SALTASH TOWN COUNCIL

Minutes of the Meeting of the Policy and Finance Committee held at the Guildhall on Tuesday 10th January 2023 at 6.30 pm

PRESENT: Councillors: R Bickford, R Bullock, J Dent (early departure), S Gillies, S Martin, S Miller (Chairman), B Samuels, P Samuels (Vice-Chairman), B Stoyel and D Yates.

ALSO PRESENT: S Burrows (Town Clerk) and M Thomas (Senior Policy and Data Compliance Officer)

APOLOGIES: J Foster, M Griffiths and J Peggs.

125/22/23 HEALTH AND SAFETY ANNOUNCEMENTS.

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

126/22/23 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.

Councillor	Agenda Item	Pecuniary/ Non-Pecuniary	Reason	Left Meeting
Dent	17b	Non-Pecuniary	Member of RBL	No
Samuels B	17b	Non-Pecuniary	Member of RBL	No
Yates	16	Non-Pecuniary	Uses FCCA facility	Yes

b. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None.

127/22/23 **QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL.**

None.

128/22/23 **TO RECEIVE AND APPROVE THE MINUTES OF THE EXTRAORDINARY POLICY AND FINANCE COMMITTEE HELD ON 22ND NOVEMBER 2022 AS A TRUE AND CORRECT RECORD.**

Please see a copy of the minutes on the STC website or request to see a copy at the Guildhall.

It was proposed by Councillor Miller, seconded by Councillor Dent and **RESOLVED** that the minutes of the Extraordinary Policy and Finance Committee held on 22nd November 2022 were confirmed as a true and correct record.

129/22/23 **ALL ACCOUNTS AND BANK ACCOUNTS RECONCILED UP TO 30TH NOVEMBER 2022.**

It was **RESOLVED** to note.

130/22/23 **PETTY CASH RECONCILED UP TO 30TH NOVEMBER 2022.**

It was **RESOLVED** to note.

131/22/23 **TO RECEIVE A REPORT ON VAT.**

It was **RESOLVED** to note.

132/22/23 **TO RECEIVE A REPORT ON INVESTMENTS.**

It was **RESOLVED** to note.

133/22/23 **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.

134/22/23 **TO RECEIVE THE CURRENT STC AND COMMITTEE BUDGET STATEMENTS.**

It was **RESOLVED** to note.

135/22/23 **TO RECEIVE A REPORT FROM THE FINANCE OFFICER.**

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

a. Savings Accounts

It was proposed by Councillor P Samuels, seconded by Councillor Miller and **RESOLVED** to:

1. open a new 6 month savings account with Lloyds Bank;

2. delegate authority to the Town Clerk in consultation with the Chairman and Vice Chairman of the Policy and Finance Committee to determine the value of funding invested in the account.

b. Unclaimed refunds

It was proposed by Councillor P Samuels, seconded by Councillor Stoyel and **RESOLVED** to write off the following credit notes as advised by the Internal Auditor:

Allotment holder	Credit note raised March 2018	£5.00
Guildhall hire	Credit note raised April 2020	£36.00

c. Virements

It was proposed by Councillor Gillies, seconded by Councillor Bullock and **RESOLVED** to vire £304.00 from 6301 Stationery to 6304 Broadband to cover an overspend on broadband charges at the Pontoon due to contract changes.

136/22/23 **THE TOWN CLERKS REPORT ON DELEGATED AUTHORITY TO SPEND.**

It was proposed by Councillor Dent, seconded by Councillor Miller and **RESOLVED** to ratify the Town Clerks delegated spend.

137/22/23 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

No report.

138/22/23 **TO RECEIVE A REPORT ON THE TOWN COUNCIL PRECEPT LEAFLET FOR THE YEAR 2023/24 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members considered the report.

During discussion of this item, Councillor Dent gave her apologies and left the meeting.

