



Saltash Town Council

Konsel An Dre Essa



The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk

8 March 2023

Dear Councillor

I write to summon you to the **Meeting of Policy and Finance Committee** to be held at the Guildhall on **Tuesday 14th March 2023 at 6.30 pm.**

The meeting is open to members of the public and press. Any member of the public requiring to put a question to the Town Council must do so by **12 noon the day before the meeting** either by email to enquiries@saltash.gov.uk or sent to The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX. Please provide your full name and indicate if you will be present at the meeting.

Yours sincerely,

S Burrows
Town Clerk

To:

Essa	Tamar	Trematon
R Bickford	VACANCY	S Miller (Chairman)
J Brady	J Dent	B Samuels
R Bullock	S Gillies	B Stoyel
J Foster	S Martin	D Yates
M Griffiths	J Peggs	
S Lennox-Boyd	P Samuels (Vice-Chairman)	

Agenda

1. Health and Safety Announcements.
2. Apologies.
3. 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. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
4. Questions - A 15-minute period when members of the public may ask questions of Members of the Council.
Please note: Any member of the public requiring to put a question to the Town Council must do so by 12 noon the day before the meeting.
5. To receive and approve the minutes of the Policy and Finance Committee held on 10th January 2023 as a true and correct record. (Pages 5 - 11)
6. All accounts and bank accounts reconciled up to 31st January 2023.
7. Petty cash reconciled up to 31st January 2023.
8. To receive a report on VAT. (Page 12)
9. To receive a report on investments. (Page 13)
10. 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.
11. To receive the current STC and Committee budget statements. (Pages 14 - 23)
12. To receive a report from the Finance Officer. (Page 24)
13. The Town Clerks report on delegated authority to spend. (Page 25)
14. To consider Risk Management reports as may be received.
15. To ratify the Town Council Motor Vehicle Insurance Policy for the year 2023-24. (Pages 26 - 31)
16. To receive a report on the appointment of a Town Council Solicitor and consider any actions and associated expenditure. (Pages 32 - 35)
17. To receive Cornwall Councils formal Off-Street Parking Order and consider any actions and associated expenditure. (Pages 36 - 39)

18. To receive a recommendation from the Extraordinary Joint Burial Board Committee and consider any actions and associated expenditure. (Page 40)
19. To receive a recommendation from the Devolution Sub Committee and consider any actions and associated expenditure. (Pages 41 - 42)
20. To receive a report on the setup of the Meet Your Councillor Session and consider any actions and associated expenditure. (Page 43)
21. To consider a Festival Fund application:

- a. Festival Fund: (Pages 44 - 67)

Application Number	Organisation	Amount Requested
FF113	Saltash Fair Committee	£3,000

22. To receive and note reports on funding awarded:
 - a. FF112 - Saltash Christmas Festival (Pages 68 - 70)
23. To receive a report on the Coronation from the May Fair Committee and consider any actions and associated expenditure. (Pages 71 - 72)
24. To receive the following recommended policies from the Services Committee and consider recommending to Full Council:
 - a. Town Council Playpark Match Funding; (Pages 73 - 85)
(Pursuant to Services Committee held on 9.2.23 minute nr. 118/22/23)
 - b. Hire of Public Loudspeakers (Pages 86 - 95)
(Pursuant to Services Committee held on 9.2.23 minute nr. 118/22/23)
25. To consider delegating to the Town Clerk to review the following Town Council documents:
 - a. Standing Orders;
 - b. Financial Regulations;
 - c. Scheme of Delegation;
 - d. Agenda setting.

26. To receive a quarterly report for the Commissioning of Professional Youth Work in Saltash: (Pages 96 - 101)
 - a. Livewire; (Pages 102 - 104)
 - b. The Core; (Pages 105 - 107)
 - c. Junkyard Skatepark. (Pages 108 - 110)

27. To receive reports from Working Groups and Outside Bodies:
 - a. Neighbourhood Plan Steering Group.
 - b. Saltash Team For Youth. (Pages 111 - 113)
 - c. Section 106 Panel.

28. 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.

29. To consider any items referred from the main part of the agenda.

30. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.

31. To consider urgent non-financial items at the discretion of the Chairman.

32. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of Next Meeting: Wednesday 10 May 2023 at 6.30 pm