



Saltash Town Council

Konsel an Dre Essa

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

8th May 2019

Dear Councillor,

I write to summon you to a meeting of the **Policy and Finance Committee** to be held at the Guildhall on **Tuesday 14th May 2019 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.

Yours sincerely

R Lane
Town Clerk

To Councillors:

Saltash North	Saltash South	Saltash East	Saltash West
Vacancy	M Fox	R Bickford	G Challen
J Peggs	S Lennox-Boyd	M Parker	J Dent
W Phillips	S Martin	J Rance	S Miller
B Samuels	A Pinckney	P Samuels	D Yates

AGENDA

1. Health and Safety Announcements.
2. To appoint a Chairman.
3. To appoint a Vice Chairman.
4. 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.

5. Apologies.
6. 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.
7. 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.

8. To consider Risk Management reports as may be received.
9. All accounts and bank accounts reconciled up to 31st March 2019.
10. Petty cash reconciled up to 31st March 2019.
11. To receive a report on VAT.
12. To receive a report on investments.
13. 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.
14. To receive the current STC and Committee budget statements.

15. Clerks report on delegated authority to spend.

16. To review the Scheme of Delegation.

17. To receive Code of Conduct Determination Notice:

Date	Reference	Councillor
15.04.2019	CCN044/18/19	Brady

18. To consider Community Chest and Festival Fund applications:

a. Community Chest:

Application number	Organisation	Amount requested
231	Saltash Maritime Cadets	£1,000.00
232	Cornwall Air Ambulance Trust	£1,000.00

b. Festival Fund: None.

19. Devolution:

a. To consider Waterside assets devolution from Cornwall Council.

b. To consider the public Conveniences at Callington Road and St Stephens.

20. To consider CCTV provision and costs.

21. To receive an update report on the ICO Registration of Councillors.

22. To approve adoption and amendment to the following policy:

a. Appointment of a Mayor's Cadet - To consider removing the word 'uniformed' from The Mayor of Saltash Protocol Guide.

23. To consider appointments to the following Working Parties:

Working Party	Composition	Current Membership
Section 106 Steering Group	Four Members	Cllrs Dent, Parker, Mayor and Deputy Mayor
S106 Working Party (Pursuant to minute no.412/18/19)	Three Members	Cllrs Dent, Parker and P Samuels
BS&FP Working Party (Pursuant to minute no.56/18/19)	Five Members	Cllrs Bickford, Dent, Parker, Phillips and B Samuels

24. To consider the following Sub Committees and its Terms of Reference and Membership:

Sub Committee	Composition	Current Membership	Finance Delegated Authority
Business Strategy & Forward Planning	Committee Chairman, Cllr Bickford, Mayor & Deputy Mayor	Cllrs Bickford, Brady, Challen, Parker, Phillips, Pinckney, B Samuels	Expenditure up to £5,000 on any separate occasion within the budget
Station Property	Five Members plus Mayor & Deputy Mayor	Cllrs Bickford, Dent, Phillips, P Samuels, Yates, Mayor & Deputy Mayor	Expenditure up to £5,000 on any separate occasion within the budget

25. To consider the Library as a venue for 'Meet Your Councillors'.

(Pursuant to minute no. 22/19/20 from the Full Town Council on 4 April 2019.)

26. Cornwall Council – Investment in South-East Cornwall – To arrange an engagement meeting with Councillors.

(Pursuant to minute no. 14/19/20 and 48/19/20)

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

- a. Neighbourhood Plan Steering Group.
- b. Road Safety Committee.

28. To receive Delivery of Youth Work reports - December 2018 to March 2019:

- a. Livewire
- b. The Core

29. 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.

30. As required or if necessary.

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

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

33. Press and social media releases.

34. Date of next meeting: Tuesday 23rd July 2019 at 6.30 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.

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