

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 2nd June 2009 at 7:00pm

PRESENT:- Councillors M Gee (Chairman), R Austin (for part of meeting), P Clements, Mrs S Hooper MBE, A Killeya, Mrs Merryn Killeya (for part of meeting), Mrs F Knight, P Stephens ISM, D Yates,

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

APOLOGIES: Councillors D Holley, C Oakes (holiday), C Riches, B Reid

32/09/10 ELECTION OF CHAIRMAN

It was unanimously **RESOLVED** that Councillor Mrs Hooper takes the Chair for this item.

It was **RESOLVED** by 6 in favour and 1 abstention (Councillor Gee) that Councillor Gee is re-elected Chairman of the Committee for the ensuing year.

33/09/10 DECLARATIONS OF INTEREST

With reference to Community Chest application No. 97 by Saltash Environment Action (SEA), Councillors Yates and Clements declared a personal interest as they are members of the organisation; Councillor Austin declared a prejudicial interest as he is on the Committee and will leave the meeting during discussion and voting on this item. Councillor Mrs Hooper declared a personal interest as Ruth Mason the applicant, teaches her granddaughters.

With reference to Community Chest application No. 98 by Lynher View Allotment Association, Councillors Yates, A Killeya and Mrs Hooper declared a personal interest as Saltash Community.net School has an allotment at the Wearde allotment site and Councillor Yates is a member of the School Governing Body and Councillor A Killeya teaches at the school and Mr Hunkin the applicant, is known to Councillor Mrs Hooper.

Councillor Mrs Hooper declared a personal interest in Community Chest application No. 99 by Saltash Cine and Video Group as she had some input into the application.

Councillors Clements, Yates and A Killeya declared a personal interest in Minute No. 38/09/10(a) as members of the Saltash Gateway Community Interest Company (CIC) and Councillor Austin declared a personal interest in the same Minute as he is a Director of the CIC.

Councillor Austin declared a personal interest in Minute No. 34/09/10 regarding the extension to the cemetery as he had submitted the planning application.

Councillor Mrs Hooper declared a personal interest in Minute No. 37/09/10 as she is a member of the Gorsedd

34/09/10

COMMUNITY CHEST APPLICATIONS

- (a) The following applications were considered and assessed on strength of project (4 points maximum), sustainability (2 points maximum), track record (1 point maximum), cost-effectiveness (1 point maximum), contribution by applicant (1 point maximum) and benefits to Saltash Town Council in terms of publicity, support for events or projects involving the Town Council (1 point maximum).

Following assessment, it was **RECOMMENDED** that:-

- (i) applications scoring under 5 are not considered for Community Chest Funding on this occasion.
- (ii) the following awards are made:-

<u>Organisation</u>	<u>Project</u>	<u>Award</u>
97 S.E.A.	Promotion of a series of live entertainment, open-air events	£750.00

(Councillor Austin left the meeting during discussion and voting on this application having declared a prejudicial interest)

98 Lynher View Allotment Ass.	Purchase mulching mower and strimmer	£350.00
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This was **RECOMMENDED** by 6 in favour and 2 abstentions (Councillors Gee and Killeya)

99 Saltash Cine and Video Group	Purchase video projector	£500.00
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This was **RECOMMENDED** by 7 in favour and 1 abstention (Councillor Killeya)

- 100 Tamar Protection Society – It was **RECOMMENDED** that this application is deferred to advise the applicant that the maximum grant is £1500 and to ask for a detailed breakdown of the cost but also that the Town Council would consider at the full Council meeting making an interest free loan for the remainder of the funds should they wish to apply.

35/09/10

CEMETERY EXTENSION

Councillor Austin reported that the planning application is proceeding through Cornwall Council as is the purchase of the land with Antony Estates. The Clerk reported a letter from Nicholls and Sainsbury to confirm the price to be paid and asking the Council to be responsible for Antony Estates Legal and Surveyors fees. It is also noted that the Estate will want to approve the design

of a standard allotment shed, the landscaping including tree planting, hedge planting and a variety of trees. They also wish to know if the toilet position had been agreed and the position regarding the water main supply. It was **AGREED**:

- (a) that the solicitors are advised the Council will accept 10% for the Estate's legal and surveyor's fees. The Estate is to be advised that the Council will put a T piece from the water main so that the \estate can take water to the barns and they are asked the location of their water meter. The cost of this will be negotiated
- (b) Mr S Foster will ask Cornwall Council about funding in the future. Councillor Austin has also asked Alison Gibson for information on grants which may be available.
- (c) a separate meeting will be held between Councillors Gee, Austin and the Town Clerk to talk about the financial issues regarding the scheme.

36/09/10

POLICIES

- (a) A further meeting between Councillors and the Clerk needs to be held regarding the Council's Disciplinary and Grievance Policy prior to the next meeting.
- (b) A discussion was held on when presentations by developers to the Council should be held. It was **RECOMMENDED** by 8 in favour and 1 abstention (Councillor Mrs Merryn Killeya) that a decision to make a pre-application fact finding presentation should be taken by the full Council in advance and in an emergency by the Mayor. The Planning Officer should be invited to attend and observe. The presentation to be made in the open forum part of the Council meeting. The Town Council will not routinely notify neighbours but Ward Councillors may wish to do so.

(Councillor Mrs Killeya arrived during the debate)

- (c) The Clerk stated that as more land and property may be taken on by the Town Council consideration should be given to a policy for those who undertake projects on land for which the Council is responsible. It was **RESOLVED** that a policy be written.

37/09/10

FINANCE

- (a) The Clerk reported that she had just written to Saltash United Football club regarding the outstanding loan.
- (b) The end of year carried forward figure was not yet available and will therefore be carried forward for discussion at the next meeting.
- (c) It was **RECOMMENDED** that a new account is opened at Barclays Bank for the Section 106 monies.

38/09/10

GORSEDD

- (a) A request was received from the Gorsedd to use the Town Seal on the Gorsedd mugs. Councillor Stephens stated that he was concerned as a matter of principle in granting permission for the use of the seal on items to be sold and this did not reflect on the Gorsedd as an organisation but as a general principle, as in the past permission has been refused on the seal being used on mugs etc.

It was **AGREED** by 6 in favour 2 against and one abstention (Councillor Gee) that an exception is made for the mugs for the Gorsedd as this will be a limited one off issue as commemorative for this occasion.

- (b) The Clerk reported that the Gorsedd wished for the money for the mugs and tickets for the concert to be put through the Town Council accounts. The Clerk stated that this would not be possible and it was **AGREED** by 7 in favour and 1 abstention (Councillor Stephens) that if the Gorsedd do not open a separate account that the Mayor's charity account be used provided they undertake that there will be no loss to the charity account. Payments into the account and cheques in payment from the account will be made through the office procedure.

39/09/10

INSURANCE

- (a) The Clerk reported a letter from Saltash Gateway Community Interest Company regarding the insurance and maintenance of the Turner painting at the Waterfront, the Silver Street mural and Fore Street mosaic seat and the banner post at Victoria Gardens. It was **AGREED** to leave until the next meeting to obtain the costs of insurance.
- (b) The Clerk reported that she had been asked to obtain advice on whether the Caretakers are insured to undertake outside work and a response to this is awaited.

40/09/10

E-MAIL ADDRESSES AND BUSINESS CARDS

- (a) The draft of a business card circulated to Councillors was **RECOMMENDED**.
- (b) A discussion took place on the provision of e-mail addresses for Councillors on the saltash.gov.uk website. It was proposed that Councillors have compulsory full incoming and outgoing e-mail addresses for Councillors on the saltash.gov.uk address. Amendment (a) was proposed that Councillors keep their own e-mail addresses and nothing else and amendment (b) was proposed that there is a Councillor address at saltash.gov.uk for an incoming address and it is up to individual Councillors as to which e-mail address to reply.

On amendment (b) being put to the vote it was **RECOMMENDED** by 3 in favour, 2 against and 4 abstentions (Councillors Mrs Knight, Gee, Clements and Stephens) that Councillors have an incoming address as

saltash.gov.uk. On being put as a substantive motion, the vote was 3 in favour and 6 against and therefore the substantive motion failed. Amendment (a) was put that Councillors keep their own e-mail addresses and nothing else. The voting was 3 in favour 3 against and 3 abstentions (Councillors Mrs Merryn Killeya, Yates and Gee) and therefore the Chairman used his casting vote in favour of Councillors keeping their own e-mail addresses and nothing else.

41/09/10 **CONFIDENTIAL PART II**

It was unanimously **RESOLVED** to move into Confidential Part II to receive quotations for supply of new computers and also information on the Toc H Building and that the press and public be excluded from the meeting.

42/09/10 **QUOTATIONS FOR NEW COMPUTERS**

In Confidential Part II three quotations for supply of new computers for the Council were considered.

43/09/10 **TOC H BUILDING**

In Confidential Part II information regarding the Toc H building was reported.

It was **RESOLVED** to move back into Part I.

44/09/10 **COMPUTERS**

It was recommended that the quotation of IRQ computers is accepted subject to a meeting with the company and the Mayor, Deputy Mayor, Councillor Gee Councillor Bickford and the Town Clerk to clarify specification to ensure complete security of data, including anti-virus and server etc.

45/09/10 **TOC H BUILDING**

It was **AGREED** that the Council write to a solicitor regarding the Toc H building.

46/09/10 **PRESS REPORTS**

It was **AGREED** that Councillor Mrs Hooper will issue a press report on the Section 106 monies and the restricted use of this on projects.

47/09/10 **DATE OF NEXT MEETING**

Tuesday 7th July 2009 at 7:00pm

Signed:
Chairman

Dated: 18th June 2009