

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 18th May 2010 at 7:00pm

PRESENT:- Councillors M Gee (Chairman), P Clements, D Holley, Mrs S Hooper MBE, A Killeya (late arrival), Mrs Merryn Killeya (late arrival), C Oakes, P Stephens ISM, D Yates, C Riches

ALSO PRESENT:- Councillors R Austin, R Bickford
Mrs M Small (Town Clerk)

APOLOGIES: Councillor W Phillips

18/10/11 ELECTION OF CHAIRMAN OF COMMITTEE

It was unanimously **RESOLVED** that Councillor Oakes takes the Chair for election of Chairman and Vice-Chairman of the Committee.

It was unanimously **RESOLVED** that Councillor Gee is re-elected Chairman of the Committee for the ensuing year.

19/10/11 ELECTION OF VICE-CHAIRMAN

It was unanimously **RESOLVED** that Councillor Mrs Merryn Killeya be re-elected Vice-Chairman of the Committee for the ensuing year.

(Councillors A Killeya and Mrs Merryn Killeya arrived.)

20/10/11 DECLARATIONS OF INTEREST

Councillor Stephens declared a personal interest in the Community Chest applications by St John Ambulance, the Air Cadets, and Tamar Trotters Junior Athletics Club as he works with them as Chairman of the May Fair Committee. He also declared a personal interest in the application by K2 Youth Centre as he is on their Management Committee.

Councillor Clements declared a personal interest in the applications for Community Chest funding for St John Ambulance, Air Cadets and Tamar Trotters Junior Athletics Club as a member of the May Fair Committee.

Councillor Mrs Merryn Killeya declared a personal interest in the application for Community Chest funding for St John Ambulance as she will be fundraising for them and in the Air Cadets application as Pilot Officer Bowden of the Air Cadets is known to her.

Councillor Bickford declared a personal interest in the Community Chest applications by the St John Ambulance and the Air Cadets as they help at the Regatta, of which he is a member of the Committee.

Councillor A Killeya declared a personal interest in the applications for Community Chest funding by St John Ambulance, Tamar Trotters Junior

Athletics Club and the Air Cadets as he is President of the May Fair Committee and the organisations help at that event. He also declared a personal and prejudicial interest in the Community Chest application by Liskeard and SE Cornwall Breathers as they help at Saltash.net Community School where he is a teacher.

Councillor Yates declared a personal interest in Liskeard and SE Breathers as he is a Governor at Saltash.net Community School at which the organisation is involved.

All Councillors declared a personal interest in the Community Chest application by Tamar Trotters Junior Athletics Club as the applicant is Mr Bill Phillips who is now a Saltash Town Councillor.

21/10/11

COMMUNITY CHEST APPLICATIONS

- (a) 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:-

Applications Deferred from Round 2 March 2010:

<u>No.</u>	<u>Organisation</u>	<u>Project</u>	<u>Award</u>
109	Tamar Trotters Junior Athletics Club	New equipment.	£500
Councillors Gee, Riches and Stephens abstained.			
111	St John Ambulance Saltash	St John needs to install a ramp and new entrance to allow easier access for people with disabilities and parents with pushchairs. Also need to upgrade toilet facilities to suit the above groups.	£1000
113	K2 Youth Centre	Developing an after school drop-in session based on healthy minds and bodies. Young people encouraged to take part in preparing, eating and sharing healthy food.	£500

(Councillor Stephens left the meeting during discussion of K2 application having declared a personal and prejudicial interest.)

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| 116 | Saltash Rowing Club | To buy “skiff”, four oars and one pair of paddles. | £500 |
| 117 | Saltash Air Cadets | To purchase travelling outfits for the Air Cadets.
This is deferred in order to obtain a non-audited set of accounts for the local Air Cadets and a copy of the balance from RAF Cramwell, as suggested in their application. | |
| 118 | Callington and Saltash CATS | To put towards the cost of running the 2011 awards evening.

