

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 4th March 2008 at 7:30pm

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

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

APOLOGIES:- Councillors G Ellison, D Holley, F Knight, B Reid, C Riches

126/07/08 DECLARATIONS OF INTEREST

Councillor Mrs Hooper declared a personal interest in the application by the Fire Service Cadets for Community Chest Funding in Minute No.127/07/08 as the Sue Hooper Charitable Foundation, of which she is Chairman, had made a donation for services rendered at an event and she had given impartial advice on the application.

Councillor Stephens declared a personal interest in the application by the Fire Service Cadets for Community Chest funding in Minute No. 127/07/08, as the Mayfair Committee, of which he is Chairman, has made a donation for services rendered at the May Fair event.

Councillor Challen declared a personal interest in the application by SEA for Community Chest Funding in Minute No. 127/07/08 as he had been involved with the group.

127/07/08 COMMUNITY CHEST FUNDING

The following applications were considered and assessed on strength of project (4 points maximum), sustainability (2 points maximum), track record (1 point maximum), cost-effectiveness (1 point maximum), contribution by applicant (1 point maximum) and benefits to Saltash Town Council in terms of publicity, support for events or projects Involving the Town Council (1 point maximum).

Following assessment, it was **RECOMMENDED** that:-

- (i) applications scoring under 5 are not considered for Community Chest Funding on this occasion.
- (ii) the following awards are made:-

| <u>Organisation</u> | <u>Project</u> | <u>Award</u> |
|------------------------------|--------------------------|--------------|
| Forder Community Association | To create a kitchen area | £1000 |
| Citizens Advice Bureau | New photo copier | £1000 |

| | | |
|-----------------------------------|---------------|------|
| SEA | Energy meters | £220 |
| Saltash Fire Service Youth Cadets | Plaque | £300 |

128/07/08 **CEMETERY EXTENSION**

Councillor Austin reported that he is still waiting to hear from Paul Cressey of Anthony Estates to arrange a meeting. The Clerk reported that she had spoken with Mr Masters and he was quite happy for the Town Council to negotiate but if they wish further advice they should contact him if necessary.

129/07/08 **ONE CORNWALL**

Councillor Killeya reported that the Order making One Cornwall came into effect on 26th February. There is now a Scrutiny Committee as well as the Executive for One Cornwall, with two members from each District and twelve from County. There is a meeting for Mayors and Clerks on 13th March.

130/07/08 **STANDING ORDERS**

Councillor Gee reported that the Sub-Committee had met prior to this meeting. Whilst there is still work to undertake, three issues came to light needing a decision.

- (i) The current Standing Orders refer to the Mayor when taking the Chair and do not specify Chairman when it relates to a Committee.
- (ii) Standing Orders currently state that full meetings of the Council will be held on the third Thursday of each month. There was some feeling that this restricts the Town Council although it is possible to suspend Standing Orders.
- (iii) Current Standing Orders permit a Councillor to speak once with a right of reply but this is not practised within the Town Council.
- (iv) It was **AGREED** that:
 - (1) Standing Orders refer to Mayor/Chairman presiding at meetings
 - (2) The Standing Order relating to meetings of Council being held on the third Thursday of each month for Full Town Council Meetings stands
 - (3) Standing Order relating to the number of times a Councillor may speak on an issue is amended by adding 'or at the invitation of the Mayor/Chairman'

(Councillor Mrs Hooper left the meeting)

131/07/08 **FINANCIAL REPORT**

The Clerk circulated a budget report for the period to 31st December 2007. Most headings were under-spent. It was **AGREED** the Clerk will submit a full report on the Community Chest fund at the next meeting.

132/07/08 **NEW GROUNDS PERSON**

The Clerk reported that Mr Reid had resigned as Grounds Person for personal reasons. The second applicant had been appointed and was due to start on 3rd March but failed to turn up. A subsequent letter gave reasons why he was no longer interested in the post. The third applicant has been contacted and is interested in accepting the job. It was **AGREED** that if this person did not accept, then the offer would not be made to other applicants on the list.

133/07/08 **FORE STREET REGENERATION STUDY**

Councillor Gee reported that he had attended the meeting with Councillor Reid as Councillor Killeya was unable to attend on this occasion. It had been a very good meeting and the next meeting is on the 11th March. Mr Cotton had raised Saltash's close proximity to Plymouth and asked if there is a parallel in other areas and this is being investigated. Consultants will need to be appointed by May, in order that they can make their report by September.

Councillor Gee stated that he had also spoken to Mr Bradley, Chairman of the Gateway Community Interest Company, regarding the short notice given for appointing representatives. It was noted that the meeting had been arranged after the Town Council had been able to appoint.

134/07/08 **WEBSITE**

The new website was launched on 29th February. Some comments have been coming back in and also the Clerk stated that she felt it would be helpful to have a policy of what would be allowed on the website to give guidance to the staff. It was **AGREED** that the Website Sub-Committee is re-convened to consider this and the comments being received.

135/07/08 **TOWN CRIER**

(Councillor Challen declared a personal interest, as he had been involved in the appointment of the Town Crier)

A discussion was held on the events, which the Town Council would require the Town Crier and it was **RECOMMENDED** that:

- | | | |
|-----|---------------------|--|
| (a) | May Fair Committee | employed by May Fair Committee if they so wish |
| | Regatta | employed by Regatta Committee if they so wish |
| | Civic Service | invited as a guest (no fee) |
| | Mayor Choosing | invited as a guest (no fee) |
| | Remembrance Service | invited as a guest (no fee) |
| | Mayor's Ball | invited as a guest (no fee) |
| | Showcase and other | |
| | ad hoc meetings | Town Council to employ |
| | Christmas event | Town Council to employ |

- (b) As the Town Crier is wearing the Badge of the Town Council, he should avoid attending anything political and not make a statement when in uniform.

136/07/07 **DISCIPLINARY COMMITTEE**

The Chairman advised that the Disciplinary Committee has been requested to meet and it will therefore also be necessary to appoint an Appeals Committee should it be needed. It was **AGREED** Councillors Holley, Killeya and Mrs Hooper will form the Appeals Committee.

137/07/07 **PRESS REPORTS**

It was **AGREED** that no press reports were required.

138/07/08 **DATE OF NEXT MEETING**

Tuesday 1st April 2008 at 7:30pm