

## SALTASH TOWN COUNCIL

### Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 19<sup>th</sup> October 2010 at 7:30pm

**PRESENT:** Councillors: D Holley, A Killeya, M Killeya (Vice-Chairman), W Phillips, C Riches, D Yates.

**ALSO PRESENT:** Councillor R Austin  
Ray Lane Town Clerk

In the absence of the Committee Chairman it was unanimously **RESOLVED** that the Vice Chairman take the chair.

Councillor M Killeya in the Chair.

**APOLOGIES:** Councillors: M Gee (Chairman), Mrs S Hooper MBE, C Oakes.

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The Chairman welcomed the Affordable Housing Team Leader (East) and moved that a presentation to be received on the Affordable Housing Development Plan Document would be moved from agenda item 16 to agenda item 3.

#### **103/10/11      DECLARATIONS OF INTEREST**

Councillor A Killeya declared a personal interest in minute number 104/10/11 and minute number 111/10/11.

Councillor R Austin declared a prejudicial interest in minute number 111/10/11.

Councillor D Yates declared a personal interest in minute number 111/10/11.

Councillor M Killeya declared a personal interest in minute number 111/10/11.

#### **104/10/11      AFFORDABLE HOUSING DEVELOPMENT PLAN**

The Affordable Housing Team Leader (East) presented members with a resume of the Affordable Housing Development Plan Document Consultation Briefing (copy on file) which is required to be completed by 5pm, 29<sup>th</sup> November 2010. This was followed by a question and answer session enabling the Affordable Housing Team Leader (East) to address Members' questions and clarify areas of concern.

It was **RESOLVED** that Councillors send their comments and responses to the Clerk for compilation and completion by the Mayor.

#### **105/10/11      PRECEPT 2011/2012**

- (a) The Mayor informed members that a precept steering group meeting was to be held on Thursday 28<sup>th</sup> October 2010 and that it was intended that each committee would compile its budget at its November meeting, for consideration of Full Council in December.

It was **RESOLVED** that the report be noted.

**106/10/11**      **CLERK'S REPORT ON DELEGATED AUTHORITY TO SPEND**

The Clerk gave an overview of activity to date which had incurred no reportable expenditure.

It was **RESOLVED** that the report be noted.

**107/10/11**      **GUILDHALL**

- (a) The Clerk reported that purchase of new tables for the Guildhall was ongoing.
- (b) The Clerk reported that quotes were currently being sourced in relation to the building survey and works schedule.
- (c) The Clerk reported that the hearing loop had been checked and was in full working order.
- (d) The Clerk reported that the new copier was in situ and the old copier had been relocated to the top office.  
The Chairman confirmed that this item may now come off the agenda.
- (e) The Clerk reported that the new boiler pumps were operating to an unacceptable noise level and the supplier was in the process of carrying out checks.
- (f) Members considered the layout of meetings in relation to improving the acoustics, for the benefit of the public and press attending.
- (g) Members agreed that maintenance issues relating to the toilet floor in the disabled toilet would be addressed under the planned maintenance schedule.

It was **RESOLVED** that:

- 1. The reports be noted.
- 2. A horse shoe set up be introduced for the next committee meeting with Members' name plates, to provide improved acoustics and communication for the press and public.

**108/10/11**      **CEMETERY EXTENSION**

- (a) Councillor R Austin gave a verbal update on progress to date (copy of works programme on file) stating that the programme was a week over schedule and that the completion date was as ever dependent upon the weather.
- (b) Councillor R Austin presented members with a number of contract variations for the extension.

It was **RESOLVED** that:

- 1. The report be noted.
- 2. The proposed variations be referred to the Working Group for determination.

**109/10/11**      **SALT BINS**

- (a) The Chairman confirmed that Councillor D Yates and a Caretaker would be attending a half day training course provided by Cornwall Council.
- (b) In response to a request from Cornwall Council for alternative sites for the relocation of two salt bins it was agreed that:
  - (i) The bin in the Fore Street be relocated to the corner of Two Hills Park and Yellow Tor Road.
  - (ii) The bin in Adit Lane to remain in situ.

It was **RESOLVED** that:

- 1. The reports be noted.
- 2. The agreed locations referred to above be notified to Cornwall Council.

**110/10/11**      **TOC H**

The Chairman reported that Councillor Gee had written to Cornwall Council registering the Town Council's interest should Cornwall Council consider alternative uses for the site.

It was **RESOLVED** that the Clerk contact Cornwall Council and inform them that the Town Council would wish to be consulted, as opposed to notified, should they be considering alternative uses or disposal of the site.

**Prior to the next item Councillor R Austin, having declared a prejudicial interest, left the chamber.**

**111/10/11**      **COMMUNITY HEALTH NETWORK PROJECT**

Members considered a request for funding from the Saltash Gateway Community Interest Company relating to a Community Health Network Project (copy on file).

Members agreed that other more cost effective options should first be considered including grant applications to support the initiative.

It was **RESOLVED** that the CIC representative meet with the Mayor, Chairman and Vice Chairman of this Committee and Clerk to discuss more cost effective options and grant applications.

**Councillor R Austin was invited to return and rejoined the meeting.**

**112/10/11**      **CORNWALL'S COMMUNITY GRANTS**

None.

**113/10/11**      **POLICIES**

Members considered at length the current practice of holding an open vote to determine planning application responses. It was agreed the current practice of

an open vote, with the Mayor holding the casting vote should it be necessary, be proposed as a recommendation to Full Council for adoption as policy.

It was **RESOLVED** that current practice referred to above be proposed as a recommendation to Full Council for adoption as policy.

**114/10/11**      **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed it was **RESOLVED** that the press/public be excluded from the meeting for the following item of business.

**115/10/11**      **BANK ACCOUNTS AND FINANCE**

The Clerk updated members on the current status of accounts.

**116/10/11**      **AUDIT**

- (a) The Clerk updated members on the current status of the audit.
- (b) The Clerk updated members on the outcome of the internal audit.

It was **RESOLVED** that the reports be noted.

**117/10/11**      **PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960**

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

**118/10/11**      **URGENT MATTERS BROUGHT FORWARD BY THE CHAIR**

- (a) Members considered a quote for the repair of the Maces.

It was **RESOLVED** that the quote be considered in detail at the next meeting.

- (b) Members considered a quote for the supply of secure storage boxes for the maces.

It was **RESOLVED** that the quote be considered in detail at the next meeting.

- (c) Members considered a request for Cornish Flags to be flown in Fore Street utilising the Christmas tree brackets.

It was **RESOLVED** that the request be considered in detail at a meeting of the Full Council and the Clerk investigate insurance details.

- (d) The Mayor spoke on the issue of enabling the longest possible period of notice for the public on planning applications.

It was **RESOLVED** that the Clerk and staff will put any planning application to the latest meeting of the Council feasible to enable as long a period of notice as possible for the public.

- (e) Members considered a request from St John Ambulance regarding a time extension to a Community Chest grant from 31<sup>st</sup> October 2010 to 31<sup>st</sup> January 2011, due to a delay in works commencing.

It was **RESOLVED** that the time extension be agreed up to 31<sup>st</sup> January 2011.

**119/10/11**      **PRESS REPORTS**

None.

**120/10/11**      **DATE OF NEXT MEETING**

Tuesday 16<sup>th</sup> November 2010.

Rising at 9.10 pm.

Signed: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_  
4<sup>th</sup> November 2010