

TRURO CITY COUNCIL



CITY OF TRURO

Town Clerk's Department
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March 2023

To: The Mayor (Councillor S Webb)
Mayor Elect (Councillor Mrs C Swain)
Deputy Mayor Elect (Councillor S Rabey)
Chairman and members of the
FINANCE & GENERAL PURPOSES COMMITTEE
and all other Members of **TRURO CITY COUNCIL** *for information*

Dear Councillor

A G E N D A

NOTICE IS HEREBY GIVEN that the meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** will be held at **TRURO COMMUNITY LIBRARY (FIRST FLOOR), UNION PLACE** on **MONDAY 13 MARCH 2023 at 7.00 pm** for the transaction of the under mentioned business: -

- 1 **APOLOGIES**
- 2 **DISCLOSURES OR DECLARATIONS OF INTEREST**
- 3 **OPEN SESSION FOR ELECTORS OF TRURO RELATING TO ITEMS ON THIS AGENDA**
VERBAL QUESTIONS (5 minutes only)
- 4 **FINANCE AND GENERAL PURPOSES MINUTES** (Appendix A)
To consider the minutes of the Finance & General Purposes Committee held 13th February 2023.
- 5 **ACCOMMODATION WORKING GROUP MINUTES** (Appendix B)
To consider the minutes of the Accommodation Working Group held 22nd February 2023.
- 6 **TOWN CLERK/RESPONSIBLE FINANCIAL OFFICER'S REPORT** (Appendix C)
Management Accounts April 2022 – February 2023. Town Clerk/Responsible Financial Officer to report.
- 7 **CCTV** (Appendix D)
To receive a letter from the Chief Fire Officer and report action taken.
- 8 **CORRESPONDENCE**

DATE OF NEXT MEETING

17 April 2023

The agenda for the next Finance and General Purposes Committee to be held 17 April 2023 will be prepared on Tuesday 11 April 2023. In accordance with Minute 302 (03.12.12) should a member wish an item to be included on this agenda please inform the Town Clerk's office by Monday 10 April 2023 as no items other than those on the agenda can be considered at the meeting.



ROGER GAZZARD
TOWN CLERK

**MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON
MONDAY 13 FEBRUARY 2023 at 7:00 pm**

PRESENT: Councillors Biscoe, Mrs Carlyon, Mrs Eathorne-Gibbons, Rich, Roden (Chairman), Rich, Mrs Swain (Deputy Mayor), Unwin, Webb (Mayor) and Wells.

Also, in attendance: Roger Gazzard, Town Clerk/Responsible Financial Officer

APOLOGIES: Apologies of absence were received from Councillors Nolan and Smith.

320 DISCLOSURES OR DECLARATIONS OF INTEREST

GRANTS (minute 324, page, 147)

Councillor Biscoe declared an interest in the above item as Chairman of the Civic Society.

321 OPEN SESSION FOR THE ELECTORS OF TRURO

There were no electors of Truro present.

322 FINANCE AND GENERAL PURPOSES MINUTES

Accuracy Minutes

It was proposed by Councillor Roden, seconded by Councillor Mrs Eathorne-Gibbons, and

RESOLVED that the minutes of the Finance and General Purposes Committee Meeting held on 16th January 2023 are signed as a correct record.

323 TOWN CLERK/RESPONSIBLE FINANCIAL OFFICER'S REPORT

A) Management Accounts April 2022-January 2023

The Town Clerk reminded Members that in July 2022 he had reported to the Committee that the City Council was facing a deficit of £90k in this financial year, primarily due to a larger than predicted pay award and increase in inflationary costs.

He explained that a number of measures had been put in place in order to mitigate the increased costs:

- non pay costs were maintained to their pre-inflation level, apart from those such as business rates and power costs, where there was no alternative but to pay the increased figures;
- where possible filling of staff vacancies was being delayed, primarily in the Parks Department where fewer staff were required over the winter months;
- staff workshops were held to identify further cash savings and efficiencies.

The Town Clerk informed Members he did not anticipate reaching a zero deficit, although other ways of saving money were being considered. He explained the shortfall could be taken out of reserves, however, if the Revenue Reserve went below 10% of the precept, the auditor would deem it high risk. The current deficit was £36k.

A Member queried why a second HR administrator and a Zero Carbon Officer were being hired when the City Council was trying to reduce costs. The Town Clerk confirmed the Zero Carbon Officer's position was approved by the Council as part of the new

structure, the salary for which would be paid out of funds for the next financial year, and the HR assistant, recruited to assist the HR Manager, who he explained had been carrying out the work of three people which was not sustainable.

Concerns were expressed over the prospects of being able to recruit parks staff at short notice, as they would soon be required for the summer months. The Town Clerk confirmed adverts would be going out shortly but given that we had lost four parks employees to “better” jobs in recent months accepted that this was a real risk.

It was proposed by Councillor Roden, seconded by Councillor Webb (Mayor), and

RECOMMENDED that the report be noted.

B) Banking Arrangements

By way of an update, following a discussion at Council last Autumn, the Town Clerk informed Members that banking arrangements would be going out to tender in July this year and ethical banking would be taken into account when the decision was taken.

It was proposed by Councillor Roden, seconded by Councillor Webb (Mayor), and

RECOMMENDED that the verbal report be noted.

324 GRANTS

As Councillor Biscoe had declared an interest in the above item he left the meeting at 7.13pm

Following discussion, Members agreed they were in full support of this application for grant funding and were pleased work was underway to ensure the event went ahead.

It was proposed by Councillor Webb, seconded by Councillor Wells, and

RECOMMENDED that the sum of £650 be granted to Truro Civic Society.

Councillor Biscoe re-joined the meeting at 7.16pm. He did not take part in discussion or vote on the above recommendation.

325 COMMITTEE SELECTION

(Appendix A)

Councillor Mrs Stokes explained she was suggesting the attached proposal as she had been unhappy with the Committee selection process for several years. She felt some newer Members saw the process as a closed shop that shaped the Committees. Councillor Mrs Stokes felt this proposal would provide a more transparent and fair process.

