PADSTOW TOWN COUNCIL

Minutes of the Finance and General Purposes Committee meeting held on Tuesday 16 June 2026 at 7.00 pm in the Council Chamber, Station House, Padstow

Present: Councillors R Higman (Chair), M Rickard (Vice-Chair), G Chapman, Mrs J Dawe, K Freeman, C Newman and A N Rees

In Attendance: Mrs N Barnes (Responsible Financial Officer) and Mrs S Daly (Assistant Town Clerk/Assistant RFO and Minute Taker)

FGP2026/1 **Apologies and Announcements:** i) Apologies were received from Councillor A Hoskin; ii) There were no announcements.

FGP2026/2 **Election of Vice Chair: RESOLVED** to elect Councillor M Rickard Committee Vice-Chair.

FGP2026/3 **Declarations of Interest:** There were no declarations of interest.

FGP2026/4 **Public Participation:** There was no public participation.

FGP2026/5 **Minutes Tuesday 21 April 2026: RESOLVED** that the minutes of the meeting held on Tuesday 21 April 2026 were a true record of the meeting and they were signed by the chair.

FGP2026/6 **Committee Works: i) Update:** The update was noted for information. In response to a member query the Responsible Financial Officer (RFO) confirmed that petty cash cannot be obtained from the post office due to the Council's accounts requiring dual authorisation for withdrawals. The nearest bank being in Truro. Petty cash items are now purchased with the Council credit card or on occasion by individuals who are then reimbursed. **ii) Programme:** The programme was noted without change.

FGP2026/7 **PTC Community Grant Scheme Review:** The Chair referred members to the agenda report and consideration was given to reviewing the Grant scheme. There was discussion as to the merits of providing support for organisations outside of the grants scheme. It was noted that Council would need to have clear criteria and rational as to which organisations would qualify for funding in this way. Comments from members included:

- Grant application process is helpful in determining level of grant to award, includes details of funding in previous years and from other sources;
- Funding outside of the grants system would likely require greater scrutiny/control of the organisation which may be unwelcome;
- Could cause animosity amongst organisations and be viewed as unfair.

The difficulty of managing expectations from applicants who apply annually was discussed. It was noted that applications can be divisive and it was agreed that the current process for awarding grants was well considered, with each organisation/application deliberated on its own merit. It was felt that some changes to the eligibility criteria would be beneficial. It was suggested generic applications that canvas multiple organisations for funding should be excluded, it was felt this may be captured through the criteria in 2.1 ii) of report. There was support for a provision to exclude applications that would see a grant offset expenditure that could otherwise have been allocated to the purchase/project for which the grant is requested, such as expenditure on charity donations.

Members agreed that applications for purchases/projects which appear more as a "wish" than a "need" have increased. Furthermore, when the sum requested is not met in full by the Council, unless the organisation can find the shortfall, the application is negated as they cannot comply with the need to expend the grant by 31 March. In view of this consideration was given to alternative grant structures including setting a request cap and splitting the grants into a pot for small applications and a pot for large applications. Generally, it was considered better to continue with one pot and not cap requests thoughts being that this was a fairer way to consider all applications on their own merit. It was also noted that some of the larger grants were "one-offs" and unlikely to be requested again. There was a consensus that the "grants meeting" works well in its current format.

Members considered the information to be sent in grants packs and wished to see this reduced, noting that full applications and supporting documentation would continue to be available to view in the Council office or electronically upon request.

RESOLVED TO RECOMMEND TO COUNCIL a) to update the PTC Community Grant scheme with i) the eligibility criteria outlined in 2.1 of the agenda report; ii) a provision which excludes applications which free up existing funds for alternative uses, such as charitable donations; and iii) that no further changes be made to the policy;

b) Not to investigate further the possibility of funding organisations outside of the grants policy for the reasons outlined in the minutes above;

c) To reduce the contents of the grants packs sent to Councillors ahead of the "grants meeting" as detailed in 3.1 of the agenda report.

FGP2026/8 **Future Meetings:** Future meeting dates and times were noted as per the agenda report, next meeting being Tuesday 21 July 2026.

FGP2026/9 **It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

FGP2026/10 **Lease Renewals Update:** The update was noted as per the confidential agenda report.

Meeting closed at 7.44 pm