This is deferred to ask whether they are approaching Callington Town Council for similar assistance. | |
| 119 | Liskeard and SE Cornwall Breathers | To purchase a laptop, printer/scanner, display items, pull-up banner | £694 |
- (Councillor A Killeya left the meeting during discussion of this application having declared a personal and prejudicial interest.)**

22/10/11 USE OF SEALS

Councillor A Killeya reported that, having awarded the Liskeard and SE Cornwall Breathers a Community Chest application, they asked permission to use the Town Council seals in the publicity. It was **AGREED** that they are permitted to use the Town Council’s logo i.e. Saltash, Cornwall’s 1st Place.

(Councillor Killeya did not vote on this application having declared a personal and prejudicial interest in the Community Chest application.)

23/10/11 GRIT BINS

It was **AGREED** that the list of places already submitted is considered for the June meeting of the Committee.

24/10/11 GUILDHALL

- (a)&(c) It was **AGREED** to set up a working group of Councillors Gee, Mrs Merryn Killeya and Oakes to look at the requirement for new tables and to draw up a list of recommendations of items needing to be looked at.
- (b) Councillor Mrs Hooper will reply to Eco-Kids asking them to carry out a Green appraisal of the Guildhall for which, in principle, the Council will make a donation of an amount to be agreed following the survey.

25/10/11 **UPDATE ON CEMETERY**

Councillor Austin stated that he had nothing further to report, other than at the last Town Council meeting. It was noted that the Town Clerk had extended the period of borrowing approval which should now be taken up before September. It was **AGREED** that:

- (a) when the tenders come back, it should then be decided on how much to borrow,
- (b) the bill for Nicholls and Sainsbury on the work for purchase of the land is approved for payment.

26/10/11 **CORNWALL COMMUNITY GRANTS**

Councillor Yates stated that three items might be considered to apply to Cornwall for part of their Community Grant funding:

- (i) If the County is not willing to pay for the Community Emergency Plan, then application could be made for a Community Grant.
- (ii) Power turbines in streams to make electricity, which would support the transition bid by SEA.
- (iii) Salt Mill open arena/theatre.

It was **AGREED** that Councillor Yates should submit further information regarding (ii) above and also self-publicity for the Town Council to be considered at the next meeting.

27/10/11 **TOWN MACES**

- (a) It was noted that arrangements for withdrawing the maces from the bank will lie with the Staffing Committee as discussed at the Town Council meeting.
- (b) Prices are obtained for the repair/cleaning of the maces.

28/10/11 **REQUEST TO USE TOWN SEALS**

The Clerk reported that U3A had requested to use the Town seals on a hanging/banner for the Group on an embroidery project they wish to undertake. It was **AGREED** that the seals are not used but that Council's logo stating Saltash, Cornwall's 1st Place is permitted.

29/10/11 **SAGE ACCOUNTS**

It was **AGREED** that, as the cover for the Sage accounts and payroll systems is within budget, these are approved for payment.

30/10/11 **REQUEST FOR PAYMENT TO SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)**

A letter was reported from CIC requesting that the funding for the Project Co-ordinator for the financial year 2010/11 is released. It was **RECOMMENDED** that the £5,000 in the budget for the Project Officer is transferred to CIC.

(Councillors Bickford and Austin declared a prejudicial interest as Directors of CIC and left the meeting during discussion of this item.)

31/10/11 **POLICIES**

It was **AGREED** that consideration of all policies is deferred to a future meeting.

32/10/11 **TOC H BUILDING**

There was nothing further to report on this item at the present time.

33/10/11 **CONFIDENTIAL PART II**

It was unanimously **RESOLVED** that the Council move into Confidential Part II to discuss staffing.

34/10/11 **STAFFING**

Having discussed the issue in Confidential Part II, it was **RECOMMENDED** that:

- (a) The Town Clerk's monthly contract is not renewed at the end of May.
- (b) An interim system with a temporary Town Clerk is instituted.
- (c) The first round of interviews for a permanent Town Clerk will take place on 25th May 2010.

35/10/11 **AUDIT**

The annual governance statement was submitted for approval by the Town Council and it was **AGREED** that this is deferred until a full Council meeting in the coming week.

36/10/11 **PRESS REPORTS**

It was **AGREED** that no specific press reports were required at the present time.

33/10/11 **DATE OF NEXT MEETING**

Tuesday 15th June 2010 at 7pm.

Councillors A and Mrs Merryn Killeya submitted their apologies.

Signed: _____
Chairman

Dated: 3rd June 2010