



MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING held in the St Piran's Room, Penlee Centre, Penlee Park, Penzance on Monday 7 July 2025 at 7:00 pm.

PRESENT

Councillors

P Lapin (Chair)

KM Baker
NC Broadhurst
J McKenna
SJ Reynolds

D Smart Knight
MA Wilson
P Young

Also present: James Hardy (Town Clerk), Cal Bagshaw (Corporate Services Manager), Cameron Sil (Finance Manager) and Elliot Ridington (Democratic Services and Governance Officer).

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

Councillors Pugh and Trevail were absent without having provided apologies.

2. ELECTION OF VICE-CHAIR

It was proposed that Councillor Wilson be appointed as Vice-Chair of the Finance and General Purposes Committee.

In the absence of any other nominations, it was

RESOLVED that Councillor Wilson be appointed as Vice-Chair of the Finance and General Purposes Committee.

(Proposed: Councillor Baker; seconded: Councillor Smart Knight)

Vote; Six in favour. Two abstentions.

3. TO RECEIVE DECLARATIONS OF INTEREST

There were no declarations of interest.

4. PUBLIC PARTICIPATION

A member of the public was in attendance and spoke in favour of Agenda Item 7(a), 'Applications for Grants – Friends of Penzance Burial Ground (Heamoor) CIC'.

A member of the public was in attendance and spoke in favour of Agenda Item 7(b), 'Applications for Grants - Citizens Advice Cornwall'.

A member of the public was in attendance and spoke in favour of Agenda Item 7(c), 'Applications for Grants – West Cornwall Womens' Aid'.

A member of the public was in attendance and spoke in favour of Agenda Item 7(d), 'Applications for Grants – YMCA Cornwall'.

A member of the public was in attendance and spoke in favour of Agenda Item 7(e), 'Applications for Grants – Redwing Contemporary Art CIC'.

A member of the public was in attendance and spoke in favour of Agenda Item 7(f), 'Applications for Grants – Nance Provisions CIC'.

5. EXCLUSION OF THE PRESS AND PUBLIC

In respect of Agenda Items 9(a) and 9(b), 'Flexible Working Request and Associated Arrangements' and 'Proposed Changes to Staffing Structure', it was unanimously

RESOLVED that, in accordance with S.1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the Press and Public be excluded from those sections of the meeting due to the confidential nature of the business to be transacted.

(Proposed: Councillor Broadhurst; seconded: Councillor Reynolds)

6. MINUTES OF THE MEETING HELD ON 14 APRIL 2025

Having been previously circulated, it was

RESOLVED that the Minutes of the meeting held on 14 April 2025 be approved as a true and accurate record and signed by the Chair.

(Proposed: Councillor Reynolds; seconded: Councillor Broadhurst)

Vote; One in favour. Seven abstentions.

7. APPLICATIONS FOR GRANTS

Members had been advised that the total value of the grant requests for consideration at this meeting exceeded the amounts available within the approved budget, meaning that it would not be possible to award all applicants the full amounts requested. In addition, and in accordance with Penzance Council's adopted Grants Policy, as no representative from the Lunar Agile Centre CIC had attended the meeting to speak in support of their application, the organisation would be ineligible to receive a grant at this meeting.

As the available budget represented 58.18% of the total amount requested within the eligible applications, a Member suggested that all eligible applicants receive 58.18% of their grant application requests.

Following consideration, it was

RESOLVED that all of the eligible grant applicants receive 58.18% of their total requested grant amount.

(Proposed: Councillor Broadhurst; seconded: Councillor Wilson

Vote; Five in favour. Three against.

