

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 3rd February 2009 at 7:00pm

PRESENT:- Councillors M Gee (Chairman), R Austin, P Clements, D Holley, A Killeya, Mrs F Knight, C Riches, D Yates

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

APOLOGIES:- Councillors N Challen, Mrs S Hooper MBE, Mrs Merryin Killeya, B Reid, P Stephens ISM

173/08/09 DECLARATIONS OF INTEREST

Councillors Austin and Bickford declared a prejudicial interest in minute number 176/08/09, release of monies to Saltash Gateway Community Interest Company and will leave the meeting during discussion of this item. Councillors Killeya and Clements declared a personal interest in the same minute number, as members of the Gateway Community Interest Company.

Councillors Killeya, Mrs Knight and Clements declared a personal interest in minute number 185/08/09, the request from Saltash Heritage to borrow the model of the Royal Albert Bridge as they are members of the Heritage.

Councillor Yates declared a personal interest in minute number 179/08/09, funding for Town Twinning Citizens meetings.

174/08/09 COMMUNITY CHEST APPLICATIONS

.Councillor Gee circulated a paper showing amendments to the notes of guidance and application form for Community Chest applications. It was **AGREED** by 3 in favour, 2 against and 3 abstentions that the amendments are incorporated into the notes of guidance for Community Chest applications.

175/08/09 BUDGET MONITORING REPORT

The Clerk circulated the report for the period to 30th December 2008. It was **AGREED** that the Chairman will meet with the Clerk to discuss how these can be presented to the Committee.

176/08/09 SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

It was reported that Mr Williams from Saltash Gateway Community Interest Company had supplied details of payments made regarding staffing, which totalled £25,267.86. It was **RECOMMENDED** that the £10,000 in the current budget for staffing is released to Saltash Gateway CIC.

(Councillors Austin and Bickford left the meeting during discussion of this item having declared a prejudicial interest.)

177/08/09 **SECTION 106 MONEY**

The Clerk reported that following Councillor Austin's discussions with Mr Vincent at the District Council regarding Section 106 money from Lidl, Mr Vincent had asked if the Council was in favour of receiving the money and taking account of expenditure etc. rather than the money being passed to Cornwall Council. It was **RECOMMENDED** that the Town Council would be happy for this to happen and would record as requested.

178/08/09 **CORNWALL COUNTY PLAYING FIELDS ASSOCIATION**

A request was received from the Association for a contribution towards their work. It was **AGREED** by 7 in favour and 1 abstention (Councillor Riches) to write and state that the Town Council would be willing to consider a donation for any specific projects they undertake within Saltash.

179/08/09 **TOWN TWINNING CITIZENS MEETINGS**

The Clerk reported that funding is available to hold Town Twinning citizen meetings. Councillor Yates stated that he had looked into this last year and it involves spending money up front and there is no guarantee that it will be eligible for a grant. It was **AGREED** that no further action is taken.

180/08/09 **CEMETERY EXTENSION**

Councillor Austin reported that the Town Council's request for funding towards the extension will be considered by the cabinet on 19th February. At the moment there is a possibility of a loan over twelve months from the District Council at a rate of 2.5%. The planning application has been withdrawn on the advice of the District Council as Highways have raised concerns on the width of the road, surface of the road and parking. A meeting was held with Highways on the 28th January from which it is clear that the Town Council will have to undertake the work to tarmac the road which will cost in the region of £12,000. Secondly, the District Council has requested an ecological report as the extension will be next to the Churchtown Farm Nature Reserve. A design access statement is also required and Councillor Austin will undertake this. It was **AGREED** that thanks are extended to Councillor Austin for all his work with regard to the Cemetery extension. The Clerk will obtain details and an application for a Public Works Loan.

181/08/09 **LOAN TO SALTASH UNITED FOOTBALL CLUB**

The Clerk reported that she had spoken to Mr Tait regarding the meeting that was held with Darren Bennett as Chairman of the football club, the Secretary and the Treasurer. At that time it had been stated that the football club have to repay the Town Council the loan and a letter was subsequently received that the football club wished to convert the loan into a grant. The Clerk stated that she was trying to find the original letter that went to the football club but this was not on the current computer system. It was **AGREED** that the information is noted and is ongoing.

182/08/09 **TOILET FOR DISABLED AT THE GUILDHALL**

An estimate was submitted for removing the existing water heater in the toilet and supplying and installing a new Ariston 14 litre water heater in the new position next to the basin. It was **RECOMMENDED** that the quotation in the sum of £645 from Simon Shaw Plumbing and Heating is accepted.

183/08/09 **FREEDOM OF INFORMATION POLICY**

- (a) Councillor Gee reported that Councillor Killeya, himself and the Clerk had met prior to the meeting to discuss the details for the information to be available publicly. Some of the information is already on the website but a great deal of work has to be undertaken, in particular, reviewing and writing policies which need to be on the website and available in hard copy. It was **AGREED** that the Committee consider one policy a month and that the sub-committee of Councillors Gee, Killeya and the Clerk meet prior to consider the drafts.
- (b) The Clerk reported that a request for information under the Freedom of Information Act had been received from the Cornish Times requesting details on how much money was spent on refreshments at Town Council and Committee meeting between 1st April 2007 and 31st March 2008. The Clerk had replied that there were on two occasions, a total cost of £14.86 mainly to do with the Co-option meeting.

184/08/09 **LICENSING ACT/GAMBLING ACT**

Details were received from the District Council stating that from 1st April 2009 Cornwall Council will be the new single licensing authority for the whole of Cornwall. They are preparing to publish a Licensing Policy and Statement of Principles and these are now being put out on the website for public consultation. Any objections should be submitted by 11th March 2009. It was **AGREED** that any Councillor who wished to submit a comment should advise the Clerk and will be brought back to the next meeting.

185/08/09 **SALTASH HERITAGE REQUEST**

A request was received from Saltash Heritage to borrow the model of the Royal Albert Bridge during the eight months of their exhibition entitled 'Bridging the Years'. It was **AGREED** that the request is granted.

186/08/09 **NALC –GREEN SEMINAR FOR LOCAL COUNCILS**

The Clerk reported that there was to be a seminar at Aylesbury on Green Issues. It was **AGREED** that Councillor Riches looks at the content and a decision is made at the full meeting of the Town Council as to whether a representative should be sent.

187/08/09 **WEBSITE/NOTICE BOARDS POLICY**

The Clerk reported on a recent issue where a member of the public had complained that a notice for an event was not put on the Town Councils notice

boards. The Clerk stated that unfortunately there were two notices which had slipped through the net and these had been subsequently removed. It was **AGREED** that having discussed the issue that the Town Council's policy remains the same in that notices are placed for events in the PL12 area.

(Councillors Bickford and Riches declared personal interests as the complainant is know to them.)

188/08/09 **STAFFING**

- (a) It was **RECOMMENDED** that the Secretary, Mrs Jane Abbot is appointed as a permanent member of staff and entered into the Superannuation Scheme.

- (b) A request was received from the Secretary of the Celtic League asking if the Town Council would consider giving staff a public holiday for St Pirins Day on 5th March.

It was **RESOLVED** by 5 against and 1 abstention that the request is refused.

(Mrs Small declared a prejudicial interest and left the meeting during discussion of this item.)

189/08/09 **PRESS REPORTS**

It was **AGREED** that no additional press reports were required.

190/08/09 **DATE OF NEXT MEETING**

Tuesday 3rd March 2009 at 7:00pm

Signed:
Chairman

Dated: