

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Thursday 22nd November 2018 at 6:30 p.m.

PRESENT: Councillors: J Brady, R Bickford, G Challen (Deputy Mayor, ex-officio voting), J Dent, S Miller, M Parker, B Phillips - Chairman, B Samuels, P Samuels - Vice Chairman, G Taylor, D Yates.

ALSO PRESENT: 1 Members of the Public, R Lane – Town Clerk, S Emmett – Finance Officer, A Chick – Administration Officer.

APOLOGIES: Councillors J Rance.

HEALTH AND SAFETY ANNOUNCEMENTS

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

145/18/19 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

None.

146/18/19 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.

Councillor	Agenda Item	Pecuniary/Non-pecuniary	Reason
Yates	17a	Non-pecuniary	Member of Saltash Plougastel Twinning Committee.

- c. To consider dispensations required.

147/18/19 QUESTIONS FROM THE PUBLIC

None.

148/18/19 TO APPROVE THE MINUTES OF THE FOLLOWING SUB-COMMITTEES

- a. The minutes of the Property Maintenance held on Tuesday 30th October 2018 were confirmed and signed as a correct record.

RECOMMENDATION to Full Council that the Maurice Huggins Room subject to final costs being received within budget:

1. The building receive a general internal refurbishment to include the kitchen, insulation upgrade and the installation of a water heater in the toilets.
2. Establish an EMF for fit out with furniture and sundries.
3. The building upon finalisation of the works be promoted for community use.

149/18/19 ALL ACCOUNTS AND BANK ACCOUNTS RECONCILED UP TO 31st OCTOBER 2018

It was **RESOLVED** to note.

150/18/19 PETTY CASH RECONCILED UP TO THE 31st OCTOBER 2018

It was **RESOLVED** to note.

151/18/19 TO RECEIVE A REPORT ON VAT

It was **RESOLVED** to note.

152/18/19 TO RECEIVE THE VAT PARTIAL EXEMPTION FOR THE YEAR ENDED 31ST MARCH 2018

It was **RESOLVED** to note.

153/18/19 TO NOTE THAT AN AUDIT ON RECENT SUPPLIER PAYMENTS WAS CONDUCTED BY THE CHAIRMAN OF POLICY & RESOURCES IN LINE WITH THE COUNCIL'S FINANCIAL REGULATIONS. IT WAS NOTED THAT THERE ARE NO DISCREPANCIES TO REPORT

It was **RESOLVED** to note.

154/18/19 TO CONSIDER THE LEVEL OF STATUTORY CONTINGENCY

The Finance Officer reported that the auditor had recommended carrying out a risk assessment for the level required of 3 to 12 months operating costs.

It was **RESOLVED** to recommend that the Statutory Contingency be set at 4.5 months operating costs for the financial year 2019/20 as detailed on the precept document attached.

155/18/19 TO RECEIVE THE CURRENT STC AND COMMITTEE BUDGET STATEMENTS

It was **RESOLVED** to note.

156/18/19 TO RECOMMEND TO FULL COUNCIL THE BUDGETS AND FEES AND CHARGES FOR 2019/20

It was **RESOLVED** to recommend the budgets and fees and charges 2019/20 (as attached) to Full Town Council on the 6th December 2018.

157/18/19 TO RECOMMEND TO FULL COUNCIL THE PRECEPT FOR 2019/20

It was **RESOLVED** to recommend the 2019/20 precept of £1,156,981 (as attached) to Full Council on the 6th December 2018.

And that a press release and information sheet be made ready for Meet your Councillors on December 8th, council notice boards, social media and Guildhall to enable residents to understand that the increase in council tax charges relate to additional assets, devolved services from Cornwall Council that will be spent in Saltash rather than to Cornwall Council to maintain services.

158/18/19 CLERK'S REPORT ON DELEGATED AUTHORITY TO SPEND

None.

159/18/19 TO CONSIDER COMMUNITY CHEST AND FESTIVAL FUND APPLICATIONS

Councillor Yates declared an interest in the next agenda item and left the meeting.

a. Community Chest:

- i. Application 230 – Saltash Plougastel Twinning Association £600.00.

It was **RESOLVED** to grant the sum of £600 to the Saltash Plougastel Twinning Association.

Councillor Yates was invited and returned to the meeting.

- b. Festival Fund:

- i. Application 90 – Saltash May Fair £1,922.00.

It was **RESOLVED** to grant the sum of £1,922.00 to the Saltash May Fair.

160/18/19 TO APPROVE AND ADOPT STC POLICIES

- a. Grants Policy and Application (**pursuant to minute number 105/18/19 held on 18.09.18**).

It was **RESOLVED** to defer this item to the next meeting of the Policy and Resources meeting on Tuesday 29th January 2019.

161/18/19 TRANSPORTATION (BUS/TRAIN/ROAD)

Councillor Bickford gave an update on the situation regarding the railways in the south west.

It was **RESOLVED** to

1. Note.
2. Remove this item from future agendas.

162/18/19 TO RECEIVE REPORTS FROM WORKING GROUPS AND OUTSIDE BODIES

- a. Neighbourhood Plan Steering Group:

Councillor Yates updated members on progress to date.

It was **RESOLVED** to note.

- b. Road Safety Committee: None.

163/18/19 **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.

164/18/19 **AS REQUIRED OR IF NECESSARY**

None.

165/18/19 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**
To resolve that the public and press be re-admitted to the meeting.

166/18/19 **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

None.

167/18/19 **PRESS RELEASES**

None.

168/18/19 **DATE OF NEXT MEETING**

Tuesday 29th January 2019 at 6:30 p.m.

Rising at: 8.25p.m.

Signed: _____

Chairman

Dated: _____