

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 5th August 2008 at 7:30pm

PRESENT:- Councillors M Gee (Chairman), R Austin, N Challen, P Clements, D Holley, Mrs S Hooper MBE, A Killeya, C Riches, P Stephens ISM,

ALSO PRESENT:- Councillor R Bickford
Mrs M Small (Town Clerk)

APOLOGIES:- Councillors C Oakes, D Yates

76/08/09 DECLARATIONS OF INTEREST

Declarations of interest were declared by Councillors D Holley, R Bickford, R Austin as Directors of Saltash Gateway Community Interest Company (CIC) and Councillors A Killeya and P Clements declared personal interests as members of the Gateway Community Interest Company (CIC).

77/08/09 CEMETERY EXTENSION

Councillor Austin reported that the Land Agent for Antony Estates is on holiday until 12th August and therefore there was no update. Mr R Stead at the District Council, had reported that Highways have a little concern about the traffic going up and down the road and a site meeting is therefore needed with him. He also reported that Churchtown Farm had the idea of putting an A frame in the middle of the road to stop traffic going up the lane. Councillor Austin stated that the administration of the new site needs to be discussed. The Clerk reported that the seminar on Administration of Cemeteries is full but the names are on a reserve list. It was **AGREED** that the Burial Board is updated at its next meeting.

78/08/09 TITHE MAP AND APPORTIONMENT

Councillor Mrs Hooper showed the two maps she has of the St Stephen's Ward. As it was not known if these maps are the same as at the Record Office, it was **AGREED** that Councillor Riches will visit the Record Office when next in Truro and will then report back to the Committee.

79/08/09 AWARD POLICIES

The proposed policies for Saltash Citizen and Young Citizen, the Peter Stephens Trophy and the Freedom of the Town were amended. It was **RECOMMENDED** that the proposed policies are circulated and adopted at the full meeting of the Town Council.

80/08/09 DIGITAL MAPPING SYSTEM

Councillor Killeya reported that he had spoken with an Officer at the District Council who said that Caradon gets their information via a mapping services agreement for which it pays and he agreed that probably it covers providing the information to the Town Council. Councillor Bickford had also spoken with

Cornwall County Council's Mapping Department who said that there a number of free sites to view. It was **AGREED** that Councillor Bickford talks with Pear Technologies to get an example of the mapping system.

81/08/09 **POLLING STATION PREMISES**

The District Council was consulting to find any premises that could be suitable for use as a polling station to ensure that where possible, there is a station within each of the new polling districts. It was **AGREED** to submit Latchbrook Centre and also to point out that a mobile polling caravan is needed on the Pillmere Estate.

82/08/09 **TAMAR BRIDGE TICKETS**

A discussion was held on the proposal to increase the Tamar Bridge fee. It was **AGREED** that once the proposal is out for official consultation, the Town invite Mr List to a meeting so that the concerns maybe expressed. In the meantime, County Councillor Mrs Mepsted, Joint Chairman of the Tamar Bridge Committee, is made aware of the Town Council's concerns.

83/08/09 **CIVIC PRINT**

A copy of the Civic print showing coloured seals was shown. On being put to the vote, it was **AGREED** by 4 in favour of a coloured print and 4 against. The Chairman therefore used his casting vote against and therefore the print will be in black print.

It was further **RESOLVED:**

- (i) by 6 in favour and 2 against that 20 copies of the print are purchased on cream parchment paper with black line drawings.
- (ii) that the matter is put on the October Agenda to discuss the possibility of a new print.

84/08/09 **STANDARDS COMMITTEE**

Councillor Mrs Hooper advised the Committee that she had withdrawn her nomination as having spoken to the District Council's Solicitor, it was felt that she might have an interest as she is also Clerk of another Parish. The new representative for Parish and Town Councils is Christopher Kennedy who is a member of Sheviocck Parish Council. It was **AGREED** that the information be noted.