It was felt by some Members that the current process, that had been in place for many years, did not need to be changed. It was highlighted that all Members, new or old, were welcome to attend the Committee Selection Committee and that all Members should be reminded of this. It was agreed that a large amount of the new Members had joined the City Council throughout the pandemic and had not received the usual welcome from other Councillors that they otherwise would have learned informally from. It was agreed there was a much better atmosphere since the informal Council meeting. A Member suggested that if the existing process was to remain in place, it should be made clear to new Members that they can apply to sit on any Committee, regardless of the length of

time they have served as a Councillor.

Councillor Unwin suggested an amendment to Councillor Mrs Stokes' proposal, that the selection process of Chair and Vice-Chairman remains unchanged. After taking it to a vote, Councillor Mrs Stokes' proposal, taken with Councillor Unwin's amendment fell, meaning the current process would remain unchanged, as per Procedural Guidance.

326 MORESK CENTRE/WARM WELCOME

The Town Clerk explained that during the current financial year the centre had been used for two purposes by the City Council, the "Truro Bridges" initiative on Thursdays and for the winter months it had been used as part of the "Warm Welcome" initiative that Truro City Council's Community Development Officer, Damien Richards, organised.

This followed the resolution of the Council in July:

Resolved that the City Council: -

1. Investigates potential funding sources to enable centres to open to the public.
2. Works with its community development team, who are already planning for cold weather provision with the community associations and with Volunteer Cornwall, who are braced for a very challenging winter.
3. Requests that the Moresk Centre be made available on another day apart from the routine Truro Bridge Day.
4. Facilitates a conference about the cost of living crises, in association with appropriate external stakeholders and members of the public, to bring greater awareness to the issues raised.

Following the above Resolution, the City Council was offered a grant from the NHS, administered by Volunteer Cornwall, to cover the costs of providing "Warm Welcome" centres in Truro throughout the winter. It was explained by the Town Clerk that this had been considered a huge success and the NHS was considering funding this scheme for another year.

It was noted that Thursdays at the Moresk Centre had low attendance and queried whether this low attendance warranted the amount of money paid on renting the centre. A Member commented that it would be helpful to know the number of visits compared to the number of different individuals on each visit. It was agreed Damien Richards would attend a future meeting to clarify this.

It was proposed by Councillor Webb, seconded by Councillor Roden, and

RECOMMENDED that the report be noted, thanks be given to Damien Richards for his work on this and that he is asked to attend a future meeting.

327 SHARED PROSPERITY GRANT APPLICATIONS

The Town Clerk reminded Members he had submitted three grant applications, two cultural and one business. With regards to the cultural applications, he had been informed that these had not been successful and he was working with the Good Growth team at Cornwall Council to re-submit. He explained that no decision had yet been made on the business application.

A Member suggested the City Council employ a grant writer to complete and submit the applications. The Town Clerk commented that there was a small Arts Council grant of

£15k that was to be used to employ a part time Cultural Compact co-ordinator for a year and bid writing would form part of their duties.

The Town Clerk explained he had a further meeting with Cornwall Council on Wednesday 15th February, and would know more then. It was felt the applications not being successful was due to the scheme being oversubscribed with limited funds.

It was proposed by Councillor Roden, seconded by Councillor Webb (Mayor), and

RECOMMENDED that the verbal report be noted and the Town Clerk thanked for his efforts in completing and submitting the grant applications within a limited time frame.

328 **CORNWALL COUNCIL'S PROPOSED NEW CAR PARKING CHARGES**

The Chairman explained that this consultation was due to go live at the beginning of March, however, it was felt that discussion should take place prior to this to enable time for the City Council to work with relevant bodies for a coordinated response.

Members expressed concern over the possible increase in parking charges, as there was already a reduction in footfall in the City Centre and this could contribute further to this. It was felt that free parking in the evenings attracted members of the public to visit restaurants and the increase in parking charges would have a detrimental effect on the economy of the City Centre. A Member commented that the increase could result in residents shopping at shopping centres outside of the City, where parking was free.

It was agreed that the Town Clerk meet with Alun Jones at Truro BID to work together on a joint response to the consultation and progress reported to the meeting of Full Council on 27th February.

Councillor Mrs Eathorne-Gibbons left the meeting at 8.27pm

It was proposed by Councillor Roden, seconded by Councillor Biscoe, and

RESOLVED that the Town Clerk contact Truro BID to work with them on a joint response to the Consultation, with a view to approaching outside towns through appropriate mechanisms.

329 **CCTV MANAGEMENT**

The Town Clerk explained that further to Full Council on 30th January 2023, Members were being asked to consider extending the scope of the role of Truro City Council's representative (currently Councillor Biscoe) on the CCTV Management meetings also to Truro Safe meetings. After general discussion, it was agreed that this would be supported as the more joined up conversations between the two groups, the better.

It was proposed by Councillor Webb (Mayor), seconded by Councillor Wells, and

RECOMMENDED Truro City Council's CCTV Management representative, also attends Truro Safe meetings.

330 **CORRESPONDENCE**

Tamar Toll Action Group

The Town Clerk read out an email he had received from the Treasurer of the Tamar Toll Action Group reaching out to all MPs, Cornwall and Plymouth Council, plus all Town and

Parish Councils in Cornwall to help gain support for their campaign to abolish tolls on the Tamar Bridge and Ferry.

Generally, Members felt the tolls should be abolished and concern was expressed as to how the money was being spent. A Member pointed out that the money was spent on ongoing maintenance, which was carried out efficiently, with very little disruption and without the tolls these works would not be carried out, which could result in the bridge closing.

It was agreed the Town Clerk would contact the Treasurer of Tamar Toll Action Group to confirm the City Council supports the campaign.

Councillor Biscoe requested his name be recorded as against the above action.

