



Saltash Town Council

Konsel an Dre Essa



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

4th December 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 10th December 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:

Saltash North	Saltash South	Saltash East	Saltash West
S Gillies	M Fox	R Bickford	G Challen
J Peggs	S Lennox-Boyd	M Parker	J Dent
W Phillips - Chairman	S Martin	J Rance	S Miller
B Samuels	A Pinckney	P Samuels – Vice Chairman	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:
 - 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.
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 consider Risk Management reports as may be received.
7. To approve the minutes of the following Sub-Committees and consider any recommendations: None.
8. All accounts and bank accounts reconciled up to 31st October 2019.
9. Petty cash reconciled up to 31st October 2019.
10. To receive a report on VAT.
11. To receive a report on investments.
12. 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.
13. To receive the current STC and Committee budget statements.
14. To consider committee budget virements.

15. To resolve to opt to tax exempt supplies on the Library Building PL12 6DX.

16. To receive a report from the Finance Officer.

17. Clerks report on delegated authority to spend.

18. To consider Community Chest and Festival Fund applications:

a. Community Chest:

None.

b. Festival Fund:

Application number	Organisation	Amount requested
95	Saltash Music and Speech & Drama Festival 2020	£1,000.00
96	Saltash VE75 Committee	£1,486.00
97	Saltash Regatta	£2,985.20
98	Saltash May Fair 2020	£1499.50

19. Policies:

a. The Role of Saltash Town Council Representatives on Outside Bodies.

20. To appoint a Town Council Representative for The Mabbott Trust.

21. To review the advertising of the Town Messenger (**Pursuant to minute no.100/19/20 P&F 29.10.19**).

22. To consider the use of the Guildhall for St Petrocs (**Pursuant to minute no. 222/19/20 FTC 07.11.19**).

23. To receive reports for Detached Youth Work from March 2019 to March 2020:

- a. Livewire
- b. The Core
- c. Junkyard Skate Park

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

- a. Neighbourhood Plan Steering Group
- b. Road Safety Committee
- c. Saltash Team For Youth
- d. Section 106 Steering Group
- e. Strategic Working Party

25. 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.

26. As required or if necessary.

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

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

29. Press and social media releases.

30. Date of next meeting: Tuesday 25th February 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 and did not Vote	Ongoing Dispensation	Dispensation Requested	No Interest Declared