

SALTASH TOWN COUNCIL

Minutes of an Extra-Ordinary Meeting of Saltash Town Council held in The Guildhall on Wednesday 26th May 2010 at 4.30 pm

PRESENT: Councillors A Killeya (Chairman), R Austin, G Ellison, M Gee, C Oakes, B Reid, C Riches (late arrival) and D Yates

APOLOGIES: Councillors R Bickford, P Clements, D Holley, Mrs S Hooper MBE, Mrs Merryn Killeya, W Phillips, and P Stephens ISM

56/10/11 **DECLARATIONS OF INTEREST**

All Councillors present declared a personal interest in Minute number 57/10/11, as they serve on the Council with Councillor Mrs Hooper.

Councillors Ellison and Gee declared a personal interest in Minute number 59/10/11, Elwell Woods, as they are on the steering group, but it is a non-financial update.

57/10/11 **STAFFING**

Councillor A Killeya updated the meeting on the staffing situation. It was unanimously **RESOLVED** that:

- a) The position of Town Clerk be made an unpaid post from 1st June – 13th June 2010 inclusive.
- b) Councillor Mrs Hooper MBE be temporarily appointed Town Clerk for the period 1st – 13th June 2010 inclusive.
- c) The position of Town Clerk be made a paid post from 14th June 2010 onwards.
- d) Ms Debbie Ashton be temporarily appointed Town Clerk from 14th June 2010 until a permanent appointee takes post, on NJC Grade 39 for 7.5 hours per week; with extra hours from evening meetings to be paid at the same rate.

It was noted that Ms Ashton's first day in the office will be Tuesday 15th June, and that she will work on Thursdays after that, in addition to evening meetings.

Councillor A Killeya noted that until a permanent appointee takes post all Councillors may be asked to give extra support, and expressed his thanks to Councillor Oakes for agreeing to be in the office on the afternoons of 27th and 28th May to allow it to remain open.

58/10/11 **FINANCE**

Councillors Gee and A Killeya updated the meeting on the situation regarding the Auditors report. It was noted that the internal Auditors report was generally positive, but with some reservations regarding the timing of the risk assessment.

It was unanimously **RESOLVED** that:

- a) The Council agree the Accounting Statement and Annual Governance Statements, with the reservations arising from the internal Auditors Report.
- b) Councillors Gee and A Killeya take responsibility for ensuring that these documents are completed and sent off.

59/10/11 **ELWELL WOODS**

Councillor G Ellison updated the meeting on the importance of agreeing the leasing arrangements for Elwell Woods with Cornwall Council. It was noted that this has previously been agreed, and agreed that the Town Clerk would be asked to confirm that the appropriate letters had been sent.

60/10/11 **CONFIDENTIAL PART II**

The chairman noted that he had agreed to take an urgent non-financial item.

It was unanimously **RESOLVED** to move into Confidential Part II to discuss urgent information from Councillor Austin.

Having discussed the issues, it was **RESOLVED** to move back into open Council.

61/10/11 **LEISURE FACILITIES**

It was **RESOLVED** that Councillors Austin and Ellison investigate the situation regarding leisure facilities in Saltash and report back to a future meeting.

62/10/11 **COMMON SEAL**

It was **RESOLVED** that the Common Seal of the Council be affixed to all Deeds and Documents necessary to give effect to the foregoing Acts and Proceedings.

Signed: _____
Chairman

Dated: _____ 3rd June 2010