331 EXCLUSION OF THE PRESS AND PUBLIC

It was proposed by Councillor Roden, seconded by Councillor Webb (Mayor), and

RESOLVED that in accordance with s1(2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting during consideration of the following item by reason of its confidential or special nature.

332 EXTENSION OF TIME

It was proposed by Councillor Wells, seconded by Councillor Unwin, and

RESOLVED that the meeting be extended up to, but not past, 10:00pm, to enable the conclusion of Council business.

333 ORGANISATIONAL REVIEW

Members considered a confidential report.

334 READMITTANCE OF THE PRESS AND PUBLIC

It was proposed by Councillor Webb (Mayor), Seconded by Councillor Roden, and

RESOLVED that the press and public be invited back to the meeting.

The meeting closed at 9.45pm.

CHAIRMAN

**NOTES OF THE MEETING OF THE ACCOMMODATION WORKING GROUP ON
WEDNESDAY 22ND FEBRUARY 2023 AT 10.30AM IN THE MAYOR'S PARLOUR, FIRST
FLOOR, TRURO COMMUNITY LIBRARY, PYDAR STREET, TRURO**

PRESENT: Councillors Rabey, Roden, Mrs Swain and Webb (Mayor)

Also, in attendance: Roger Gazzard (Town Clerk)

1. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillor Unwin.

2. DISCLOSURES OR DECLARATIONS OF INTEREST

There were no disclosures of declarations of interest to report.

3. MINUTES OF THE MEETING HELD ON 16TH JUNE 2022

The Minutes of the Meeting of the Committee held on 16th June 2022 were noted as a correct record.

4. CAPACITY OF OFFICE ACCOMMODATION AT MUNICIPAL OFFICES

The Town Clerk provided a brief overview of the plan of the offices at the Municipal Offices. He explained that, in terms of capacity, the offices could facilitate up to 7 members of staff of which, when all positions were filled, there would be around 17 so less than half would be able to return to the building. Members felt that it would not be a good idea to separate staff when different structures had recently been put in place to create teams. It was agreed that the overall decision regarding the location of staff, should be that of the Town Clerk. A Member queried whether the postal address for the City Council should now be Truro Public Library rather than the Municipal Offices from which the City Council currently had their post re-directed.

It was proposed by Councillor Roden, seconded by Councillor Webb (Mayor), and

RECOMMENDED that no staff return to the Municipal Offices.

6. BUILDING CONDITION SURVEY RESULTS

The Town Clerk explained that he had commissioned a survey on the Municipal Buildings and the position was that the condition was getting worse, and a lot of plaster had recently had to be taken off the wall in the Chamber for safety reasons. He had contacted Fox Construction to arrange a site visit which all Councillors were welcome to attend and was waiting to hear back from them with a date and time.

It was explained by the Town Clerk that there were two reasons for the report being carried out, the first was to understand the costs involved and the second to find out which of the works needed to be carried out by Kiers. The report indicated that the first phase of the works, which would need to be carried out before the building could be used again, would be in the region of £310,000.

It was proposed by Councillor Webb (Mayor), seconded by Councillor Mrs Swain, and

RECOMMENDED that the report be noted as an indication of costs for the works that are required to be carried out before anyone could return to the Municipal Buildings.

7. CONSIDERATION OF OPTIONS FOR FUTURE USE OF BUILDING

Members agreed the works needed to be carried out as they were now essential and also a condition of the City Council's Lease with Cornwall Council. Discussion took place over whether Hall for Cornwall would like to take on Truro City Council's part of the building or whether the City Council, along with the Hall for Cornwall could form a Trust which would then enable grant funding to assist with the costs of the works, to be applied for. It was suggested the Town Clerk would need to sit on the Trust as well as the Mayor and Chairman of the Finance & General Purposes Committee.

It was proposed by Councillor Roden, seconded by Councillor Webb (Mayor), and

RECOMMENDED that the Town Clerk investigate potential uses including talking to Cornwall Council and Hall for Cornwall in regards to potentially setting up a Trust.

8. DATE OF NEXT MEETING

22nd March 2022

The meeting closed at 11.11am

DRAFT

Finance & General Purposes Committee

13th March 2023

Management Accounts

April 2022 to February 2023

Background

As reported to the November committee this year we are facing increased costs primarily due to the increase inflationary costs over that which was predicted. This was reported as £90k in the Autumn.

Current Position

In order to mitigate these increases a number of measures continue to be in place; -

- non pay costs are maintained to their pre-inflation level, apart from those, such as business rates and power costs, where there is no alternative but to pay the increased figures.
- where possible filling of staff vacancies is being delayed.
- there are staff workshops being held to identify further cash savings and efficiencies.

At the year end we have sufficient reserves to meet the current deficit level although this may involve earmarked reserves as well as the Revenue Reserve.

The position to the end of January was a deficit of £36k. This is remained at this figure to the end of February.

Recommendation

That the report is noted.

Roger Gazzard

Town Clerk

TRURO CITY COUNCIL

07-Mar-23

Management Accounts 2022-23 Period 1st April 2022-28th February 2023

Overall Summary of Net Revenue Expenditure

Ref	2022-23 Actual to date	2022-23 Budget to date	Variance	2022-23 Total Estimate
	£	£	£	£
1 Administration & Democratic	406,287	402,113	4,174	375,597
2 Tourist Information Centre	153,492	149,625	3,867	165,362
3 Community Work	120,981	121,310	-329	169,633
4 Lemon Quay	17,211	29,142	-11,931	14,697
5 Library Service	207,165	208,934	-1,769	231,898
Total Finance & General Purposes	905,136	911,123	-5,987	957,187
6 Allotments	2,325	1,492	833	4,445
7 Churchyard	12,362	12,022	340	18,750
8 Public Cemetery	17,597	19,438	-1,841	31,626
9 Parks & Open Spaces	748,501	727,669	20,832	761,550
10 Public Conveniences	153,789	152,532	1,257	174,955
11 Coffee Bar: Boscawen park	33,521	13,275	20,246	17,134
12 Total Parks & Amenities	968,095	926,428	41,667	1,008,460
13 Net Base Expenditure	1,873,231	1,837,551	35,680	1,965,646
Fund Contributions				
14 Finance Committee Revenue Fund	0	0	0	-3,400
15 Finance Committee Buildings Fund	0	0	0	11,400
16 Parks Committee Capital Fund	0	0	0	131,500
18 Net expenditure on Services	1,873,231	1,837,551	35,680	2,105,146
add				
19 Inflation Contingency	0	0	0	0
less				
21 Council Tax Support Grant	26,089	26,089	0	26,089
	1,847,142	1,811,462	35,680	2,079,057
22 Revenue Balance Movement				
Contribution from Balance	0	0	0	-59,406
Contribution to Balance	0	0	0	0
23 Precept Amount	1,847,142	1,811,462	35,680	2,019,651

