

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 19th July 2011 upon the rising of Full Council

PRESENT: Councillors: M Gee (Chair), R Austin, Mrs H Frank, D Holley, Mrs S Hooper MBE, A Killeya, M Killeya, C Riches, D Yates.

ALSO PRESENT: 2 Members of the Public, Ray Lane - Town Clerk

APOLOGIES: Councillors: C Oakes, W Phillips, P Stephens ISM.

HEALTH AND SAFETY ANNOUNCEMENTS

The Chairman informed those present of the actions required in the event of a fire or emergency.

60/11/12 DECLARATIONS OF INTEREST

Name	Agenda Item	Personal/ Prejudicial	Reason
All Members Hooper MBE	8 RBL Community Chest SRB Legion SWRA	Personal Personal Personal	Applicant known. Applicant & organisation is known to me. Applicant & organisation is known to me.
Riches	Food Bank Pillmere Community Association	Personal Personal	Acquainted through Saltash Wesley with Derek Watson. Acquainted with Pam Collins the applicant.
A Killeya	8	Personal	128 Know J Ellison 130 Know Janet Turner 131 Know various club members.
Holley	Food Bank SWRA	Personal Personal	Know Mr Derek Watson Associate Member.

61/11/12 QUESTIONS FROM THE PUBLIC

Mr Derek Watson and Mrs Jackie O'Melia requested that Members consider the future use of the Toc H building for use as a food bank and drop in centre for disadvantaged people, on the same basis as those operating in Liskeard and Looe.

The Chairman thanked them both for attending and putting forward the proposal which would be considered.

62/11/12 **CLERK'S REPORT ON DELEGATED AUTHORITY TO SPEND**

The Clerk reported that the £152 had been spent on urgent repairs to the emergency lighting.

The Chairman reported that, following a recommendation from the Staffing Committee, delegated approval had been given for:

1. Eye tests up to the value of £150 from the health and safety budget.
2. Purchase of a cordless vacuum up to the value of £200 from the health and safety budget.

It was **RESOLVED** to note the reports.

63/11/12 **REPORT FROM FINANCE OFFICER**

The Chairman reported that the Finance Officer's work was ongoing.

It was **RESOLVED** to note the report.

64/11/12 **CURRENT COMMITTEE BUDGET STATEMENT**

The Chairman presented the budget statement to June 2011.

Members expressed concern regarding the level of income from room bookings.

It was **RESOLVED** that the level of room bookings and income for 2011 be assessed against the same period in 2010.

65/11/12 **GUILDHALL**

(a) Report from working group

The Clerk updated Members on progress to date with regard to the tender for works.

It was **RESOLVED** that a special meeting of Full Council be held, if necessary, to determine the tenders and appoint a contractor to maintain the works schedule.

(b) Back lighting and plaque for Guildhall glass panel on stairs

The Clerk reported that the work was ongoing.

It was **RESOLVED** to note the report.

(c) Emergency fire door equipment

The Clerk reported that the fire equipment contract had been re-negotiated down in price and the saving in cost would allow for the procurement of the fire door guards.

It was **RESOLVED** to note the report.

(d) Report on movement of the kitchen

The Clerk reported that the structural survey of the kitchen had been completed and had revealed that the building was sound and no major works were required. However, it had shown that the units had been installed incorrectly.

It was **RESOLVED** to note the report.

(e) Disposal of old tables

The Chairman read out a message of thanks from SRUG, who had received two of the tables that had already been used at the Regatta.

He further reported the remainder of the tables had now been disposed off at no cost, together with a donation to the Mayor's charity.

It was **RESOLVED** to note the report.

66/11/12

COMMUNITY CHEST APPLICATIONS

Saltash & District Branch – Royal British Legion.

It was **RESOLVED** to refer the application to the Festival Fund.

Pillmere Community Association

It was **RESOLVED** to award up to £1000 for the purchase of a strimmer and sit on mower only, subject to the submission of quotes by the applicant prior to funds being released.

Churchtown Allotment Society

It was **RESOLVED** to award £278.35, to be paid into the bank account of the Churchtown Allotment Society.

Prior to the next application Councillor R Austin declared a personal and prejudicial interest and left the meeting.

K3 Young Peoples Centre

It was **RESOLVED** that the application be referred back to the applicant for more detail and to determine if Saltash Youth Cornwall is the same organisation as Saltash Youth Council.

Councillor R Austin was invited and returned to the meeting.

Caradon Swimming Club

It was **RESOLVED** to refer the application back to the applicant for more detailed costings.

Prior to the next item the Chairman declared a personal and prejudicial interest and vacated the chair and meeting.

Councillor M Killeya in the chair.

Saltash Waterfront Residents Association

It was **RESOLVED** that £1000 be approved, subject to the applicant acknowledging that Saltash Town Council do not accept any future liability for the equipment's maintenance.

Councillor M Gee was invited and returned to the meeting.

Councillor M Gee in the chair.

67/11/12 **ADDITIONAL PROCEDURES**

Members considered a proposal for a staff and customers' complaint policy by Councillor M Killeya.

It was **RESOLVED** that the Chairman and Councillor M Killeya would create a policy.

68/11/12 **REQUEST FROM CORNWALL COUNCIL FOR GUIDANCE ON FUTURE USE OF THE TOC H BUILDING**

Members considered a request from Cornwall Council for guidance on the future use of the Toc H building, including the proposal put forward for its use as a food bank.

It was **RESOLVED** that the Chairman, Vice Chairman and Clerk would submit a response.

69/11/12 **OFFER FROM CORNWALL COUNCIL TO LEASE LAND TO THE TOWN COUNCIL TO ACCOMMODATE THE PROPOSED ASHTORRE FERRY MONUMENT**

Members considered an offer from Cornwall Council to lease a piece of land to accommodate the proposed Ashtorre Ferry Monument.

It was **RESOLVED** to accept the lease for the piece of land and that the acceptance notification be sent, together with the response to be submitted with regard to Toc H.

70/11/12 **SALTASH TOWN BAND REQUEST**

It was **RESOLVED** that the item be removed from the agenda.

71/11/12 **GUILDHALL V.A.T. REGISTRATION**

The Chairman reported that the issue of whether to register or not was a balancing act, relating to business income and purchases, that would require further detailed calculations to be conducted with the Council's income and expenditure levels.

It was **RESOLVED** that, upon the completion of the calculations, a detailed report be submitted for Members consideration.

72/11/12 **SALTASH YOUTH COUNCIL**

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

73/11/12 **CIVIC REGALIA**

a. Security

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

b. Cleaning and refurbishment of Civic Regalia (chains and medallions)

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

74/11/12 **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

Planning Responses

Councillor A Killeya reported on and distributed a proposed protocol, developed in response to the issue regarding second opinions being requested of Councillors by Cornwall Council with regard to planning applications previously determined by Saltash Town Council.

He also reported on an online poll he had conducted as part of the proposed protocol system.

It was **RESOLVED** that:

1. Councillor A Killeya progress the proposed protocol for recommendation to Full Council.
2. Delegated authority be given to Councillor A Killeya and the Clerk to change the wording on the agenda should the protocol be adopted by Council.

75/11/12 **PRESS REPORTS**

None.

76/11/12 **DATE OF NEXT MEETING**

Tuesday 18th October 2011.

Rising at 10.15pm.

Signed: _____
Chairman

Dated: _____ 4th August 2011