

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 1st April 2008 at 7:30pm

PRESENT:- Councillors M Gee (Chairman), R Austin, N Challen, D Holley,
Mrs S Hooper A Killeya, C Riches, P Stephens,

ALSO PRESENT:- Councillor R Bickford
Mrs M Small (Town Clerk)

APOLOGIES:- Councillors P Clements, Mrs F Knight

01/08/09 DECLARATIONS OF INTEREST

Councillor Austin declared a personal interest in Minute No. 10/08/09 regarding use of The Guildhall as a Director of the Saltash Gateway Community Interest Company.

Councillor Killeya declared a personal interest in Minute No. 09/08/09 regarding advertising in the Observer for May Fair as his wife is a member of the May Fair Committee and a personal interest in Minute No. 10/08/09 regarding use of The Guildhall as he is a member of the Community Interest Company.

Councillor Stephens declared a personal interest in Minute No. 09/08/09 regarding advertising in the Observed for May Fair as he is Chairman of the May Fair Committee.

Councillor Mrs Sue Hooper declared a personal interest in Minute No. 08/08/09 as she is Chairman of the Sue Hooper Charitable Foundation.

02/08/09 CEMETERY EXTENSION

The Clerk reported that Mr Cressey from Antony Estates had stated that he was awaiting drawings from the Architect before he was able to submit a Planning Application and it may be that the Town Council's application will need to be submitted prior to his. He had discussed the criteria for selling the land and this will be reported in Confidential Part II at the end of the meeting. It was agreed to arrange a meeting in two weeks with Mr Cressey to discuss the way forward.

03/08/09 FUNDING FOR NEIGHBOURHOOD WATCH

A request for funding was received from the Secretary to Caradon Neighbourhood Watch Forum, to assist in making improvements to the service offered. It was **AGREED** that more information is obtained such as how many schemes there are in Saltash, the budget for the Forum, expenditure accounts and report back to the next meeting.

04/08/09 **STANDING ORDERS**

It was noted that the Committee had not met again but would be doing so in the near future.

05/08/09 **ONE CORNWALL**

Councillor Killeya reported that Councillor Mrs Kate Garner, District Councillor for Landrake, is not happy in the way the Service Delivery Areas are to be set. There will be three admin areas but this is seen as counter-productive and is much like three Unitary areas. Caradon is looking at the possibility of 135 Councillors, plus or minus 5 for the new Unitary. There is a Public Meeting at 7pm on Monday 14th April at Liskeard, regarding the boundary review. Councillor Holley stated that he has a copy of the first draft of the Target Operating Model for the new Unitary and he will circulate to Councillors before the 9th April. It was noted that the Local Development Framework meetings are to be closed meetings and not open to the public.

06/08/09 **FINANCIAL REPORT**

- (a) The Clerk submitted a report on Community Chest Funding expenditure since the start of the scheme, which was noted.
- (b) A copy of the budget report to February was circulated and discussed. It was **AGREED** that at the next meeting of the Committee, the budgets for: hot cupboards, acoustic improvements, china, Guildhall Survey and replacement equipment are discussed in detail.

07/08/09 **WEBSITE SUB-COMMITTEE**

It was **AGREED** that the next meeting with the Committee will be on Tuesday 15th April at 7pm.

08/08/09 **PIANO**

Councillor Mrs Hooper reported that the Sue Hooper Charitable Foundation has the opportunity of obtaining a Baby Grand Piano as discussed with the previous Council who had agreed in principle that it should be housed in the Guildhall. She confirmed that the Foundation would insure the piano. It was **AGREED:-**

- (i) to accept the Baby Grand into the Guildhall to increase the facilities that can be offered
- (ii) a stand is purchased, to strengthen the legs for easier movement.
- (iii) the current upright piano is sold and the Clerk obtains a price in order to advertise now, so that the piano can be removed by the purchaser after the Baby Grand is installed.
- (iv) The Town Council will continue to pay for tuning twice a year and any additional tuning is paid for by the hirer.

09/08/09 **MAY FAIR GUIDE**

A letter was reported from the May Fair Committee asking if the Town Council wished to place an advertisement in the Observer which is to contain a pull-out spread. It was **AGREED** that an advertisement is placed for the Guildhall and the Community Chest Fund at a cost of £100.

(Councillors Stephens and Killeya abstained from voting having declared a personal interest)

10/08/09 **USE OF GUILDHALL**

After an initial discussion on charges for use of the Guildhall, Councillor Holley withdrew his proposal.

11/08/09 **MEMBERSHIP OF RAMBLERS ASSOCIATION**

An e-mail was reported from Councillor Clements suggesting that the Council might wish to join the Ramblers Association. It was **AGREED** to defer this item until Councillor Clements was present.

12/08/09 **NALC CONFERENCE**

It was **RECOMMENDED** attendance at the conference is deferred until the Full Town Council Meeting.

13/08/09 **SOCIETY OF CLERK'S CONFERENCE**

It was **RECOMMENDED** that the Clerk should attend the Society of Clerk's Conference in Plymouth on 14th May and consideration is given at the Full Council Meeting as to whether a Councillor wishes to attend also.

14/08/09 **TITHE MAP**

The County Council has reported that the St Stephens By Saltash Tithe Map and Apportionment dated about 1840 has been consulted frequently over the last three years and is now becoming fragile. They are proposing to digitalise the maps which will cost on average £400 per map and apportionment. As they only have limited funds, they are asking Town and Parish Councils for assistance in raising the additional funds required. Two levels of contributions are proposed:

- (i) £150 - for which the Town Council will receive a copy of the digitalised map and apportionment
- (ii) £200 - where the Council will receive a copy and residents of the Town will be able to purchase the CD for a reduced rate.

It was **AGREED** to obtain further information on the Copyright etc and to point out that the Town Council believe they own the Maps and reserve the right to take them back.

15/08/09 **TAMAR TROTTERS ROAD RUN**

Details of the Trotters Road Run on 20th July were received and noted and the best wishes of the Council extended to them on a successful event.

16/08/09 **FORE STREET REGENERATION**

It was noted that a draft Tender document has been put out and a further meeting of the group will be arranged shortly.

17/08/08 **CONFIDENTIAL PART II**

It was unanimously **RESOLVED** to move into Confidential Part II to receive information on caretaking and grounds person posts and that the Press and Public be excluded from the meeting.

18/08/09 **STAFFING**

- (i) The Council were advised in Confidential Park II of meetings of the Disciplinary and Appeals Committees
- (ii) It was noted that the Grounds Person had resigned his position after less than a month. It was **AGREED** that the position is advertised and it is stated that the salary is under review.
- (iii) The Town Clerk undertakes a review of the pay structure of all employees and reports back in due course.

19/08/09 **CEMETERY**

In Confidential Park II a report was made on the sale of the land for an extension to the cemetery and the basis of possible costs.

20/08/09 **PRESS REPORTS**

It was **AGREED** that a press report is issued on the Community Chest Fund.

21/08/09 **DATE OF NEXT MEETING**

Tuesday 6th May 2008 at 7:30pm