Cash Balances

At the end of February 2023 the Council held the following cash balances

	£
Money Market Account	221,735
Current Account	361,192
Investments	308,622
Total	891,549

12 Corporate/Democratic & Planning

C

Period 1st April 2022-28th February 2023

Vote No	Description	2022-23 Actual to date £	2022-23 Budget to date £	variance £	2022-23 Estimate Total £
Employees					
5000/5001	Salary & Wage Costs	294,419	295,388	-969	322,241
6000	Training/Conferences	9,644	13,124	-3,480	14,317
6001	Travelling	0	229	-229	250
6003	Payroll/Personnel Advice	45,588	39,987	5,601	43,622
Property					
6100	Repair & Maintenance	35	0	35	0
6102	Municipal Buildings Rates	0	0	0	0
6103	Cleaning	70	0	70	0
6104	Furniture & Equipment	666	330	336	360
Supplies & Services					
6300	Gas & Electricity	328	375	-47	409
6301	Water	371	473	-102	516
6306	Health & Safety	2,486	3,395	-909	3,704
6307	Insurance Premiums	3,457	3,457	0	3,457
6701	Audit Fees	3,650	3,650	0	4,917
6703	Legal Fees	3,298	2,973	325	3,243
6709	Advertising	35	128	-93	140
6710	Planning Advice	820	629	191	686
	Loan costs (Municipal Buildings)	0	0	0	0
Office Costs					
6400	Stationery	1,731	1,540	191	1,680
6401	Printing	1,978	2,018	-40	2,201
6403	Postages	1,281	1,391	-110	1,517
6404	Telephones	1,642	1,485	157	1,620
6406	Publications	302	118	184	129
6407	Computer Costs	19,202	15,892	3,310	17,337
6408	Planning Committee Recharge	0	0	0	41,845
6409	Bank Charges	2,777	2,669	108	2,912
Democratic					
6600	Mayoral Allowance	7,255	7,255	0	7,915
6601	Town Crier & Macebearers Allowances	1,150	1,150	0	1,150
6602	Members Expenses	92	410	-318	447
6603	Civic Functions Allowance	3,166	2,920	246	2,920
6702	Subscriptions	5,246	5,528	-282	6,030
6799	Miscellaneous	260	183	77	200
Gross Expenditure		410,949	406,697	4,252	485,765
Income					
4203	Use of Rooms	0	0	0	23,457
	Contributions to Salary	0	0	0	8,400
4401	Interest	4,212	4,583	-371	5,000
4900	Miscellaneous	450	0	450	0
4910	Recharges to operations	0	0	0	73,311
Gross Income		4,662	4,583	79	110,168
Net Expenditure		406,287	402,113	4,174	375,597

Tourist Information Centre

Period 1st April 2022-28th February 2023

Vote No	Description	2022-23 Actual to Date	2022-23 Budget to Date	Variance	2022-23 Estimate Approved
		£	£	£	£
Information Centre					
Employees					
5000/5001	Salary Costs	81,054	80,911	143	88,267
6000	Training	50	281	-231	307
6002	Clothing	0	11	-11	12
Premises Costs					
6100	Repairs & Maintenance	1,767	1,870	-103	2,040
6101	Rent	35,740	35,740	0	36,340
6102	Rates	15,410	15,374	36	16,772
6103	Cleaning	4,385	4,785	-400	5,220
6104	Furniture & Equipment	116	468	-352	510
6300/6301	Power & Water	1,991	1,941	50	2,117
Office Costs					
6307	Insurance	1,666	1,666	0	1,666
6400	Stationery	1,987	1,968	19	2,147
6401	Printing	1,221	1,171	50	1,277
6403	Postages	16	40	-24	44
6404	Telephones	2,399	2,628	-229	2,867
6407	Computer Costs	1,697	1,833	-136	2,000
6409	Card charges	3,106	3,359	-253	3,664
Purchase of Sale Items					
6802/6501	Tickets / Accom Register	1,239	3,219	-1,980	3,512
6502	All other sale items	46,070	51,151	-5,081	55,801
Miscellaneous					
6799	Miscellaneous	160	619	-459	675
6408	Admin recharge	0	0	0	5,151
Gross Expenditure		200,074	209,035	-8,961	230,390
Income					
4003	Sales	85,637	93,651	-8,014	102,165
4001	Tickets	2,606	4,907	-2,301	5,353
4201	Rents	8,800	8,800	0	9,600
	Premises recharge	0	0	0	0
4007	Contract Work	10,875	10,542	333	11,500
4100/4107	Registration/Inspections	289	2,238	-1,949	2,441
4910	Parks recharge Tennis	0	0	0	0
Gross Income		108,207	120,137	-11,930	131,059
Info. Centre Net Expenditure		91,867	88,898	2,969	99,331
Digital Communications					
5000/5001	Salary Costs	52,185	51,362	823	56,031
6000	Training		0	0	0
	Premises Recharge	0	0	0	0
6801	Truro Guide/Publicity	13,440	13,365	75	14,000
6722	Events	0	0	0	0
6408	Admin recharge	0	0	0	0
6407	Computer Costs		0	0	0
		65,625	64,727	898	70,031
Income					
4202	Events	0	0	0	0
4105	Truro Guide	4,000	4,000	0	4,000
Gross Income		4,000	4,000	0	4,000
Digital Comms. Net Expenditure		61,625	60,727	898	66,031

