

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Finance Committee held on the virtual platform Zoom on Tuesday 19th May 2020 at 6.30p.m.

PRESENT: Councillors R Bickford, G Challen, J Dent, M Fox, S Gillies, S Lennox-Boyd, S Martin, M Parker, J Peggs, W Phillips – Chairman, A Pinckney, J Rance, B Samuels, P Samuels – Vice Chairman, D Yates.

ALSO PRESENT: R Lane – Town Clerk, S Burrows – Assistant Town Clerk, S Emmett – Finance Officer, A-J Thomas – Senior Policy and Data Compliance Monitoring Officer, J Hingley – Finance Assistant

APOLOGIES: None

ANNOUNCEMENTS

The Chairman confirmed that all present could hear the proceedings.

The Chairman confirmed all persons present.

The Chairman confirmed the meeting was quorate.

The Chairman informed all attendees of the procedure for the meeting.

01/20/21 **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

The Senior Policy and Data Compliance Monitoring Officer informed the Chairman that the meeting would be recorded for the purpose of minute taking.

Councillor Bickford confirmed that he would be recording the meeting.

02/20/21 **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.

None.

- c. To consider dispensations required.

Councillor Rance informed the committee that the dispensation held allowing her to participate in discussions about youth work had expired and requested that a new dispensation is granted.

It was **RESOLVED** to grant Councillor Rance a dispensation to participate or participate further in any discussion of that business by that body to 5th May 2021.

03/20/21 **QUESTIONS FROM THE PUBLIC**

None.

04/20/21 **ALL ACCOUNTS AND BANK ACCOUNTS RECONCILED UP TO 31st MARCH 2020**

It was **RESOLVED** to note.

05/20/21 **PETTY CASH RECONCILED UP TO 31st MARCH 2020**

It was **RESOLVED** to note.

06/20/21 **TO RECEIVE A REPORT ON VAT**

The Finance Officer reported that the VAT Return was submitted for the period 01/01/20 – 31/03/20. This resulted in £98,644 refund due to the station construction works expenditure. The next VAT return is due for the 01/04/20 – 30/06/20 on the 7th August.

It was **RESOLVED** to note.

07/20/21 **TO RECEIVE A REPORT ON INVESTMENTS**

- a. The Finance Officer reported the following investments:
- £200,000 with Public Sector Deposit Fund (Variable Interest Current Average 0.38%)
 - £549,233 with Barclays Active Saver. (Interest Rate 0.20%)
 - £100,650 with Nationwide on a 95 Days' Notice. (Interest Rate 0.6%)
 - £504,690 with Cornwall Council Instant Access Account. (Interest Rate Variable currently between 0.90% - 0.98%)

It was **RESOLVED** to note.

- b. The Finance Officer reported that the current balance in the Barclays accounts exceeded the risk threshold and recommended that the following transfers are made:
- From the Current A/c £80,000 to Nationwide
 - From the Active Saver £100,000 to Nationwide.

This will give a total of £280,000 in Nationwide and with the public sector deposit account whilst retaining immediate access to contingency funds if required.

It was **RESOLVED** to approve the transfers.

08/20/21 **TO NOTE THAT AN AUDIT ON RECENT SUPPLIER PAYMENTS WAS CONDUCTED BY THE CHAIRMAN OF POLICY & FINANCE IN LINE WITH THE COUNCILS FINANCIAL REGULATIONS. IT WAS NOTED THAT THERE ARE NO DISCREPANCIES TO REPORT**

It was **RESOLVED** to note.

09/20/21 **TO RECEIVE A REPORT FROM THE FINANCE OFFICER**

The year-end is progressing well with a completion date for the Annual Governance and Accountability Return (AGAR) of the 4th June which is the current scheduled next Full Council Meeting.

It was noted that digital signatures will not be accepted on the return and a procedure has been put in place for 'wet' signatures to be applied in the required time frame.

It was **RESOLVED** to note.

- 10/20/21** **CLERKS REPORT ON DELEGATED AUTHORITY TO SPEND**
- None.
- 11/20/21** **TO RATIFY THE COVID-19 DELEGATED DECISION REGISTER FOR ALL POLICY AND FINANCE DECISIONS**
- It was **RESOLVED** to approve all decisions taken under delegated authority.
- 12/20/21** **TO RECEIVE THE FINAL REPORTS FROM THE PROFESSIONAL YOUTH WORK TEAM**
- a. Junkyard Skatepark
- It was **RESOLVED** to note.
- b. Livewire
- It was **RESOLVED** to note.
- c. The Core
- It was **RESOLVED** to note.
- 13/20/21** **TO APPROVE THE PROFESSIONAL YOUTH WORK TO GO OUT TO TENDER**
- Councillor Rance briefed the committee on the background to the funding of professional youth work in the town by the Town Council, the current status and anticipated future need.
- Councillor Rance then left the meeting and did not vote.
- It was **RESOLVED** to issue the tender for professional youth work subject to an extended application period of eight weeks.
- Councillor Rance was invited and returned to the meeting.
- 14/20/21** **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**
- It was **RESOLVED** 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.

15/20/21 **TO CONSIDER CORNWALL COUNCIL ACTING ON BEHALF OF SALTASH TOWN COUNCIL FOR ANY COMPLAINT RECEIVED FROM PERSISTENT COMPLAINANT NUMBER PC001 UNDER THE CODE**

It was **RESOLVED** that Cornwall Council continue to act on behalf of and as the single point of contact for Saltash Town Council for any complaint received from persistent complainant number PC001.

16/20/21 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

It was **RESOLVED** that the public and press be re-admitted to the meeting.

17/20/21 **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN.**

None.

18/20/21 **PRESS AND SOCIAL MEDIA RELEASES.**

It was **RESOLVED** to issue the following Press and Social Media Releases:

1. Professional Youth Work tenders.

19/20/21 **DATE OF NEXT MEETING**

Tuesday 9th June 2020 at 6.30 p.m.

Rising at 7.10 p.m.

Signed: _____
Chairman

Dated: _____