

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 17th February 2015 at 7 p.m.

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

ALSO PRESENT: Ray Lane – Town Clerk

APOLOGIES: Councillors: A Killeya, M Gee.

HEALTH AND SAFETY ANNOUNCEMENTS

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

93/14/15 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

94/14/15 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 S Hooper MBE	9A/188	Pecuniary	President of Youngstagers
Mrs G Challen	9B/60	Pecuniary	Member of Saltash Lions Mayfair
Bickford	14	Pecuniary	CIC Director
Shepherd	17	Pecuniary	K3 Member

95/14/15 QUESTIONS FROM THE PUBLIC

None

96/14/15 FINANCE:

- a. Report from Finance Officer

It was **RESOLVED** to note.

- b. To receive the current Committee budget statement

It was **RESOLVED** to note.

- c. To receive a report on investments.

It was **RESOLVED** to note.

- d. VAT

It was **RESOLVED** to note.

- e. To consider the appointment of an internal auditor for the next three years (deferred from 16.12.2014).

It was **RESOLVED** to appoint Hudson Accounting Ltd for a period of 3 years at a cost of £650 p.a.

97/14/15 CLERKS REPORT ON DELEGATED AUTHORITY TO SPEND

No report.

98/14/15 TO CONSIDER A REQUEST FROM SALTASH POLICE FOR FURTHER SUPPORT FUNDING OF THE SALTASH SATURDAY NIGHT FOOTBALL SCHEME

It was **RESOLVED** to defer to the next meeting for further information.

99/14/15 COMMUNITY CHEST AND FESTIVAL FUND

- a. To consider Community Chest applications

Prior to the next application Mrs S Hooper MBE declared a pecuniary interest and left the meeting.

188 Youngstagers

It was **RECOMMENDED** to award £389.95

Councillor Mrs S Hooper MBE was invited and returned to the meeting.

Councillor Shepherd arrived.

189 Cornwall Blind Association

It was **RESOLVED** that the application be referred back for further information.

190 Livewire

It was **RECOMMENDED** to award £899.

b. To consider Festival Fund applications

Prior to the next application Councillor Mrs G Challen declared a pecuniary interest and left the meeting.

Councillor Ellison arrived.

60 Saltash Lions May Fair 2015

It was **RECOMMENDED** to award £974.99

Councillor Mrs G Challen was invited and returned to the meeting.

100/14/15 S106 FUNDING

No report.

101/14/15 TRANSPORTATION (BUS/ROAD/TRAIN)

Councillor Bickford updated members on Cornwall Council's proposals for improvements at the Saltash Station and an additional train service being introduced from May.

It was **RESOLVED** to note and approve funding up to £1000 for the continued publication of the Council's train timetable from the Subsidize/Promote Public Transport EMF.

102/14/15 **TO CONSIDER NECESSARY ADDITIONAL FIRE AND SECURITY MEASURES AND COSTS FOR THE GUILDHALL (DEFERRED FROM 16.12.2014) TO INCLUDE CONSIDERATION OF A QUOTATION TO UPGRADE THE GUILDHALL SECURITY**

It was **RESOLVED** to approve the upgrade installation of the intruder alarm, annual monitoring and servicing charges to a value of £2016 from the Guildhall Maintenance EMF and associated revenue budgets.

103/14/15 **PROCUREMENT AND LOCATION OF DEFIBRILLATOR (COUNCILLOR MRS CHALLEN – DEFERRED FROM 16.12.2014)**

It was **RESOLVED** to defer to the next meeting for Councillor Mrs G Challen to source further information.

Prior to the next item Councillor Bickford declared a pecuniary interest and left the meeting.

104/14/15 **TO CONSIDER A REPORT ON THE MAURICE HUGGINS ROOM (COUNCILLOR PHILLIPS)**

The Chairman reported that the Mayor, Town Clerk and himself had met with the CIC Chairman and representatives of Creative Space current users of the room.

The meeting was held to determine if the CIC are interested in the long term management of the room as the 3 month trial period for CIC managing the room expires at the end of March.

The CIC Chairman stated that it may be interested on the basis CIC cover the building running costs and STC cover the building insurance and maintenance costs. However this will need to be confirmed at their next Directors' Meeting.

It was **RECOMMENDED** that:

1. CIC be invited to continue the management of the room on an on-going basis at no cost to the council except for the building insurance and maintenance costs for one year as of 1st April 2015.
2. The letting of the room not to be monopolised by any one group to allow access of use by other interested community groups.

Councillor Bickford was invited and returned to the meeting.

105/14/15 TO REVIEW THE PLANNING POLL PROCESS

Due to the level of member participation in casting a vote with regard to a recent planning application poll, members reviewed the poll process.

It was **RESOLVED** that the poll process is an excellent system and it be reiterated that it is dependent on member participation in voting for it to meet the purpose it serves.

106/14/15 TO CONSIDER MAYOR CHOOSING ARRANGEMENTS

It was **RESOLVED** that Mayor Choosing be held annually at the first meeting in May.

Prior to the next item Councillor Shepherd declared a pecuniary interest and left the meeting.

107/14/15 SUPPORT FOR YOUTH WORK

Members considered options for a Youth Service fund bidding mechanism.

It was **RESOLVED** to establish a Youth Service Working Party consisting of Councillors Ellison, Shepherd, Mrs G Challen, and ex-officio Mayor and Deputy Mayor.

Councillor Shepherd was invited and returned to the meeting.

108/14/15 QUALITY TOWN COUNCIL/LOCAL COUNCIL AWARD SCHEME

a. Registration for a new scheme

The Chairman informed members that Nalc had introduced the Local Council Award Scheme in place of the Quality Town Council Scheme as of January 2015.

The Council has been automatically transferred by application onto the scheme at foundation level at no cost and the new logo will be phased in over time to avoid duplication of stationary costs.

It was **RESOLVED** to note.

b. Town Messenger

The Chairman reported on the establishment of the 'Love Saltash' magazine to be distributed to 6000 homes and the opportunity for the

Town Messenger to be printed and distributed as a feature in the magazine.

The annual cost being £2000 for a 2 page feature in 10 issues per year.

It was **RESOLVED** in principle that a magazine feature replace the dedicated Town Messenger publication subject to further consideration at the next meeting.

109/14/15 **TO RECEIVE REPORTS FROM WORKING GROUPS AND OUTSIDE BODIES**

a. Neighbourhood Plan Steering Group

Councillor Yates updated members on the work of the steering group, the work of the consultants to date and that the next meeting will be arranging work shop schedules.

It was **RESOLVED** to note.

b. Road Safety Committee

No report.

c. Anti-social Behaviour

No report.

d. Saltash Strategic Transportation Working Party

It was **RESOLVED** to note that the Mayor will conduct the next meeting.

e. Guildhall Property Maintenance and Marketing Working Party – report on Heritage Centre

No report.

f. Saltash Heritage building – to consider quote to replace Velux windows.

It was **RESOLVED** that Velux windows and flashings be fitted at a cost of £1195.00 from the Heritage Centre EMF.

110/14/15 **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.

111/14/15 AS REQUIRED OR IF NECESSARY

None

112/14/15 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

113/14/15 URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR

None

114/14/15 PRESS REPORTS OR ARTICLES AS REQUIRED

None

115/14/15 DATE OF NEXT MEETING

Tuesday 21st April 2015

Rising at 8.20 pm

Signed: _____
Chairman

Dated: _____