Community Work

Period 1st April 2022-28th February 2023

Vote No	Description	2022-23 Actual to date	2022-23 Budget to date	Variance	2022-23 Estimate Total
		£	£	£	£
Employees					
5000	Salary & Wage Costs	40737	40610	127	44302
6000	Training/Conferences	435	97	338	106
6001	Travelling	0	57	-57	62
Supplies & Services					
6304	Grant Advice	0	0	0	2207
6305	Xmas Tree	50	50	0	50
6307	Insurance	555	555	0	555
6308	Public Space CCTV	33,580	32323	1257	35755
6407	Computer Costs	467	313	154	341
6408	Recharge for Administration Support	0	0	0	5466
6410	Culture Strategy	1,346	1346	0	5202
Grants & Donation					
6712	Citizens Advice Bureau	5,477	5477	0	5477
6714	Twinning Associations	1,217	2672	-1455	2915
6716	Street Pastors	5,000	5000	0	5000
6717/6718	Cornwall Music Festival	0	0	0	250
6719	Young People Cornwall	18,750	18750	0	25000
6721	Community Grants	6,917	6917	0	9053
6722	Social Prescribing	6,637	7333	-696	8000
6799	Miscellaneous	353	207	146	226
6724	Contribution to ASB Officer	3,300	3300	0	23700
		124,821	125,007	-186	173,667
Gross Expenditure					
Income					
4200/4201	Rents from buildings	3,840	3,698	142	4,034
	Gross Income	3,840	3,698	142	4,034
	Net Expenditure	120,981	121,310	-329	169,633

Library

Period 1st April 2022-28th February 2023

Vote No	Description	2022-23 Actual to date	2022-23 Budget to date	Variance	2022-23 Estimate Total
		£	£	£	£
Employees					
5000	Salary & Wage Costs	183,868	178,967	4,901	195,237
6002	Protective Clothing	0	92	-92	100
Premises					
6100	Repair & Maintenance	4,286	2,750	1,536	3,000
6102	Rates	21,056	21,008	48	22,918
6103	Cleaning	16,825	21,083	-4,258	23,000
6104	Waste Collection	1,637	1,604	33	1,750
Supplies & Services					
6300	Gas & Electricity	22,009	24,750	-2,741	27,000
6301	Water	1,677	2,750	-1,073	3,000
6303	Equipment & Materials	626	642	-16	700
6307	Insurance	2,503	2,503	0	2,503
6404	Telephones	143	144	-1	157
6407	Computer Costs	10	458	-448	500
6408	Admin. Recharge	0	0	0	5,101
6704	Community Events	342	917	-575	1,000
Gross Expenditure		254,982	257,668	-2,686	285,966
Income					
4201	Rent	33,984	33,151	833	37,068
4200	Room Lettings	9,363	9,167	196	10,000
4202	Fees & Charges	4,470	6,417	-1,947	7,000
Gross Income		47,817	48,734	-917	54,068
Net Expenditure		207,165	208,934	-1,769	231,898

Lemon Quay

Period 1st April 2022-28th February 2023

Vote No	Description	2022-23 Actual to date	2022-23 Budget to date	Variance	2022-23 Estimate Total
		£	£	£	£
	Employees				
5000/5001	Salary & Wage Costs	40,882	44,265	-3,383	48,289
	Premises				
6100	Repair & Maintenance	576	953	-377	1,040
6103	Cleaning & Waste Management	15,304	15,304	0	15,304
	Supplies & Services				
6300	Gas & Electricity	0	220	-220	240
6301	Water	106	312	-206	340
6307	Insurance	822	822	0	822
6407	Computer Costs	2,750	2,750	0	3,000
6408	Administration Recharge	0	0	0	4,121
6704	Event Costs	1,614	4,843	-3,229	5,283
6720	Community Events	6,355	8,986	-2,631	9,803
6799	Miscellaneous	1,155	187	968	204
	Gross Expenditure	69,564	78,642	-9,078	88,447
	Income				
4201	Rental from Leases	0	0	0	20,000
4200	Event Rentals	49,603	46,750	2,853	51,000
	Contribution to Salary	2,750	2,750	0	2,750
	Gross Income	52,353	49,500	2,853	73,750
	Net Expenditure	17,211	29,142	-11,931	14,697

Allotments

Period 1st April 2022-28th February 2023

Vote No	Description	2022-23 Actual to date	2022-23 Budget to date	Variance	2022-23 Estimate Total
		£	£	£	£
	Employees				
5000/5001	Wages Costs	3380	3262	119	3558
	Premises				
6100	Repair & Maintenance	508	844	-336	921
6110	Allotment Development	0	0	0	2787
6301	Water	1707	530	1177	578
	Gross Expenditure	5595	4636	959	7845
	Income				
4201	Allotments	3270	3144	126	3400
	Gross Income	3270	3144	126	3400
	Net Expenditure	2325	1492	833	4445

Kenwyn Churchyard

Period 1st April 2022-28th February 2023

Vote No	Description	2022-23 Actual to date	2022-23 Budget to date	Variance	2022-23 Estimate Total
		£	£	£	£
	Employees				
5000/5001	Wages Costs	13523	13048	475	14234
	Premises				
6100	Repair & Maintenance	0	0	0	2533
	Transport				
6200	Fuel & Oil	0	0	0	1973
	Supplies & Services				
6303	Equipment & Materials	0	0	0	1035
	Gross Expenditure	13523	13048	475	19776
	Income				
4007	Contract Work	1161	1026	135	1026
	Gross Income	1161	1026	135	1026
	Net Expenditure	12362	12022	340	18750

