

## SALTASH TOWN COUNCIL

### Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 4<sup>th</sup> December 2007 at 7:30pm

**PRESENT:-** Councillors M Gee (Chairman), R Austin, N Challen, Mrs S Hooper, D Holley, A Killeya, Mrs F Knight, C Riches

**ALSO PRESENT:-** Councillors R Bickford, P Clements, D Yates  
Mrs M Small (Town Clerk)

**APOLOGIES:-** Councillors Mrs S Lennox-Boyd, P Stephens

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#### **83/07/08 DECLARATIONS OF INTEREST**

Councillor Mrs Hooper declared a prejudicial interest in Minute No. 84/07/08 regarding a Community Chest application by Saltash Rotary as she President of SHADO and will leave the meeting during discussion of the item. She also declared a personal interest in the SWISH Community Chest application as she had an association with the group in its infancy.

#### **84/07/08 COMMUNITY CHEST FUNDING**

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>
70. SWISH	Provision of day care places for young mothers attending the group & hoping to take children to local historical sites	0
71. ASK	Hire of pool for sponsored swim	168
72. Rotary	Work to SHADO building (Deferred for further information)	
73. 2 <sup>nd</sup> Saltash Scouts	Replace marquee and buy tables and chairs	640

**85/07/08**     **EXTENSION TO CEMETERY**

Councillor Austin reported that Mr Masters at the District Council is arranging to draw up draft plans for the new cemetery before Christmas. The Town Council's offer to purchase the land is currently with Sir Richard Carew Pole.

**86/07/08**     **ONE CORNWALL**

The Parish and Town Council Survey was completed following discussions with Mr Stephen Ford from the One Cornwall Team and Mrs Sarah Mason from the Cornwall Association of Local Councils held on the 29<sup>th</sup> November 2007. It was **AGREED** that the form be sent to Councillors electronically for approval prior to being submitted to the One Cornwall Team.

**(Councillor Austin left the meeting)**

**87/07/08**     **PROPOSED ERNESETTLE WASTE INCINERATOR**

Councillor Riches reported that he is in the process of getting some data together from the Met. Office about wet conditions in this part of the valley. Further additional information may be submitted before 19<sup>th</sup> December if necessary.

**88/07/08**     **GREEN SURVEY OF GUILDHALL**

Swift Consultants Ltd had submitted a cost of £85 plus VAT to critically analyse the utility usages and processes so that the most effective use of them can be devised which will also reduce the Carbon Footprint". If further assistance is required as a result of the survey, then separate negotiations can take place for those tasks. It was **RECOMMENDED** that the survey is undertaken as quoted.

**89/07/08**     **GROUNDS PERSON**

The Clerk reported that the Grounds Person had the opportunity of undertaking a free course being held at Ince Castle. The Course is run by Lynher training and is in Chainsaw and cross cutting, small engine maintenance and hand pruning. It will involve a day release on a Friday for 10 weeks and at the end the Mr Read will be awarded a certificate of basic training and will also receive a chainsaw and the protective wear. He will then be able to undertake any pruning work for the Town Council. It was **AGREED** that Mr Read be granted day release, subject to him being insured by Lynher training.

**90/07/08**     **TIMETABLE OF COMMITTEE WORK**

It was **AGREED** that this item is deferred to the next meeting.

**91/07/08**     **NATIONAL PAY AWARDS AND APPOINTMENT OF STAFF**

The Clerk reported that the 2007 National Pay Awards had now been agreed. It was **RECOMMENDED** that the salaries of staff be increased as per the Awards and back-dated to 1<sup>st</sup> April 2007, which equated to just below 2.5%.

The Clerk also reported that Mr Dan Read, Mr Colin Richings, and Mrs Laura Ainsworth had all completed satisfactory three month trial periods. It was **RECOMMENDED** that all are confirmed as permanent appointments and be admitted into the superannuation scheme as appropriate.

**(The Town Clerk declared a prejudicial interest)**

**92/07/08**    **CAB BUILDING**

The Chairman asked that an e-mail from Saltash Gateway Community Interest Company regarding a bid for the CAB building is considered as an urgent item. It was **RECOMMENDED** that in principle the Town Council take over the building from the District Council, subject to obtaining a report on its current state of repair and subject to a valuation.

**93/07/08**    **TOWN CRIER**

The Clerk reported that she had today been asked to sign a form for the Guild of Town Criers which stated that the Town Council had appointed Mr Brian Whipp as Town Crier. The form had to be completed in order for insurance to be obtained for Mr Whipp.

It was **AGREED** by 6 in favour and 1 against that the Town Clerk should complete the form.

The Clerk stated that she was concerned that the Town Council had not appointed Mr Whipp and that he was not accountable to the Town Council but to an independent group.

**94/07/08**    **PRESS REPORTS**

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

**95/07/08**    **DATE OF NEXT MEETING**

Tuesday 8<sup>th</sup> January 2008 at 7.30 pm

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Chairman  
20<sup>th</sup> December 2007