The decisions in relation to each of the individual grant requests were therefore as follows:-

(a) Friends of Penzance Burial Ground (Heamoor) CIC

In light of the Committee's decision to award all eligible applicants 58.18% of their total requested grant amount, it was

RESOLVED that a grant of £2,327.24 be awarded from the General Grants Budget to Friends of Penzance Burial Ground (Heamoor) CIC for the project: 'Essential Tree Works'

(b) Citizens Advice Cornwall

In light of the Committee's decision to award all eligible applicants 58.18% of their total requested grant amount, it was

RESOLVED that a grant of £1,826.01 be awarded from the General Grants Budget to Citizens Advice Cornwall for the project: 'Ensuring Client Data Security (Penzance Office)'

(c) West Cornwall Women's Aid

In light of the Committee's decision to award all eligible applicants 58.18% of their total requested grant amount, it was

RESOLVED that a grant of £3775.95 be awarded from the General Grants Budget to West Cornwall Women's Aid for the project: '16 Days of Activism'.

(d) YMCA Cornwall

In light of the Committee's decision to award all eligible applicants 58.18% of their total requested grant amount, it was

RESOLVED that a grant of £4363.58 be awarded from the General Grants Budget to YMCA Cornwall for the project: 'Your Help, Their Future'.

(e) Redwing Contemporary Art CIC

In light of the Committee's decision to award all eligible applicants 58.18% of their total requested grant amount, it was

RESOLVED that a grant of £2,909.05 be awarded from the General Grants Budget to Redwing Contemporary Art CIC for the project: 'Redwing: Purchase of a Community Asset', subject to all other funding being secured.

(f) Nance Provisions CIC

In light of the Committee's decision to award all eligible applicants 58.18% of their total requested grant amount, it was

RESOLVED that a grant of £2,298.15 be awarded from the General Grants Budget to Nance Provisions CIC for the project: 'Secure Storage'.

(g) Lunar Agile Learning Centre CIC

In accordance with Penzance Council's adopted Grants Policy, this application was ineligible for grant funding as there was no representative of the Lunar Agile Learning Centre CIC in attendance at the meeting.

8. REPORTS FOR DECISION

(a) Financial Papers to Receive and Accept

Following consideration, it was unanimously

RESOLVED that the following financial papers be received and accepted:-

(i) – Paid Expenditure from 1 April to 31 May 2025

(ii) – Bank Reconciliation from 1 April to 31 May 2025

(iii) - Financial Comparison for the Period Ending 31 May 2025

(Proposed: Councillor McKenna; seconded: Councillor Broadhurst)

9. CONFIDENTIAL REPORTS FROM OTHER COMMITTEES FOR DECISION

(a) Flexible Working Request and Associated Arrangements

The background and issues associated with this item were set out in the report.

Following consideration, it was unanimously

RESOLVED that the recommendations, as set out in the report, be approved.

(Proposed: Councillor McKenna; seconded: Councillor Smart Knight)

(b) Proposed Changes to Staffing Structure

Penlee House Gallery and Museum had been included in a 'Going Places' funding application, made by Art Fund to the National Lottery Heritage Fund. The Art Fund had been successful in its application and, as a result, Penlee House would receive £156,447 over a period of five years from 2025 to 2030 to take part in the project.

The funding would enable the employment of a part-time Curatorial Assistant and a part-time Audience Engagement Assistant, for parts of the funding period, to support the development of the corresponding exhibitions. Role descriptions for these two roles would be produced and presented for approval in the coming months, with an anticipated start date for the Curatorial Assistant of December 2025.

In the meantime, it was requested that the staffing structure of the Council was amended to include these two new, externally grant funded, posts to enable the preparatory work to be undertaken.

Following consideration, it was unanimously

RESOLVED that the staffing structure of Penzance Council be amended to include the following two, fixed term, part time, externally grant funded posts at Penlee House Gallery and Museum:-

- (i) Curatorial Assistant (0.5 Full Time Equivalent)
- (ii) Audience Engagement Assistant (0.5 Full Time Equivalent)

(Proposed: Councillor McKenna; seconded: Councillor Reynolds)

10. MATTERS ARISING FOR REPORT AT NEXT MEETING

There were no matters arising for report at the next meeting.

The meeting closed at 8:13 pm

Chair
1 September 2025