Period 1st April 2022-28th February 2023

Vote No	Description	2022-23 Actual to date	2022-23 Budget to date	Variance	2022-23 Estimate Total
		£	£	£	£
	Employees				
5000/5001	Wages Costs	33773	32620	1153	35585
	Premises				
6100	Repair & Maintenance	2281	1689	593	1842
6102	Rates	6113	6113	0	6113
	Transport				
6200	Petrol & Oil	0	0	0	3947
6201	Repair & Maintenance	0	0	0	1381
	Supplies & Services				
6300	Gas & Electric	80	73	7	80
6301	Water	220	183	37	200
6303	Equipment & materials	566	566	0	1217
	Establishment Expenses				
6404	Telephones	268	367	-99	400
6408	Admin recharge	0	0	0	5050
	Gross Expenditure	43301	41610	1691	55814
	Income				
4104	Burial Fees & Charges	25704	22172	3532	24188
	Gross Income	25704	22172	3532	24188
	Net Expenditure	17597	19438	-1841	31626

Parks & Open Spaces

C

Period 1st April 2022-28th February 2023

Vote No	Description	2022-23	2022-23	Variance	2022-23
		Actual to date	Budget to date		Estimate Total
		£	£	£	£
Employees					
5000/5001	Wages Costs	613443	603454	9989	658313
6000	Training	9600	8717	883	8717
6001	Travelling	60	94	-34	103
6002	Protective Clothing	4903	4700	203	5127
Premises					
6007	Contract Work	0	0	0	0
6100	Repair & Maintenance	39976	37363	2613	40760
6101	Rent	1534	1206	328	1316
6102	Local Authority Rates	1185	548	637	598
6105	Play Equipment Repairs	1164	2793	-1629	3047
6106	Seats, Gates ,Fencing	0	2010	-2010	2193
6107	Gritting	0	974	-974	1062
6109	Idless Nursery	15166	15166	0	15166
Transport					
6200	Petrol & Oil	20575	14672	5903	16006
6201	Repair & Maintenance	19047	14562	4485	15886
6202	Hired Plant & Equipment	3216	1025	2191	1118
6203	Licences	1463	1717	-254	1873
Supplies & Services					
6300	Gas & Electricity	14570	12255	2315	13369
6301	Water	4967	4865	102	5307
6302	Plants & Seeds	6122	14003	-7881	15276
6303	Equipment & Materials	24532	21664	2868	23633
6306	Health & Safety	7035	7419	-384	8093
6307	Insurance	9765	9765	0	9765
6404	Telephones	405	1296	-891	1414
6407	Computer Costs	1741	1558	183	1700
6408	Recharge for Administration	0	0	0	0
6409	Commission -Tennis	0	0	0	600
6708	Loan repayments Tennis	25441	25441	0	26000
6705	Summer Activities	7908	6738	1170	6738
6706	Gardens Competition	711	711	0	786
6707	Britain in Bloom	136	1119	-983	1221
6709	Advertising	0	223	-223	243
6799	Miscellaneous	14	94	-80	102
Gross Expenditure		834679	816151	18528	885532
Income					
4005 / 4006	Floral Displays	21766	24428	-2662	26649
4007	Contract Work	27766	21368	6399	23310
4008	County Council Agency	0	0	0	7577
4101	Use of Pitches	4100	4835	-735	5275
4102	Tennis	18163	22503	-4340	24549
4103	Trading Rights	9719	9719	0	11663
4200	Site Rentals	2589	3296	-707	3596
4008	Sponsorship	2000	2000	0	3000
4900	Miscellaneous	75	333	-258	363
4009	S106 Contribution	0	0	0	18000
Gross Income		86178	88483	-2305	123982
Net Expenditure		748501	727669	20832	761550

Coffee Bar : Boscawen park

Period 1st April 2022-28th February 2023

Vote No	Description	2022-23		2022-23		2022-23	
		Feb Actual	Feb Budget	Actual to date	Budget to date	Variance	Estimate Total
		£	£	£	£	£	£
Expenditure							
5000	Gross Pay Costs	8834	8304	88313	91340	-3027	99644
6004	Purchases of Sale Items	3693	3278	37786	36054	1732	39332
6100	Repairs & Maintenance	0	225	245	2472	-2227	2697
6102	Local Authority Rates	0	0	2595	2595	0	2595
6103	Cleaning Materials	0	15	208	160	48	175
6300	Electricity	0	0	0	0	0	1144
6301	Water Charges	0	0	0	0	0	724
6303	Equipment & Materials	25	21	355	229	126	250
6307	Insurance	0	0	1011	1011	0	1011
6404	Telephones	66	67	716	733	-17	800
6407	Computer costs	0	4	0	46	-46	50
6409	Card charges	38	83	1047	917	130	1000
	Admin recharge	0	0	0	0	0	1111
	Gross Expenditure	12656	11996	132276	135558	-3282	150534
Income							
4004	Sales	10047	11117	98755	122283	-23528	133400
	Gross Income	10047	11117	98755	122283	-23528	133400
	Net Expenditure	2609	879	33521	13275	20246	17134

Note:

In order to provide a pure trading account this section is not credited with the saving that its work provides to the Parks Department for the management of the tennis courts.

Public Conveniences

Period 1st April 2022-28th February 2023

Vote No	Description	2022-23 Actual to date	2022-23 Budget to date	Variance	2022-23 Estimate Total
		£	£	£	£
	Employees				
5000/5001	Salary & Wage Costs	95,149	93,894	1,255	102,430
6000	Training	0	214	-214	233
6002	Protective Clothing	222	506	-284	552
	Premises		0		
6100	Repair & Maintenance	5,779	6,528	-749	7,121
6103	Cleaning Materials	23,413	17,067	6,347	18,618
	Transport				
6200	Fuel	0	609	-609	664
6201	Repair & Maintenance	118	568	-450	620
6203	Licences	0	0	0	308
	Supplies & Services				
6300	Gas & Electricity	4,063	4,166	-103	4,545
6301	Water	16,803	17,425	-622	19,009
6306	Health & Safety	5,403	8,522	-3,119	9,297
6307	Insurance Premiums	1,316	1,316	0	1,316
	Office Costs				
6405	Telephones	143	214	-71	233
6408	Administration Recharge	0	0	0	5,466
	Miscellaneous				
6708	Loan Charges	3,030	3,030	0	6,060
6799	Miscellaneous	0	94	-94	103
	Gross Expenditure	155,439	154,152	1,287	176,575
	Income				
4007	Contract Work	1,650	1,620	-30	1,620
	Gross Income	1,650	1,620	-30	1,620
	Net Expenditure	153,789	152,532	1,257	174,955

