



Saltash Town Council

Konsel an Dre Essa

The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk

12th September 2018

Dear Councillor,

I write to summon you to a meeting of the **Policy and Resources Committee** to be held at the Guildhall on **Tuesday 18th September 2018 at 7:30 p.m.**

Any member of the public requiring to put a question to the Council must do so 24 hours prior to the meeting by writing or email enquiries@saltash.gov.uk

Yours sincerely,

R Lane
Town Clerk

To: Councillors:

R Bickford	All other councillors for information.
J Brady (Mayor, ex-officio voting)	
G Challen (Deputy Mayor, ex-officio voting)	
J Dent	
S Miller	
M Parker	
W Phillips – Chairman	
J Rance	
P Samuels – Vice Chairman	
G Taylor	
D Yates	

AGENDA

1. Health and Safety Announcements.
2. Recording of meetings – please notify the Chairman if you are intending to record this meeting.

Please note: All meetings are open to the public and could be filmed or recorded by broadcasters, the media, council members, the Council, or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed we cannot guarantee this especially if you are speaking or taking an active role.

3. Apologies.
4. Declarations of Interest.
5. Questions - A 15-minute period when members of the public may ask questions of Members of the Council.

Please note: Any member of the public requiring to put a question to the Council must do so 24 hours prior to the meeting by writing or email.

6. To approve the minutes of the following Sub-Committees:
 - a. Property Maintenance held on 20th July 2018.
7. All accounts and bank accounts reconciled up to 31st August 2018.
8. Petty cash reconciled up to 31st August 2018.
9. To note that an audit on recent supplier payments was conducted by the Chairman of Policy & Resources in line with the Councils Financial Regulations. It was noted that there are no discrepancies to report.
10. To receive the current STC and Committee budget statements.
11. To receive a report on investments.
12. To consider committee budget virements from the Devolved Assets and Services General Reserve for additional budget costs incurred for devolved assets and services.
13. To receive a report on the a draft revised committee budgets 2019/20.
(Pursuant to minute nr. 71/18/19 held on 28.08.18)
14. To receive a report on a proposed Finance Package.
(Pursuant to minute nr. 75/18/18 held on 28.08.18)

15. Clerks report on delegated authority to spend.
16. To receive Code of Conduct Determination Notices: None.
17. To consider Community Chest and Festival Fund applications: None.
18. To consider the appointment of a Data Protection Officer.
(Pursuant to minute nr.81/18/19 held on 28.08.18)
19. To approve and adopt STC policies:
 - a. Information Security Policy.
 - b. Grants Policy & Application.
(Pursuant to minute nr.82/18/19 held on 28.08.18)
 - c. Annual Governance Statement 2018/19.
20. Future insurance proposals (WPS).
21. To consider the process for the Delivery of Youth Work bid proposals 2018/19 funding.
22. To consider CCTV options.
23. To consider Committee re-structure proposals.
24. To consider audio recordings of Council meetings.
25. To consider broadcasting of Council meetings.
26. Public Bodies (Admission to Meetings) Act 1960: To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.
27. To consider any items referred from the main part of the agenda.
28. Public Bodies (Admission to Meetings) Act 1960: To resolve that the public and press be re-admitted to the meeting.
29. Urgent non-financial matters brought forward at the discretion of the Chairman.
30. Press releases.
31. Date of next meeting: Tuesday 20th November 2018 at 7:00 p.m.

Please note: It is Members responsibility to disclose a non-registerable interest or a disclosable pecuniary interest in any matter being considered or to be considered at the meeting.

Please leave the form in your folder provided for the Administration Officer to collect at the end of the meeting.

Councillor: _____

Committee: _____

Date of Meeting: _____

Declarations of Interest:

- a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
- b. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at the meeting.
- c. To consider dispensations required.

Agenda Item	Pecuniary	Non-Pecuniary	Reason	Left the Meeting	Remained at Meeting	Ongoing Dispensation	Dispensation Requested	No Interest Declared