

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 3rd June 2008 at 7:30pm

PRESENT:- Councillors M Gee (Chairman), N Challen, P Clements, D Holley,
Mrs S Hooper MBE Mrs F Knight, C Riches, P Stephens, D Yates

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

APOLOGIES:- Councillor A Killeya, Mrs S Lennox-Boyd

41/08/09 ELECTION OF CHAIRMAN

(Councillor Holley took the chair for this item)

It was unanimously **RESOLVED** that Councillor Gee be re-elected Chairman of the Committee for the ensuing year.

42/08/09 DECLARATIONS OF INTEREST

Councillor Riches declared a personal interest in Minute No. 43/08/09, application number 79, Livewire, as his wife is a member of the Management Committee.

Councillor Mrs Knight declared a personal interest in Minute No. 43/08/09 application number 79, Livewire as she is on the Management Committee and also a personal interest in application numbers 78, K2 and 80, Saltash British Legion, as the applicants are known to her personally.

Councillor Clements declared a personal interest in Minute No. 43/08/09, application number 80, Saltash British Legion, as he is a member.

Councillor Mrs Hooper declared a prejudicial interest in Minute No. 43/08/09 application number 79, Livewire as she is the President and a member of the Management Committee and will leave the meeting during discussion of this item.

Councillor Stephens declared a personal interest in Minute No. 43/08/09 application number 78, K2 as he is a member of the Management Committee.

Councillor Austin declared a personal interest in Minute No. 43/08/09 applications 78, K2 and 80, Saltash British Legion, as the applicants are known to him.

Councillor Holley declared a prejudicial interest Minute No. 43/08/09 application number 78 in K2 as he is a Trustee of the Youth Centre and will leave the meeting during discussion of the item.

43/08/09

COMMUNITY CHEST FUNDING

- (a) 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>
78 K2 Youth Centre (in addition to the information supplied on the application form, Councillors reported that the IT system is not working satisfactorily and is not capable of taking the internet system)	IT equipment	£1000
79 Livewire Youth Project (subject to checking their suitability to Fire Regulations)	Chairs	£1000
80 Saltash British Legion	Branch Standard and Accessories	£750
81 St Stephens Borough AFC	Two portable dug outs	£658
82 U3A	Three standing boards and hands free radio system	£474.99

- (b) The Clerk reported that the invoices had been returned for Application Number 76 by Saltash Environmental Action (SEA), for a grant of £220 for Energy Meters for residents. The invoices relate to display boards, publicity material, donation for speaker and laser labels, in addition to the Energy Saving Meter. However, on checking the application, it originally stated these items but the approval was only for Energy Saving Meters. It was **AGREED** that the additional items are accepted within the grant.

44/08/09

CEMETERY EXTENSION

Councillor Austin reported that together with Councillor Gee and the Clerk they had met Mr Cressey from Anthony Estates, who had requested detailed plans of how the buildings will look. This is being prepared by the District Council. It has been suggested that the Town Council submit the Planning Application as this will be cheaper but the District Council will act as the Town Councils agent.

The District Council would have no objection in principle to allotments being provided on Phase Three, on condition that the seepage from the Cemetery is checked. It would also be necessary to provide a car parking area in Phase Three for Allotment holders. The site would be closed to Allotment holders when burials were taking place.

A triangular piece of land on the side entrance could be taken into the site, as this contains the remains of someone who was hanged for murder. Councillor Austin reported an e-mail from Mr P Whitehead, Assistant Head of Development Control giving an opinion on the draft plan for the Cemetery. It was **AGREED** that the information be noted.

The Clerk reported that the Society of Local Council Clerks is running a one day Seminar on Cemetery Management. It was **RECOMMENDED** by 9 in favour with 1 abstention (Councillor Austin) that the Clerk and Councillor Austin attend the Seminar on 30th September at Taunton at a cost of £85 per person.

45/08/09 **FUNDING OF NEIGHBOURHOOD WATCH**

The Clerk reported that she had not yet made further enquiries regarding this and would report back at the next meeting.