Statement of Funds

as at 28th February 2023

REVENUE BALANCE

Code 3200

Balance as at 1st April 2022

add

Contribution from Precept 2022-23

less

£

226,463.85

0.00

Balance**226,463.85****PARKS CAPITAL FUND****Parks Plant Renewals Fund**

Code 3000

Balance as at 1st April 2022

add

Contribution from Precept 2022-23

Interest**Sales**

13,766.93

35,000.00

0.00

48,766.93**Expenditure**

Brushcutter	1000.00
Blower/cutter	458.33
Blowers	446.40
Trolley jack	179.50
Electric bike	1708.33
Ladder Navara	565.00
Fuel tank	1560.00
Rubbish cart	1019.76
Transit Tipper	3562.47
Transit Tipper	1491.79
Post Driver	728.30

Balance12,719.88**36,047.05****Parks Capital Maintenance Funds**

Code 3001

Balance as at 1st April 2022

add

Contribution from Precept 2022-23

Income

less

Expenditure

Penarth Lane	890.00
Coffee machine	4998.00
Bins	1614.33
Wall VG	3079.50
Daubez Moor	440.00
Tree - Waterfall Gdns	2535.00
Doggie Walk	1135.00
Shed roof - CEM	600.00
Storage Lockers	1073.44
Bins for Jubilee	1792.83
Jet Leats	3125.00
Bridge Leats	3079.50
Containers BP	7700.00
Tree Surveys	5020.00
Contribution to Idless Nursery Project	46420.74
Contribution to Tennis pavilion project	60000.00
T Cogan 6 mths	14521.00
Railings	220.00
VG Bridge works	484.90
VG Catalpa	755.00
	1260.34
	861.07
	4156.92
	2329.00

Balance168,091.57**49,810.50**

Parks Play Equipment Fund

Code 3002

Balance as at 1st April 2022		10,126.29
add		
Contribution from Precept 2022-23		20,400.00
		0.00
Income		
		<u>30,526.29</u>

Expenditure

Tremorvah Equipment	25524.00	
Hendra Surface	27525.00	
		53,049.00
		<u>-22,522.71</u>

Balance**-22,522.71****Victoria Gardens & Cemetery Lodges**

Code 3003

Balance as at 1st April 2021		20,029.31
add		
Rent Receipts Victoria Gardens		2,895.09
Rent Receipts Cemetery		3,292.30
Interest		0.00
less		<u>26,216.70</u>

Expenditure

Gas service	97.87	
Painting CEM deposit	100.00	
Sweep/service VG	54.17	
Cooker repairs CEM	82.00	
VG Asbestos check	240.00	
VG Roof	4355.00	
VG Lodge	171.55	
VG Shower	376.00	
VG Boiler	102.50	
CEM Painting	380.00	
	508.00	
		6,467.09
		<u>19,749.61</u>

Allotment Development Fund

Code 3004

Balance as at 1st April 2022		73,256.00
add		
Contribution from Precept 2022-23		0.00
less		
Expenditure		<u>73,256.00</u>

Resurfacing

Code 3005

Balance as at 1st April 2022		89,818.19
add		
Contribution from Precept 2022-23		0.00
Income		0.00
		0.00
Less		
Expenditure		
Road planings Cemetery	1045.60	
Beechwood Park	21959.00	
Boscawen Park	1620.00	
VG	8815.00	
	3499.00	
Resurfacing	12575.00	
		49,513.60
		<u>40,304.59</u>

Nursery Development Fund

Code 3006

Balance as at 1st April 2022		0.00
add		
Contribution from Precept 2022-23		0.00
Transfer from Capital maintenance Fund 3001		46,420.80
less		
Expenditure		
Idless Nursery		
April	0.00	
May	9567.17	
June	100.00	
July	1017.25	
Aug	22102.59	
Sept	12292.39	
Oct	6490.05	
Nov		

Dec	5250.00	
Jan	1762.09	
Feb		
March		
		58,581.54
		<u><u>-12,160.74</u></u>

Public Conveniences Redevelopment

code 3017

Balance as at 1st April 2022		18,980.06
add		
Contribution from Precept 2022-23		10,000.00
less		
Expenditure		
Green St Stage 3	500.00	
St 5 Onsite opp tennis	750.00	
Gm St Artist	750.00	
Mock up LMN	325.00	
Green St repairs	3000.00	
Jan	650.00	
Feb	1250.00	
		7,225.00
		<u><u>21,755.06</u></u>

Tennis Development Costs

3008

Balance as at 1st April 2022		9,399.31
Contribution from Precept 2022-23		0.00
Transfer from Towns Fund		65000.00
Transfer from 3001		60000.00
Sport England Grant		47500.00
Costs		
April	35523.06	
May	21013.95	
June	50597.21	
July	40556.24	
Aug	94417.52	
Sept	56395.28	
Oct	9514.00	
Nov	50929.09	
Dec	26833.13	
Jan	2711.91	
	<u>388491.39</u>	
		<u><u>-206592.08</u></u>

Tennis Court Refurbishment

3015

Balance as at 1st April 2022		33,600.00
Contribution from Precept 2022-23		9,600.00
		<u>0.00</u>
		<u><u>43,200.00</u></u>

Parks Capital Fund Total42,847.28**FINANCE COMMITTEE BUILDINGS FUND**

Balance as at 1st April 2022		350,140.67
add		
Contribution from Precept 2022-23		11,400.00
Less		
Expenditure		88,587.43
Finance Capital Fund Total		<u><u>272,953.24</u></u>

