

## SALTASH TOWN COUNCIL

### **Minutes of a Meeting of the Extraordinary Policy and Finance Committee held on the virtual platform Zoom on Thursday 26<sup>th</sup> November 2020 at 6.30 p.m.**

**PRESENT:** Councillors R Bickford, J Dent, M Fox-Chairman, S Gillies, S Martin, S Miller, M Parker, J Peggs, W Phillips-Vice Chairman, B Samuels, P Samuels, D Yates.

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

**APOLOGIES:** Councillors G Challen, S Lennox-Boyd, A Pinckney, J Rance.

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### **ANNOUNCEMENTS**

The Chairman confirmed that all present could hear the proceedings.

The Chairman confirmed all person's present.

The Chairman confirmed the meeting was quorate.

The Chairman informed all attendees of the meetings procedures.

### **115/20/21 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. The Finance Officer informed the Chairman that she would be recording the meeting.

### **116/20/21 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.

Councillor	Agenda Item	Pecuniary/ Non-Pecuniary	Reason	Left the Meeting	Remained at the Meeting and did not Vote
None					

- c. To consider dispensations required.

None.

## 117/20/21 **FINANCE**

- a. To set the Policy and Finance budgets for the year 2021/2022

It was proposed by Councillors Peggs, seconded by Councillor Bickford and unanimously **RESOLVED** to increase the Youth Council budget to £4,000 for 2021/2022.

It was proposed by Councillor Bickford, seconded by Councillor Parker and **RESOLVED** to increase the Community Chest budget to £15,000 for 2021/2022.

It was proposed by Councillor Dent, seconded by Councillor P Samuels and unanimously **RESOLVED** to increase the EMF Election budget by £5,000 for 2021/2022.

It was proposed by Councillor Bickford, seconded by Councillor Peggs and **RESOLVED** to add £15,000 to EMF Computer Equipment Renewal for Member IT equipment and support for 2021/2022.

It was proposed by Councillor Phillips, seconded by Councillor Fox and unanimously resolved to **RECOMMEND** to Full Council the Policy and Finance budget (as attached) for 2021/2022.

- b. To set the fees and charges for the year 2021/2022

It was proposed by Councillor Fox, seconded by Councillor P Samuels and unanimously resolved to **RECOMMEND** to Full Council the P&F fees and charges (as attached) for 2021/2022.

- c. To set the level of contingency for the year 2021/2022

It was proposed by Councillor P Samuels, seconded by Councillor Dent and unanimously resolved to **RECOMMEND** to Full Council a 5 month level of statutory contingency for 2021/2022 (as attached).

- d. To recommend to Full Council the budgets for the year 2021/2022

It was proposed by Councillor Bickford, seconded by Councillor Dent and unanimously **RESOLVED** to add a code to the Services Committee - Service Delivery Grounds and Premises EMF Expenditure for Victoria Gardens with a budget of £10,000 for 2021/2022.

It was proposed by Councillor Phillips, seconded by Councillor Fox and unanimously **RESOLVED** to approve all budget updates and virements as detailed on the budget sheets.

It was proposed by Councillor Fox, seconded by Councillor Phillips and unanimously resolved to **RECOMMEND** to Full Council the budgets (as attached) for the year 2021/2022.

- e. To recommend to Full Council the fees and charges for the year 2021/2022

It was proposed by Councillor Phillips, seconded by Councillor Fox and unanimously **RESOLVED** to approve all fees and charges updates as detailed on the fees and charges sheets.

It was proposed by Councillor Bickford, seconded by Councillor Martin and **RESOLVED** that there will be no increase in allotment fees in 2022/2023 as previously proposed by the Services Committee.

It was proposed by Councillor Yates, seconded by Councillor Dent and unanimously resolved to **RECOMMEND** to Full Council the fees and charges (as attached) for the year 2021/2022.

The Chairman called for a short recess prior to the next item and the meeting reconvened at 8.22 p.m.

- f. To recommend to Full Council the Precept for 2021/2022

It was proposed by Councillor Fox, seconded by Councillor Dent and unanimously resolved to **RECOMMEND** to Full Council the 2021/2022 Precept of £1,171,123.00.

Councillor Dent requested that thanks be recorded to the Finance Officer and Administration team for their work towards this meeting.

The Chairman added his thanks to the Finance team.

**118/20/21     DATE OF NEXT MEETING**

Tuesday 12<sup>th</sup> January 2020 at 6.30p.m.

Rising at 8.27 p.m.

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

Chairman

Dated: \_\_\_\_\_