



# Saltash Town Council

Konsel an Dre Essa



The Guildhall  
12 Lower Fore Street  
Saltash  
PL12 6JX  
Telephone: 01752 844846  
[www.saltash.gov.uk](http://www.saltash.gov.uk)

17<sup>th</sup> October 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 23<sup>rd</sup> October 2018 at 6:30 p.m.**

Any member of the public requiring to put a question to the Council must do so 24 hours prior to the meeting by writing or email [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk)

Yours sincerely,

R Lane  
Town Clerk

To: Councillors:

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

## 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, council members, the Council, 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.
5. Questions - A 15-minute period when members of the public may ask questions of Members of the Council.

Please note: Any member of the public requiring to put a question to the Council must do so 24 hours prior to the meeting by writing or email.

6. To approve the minutes of the following Sub-Committees: None.
7. All accounts and bank accounts reconciled up to 30<sup>th</sup> September 2018.
8. Petty cash reconciled up to 30<sup>th</sup> September 2018.
9. To receive a report on VAT.
10. To note that an audit on recent supplier payments was conducted by the Chairman of Policy & Resources in line with the Councils Financial Regulations. It was noted that there are no discrepancies to report.
11. To receive the Interim Internal Audit Report Year Ended 31<sup>st</sup> March 2018/19.
12. To receive the current STC and Committee budget statements.
13. To consider committee budget virements from the Devolved Assets and Services General Reserve for additional budget costs incurred for devolved assets and services.
14. Draft revised committee budgets statement presentation for 2019/20.
15. To set the Policy and Resources Committee budget for 2019/20.
16. Clerks report on delegated authority to spend.

17. To receive Code of Conduct Determination Notices:

Date	Reference	Councillor
16.08.17	CCN002/17/18	Brady
04.10.18	CCN018/18/19	Brady
20.04.18	CCN046/17	Brady

18. To consider Community Chest and Festival Fund applications:

a. Community Chest: None.

b. Festival Fund:

Application number	Organisation	Amount requested
88	Saltash Music, Speech & Drama Festival	£1,000.00
89	Saltash Regatta Committee	£2,288.40

19. To approve and adopt STC policies:

a. Grants Policy & Application.

20. To consider audio recordings and broadcasting of Council meetings.

21. To consider amendments to the Mayor's Protocol Guide – Councillor Challen.

22. Transportation (Bus/Train/Road): None.

23. To receive reports from Working Groups and Outside Bodies:

a. Neighbourhood Plan Steering Group.

b. Road Safety Committee.

24. 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.

25. As required or if necessary.

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

27. Urgent non-financial matters brought forward at the discretion of the Chairman.

28. Press releases.

29. Date of next meeting: Tuesday 20<sup>th</sup> November 2018 at 7:00 p.m.

**Please note: It is Members responsibility to disclose a non-registerable interest or a disclosable pecuniary interest in any matter being considered or to be considered at the meeting.**

**Please leave the form in your folder provided for the Administration Officer to collect at the end of the meeting.**

Councillor: \_\_\_\_\_

Committee: \_\_\_\_\_

Date of Meeting: \_\_\_\_\_

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 the meeting.
- c. To consider dispensations required.

<b>Agenda Item</b>	<b>Pecuniary</b>	<b>Non-Pecuniary</b>	<b>Reason</b>	<b>Left the Meeting</b>	<b>Remained at Meeting</b>	<b>Ongoing Dispensation</b>	<b>Dispensation Requested</b>	<b>No Interest Declared</b>