Project details

		Available	Net	Balance
		Budget	Expenditure	£
		£	£	£
Municipal Buildings External Repairs (code 3022)	Brought forward £138922.29	138,922.29	0.00	138,922.29
Zebs Building - Provision for repairs (code 3012)	Brought forward £9450	9,450.00	0.00	9,450.00
Truro Library (code 3016)	Brought forward £271972.66 + £3000 in 2022-23	274,972.66	87538.23	187,434.43
TIC 30 Boscawen St (code 3011)	Brought forward -£78404.28 + £8400 in 2022-23	-70,004.28	1049.20	-71,053.48
Carrick Sports Hall (code 3013)	Brought forward £8200	8,200.00	0.00	8,200.00

361,540.67 88587.43 272,953.24

FINANCE COMMITTEE REVENUE FUNDS

Balance as at 1st April 2022	216,375.34
add	
Contribution from Precept 2022-23	-3,400.00
Balance from revenue	0.00
Transfer from revenue	0.00
Interest	0.00
Less	
Expenditure	-3,956.95

Finance Revenue Fund Total**216,932.29****Project Details**

		Available Budget	Net Expenditure	Balance
		£	£	£
Community Work (code 3040)	Brought Forward £0.00	0.00	0.00	0.00
Municipal Buildings Internal Works (code 3060)	Brought forward £4910.29	4,910.29	0.00	4,910.29
Community Events (code 3062)	Brought Forward £3589.53	3,589.53	0.00	3,589.53
Community Grants (code 3063)	Brought Forward £10618.88	10,618.88	0.00	10,618.88
Election Expenses (code 3064)	Brought forward £20767.75	20,767.75	0.00	20,767.75
Culture Strategy (code 3065)	Brought forward £12302.00	12,302.00	0.00	12,302.00
Computers (code 3066)	Brought Forward £11285.58 + £11,600 in 2022-23	22,885.58	3644.02	19,241.56
Community Projects (code 3021)	Brought forward £38879.81	38,879.81	0.00	38,879.81
Bus shelters (code 3024)	Brought Forward £15839.85	15,839.85	1413.54	14,426.31
CCTV (code 3014)	Brought forward £37800 less £15,000 in 2022-23	22,800.00	0.00	22,800.00
Website rewrite TIC (3025)	Brought forward £12900	12,900.00	9800.00	3,100.00
CIL Receipts (3026)	Brought forward £47481.65	47,481.65	-18814.51	66,296.16
		212,975.34	-3,956.95	216,932.29

Hendra Development

Code 3100

code 3080

Balance as at 1st April 2022	7,906.70
add	
Contribution from Precept 2022-23	0.00

Income

Rent	3316.67
Rent	

3,316.67

less Expenditure

Rates Apr	523.50
Rates May	524.00
Rates June	524.00
Rates July	524.00
Rates Aug	524.00
Rates Sept	524.00
Rates Oct	524.00
Rates Nov	524.00
Rates Dec	524.00
Rates Jan	524.00
Street light	

5,239.50

Balance**5,983.87**

Cornwall Fire and Rescue Service
www.cornwall.fire.gov.uk



CORNWALL
FIRE & RESCUE SERVICE
A service of Cornwall Council



Your ref: CFO Control Project
My ref:
Date: 01 March 2023

Dear Town Council,

I wanted to provide an update from the letter I sent to you on the 12 September when I wrote to advise you that Cornwall Fire & Rescue are undertaking an efficiency review of fire control. The preferred option noted within the first letter was superseded by the Neighbourhoods Overview and Scrutiny Committee (NOSC) recommendations on the 6 October which have been outlined below.

This business case needs to answer the following:

- That the proposal to establish the most safe, effective and efficient Critical Control Centre for Cornwall Fire and Rescue Service be noted.
- That the Chief Fire Officer develops a full business case in relation to the partnership model options with the inclusion of a fully funded and sustainable Cornwall based Critical Control Centre, to enable a recommendation to be made to the Portfolio Holder for Environment and Climate Change.
- That the Committee undertakes a review in relation to the review of Fire Control including site visits and witness evidence, to gather specific knowledge in the function of Critical Control in order to assist in making informed recommendations to the Portfolio Holder for Environment and Climate Change on the detailed business case.
- That the arrangements for the review be delegated to the Committee Chairman in consultation with the Strategic Director Neighbourhoods.

In order to complete the recommendations above I have commissioned a full business case which will be returned to NOSC with four options.

Whilst the original review and potential partnership approach did not include the CCTV function, the subsequent full business case has been required to review all activities within the control room including the delivery of the CCTV provision. Unfortunately, the options that have been put forward within the business case recommend that going

forward our critical control room focuses on the delivery of its statutory duty to call handle, mobilise and support fire and rescue functions. We have completed a full review of the CCTV provision which you will see within the business case provided for the NOSC meeting on 9 March and are working with wider colleagues across Cornwall Council to identify a long-term solution to CCTV provision.

Following the cabinet recommendation on the 22 March we will be producing an implementation plan; CCTV provision will form a key part of this plan. We will not be looking to implement the six-month break clause within the contracts but working with the CCTV management group and individual towns to ensure an appropriate handover of provision at an appropriate time. We recognise that some towns may wish to move to alternative provisions quicker than others and we will facilitate this. I can give assurance we will continue to monitor at Service Headquarters, Tolvaddon throughout 2023-2024 whilst a longer-term solution is identified.

We have a CCTV management meeting scheduled for the 27 March where we can discuss this in person, please also feel free to extend this information to additional members of your town and parish councils should they wish to attend.

It is always a privilege to work alongside you and your teams across our communities of Cornwall and we are committed to maintaining our collaborative work until a suitable solution for the delivery of CCTV provision has been found.

We will keep you updated and of course any queries or questions you may have then please contact us.

Kindest regards,



Kathryn
Chief Fire Officer
Cornwall Fire and Rescue Service
Email: Kathryn.Billing@fire.cornwall.gov.uk