It was proposed by Councillor Miller, seconded by Councillor P Samuels and **RESOLVED**:

1. To delegate authority to determine the final wording and layout of the precept leaflet to the Town Clerk, Chairman and Vice Chairman of the Policy and Finance Committee and the Chairman of the Council;

2. To **RECOMMEND** to Full Town Council to be held on 12th January 2023 that 10,500 copies of the precept leaflet (as attached) are printed for distribution as follows:

   Printing
   Appoint Company A at a cost of £875.00

   Distribution
   Appoint Company A at a cost of £1,230.30 + VAT

   Undertake Social Media Geo Targeted advertising at a cost of £50.00

   Total cost from Budget Code 6301 Stationery/Postage/Printing: £2,155.30 ex VAT

   In addition, there will be advertising within Town Council buildings, notice boards, social media channels and press releases. The Mayor will highlight the leaflet distribution in the Town Messenger column.

   Councillor Yates declared an interest in the next agenda item and left the room.

139/22/23 TO CONSIDER A COMMUNITY CHEST APPLICATION:

a. Community Chest.

Application Number	Organisation	Amount Requested
CC265	Forder Conservation and Community Organisation	£600.00

The application failed to meet the minimum score.

Councillor Yates was invited and returned to the room.

b. Festival Fund.

None.

140/22/23 TO RECEIVE AND NOTE REPORTS ON FUNDING AWARDED:

a. CC258 – Safe A38

It was **RESOLVED** to note.

b. FF112 – Festival of Remembrance

It was **RESOLVED** to note.

141/22/23 TO RECEIVE REPORTS FROM WORKING GROUPS AND OUTSIDE BODIES:

a. Neighbourhood Plan Steering Group

No Report.

b. Saltash Team for Youth

No Report – next meeting to be held on the 13th January 2023.

c. Section 106 Panel

No Report.

142/22/23 TO RECEIVE AN UPDATE FROM JUNKYARD SKATEPARK ON THE COMMISSIONING OF PROFESSIONAL YOUTH WORK AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Town Clerk reported an email received from Junkyard Skatepark confirming that they will not claim the remaining funding for the Commissioning of Professional Youth Work 2022-23 of £4,827.67 that they had previously been awarded.

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

It was proposed by Councillor Miller, seconded by Councillor P Samuels and **RESOLVED** to vire £4,827.67 (as above) to next year's Budget Code 6222 Commissioning of Professional Youth Work.

143/22/23 TO RECEIVE AND NOTE A PROPOSAL FROM JUNKYARD SKATEPARK.

It was **RESOLVED** to note.

144/22/23 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

To resolve 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.

145/22/23 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

146/22/23 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

To resolve that the public and press be re-admitted to the meeting.

147/22/23 TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.

None.

148/22/23 **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

None.

DATE OF NEXT MEETING

Tuesday 14 March 2023 at 6.30 pm

Rising at: 7.58 pm

Signed: _____
Chairman

Dated: _____

Saltash Town Council - Working for the People of Saltash

Investing in our community's future…

The Town Council continues to manage and maintain community open spaces and public conveniences.

Community open spaces include Pillmere Green, Ashton Way, Honeysuckle Close, Silver Street and Huntley Gardens.

We look after public conveniences at Belle Vue, Alexandra Square, Longstone Park and the Waterside.

SALTASH TOWN COUNCIL BUDGETED

£59,454

FOR THE COMMISSIONING OF PROFESSIONAL YOUTH WORK AND SALTASH YOUTH COUNCIL. WE ALSO BUDGETED £25,000 FOR COMMUNITY CHEST AND FESTIVAL FUND AND AWARDED MANY PROJECTS AND EVENTS IN THE YEAR 2022-23 INCLUDING Mary Newman's Cottage £500 ~ Saltash Sailing Club £1,000 ~ Safe38 £434 ~ RBL Remembrance Festival £850 ~ Saltash Bowls Club £650 ~ Tincombe Tea Party £335 ~ Saltash Regatta £2,943 ~ May Fair / Christmas Festival £1,500 ~ Friends of Summerfields Park £1,000

We are passionate in keeping costs low. We scrutinised the budgets and made cost savings wherever possible. As a result we have secured a **0% increase** in all fees relating to Churchtown Cemetery and St Stephens Cemetery for 2023/24.

