

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 14th January 2014 at 7.00pm.

PRESENT: Councillors: W Phillips (Chair), R Bickford, Mrs G Challen, Mrs J Dent, M Gee, A Killeya, J Shepherd, D Yates

ALSO PRESENT: Councillors: Austin, Ellison, Abbie James – Finance Officer, Ray Lane – Town Clerk

APOLOGIES: Councillors: Mrs S Hooper MBE.

HEALTH AND SAFETY ANNOUNCEMENTS

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

68/13/14 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

69/13/14 **QUESTIONS FROM THE PUBLIC**

None

70/13/14 **FINALISE AND RECOMMEND TO FULL COUNCIL THE BUDGET AND FEES AND CHARGES FOR 2014/15**

Fees and Charges

It was **RESOLVED** to submit to Full Council that:

1. The charge rate for the Mayor's Parlour be the same rates as for the Chamber.
2. It be re-affirmed that freedom of information request charges for administration be £20 per hour charged in quarter of an hour blocks.
3. Freedom of information fees and charges be included in the fees and charges list to be put on the website for 2014/15.
4. Trailer hire fees be put on the fees and charges list.
5. All fees and charges to be put on the website for 2014/15 and noted that all fees and charges include VAT where applicable.

Budget

It was **RESOLVED** to submit to Full Council that:

Burial Board

No changes necessary.

Services

1. EMF nominal code 3160 Saltash Re-generation be renamed Recreation Areas.
2. Nominal code 5511 to include Xmas event – Lantern Parade (Festival Fund) transferred from P and R General and that the budget be £5500.

Members discussed service devolution by Cornwall Council and the provision for budget funding.

It was **RESOLVED** that as service devolution had been ranked as a low priority no budget would be set.

P and R Office

1. An EMF be established for I.T. Equipment Costs for the 2015/16 budget.

P and R General

1. Delete nominal code 5533 Xmas event – Lantern Parade (Festival Fund) and transfer to Services nominal code 5511 Xmas Event Expenditure (incl tree) and that the budget be £5500.
2. Nominal code 5150 Community Chest Year End Forecast be changed to £7000 and the budget be £10000.
3. Nominal code 5530 Festival Fund and Event Expenditure Year End Forecast be changed to £5000 and the budget be £10000.
4. Nominal code 5116 Youth Council Year End Forecast be changed to £1000.
5. Nominal code 5117 Holiday and Sport Year End Forecast be changed to £1000.
6. Nominal codes 5116 Youth Council and 5117 Holiday and Sport by merged and called Youth Council for the 2014/15 budget.
7. Nominal code 5113 Councillors Allowances (Taxable) Year End Forecast be changed to £3000 and the budget be £3000.

P and R Property

1. Nominal code 4206 Guildhall Miscellaneous Income to be renamed Guildhall Miscellaneous and property income.
2. Nominal code 5250 Guildhall Miscellaneous costs to be renamed Guildhall Miscellaneous and property costs.

Staffing

The salary figures be adjusted to reflect a 2% increase for budgeting purposes but to note the council will approve and implement any NJC recommended salary increase when known.

71/13/14 FINALISE AND RECOMMEND TO FULL COUNCIL THE PRECEPT FOR 2014/15

It was **RECOMMENDED** that Full Council consider setting the precept at its next meeting based on the budgets recorded in these minutes.

72/13/14 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.

73/13/14 **AS REQUIRED OR IF NECESSARY**

74/13/14 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

75/13/14 **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

76/13/14 **PRESS REPORTS OR ARTICLES AS REQUIRED**

77/13/14 **DATE OF NEXT MEETING**

Tuesday 21st January 2014

Rising at 8.35 pm

Signed: _____
Chairman

Dated: _____ 21st January 2014