85/08/09 **SALTASH GATEWAY COMMUNITY INTEREST COMPANY-MEMORNADUM OF UNDERSTANDING**

It was **AGREED** that the memorandum of Understanding with the Gateway Community Interest Company may now be signed as acceptable, subject to the alterations agreed.

86/08/09 **OUR MONEY YOUR DREAM FUNDING**

Information was received on funding from the Youth Opportunity and Youth Capital Funds. It was **AGREED** that a copy of the information is given to Councillor Stephens for the Youth Council.

87/08/09 **CALLINGTON TOWN COUNCIL- DOUBLE TAXATION**

A letter was reported from Callington Town Council asking for support in pressing all District Councillors to lobby the Cabinet to reverse the decision to cut to twenty five percent and finally remove the grant for services provided by Town Councils in the Parish which are also provided by the District Council.

It was **AGREED** by 7 in favour with 1 abstention, (Councillor Killeya) that the Town Council urge District Councillor Cabinet members to vote for re-instatement of the full grant and not only 50% of the grant.

88/08/09 **BUDGET MONITORING REPORT**

The Budget Monitoring Report for the period to 31st July 2008 was circulated. The grant to the Citizens Advice Bureau for a three year period was explained. The Clerk also submitted the final proposed carry-over figures into 2008/2009 which had been sent to the District Audit. It was **AGREED** that the carry-over is approved subject to the addition of the carry forward for the Festival Fund in the Civic Amenities budget.

89/08/09 **DESIGNATED PUBLIC PLACES ORDER**

A copy of a proposed application for a Designated Places Order in Saltash was considered for match funding. Expenditure will be mainly for the signs. It was **RECOMMENDED** that the Town Council approve £750 match funding..

90/08/09 **GUILDHALL**

- (a) Saltash U3A has asked if any improvement can be made in the Guildhall blinds as they do not exclude daylight when they have speakers showing slides and this makes them very difficult to see. It was **AGREED** that prices are obtained for black-out blinds.
- (b) it was **AGREED** that quotations for repairs to the Guildhall are considered in Confidential Part II.
- (c) discussions were held regarding safety issues and the Town Clerk will speak to Sergeant Dunstan regarding security at the Guildhall.

91/08/09 **RE-PAINTING 15/17 LOWER FORE STREET**

It was **AGREED** that quotations are considered in Confidential Part II at the end of the meeting.

92/08/09 **STANDING ORDERS**

Councillor Gee reported that he will review the finance section of Standing Orders during the summer and report back at the next meeting.

93/08/09 **STAFFING**

The Clerk reported that the Secretary, Mrs Ainsworth had submitted her resignation. It was **AGREED** that an advertisement is placed for the position.

94/08/09 **CARADON COMMUNITY IMPROVEMENT FUND**

The District Council had advised that the Town Council is eligible for £18,719 should it wish to submit an application for funding from the Community Initiatives Fund. Applications have to be submitted by the 1st November at the latest and projects implemented by 31st March 2009. It was **AGREED** that the Mayor, Chairman of each Committee and the Town Clerk meet at 6:30pm prior to the Town Council Meeting on 21st August to submit ideas.

95/08/09 **CONFIDENTIAL PART II**

It was **RESOLVED** that the Committee move into Confidential Part II to consider quotations for the Guildhall and 15/17 Lower Fore Street.

96/08/09 **GUILDHALL**

In Confidential Part II it was **RECOMMENDED** that quotations from Westcountry Building and Maintenance are accepted for (i) maintenance to the water pipe at a cost of £710 and repair work to plastering the stairs at a cost of £680.

97/08/09 **15/17 LOWER FORE STREET**

In Confidential Part II, two quotations were received for the external decoration of 15/17 Lower Fore Street. It was **RECOMMENDED** that the quotation from Westcountry Building and Maintenance is accepted in the sum of £3,250 subject to any adjustment for using Sandtex masonry paint.

98/08/09 **PRESS REPORTS**

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

99/08/09 **DATE OF NEXT MEETING**

Tuesday 2nd September 2008 at 7:30pm.