46/08/09 **TITHE MAP AND APPORTIONMENT DIGITALISATION PROJECT**

The Clerk reported that she had not yet made further enquiries regarding this and would report back at the next meeting.

47/08/09 **GATEWAY COMMUNITY INTEREST COMPANY (CIC)**

A letter was reported from Gateway CIC in response to the Town Council's letter stating that the subject of visibility of CIC funds to the general public has been discussed by the Directors. To avoid any confusion, it has been decided to add a financial statement to the monthly brief to the Town Council and publish both from next month on the CIC Web Site. The CIC also pointed out that the Annual Return to Company House and the CIC Regulator are all in the public domain.

It was **AGREED** to go back to the CIC, as unfortunately one question when the original Memorandum of Understanding was discussed, had not been submitted to the CIC and that related to the Directors meetings which it was felt should be open to the public and advertised as such.

Councillor Mrs Hooper asked whether the CIC would consider advising all PL12 parishes, that the financial statement and brief are available on the CIC website.

48/08/09 **ANTI-SOCIAL BEHAVIOUR MEETING**

Councillor Austin reported that he had hoped to have a meeting this week to discuss the monies offered to open K2 and Livewire at the weekends. Unfortunately, this has not been possible and further work is being done on this

as the Youth Service considers this is not the most effective use of the money. It is hoped to have a meeting on the 2nd July and a report will be given to the next Committee Meeting.

49/08/09 **GROUNDS MAINTENANCE**

Councillors Austin, Gee and the Clerk met with the Town Clerk at Callington Town Council regarding Grounds Maintenance, which they currently undertake. The Clerk made available the costs incurred by them, which last year involved employing three staff but is now down to two. Other issues such as machinery used, inspections and problem areas have been discussed and a full report will be given to the next One Cornwall Meeting.

50/08/09 **YOUNG CITIZEN OF THE YEAR AND CITIZEN OF THE YEAR**

A discussion ensued on issues which needed to be included in a Policy Statement on how these awards are made. It was **AGREED** that a list of the points will be circulated and discussed at the next meeting in order to come up with a Policy.

51/08/09 **FREEDOM OF THE TOWN**

The Clerk circulated the minute and conditions when it was agreed to award the Freedom of the Town. It was **AGREED** that this is discussed at the next meeting, when any amendments can be made.

52/08/09 **REWARDING YOUTHS IN RECENT RESCUE**

Councillor Gee reported on an incident in which four Saltash youths had rescued a lady from the River Tamar. It was **RECOMMENDED** that Councillor Gee see the parents of the youths and that arrangements are made for them to have a day out up to a cost of £500, using Section 137 funding, a small memento and a letter of thanks to be presented at the Town Council Meeting on 19th June.

53/08/09 **CLERK'S COURSE**

The Clerk reported that it had been a very useful meeting and issues discussed had been planning, quality status and audit. She drew the Council's attention to a digital map, which could be used to record the Council's assets and could be used to measure the area of Council owned grass to prepare accurate specifications to get competitive quotes. It was **AGREED** that Pear Technology is asked to make a presentation prior to the next meeting of the Committee.

54/08/09 **PROJECTION SCREEN**

The Town Council has been asked to provide a larger projection screen for use in the Guildhall in the Long Room and it was **AGREED** that a cost should be obtained.

55/08/09 **RE-PAINTING 15/17 LOWER FORE STREET**

Saltash Heritage has asked if the re-painting of the building could be undertaken. It was **AGREED** that the Clerk get updated prices for both back and front of the building.

56/08/09 **PENSIONS**

The Clerk reported on changes in the Pension Scheme which could affect the amount paid by the Town Council. It was **AGREED** that further consideration be given to this at the next meeting.

57/08/09 **RETIREMENT OF CANON MAYNARD**

It was **RECOMMENDED** that Canon Maynard is presented with a £50 book token using Section 137 funding and a Civic Print at the July Meeting of the Town Council.

58/08/09 **PRESS REPORTS**

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

59/08/09 **DATE OF NEXT MEETING**

Tuesday 1st July 2008
To commence at 7:00pm with presentation from Pear Technology
Meeting to commence at 7:30pm
On the Agenda, consideration of new Civic Print