

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 1st December 2009 at 7:00pm

PRESENT:- Councillors M Gee (Chairman), R Austin (for part of meeting), P Clements, D Holley, Mrs S Hooper MBE, A Killeya (for part of meeting, attending Civic event), Mrs Merryn Killeya, C Riches, D Yates

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

APOLOGIES: Councillor P Stephens (K2 meeting)

124/09/10 DECLARATIONS OF INTEREST

Councillors Yates and Mrs Merryn Killeya declared a personal interest in Minute no. 127/09/10 relating to Burraton Community Centre, as they are members of a group which uses the premises and are friends of some of the members of the Board.

Councillor Austin declared a personal interest in Minute no. 125/09/10, relating to the cemetery extension, as he is taking a leading role.

All Councillors declared a personal interest in Minute no. 128/09/10(b), relating to Councillors' Basic Allowances.

125/09/10 EXTENSION TO CEMETERY

Councillor Austin reported that the draft contract has been received for consideration and he will be looking at some of the answers requested by the Council's solicitor.

Councillor Austin stated that there was a need to get a glossary together in order to submit to the County to try and get funding from them for the extension. Councillor Austin will put together the background need of the project and Mr Stead from Cornwall Council will add the technical piece. The proposed timescale will see the roads in and allotments completed by the end of September 2010 and this will then be allowed to settle until the Spring.

- (a) It was unanimously **RESOLVED** to move into Confidential Part II to consider revision to the purchase price of the land.
- (b) In Confidential Part II the price was discussed and it was unanimously **RESOLVED** to move back into Part I of the meeting to report the recommendation.
- (c) It was **RECOMMENDED** that the original purchase price is increased slightly, to take account of the measured area of land.

(Councillor Austin left the meeting.)

127/09/10

COMMUNITY CHEST APPLICATIONS

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>
104 Burraton Community Centre	For the removal of asbestos roof	£1500
105 Brunel Primary and Nursery School	To create allotments on the school site	

This was deferred for further information as follows:

- (a) Total cost of scheme and how much other funding is available.
- (b) Town Clerk to check the exact wording i.e. “educational” or “to schools”.
- (c) What difference would the Power of Wellbeing make?
- (d) Is there a Friends of the School organisation if it is not possible to give to the school?
- (e) Would the allocation of allotments be giving priority to the Town Council’s waiting list?

106 Saltash U3A Study day

This was deferred to obtain further information on the financial statement relating to a previous Town Council grant.

128/09/10

FINANCE

- (a) Consideration was given to the draft precept for 2010/11 and it was **AGREED** the following will now be put to the precept meeting on 8th December.
 - (i) With reference to the £10,000 for projects in the current year’s budget, CIC to identify projects and give reasons for the drawdown and this will be considered further on 8th December.
 - (ii) The re-payment of a loan for the cemetery extension is included in the precept of the Burial Board.

- (iii) The Clerk will obtain further information for the meeting on 8th December regarding robes and regalia, crime reduction, Mayor's allowance, office superannuation, office and IT equipment, performing rights and water for the Guildhall.
- (vii) Consideration of a budget for a roving blue-collar worker to be transferred to Civic Amenities Committee, as is the budget for Town Messenger.
- (viii) By 6 in favour, 1 against and 1 abstention (Councillor Mrs Merryn Killeya) £7500 is put in the precept for a CIC Project Officer, but the Clerk will speak to Mr Vincent at Cornwall Council to see if this could come from the Section 106 monies and, if this is permissible, then there be a nil precept for Project Officer. With regard to CIC projects, they should apply for S.106 money and, if this is not possible, then they bid against the £10,000 put in for CIC projects.

In considering the draft precept it was **RECOMMENDED** that:

- (i) The TV licence continues to be paid in order to protect the Council should any groups make use of the TV and the broadband.
 - (ii) Councillor A Killeya will speak with Cornwall CAB when he meets them this week to get some feedback as to whether Saltash can expect the same level of service now that they are under Cornwall CAB, and also obtain a breakdown of what was spent in Saltash last year.
 - (iii) The meeting with the Council's Bank Manager is noted.
- (b) The Clerk reported that the Cornwall Association of Parish Councils was unaware if other Councils pay the Basic Allowance. The formula is not binding but the Council must have regard to it when making a decision on the level it chooses to pay and must also publish a notice after resolving the level to pay. The legislation does not allow co-opted members to receive the Basic Allowance and as this is for costs of being a Councillor, it is not possible to pay co-opted Councillors an Honorarium.

