



Saltash Town Council

Konsel an Dre Essa



The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk

14th February 2018

Dear Councillor,

I write to summon you to a meeting of the **Policy and Resources Committee** to be held at the Guildhall on **Tuesday 20th February, 2018 at 7:00 p.m.**

Yours sincerely,

R Lane
Town Clerk

To:

R Bickford	J Dent (Mayor, ex-officio voting)
G Challen	D Yates (Deputy Mayor, ex-officio voting)
C Cook (Vice-Chairman)	
S Miller	
W Phillips (Chairman)	
J Rance	
P Samuels	
G Taylor	All other councillors for information

AGENDA

1. Health and Safety Announcements.
2. Recording of meetings – please notify the Chairman if you are intending to record this meeting.

Please note: All meetings are open to the public and could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed we cannot guarantee this especially if you are speaking or taking an active role.

3. Apologies.
4. Declarations of Interest:
 - a. To receive any declarations from Members of any registerable (5A of the 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.
 - d. To note ongoing dispensations:
 - i. for Councillor Rance to act as Chairman of the Saltash Team for Youth and commissioning of Youth Work.
 - ii. for Councillors Challen and Miller for Full Council and all associated Committees in relation to their roles as representatives of Saltash Town Council on the Chamber of Commerce.
5. Questions from the public.
6. Finance:
 - a. Report from Finance Officer
 - b. To receive the current Committee budget statement
 - c. To receive a report on investments.
 - d. VAT
 - e. Notification of External auditor appointments for the 2017/18 financial year
 - f. Interim Internal Audit Report 2017/18
 - g. To approve the three-year appointment of the Internal Auditor
 - h. To consider Building Consultant Fees
7. Clerks report on delegated authority to spend.

8. To consider Community Chest and Festival Fund applications:

a. Community Chest:

Application number	Organisation	Amount requested
217	Tamar Protection Society	£500.00
218	Saltash Community Flood Forum	£720.00
219	SHADO	£585.00
221	Saltash Town Band	£1,000.00

b. Festival Fund:

Application number	Organisation	Amount requested
83	Saltash Regatta	£2,320.00

9. To consider purchasing a defibrillator for the Guildhall.

10. S106 funding.

11. General Data Protection Regulation:

- a. GDPR Officer and Senior Information Risk Owner (SIRO) appointment
- b. Staff training
- c. Policies and Privacy Impact Statement
- d. Budget provision
- e. To consider an information audit

12. Transportation (Bus/Train/Road):

- a. To approve a Town Council response to the Great Western Rail Franchise consultation - Councillor Bickford.

13. Service Devolution and Asset Transfers.

14. To consider Equality and Diversity Training for Councillors.

Pursuant to FTC 01.02.2018 Minute no. 504/17/18

EQUALITY AND DIVERSITY TRAINING – COUNCILLOR PARKER

Councillor Parker asked members to consider Equality and Diversity training for all members and staff.

It was **RESOLVED** that the item for members be deferred to a future P&R Committee and the item for Staff be deferred to a future Staffing Committee.

15. Community Emergency Plan.

16. Civic Events:

- a. To consider a request to increase the Bugler's fees.

17. To receive reports from Working Groups and Outside Bodies:
 - a. Neighbourhood Plan Steering Group
 - b. Road Safety Committee
 - c. Anti-social Behaviour

19. Public Bodies (Admission to Meetings) Act 1960: To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

20. As required or if necessary.

21. Public Bodies (Admission to Meetings) Act 1960: To resolve that the public and press be re-admitted to the meeting.

22. Urgent non-financial matters brought forward at the discretion of the Chair.

23. Press releases.

24. Date of next meeting – To be confirmed.