

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 18th March 2014 at 7.00pm.

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

ALSO PRESENT: Ray Lane – Town Clerk

APOLOGIES: Councillor: A Killeya

HEALTH AND SAFETY ANNOUNCEMENTS

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

91/13/14 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
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None

92/13/14 QUESTIONS FROM THE PUBLIC

None.

93/13/14 FINANCE:

- a. Report from Finance Officer
- b. The current Committee budget statement

- c. Report on investments.
- d. VAT
- e. Report on VAT Partial Exemption for the year ended 31st March 2013
- f. The Aged Debtors Report for 31st March 2014 and a recommendation for the Debtors Write Off balance

It was agreed at the STC 03.04.14 that this should be considered as a RECOMMENDATION at the next full STC on 01.05.14

It was **RESOLVED** to note the reports and that aged sundry debts to the value of £824.28 be written off as at 31st March 2014.

94/13/14 **CLERKS REPORT ON DELEGATED AUTHORITY TO SPEND**

No report.

95/13/14 **COMMUNITY CHEST AND FESTIVAL FUND**

- a. To consider Community Chest applications (subject to receipt of required paperwork) from:

170 Saltmill Skate Park Committee (deferred from 210114)

It was **RESOLVED** to defer for accounts to be provided.

174 Saltash Police Neighbourhood Team
 ONSIDE Football Club

Members regarded the application was not appropriate for a Community Chest award and considered crime reduction grant.

It was **RESOLVED** that £1000 be awarded from the Crime Reduction Budget EMF.

175 Saltash Chronicles Embroidery Project
 Producing Tapestry

It was **RECOMMENDED** that £1000 be awarded.

Prior to the next application Councillors Bickford and Gee declared a pecuniary interest and left the meeting room.

176 SWRA
 Christmas Lights

It was **RECOMMENDED** that £300 be awarded.

Councillors Bickford and Gee were invited and returned to the meeting.

Prior to the next item Councillors Bickford and Mrs G Challen declared a pecuniary interest and left the meeting room.

b. Festival Fund applications

Saltash Regatta
Funding for 2014 Regatta

It was **RECOMMENDED** that £1470 be awarded.

Councillors Bickford and Mrs G Challen were invited and returned to the meeting.

96/13/14 **TOWN MESSENGER**

The Chairman updated members on distribution issues relating to the non-delivery of the publication to some locations.

It was **RESOLVED** that members provide details of any areas known to them that have not received the publication.

97/13/14 **GRANTS POLICY WITH REGARD TO DOUBLE FUNDING VIA THE YOUTH COUNCIL AND SALTASH TOWN COUNCIL**

Councillor Gee spoke with regard to his concerns that double funding by applicants was feasible through multiple applications to both funding sources.

It was **RESOLVED** that applications will be directed to one point of funding only to assist organisations applying and prevent double funding.

98/13/14 **LOCAL AUDIT AND ACCOUNTABILITY ACT – ACCESS TO MEETINGS – RESPONSE TO CONSULTATION**

Members considered the implications of the act in terms of compliance, transparency and practicality.

It was **RECOMMENDED** that:

1. An information sheet be provided in the public gallery to inform members of the public attending meetings that anyone wishing to record the meeting should notify the Chairman in advance of the commencement of recording.
2. All future meetings will be audio recorded by the council.
3. Standing Orders to be accordingly updated.

99/13/14 **GUILDHALL**

- a. Quotation for repairs to the central heating system in the Guildhall

It was **RECOMMENDED** to approve repairs to the central heating system to the value of £1092.00 from the Guildhall Maintenance EMF

- b. Report on the Guildhall heating system and a quotation for replacement of the boiler.

It was **RESOLVED** to note the report.

- c. Quotation for the installation of an air conditioning unit in the top office of the Guildhall

It was **RECOMMENDED** to approve the installation of air conditioning at a cost of £2150 from the Guildhall Maintenance EMF

- d. Proposal and quotation for improvements to the audio system in the Guildhall

It was **RESOLVED** not to implement the audio system improvements at this time and to seek an acoustic improvement report for further consideration.

- e. Online booking enquiry systems on the Town Council website

It was **RESOLVED** that an on line print off booking conditions and enquiry form be made available on the web site for client use prior to making and paying for a booking at the Guildhall.

100/13/14 **PURCHASE OF DEFIBRILLATOR**

It was **RESOLVED** to defer the item for 3 months.

101/13/14 **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.

102/13/14 **AS REQUIRED OR IF NECESSARY**

103/13/14 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

104/13/14 **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

Rail Service Consultations.

Councillor Bickford requested the committee's approval and support to respond on behalf of the council on forthcoming rail service consultations that have a direct impact on services for Saltash.

It was **RESOLVED** that Councillor Bickford receive the support and authority for him to respond to rail service consultations.

105/13/14 **PRESS REPORTS OR ARTICLES AS REQUIRED**

None.

106/13/14 **DATE OF NEXT MEETING**

Tuesday 20th May 2014

Rising at 8.40 pm

Signed: _____
Chairman

Dated: 3rd April 2014