It was **AGREED** that the Clerk makes further enquiries before the amount of allowance to be paid is discussed. However, £2,000 is put into next year's budget.

- (c) Councillor Holley reported that there will be a meeting with Mr S Besford-Foster on 7th December to discuss the S.106 monies. It was **AGREED** that Councillor Holley will e-mail Councillors to state that anyone is welcome to attend the meeting if they so wish.

(Councillor Mrs Hooper declared a personal interest in the Remembrance Day Service as she had connections with the band that had played at the service.)

(Councillors A Killeya, Mrs Merryn Killeya, P Clements, D Yates declared a personal interest in discussions on Saltash Gateway Community Interest Company (CIC) as members of the CIC. Councillor Bickford declared an interest in the same item as a Director of CIC.)

129/09/10 **QUALITY STATUS**

The Clerk reported that the renewal of the Quality Status is due in February 2010 and it was **AGREED** that the Town Council should reapply.

130/09/10 **LIVEWIRE DANCE PROJECT**

It was **AGREED** to defer this item until there are more details and the budget has been confirmed.

131/09/10 **NEW TABLES FOR GUILDHALL**

The Clerk circulated details of tables and it was **AGREED** that they are circulated to all Councillors to be discussed at the next meeting.

132/09/10 **PUBLIC CATALOGUE FOUNDATION**

There is nothing further to report at present.

133/09/10 **POLICIES**

- (a) The Standing Orders are with Councillor Gee at the moment for review of the financial part.
- (b) Waiting for Councillors comments on the disciplinary and grievance policy.
- (c) The draft protocol on staff/councillor relations is waiting for a response to an issue from the Town Clerk.

134/09/10 **MCTI E-MAIL ACCOUNT**

Councillor Bickford stated that, within a month or so, there will be a new CIC account for outgoing mail. The incoming e-mail address will be left for a period, so that any incoming mail can be filtered. It was **AGREED** to leave on the agenda until the transfer is complete.

135/09/10 **TOC H BUILDING**

Councillor Mrs Hooper reported that one of the original Toc H members has copies of documents and it was **AGREED** that these are obtained and passed to the Councils' solicitor for advice.

136/09/10 **CIVIC REGALIA**

The Clerk reported that the valuation of the regalia will not take place until January.

137/09/10 **MAYOR'S CADET**

Councillor Killeya submitted a paper on a proposal for a Mayor's cadet. It was **AGREED** by 7 in favour and 1 against that this is supported in principle and that Councillor Killeya now prepares a detailed paper to come to the next committee meeting. The Mayor's cadet would attend civic occasions and be invested with a badge of office.

138/09/10 **NOMINATION FOR FREEMAN OF THE TOWN**

It was unanimously **RESOLVED** that this is taken in Confidential Part II at the end of the meeting.

139/09/10 **DATES OF MEETINGS FOR NEXT YEAR**

Councillor Killeya circulated a paper on proposed changes to dates of meetings in order to spread meetings to one a week where possible. It was **RECOMMENDED** by 8 in favour and 1 abstention (Councillor Yates) that from 1st April 2010, Option C is put in places and the dates of the following are made:-

Extra Committee Meeting if approved on 1st Monday of the month
Town Council is changed to the 1st Thursday of the month,
Civic Amenities is changed to the 2nd Wednesday of the month
P & R is changed to the 3rd Tuesday of the month
ICTT remains on the 4th Monday of the month

140/09/10 **CONFIDENTIAL PART II**

It was unanimously **RESOLVED** that the meeting move into Confidential Part to consider Freedom of the Town and staffing issues.

141/09/10 **FREEDOM OF THE TOWN/STAFFING**

It was **RESOLVED** to return to Part I of the meeting and having reported issues in Confidential Part II, it was **RECOMMENDED** that:-

- (a) The Freedom of the Town is awarded during 2010.
- (b) An additional six hours per week is worked by a member of staff during the sickness reported to be taken from administration budget remaining in the current financial year

142/09/10 **PRESS REPORTS**

It was **AGREED** that there were no press reports required.

143/09/10 **DATE OF NEXT MEETING** Tuesday 8th December 2009 at 7:00 pm
Precept Meeting Tuesday 5th January 2010 at 7:00pm.