

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 16th November 2010 at 7:00pm

PRESENT: Councillors: M Gee (Chairman), R. Austin, D Holley, Mrs S Hooper MBE, A Killeya, C Oakes, W Phillips, C Riches, P Stephens ISM, D Yates.

ALSO PRESENT: Councillor H Frank, Ray Lane - Town Clerk

APOLOGIES: Councillor M Killeya (Vice-Chairman),

121/10/11 DECLARATIONS OF INTEREST

All members declared a personal interest in minute **122/10/11** regarding Councillors allowances and expenses.

Councillors A Killeya and D Yates declared a personal interest in any items relating to C.I.C. matters, as members of C.I.C.

Councillor R Austin declared a personal and prejudicial interest in any items relating to C.I.C. matters, as a director of C.I.C..

Councillor P Stephens declared a personal interest in any precept items relating to the Youth Council or Summer School.

Prior to the next agenda item the Chairman informed members he would be taking agenda item 10 as the next item.

122/10/11 PRECEPT 2011/2012

The Chairman introduced the precept for members' consideration.

Councillor R Austin, having declared a personal and prejudicial interest in C.I.C. matters as a director, left the meeting for all C.I.C. matters. However, he was invited to return to the meeting to respond to questions from members regarding C.I.C. projects, whereupon the completion of members' questions, he left the meeting again to return upon the completion of all C.I.C. matters.

It was **RECOMMENDED** that the precept as agreed (copy attached) be submitted to Full Council for approval.

Expenditure:

1. I.C.T.T. introduce a budget code for twinning.
2. To have the Guildhall water put on a metered supply.
3. Code 5243 Accoustic/General Improvement be transferred to Code 5229 Guildhall Maintenance (EMF).
4. Code 5247 GH Teas be re-titled Guildhall Catering Supplies.
5. A new code be introduced titled Hosting Joint Meetings.
6. Code 5248 Flag pole/flags be deleted.

7. Code 5252 Fire Alarm costs and system be investigated.
8. Code 5022 Mobile be transferred to Staffing Committee.
9. Code 5104 Advertising be transferred to Staffing Committee.
10. Code 5108 Staff Travelling Expenses be transferred to Staffing Committee.
11. Code 5109 Town Sergeant be transferred to Staffing Committee.
12. Code 5129 Remembrance Day be deleted and transferred to Code 5111 to be titled Civic Occasions, Remembrance Day and 2 Road Closures.
13. Code 5114 Reserved Car Parking be transferred to Staffing Committee.
14. Code 5115 Insurance to include the transfer of Burial Board insurance.
15. Code 5119 C.A.B. budget to be subject to a meeting with the C.A.B. to determine how and where any budget allocation may be spent.
16. Code 5140 C.I.C. Project Officer subject to notification to C.I.C. that members had considered the cessation of the budget and will be reviewing its continuation again next year.
17. Code 5713 C.I.C. Projects be made an E.M.F.
18. Code 5175 Ward Meetings be re-titled Meet The People and Public Consultation.
19. Code 5180 Quality Status receive a budget with a view to re-application in 2012.

Income:

1. The Guildhall hall hire charges be increased to:

Mayor's Parlour £6.50 per hour weekdays and £8.50 per hour weekends.

Council Chamber Casual £8.50 per hour weekdays £10.50 per hour weekends.

Council Chamber Regular £7.50 per hour weekdays £9.50 per hour weekends.

Guildhall Casual £13.00 per hour weekdays £15.00 per hour weekends.

Guildhall Regular £11.00 per hour weekdays £13.00 per hour weekends.

Photocopying Colour 20p per copy.

Freedom of information be £5 per quarter hour or part of for staff time plus the cost of photocopying.

The increased charges will be effective as of 1st April 2011 however any existing community bookings with a deposit already paid for a 2011 event will be honoured at the rate in existence at the time of booking.

Block bookers and regulars hirers will be subject to the increased charges as of 1st April 2011.

123/10/11 CLERK'S REPORT ON DELEGATED AUTHORITY TO SPEND

No report.

124/10/11 GUILDHALL

- (a) Members considered four quotes for the supply of replacement tables. Consideration was given to procuring the tables from a local company subject to the quote representing value for money and best practice.

It was **RESOLVED** that the tables be purchased from the company representing best value up to a value of £937.44.

- (b) The Clerk informed members that three quotes had been obtained from surveyors and were now available for consideration.

It was **RESOLVED** that the quotes be considered in detail by the sub-committee.

125/10/11 **CEMETERY EXTENSION**

- (a) Councillor Austin gave members a detailed update on progress to date indicating that practical completion was forecasted as being the first week in December.
- (b) Councillor Austin informed members that the project was on target to be within budget.
- (c) Members considered the use of the town seals on a proposed sign for the cemetery extension.

It was **RESOLVED** that the reports be noted and a recommendation be made to Full Council that the seals be used on the proposed new sign.

126/10/11 **SALT BINS**

The Chairman confirmed that salt bins were now the responsibility of the ICTT Committee, although the P & R Committee would deal with any policy issues. Councillor Austin informed members on spreading methods.

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

127/10/11 **COMMUNITY HEALTH NETWORK PROJECT**

Members considered a request from the Managing Director of CIC regarding a meeting to clarify details of a project bid and future requirements of the CIC.

It was **RESOLVED** that the issue be progressed.

128/10/11 **CORNWALL'S COMMUNITY GRANTS**

No report.

129/10/11 **TOWN MACES**

- (a) Members considered a quote to the value of £1790 for the repair and cleaning of the maces.

It was **RESOLVED** that the quote be accepted to the value of £1790, subject to liaison with the bank regarding any potential increase in storage space and charges.

- (b) Members considered a quote to the value of £370 for supply of storage boxes for the maces.

It was **RESOLVED** that the quote be accepted to the value of £370. Subject to checking with the Town Sergeant with regard to the portability of the boxes.

130/10/11 **LICENSE APPLICATION**

Councillor Holley brought to members' attention a licence application by Bargain Booze Plus for premises in Saltash that he would be objecting to in principle due to the name. Members considered and debated the issue of the business name which they considered to be inappropriate for the town and the image it portrayed.

It was **RESOLVED** that the Clerk inform the licensing authority that this Council objects to the license on the grounds of the use of an inappropriate name for the premises.

131/10/11 **URGENT MATTERS BROUGHT FORWARD BY THE CHAIR**

1. Councillor Killeya requested members consider introducing a process to deal with the increasing number of consultation documents being received.

It was **RESOLVED** that the item be deferred to the next meeting.

2. Members considered a request from Saltash Town Band to act as custodians of the band's assets in the event the band folded.

It was **RESOLVED** that the extent of storage required be determined and the item be deferred to the next meeting.

3. Councillor Killeya requested that fire drill practices be considered at the next meeting.

It was **RESOLVED** that Fire Drill be an agenda item for the next meeting.

132/10/11 **PRESS REPORTS**

No reports.

133/10/11 **DATE OF NEXT MEETING**

Tuesday 21st December 2010.

Meeting closed 9.45 pm.

Signed: _____
Chairman

Dated: _____ 2nd December 2010