

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 15th July 2014 at 7.00pm.

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

ALSO PRESENT: 1 Member of the public, Ray Lane – Town Clerk

APOLOGIES: Councillor: Bickford late arrival, J Shepherd.

HEALTH AND SAFETY ANNOUNCEMENTS

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

19/14/15 **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

20/14/15 **ELECT A CHAIRMAN AND VICE-CHAIRMAN OF THE COMMITTEE**

It was **RESOLVED** that Councillor Phillips be elected Chairman.

It was **RESOLVED** that Councillor Gee be elected Vice Chairman.

21/14/15 **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
Mrs J Dent	10b	Pecuniary	Funds for Festival Remembrance
Yates	10 a 179	Pecuniary	Church Member
	10 a 180	Non Pecuniary	Have sent letter of support

22/14/15 **QUESTIONS FROM THE PUBLIC**

None.

23/14/15 **CONSIDER RE-ESTABLISHMENT AND MEMBERSHIP OF
SUBCOMMITTEES/WORKING /PARTIES**

It was **RESOLVED** that the following sub committees and working parties be disbanded or re-established with membership as listed below:

Emergency Planning Group – Disbanded.

Asset Transfer Policy Group – Disbanded.

Saltash Local Plan to be re-named Saltash Neighbourhood Plan
Steering Group.

Councillors: Mayor, Deputy Mayor, Holley, Russell, Shepherd, Yates.

Maurice Huggins Room – Disbanded.

Guildhall Property/Maintenance/Marketing

Councillors: Mayor, Deputy Mayor, Gee, Killeya, Shepherd, Yates.

Finance Investment Strategy Sub-committee

Councillors: Mayor, Deputy Mayor and Chairman of Committees, Town Clerk.

Devolution Group – Disbanded.

Social Media Working Party

Councillors: Bickford, Gee, Killeya and new councillor to be elected.

Sustainable Transport Working Party

Councillors: Bickford, Mrs G Challen, Holley, Hooper, Killeya, Yates.

Model of Cornish Cross Working Party – Disbanded.

CAB Working Party – Disbanded.

Saltash Toilets Options Panel

Councillors: Austin, Ellison, Gee, Town Clerk and Peter Ryland CIC.

Waterside Boat Management Working Party

Councillors: Austin, Bickford, Ellison, Gee, Holley.

24/14/15 **FINANCE:**

- a. Report from Finance Officer

It was **RESOLVED** to note.

- b. The current Committee budget statements

It was **RESOLVED** to note the committee budget statements as at 30th June 2014.

- c. Report on investments

It was **RESOLVED** to note investments up to 30th June 2014 and that the Chairman and Town Clerk will review the investment policy.

- d. VAT

It was **RESOLVED** to note.

- e. The External Audited Annual Return for the financial year ending 31st March 2014

It was **RESOLVED** to note and implement the opinion points as detailed by the external auditor in section 3.

25/14/15 **CLERKS REPORT ON DELEGATED AUTHORITY TO SPEND**

None

26/14/15 **COMMUNITY CHEST AND FESTIVAL FUND**

- a. Community Chest applications

177 Pilgrim Pitch Saltmill
To furnish new community training facility and purchase IT equipment

It was **RESOLVED** that application be deferred and that the applicant be requested to submit detailed costs of proposed equipment purchases.

178 Saltmill Skatepark Committee
Request for funding towards launch event publicising new extension

It was **RESOLVED** that the application does not fit the grant criteria.

Prior to the next application Councillor Yates declared an interest and left the meeting.

- 179 St Nicholas & St Faith Church
Restoration of piped church organ

It was **RECOMMENDED** that £1000.00 be awarded.

Councillor Yates was invited and returned to the meeting.

- 180 Girl guiding Saltash
Essential roof repairs to Girl guiding Saltash HQ

It was **RECOMMENDED** that £1000.00 be awarded.

b. Festival Fund Applications

Prior to the next application Councillor Mrs J Dent declared an interest and left the meeting.

- 57 Saltash & District Branch Royal British Legion
Festival of Remembrance

It was **RECOMMENDED** that £396.50 be awarded.

Councillor Mrs J Dent was invited and returned to the meeting.

- 58 River Tamar Project
"It's All About the River"
International Film Festival

It was **RESOLVED** that the application be referred to Full Council for consideration subject to receipt of detailed information on the programme of events taking place in Saltash.

27/14/15 **S106 FUNDING**

No report.

28/14/15 **TRANSPORTATION (BUS/TRAIN/ROAD)**

a. Changes to bus service 5A

The Chairman reported that the 5A bus service is being removed by Plymouth Bus services as of 27th July 2014 from Barkers Hill due to vehicle damage and complaints from local residents in the area.

It was noted that Councillor Austin is progressing service issues in this area with the bus company.

It was **RESOLVED** to note.

- b. Letter from Sheryll Murray MP ref Franchise of Great Western Services Consultation – update

Councillor Bickford updated members on the current status of ongoing consultations and levels of service.

It was **RESOLVED** to note.

29/14/15 **SERVICE DEVOLUTION AND ASSET TRANSFERS**

No report

30/14/15 **MAURICE HUGGINS ROOM**

No report.

31/14/15 **TOWN MESSENGER**

Members received the report of the Senior Administration Officer.

It was **RESOLVED** to note.

32/14/15 **TOWN COUNCIL WEBSITE**

Members received the report of the Senior Administration Officer.

It was **RESOLVED** to note.

33/14/15 **CLEANING OF CIVIC ROBES**

Members considered a quote for the cleaning of the Civic Robes.

It was **RESOLVED** that the robes be cleaned at a cost of £323.

34/14/15 **GUILDHALL**

- a. The purchase of a replacement disabled evacuation chair.

Further to a health and safety inspection recommendation by the council consultants members considered a replacement disabled chair for the Guildhall.

It was **RESOLVED** that a replacement disabled evacuation chair be procured up to a value of £700.

- b. Installation of safety film for glass (Health and Safety recommendation).

Further to a health and safety inspection recommendation by the council consultants members considered the installation of safety film to the street level windows of the Guildhall.

It was **RECOMMENDED** that the installation of the safety film to the street level windows of the Guildhall be approved up to a value of £1050.

35/14/15 **UPDATE ON STANDING ORDERS AND FINANCIAL REGULATIONS**

The Clerk reported that NALC had issued updated model standing orders and financial regulations that were being incorporated into the councils existing documents together with the opinion recommendations of the external auditor

It was **RESOLVED** that Councillors Gee, Killeya and the Town Clerk finalise the documents for review by the committee prior to recommendation to full council.

36/14/15 **REPORTS FROM WORKING GROUPS AND OUTSIDE BODIES**

None

37/14/15 **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.

38/14/15 **AS REQUIRED OR IF NECESSARY**

39/14/15 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

40/14/15 **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

None.

41/14/15 **PRESS REPORTS OR ARTICLES AS REQUIRED**

The Chairman reported to members that police patrols are being conducted at Huntley Gardens due to anti-social behaviour and at Ashtorre relating to tombstoning from the Brunel Bridge scaffolding.

It was **RESOLVED** that Sergeant Chillcott be requested to submit a police article for the next edition of the Town Messenger.

42/14/15 **DATE OF NEXT MEETING**

Tuesday 21st October 2014

Rising at 8.15 pm.

Signed: _____
Chairman

Dated: 7th August 2014