

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 19th June 2012 upon the rising of Full Council

PRESENT: Councillors: M Gee (Chair), Mrs S Hooper MBE, W Phillips, D Yates, J Pickering

ALSO PRESENT: Ray Lane – Town Clerk

APOLOGIES: Councillors: R Austin, D Holley, A Killeya, M Killeya, C Oakes, C Riches.

HEALTH AND SAFETY ANNOUNCEMENTS

The Chairman informed those present of the actions required in the event of a fire or emergency.

19/12/13 **ELECTION OF CHAIRMAN AND VICE CHAIRMAN OF THE COMMITTEE**

The Mayor proposed that in the absence of any nominations that he take the chair for this meeting only and that the elections be considered at the next meeting.

It was **RESOLVED** that the Mayor take the chair for the meeting and the election of Chairman and Vice Chairman of the committee be considered at the next meeting.

20/12/13 **DECLARATIONS OF INTEREST**

Name	Agenda Item	Personal/ Prejudicial	Reason
J Pickering	8	Personal and Prejudicial	Treasurer of LRA.

21/12/13 **QUESTIONS FROM THE PUBLIC**

None.

22/12/13 **CLERKS REPORT ON DELEGATED AUTHORITY TO SPEND**

None.

23/12/13 **FINANCE**

(a) Report from Finance Officer

The Chairman reported that the Finance Officer had finalised work on the end of year report which had been submitted and that a good audit report had been received.

It was **RESOLVED** that the report be noted.

(b) Current Committee Budget Statement

The Chairman presented the current committee budget statement to members.

It was **RESOLVED** to note.

(c) VAT implications (caravan, roundabouts, trading and any future commercial activity ie car parks)

The Chairman informed members regarding the implications of trading and receiving sponsorship in relation to the council claiming V.A.T. back and the necessity to register for V.A.T. should it engage in trading.

It was **RESOLVED** that V.A.T. Implications be a regular agenda item.

24/12/13 **COMMUNITY CHEST APPLICATIONS**

Prior to application 150 Latchbrook Residents Association Councillor J Pickering declared a personal and prejudicial interest and left the meeting.

It was **RECOMMENDED** that:

150. Latchbrook Residents Association be awarded £750.

Councillor J Pickering was invited and returned to the meeting.

It was **RECOMMENDED** that:

138. Tamar Protection Society/Elliot's Store/Saltash Museum be awarded £1000.

149. Burraton Male Voice Choir be awarded £250

25/12/13 **UPDATE ON POLICY FOR ADDITIONAL PROCEDURES AND REVISED STANDING ORDERS (Councillors Gee and M Killeya)**

The Chairman reported that work was on-going and that revised Standing Orders and Financial Regulations would be completed upon the outcome of the final Code of Conduct to be received and adopted.

It was **RESOLVED** that the report be noted.

26/12/13 **LAND TO ACCOMMODATE THE PROPOSED ASHTORRE FERRY MONUMENT**

The Chairman reported that all items related to the monument had now been resolved and the only outstanding issue was receipt and signing of the lease and sub-lease awaited from Cornwall Council

It was **RESOLVED** that the report be noted.

27/12/13 **USE OF S106 MONEY TO PROVIDE A LASTING LEGACY**

The Chairman discussed with members his visions for a lasting legacy and informed members that he was progressing the scheme with a meeting of the sub-committee.

It was **RESOLVED** that the report be noted.

28/12/13 **PURCHASE OF OFFICE EQUIPMENT**

The Chairman proposed the purchase of a lap top to include software and a 3 year guarantee at a cost of £823 which had been included in the budget.

It was **RESOLVED** that a lap top including software and a 3 year guarantee at a cost of £823 be procured from the Office and IT budget code 5013.

29/12/13 **REVIEW OF ASSET REGISTER**

The Chairman informed members that the audit report had recommended that the asset register be reviewed and that the Clerk and Finance Officer were currently working to update the register and inventory to reflect a record of accurate assets and inventory items.

It was **RESOLVED** that the report be noted.

30/12/13 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, it was **RESOLVED** that the press/public be excluded from the meeting for the following item of business.

31/12/13 **AS REQUIRED OR IF NECESSARY**

None.

32/12/13 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

It was **RESOLVED** that the public and press be re-admitted to the Meeting.

33/12/13 **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

Burial Board Income.

The Chairman informed members that the audit report had recommended that a method of reconciling Burial Board income received from the Church be established and that the Burial Board Committee are to consider the issue at the next meeting.

It was **RESOLVED** that the report be noted.

34/12/13 **PRESS REPORTS OR ARTICLES AS REQUIRED**

None.

35/12/13 **DATE OF NEXT MEETING**

18TH September 2012

Rising at 9.05 p.m.

Signed: _____
Chairman

Dated: _____ 5th July 2012