

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 18th September 2012 upon the rising of Full Council

PRESENT: Councillors: M Gee (Chair) – (part of the meeting), R Austin, Mrs S Hooper MBE, A Killeya, W Phillips, J Pickering (Chair) – (part of the meeting), D Yates

ALSO PRESENT: Councillor J Shepherd, 1 Member of the Public, Ray Lane – Town Clerk

APOLOGIES: Councillors: D Holley, C Riches.

HEALTH AND SAFETY ANNOUNCEMENTS

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

36/12/13 DECLARATIONS OF INTEREST

1. Declarations of Interest:
 - a. To receive any declarations from Members of any registerable (5A of the Interim 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 this meeting
 - c. To consider dispensations required

Councillor	Item	Pecuniary/Non-pecuniary	Reason
Phillips	8 -152	Pecuniary	I am a member of this organisation.

37/12/13 ELECTION OF CHAIRMAN AND VICE CHAIRMAN OF THE COMMITTEE

The Mayor requested nominations for the position of Chairman.

Councillor Pickering was proposed and seconded and following a vote was unanimously elected Chairman.

Councillor Pickering in the Chair.

The Chairman requested nominations for the position of Vice Chairman.

Councillor Gee was proposed and seconded and following a vote was unanimously elected Vice Chairman.

38/12/13 **QUESTIONS FROM THE PUBLIC**

Mrs Gerrard requested members consider the future use of the Maurice Huggins building include an option to use it as a children's drop in centre due to the loss and lack of child friendly facilities available in the town centre.

The Chairman responded that her expression of interest would be registered and that she would be updated on any progress.

39/12/13 **CLERKS REPORT ON DELEGATED AUTHORITY TO SPEND**

The Clerk reported that under the Chairmans delegated authority to spend the following works had been ordered.

1. Investigative work to the Guildhall floor.
2. The relocation of the induction loop from the former reception to the new reception.
3. The installation of a panic alarm to reception.

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

40/12/13 **FINANCE**

(a) Report from Finance Officer

The Chairman reported that the new Finance Officer had now been in post 2 days and was progressing well and provided members with a statement of accounts and deposits.

It was **RESOLVED** that the statement be emailed to all members.

(b) Current Committee Budget Statement

It was **RESOLVED** that the item be deferred to the next meeting.

(c) VAT

i. Annual VAT partial exemption consultant

The Vice Chairman updated members on the recent VAT partial exemption calculation exercise conducted by an accounting consultant and the requirement for it to be conducted annually at a cost of £185 per year.

It was **RESOLVED** that the consultant be engaged to conduct the annual VAT partial exemption calculation exercise at a cost of £185 from the legal budget.

(d) Insurance Renewal Proposal

It was **RESOLVED** that the item be deferred to a future meeting.

(e) Overall precept direction as set by full council

The Chairman referred members consideration to committee precept setting with regard to the Council overall precept direction of a rise in the precept of (approx. 5%) for overall maintained services as agreed by Full Council.

It was **RESOLVED** that committees work to inflationary increases only when setting precept budgets.

41/12/13

COMMUNITY CHEST

(a) Community Chest applications

It was **RECOMMENDED** that:

151. Churchtown Farm Allotment Association be awarded £350

Prior to the next item Councillor Phillips declared a pecuniary interest and left the meeting.

152. Tamar Trotters Junior Athletics be awarded £750

Councillor Phillips was invited and re-joined the meeting.

153. Saltash Football Partnership. The application was deferred for further clarification of applicant and finance detail.

154. Saltash U3A be awarded £500

155. Pillmere Community Association be awarded £1000 subject to public liability insurance being in place with a copy provided to the council and that evidence be provided that the association can meet the costs of servicing and maintenance of any machinery procured prior to the release of the award.

(b) Letter of thanks from Saltash Sailing Club

The Chairman read out a letter of thanks for a grant received by Saltash Sailing Club.

It was **RESOLVED** to note.

42/12/13 **UPDATE ON POLICY FOR ADDITIONAL PROCEDURES AND REVISED STANDING ORDERS (Councillors Gee)**

The Vice Chairman updated members on the need to revise standing orders in order to reflect recent changes and the inclusion of additional council policy procedures.

It was **RESOLVED** that:

1. The Council will adopt the Nalc Revised First Edition of ‘Standing Orders for Local Councils’ subject to the inclusion of the councils policy procedures.
2. A working group comprising the Chairman, Vice Chairman, Councillors Mrs S Hooper M.B.E., Killeya and the Clerk be established to conduct the work.

43/12/13 **LAND TO ACCOMMODATE THE PROPOSED ASHTORRE FERRY MONUMENT**

The Clerk informed members that Cornwall Council were currently working up the awaited lease and sub lease.

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

44/12/13 **USE OF S106 MONEY TO PROVIDE A LASTING LEGACY (Councillor Gee)**

The Vice Chairman requested a meeting of the sub-committee take place to progress the matter.

It was **RESOLVED** that the Vice Chairman arrange a meeting of the sub-committee.

45/12/13 **REVIEW OF ASSET REGISTER**

The Clerk reported that the review would be taking place upon the full induction of the new Finance Officer.

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

46/12/13 **CORPORATE CORRESPONDENCE AND STATIONERY**

The Chairman requested members consider the introduction of corporate

correspondence and stationary .

It was **RESOLVED** that the issue be delegated to the Clerk to introduce.

47/12/13 **MAURICE HUGGINS ROOM**
(a) Works to the value of £6000.00

(b) Future use of the building

It was **RESOLVED** that the items be deferred to the next meeting of Full Council pending further information.

48/12/13 **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.

49/12/13 **AS REQUIRED OR IF NECESSARY**

None

50/12/13 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

51/12/13 **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

None

52/12/13 **PRESS REPORTS OR ARTICLES AS REQUIRED**

It was **RESOLVED** that a press release be issued to highlight the toilet and baby changing facilities available at the Guildhall.

53/12/13 **DATE OF NEXT MEETING**

20th November 2012

Rising at 10.20 pm

Signed: _____
Chairman

Dated: _____ 4th October 2012