Additionally, Town Council Community and Commercial Room Hire costs will remain the same for 2023/24.

The Town Council offer **further room hire discounts** to community organisations. To find out more visit https://www.saltash.gov.uk/facilitiesforhire.php

Fireworks in celebration of Her Late Majesty's Platinum Jubilee.

Darley Oak planted in celebration of Her Late Majesty's Platinum Jubilee.

Maintaining our community assets…

Tree planting at Saltash Library Hub to encourage wildlife.

Historic Beating of the Bounds event October 2022.

SALTASH LIBRARY HUB

Refurbishment plans are underway and scheduled improvement works are due to commence this summer.

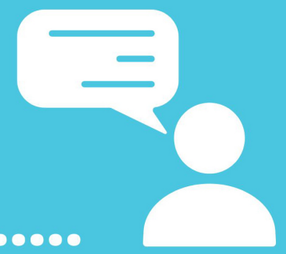
Your Library Hub offers a community space for all to access and enjoy. Whether you are an avid book worm, keen researcher or you just fancy watching a film with your friends on Fridays, there are so many reasons to visit your local library without delay!

Check out our schedule of activities and events for 2023 and follow us on Social Media @SaltashLibraryHub

WE ORGANISED **MANY** EVENTS IN THE FINANCIAL YEAR **2022-2023** INCLUDING

The Queens Platinum Jubilee Celebrations ~ Christmas Craft Fayre ~ Remembrance Sunday Civic Service and Parade ~ A thank you to the Saltash Firefighters for continuous service ~ Beating of the Bounds ~ Eco Fashion Show ~ Murder Mystery ~ Christmas Lights Switch On ~ Civic Awards.

Have Your Say……



FOR THE FUTURE

We want to hear your views on what you want for your town. Look out for our 'Have your say' surveys which are advertised on our social media channels, notice boards and website, requesting your feedback on various subjects.

Did you know your Councillors are on Fore Street for 'Meet your Councillors' every second Saturday of the month outside Bloom Hearing Specialists. Come and give us your views.

Did You Know…

Saltash Town Council budget is increased by 4.15% which equates to a rise of 3.66% per household due to the increased number of properties in Saltash.

The Town Council will continue to work really hard next year to drive additional efficiency savings to further reduce costs where possible. This will be reviewed throughout the year with all factors taken into account.

The Town Council continues to strive to provide a high level of service, whilst delivering value-for-money to our residents.

You can contact us on…

enquiries@saltash.gov.uk

01752 844846

www.saltash.gov.uk

@SaltashTownCouncilOfficial

@SaltashTC

The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

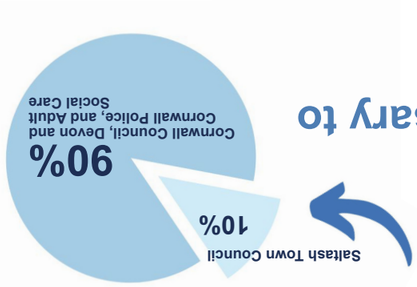
Scan me to find out more about our Town Council

…we'd like to hear your views.

SALTASH TOWN COUNCIL
PRECEPT LEAFLET

2023/2024

The portion of your Council Tax that goes to Saltash Town Council for the year 2023/24 is approximately;



Just so you know…

To be able to continue to preserve and maintain services for the community of Saltash it is necessary to increase your Council Tax for 2023/2024 by 3.66%.

This equates to £8.32 per year

which is just

16 pence per week.

for a typical Band D property

The larger portion of your **Council Tax** is set by Cornwall Council, Devon and Cornwall Police, and Adult Social Care.

Despite the current high inflation level, your Town Council continues to keep a hold on increasing some budget areas when setting the portion of your Council Tax that is provided to Saltash Town Council for the year 2023-24.