



# ***Saltash Town Council***

***Konsel An Dre Essa***



*The Guildhall  
12 Lower Fore Street  
Saltash  
PL12 6JX  
Telephone: 01752 844846  
[www.saltash.gov.uk](http://www.saltash.gov.uk)  
22 September 2022*

Dear Councillor

I write to summon you to the **Meeting of Policy and Finance Committee** to be held at the Guildhall on **Wednesday 28th September 2022 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](mailto: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:

<b>Essa</b>	<b>Tamar</b>	<b>Trematon</b>
R Bickford	L Challen	S Miller (Chairman)
R Bullock	J Dent	B Samuels
G Challen	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 12th July 2022 and the Extraordinary Policy and Finance Committee held on 16th August 2022 as a true and correct record. (Pages 5 - 16)
6. All accounts and bank accounts reconciled up to 31st July 2022.
7. Petty cash reconciled up to 31st July 2022. (Page 17)
8. To receive a report on VAT. (Page 18)
9. To receive a report on investments. (Page 19)
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 and note the Town Council Concluded Annual Governance and Accountability Return for the year ended 31st March 2022. (Pages 20 - 21)
12. To receive the current STC and Committee budget statements. (Pages 22 - 31)
13. To receive, consider and approve recommendations from the Personnel Committee held on Thursday 26th May 2022 and the Extraordinary Personnel Committee meeting held on Monday 6th June 2022. (Pages 32 - 33)
14. To receive a report from the Finance Officer. (Page 34)
15. To receive a report on Town Council Saving Accounts and consider any actions and associated expenditure. (Pages 35 - 36)

16. To receive the Town Council Insurance Policy Renewal and consider any actions and associated expenditure. (Pages 37 - 43)
17. To receive a report on the Guildhall Internet Provision and consider any actions and associated expenditure. (Pages 44 - 45)
18. To receive a report on Delegated Authority and consider any actions and associated expenditure. (Page 46)
19. The Town Clerks report on delegated authority to spend.
20. To consider Risk Management reports as may be received.
21. To receive a brief overview on the Community Infrastructure Levy and consider any actions and associated expenditure.
22. To consider Community Chest applications: (Pages 47 - 127)

<b>Application Number</b>	<b>Organisation</b>	<b>Amount Requested</b>
CC262	Saltash Bowls Club	£650.00
CC263	Tamar Tolls Action Group	£954.29
CC264	Friends of Summerfields Pack	£1000.00

23. To consider a Festival Fund application: (Pages 128 - 145)

<b>Application Number</b>	<b>Organisation</b>	<b>Amount Requested</b>
FF112	Saltash Chamber of Commerce	£1,500

24. To receive and note reports on funding awarded:
  - a. Saltash Sailing Club; (Pages 146 - 151)
  - b. The Friends of Tincombe. (Page 152)
25. To receive and consider recommending the following policy updates to Full Council:
  - a. Grants Policy; (Pages 153 - 175)
  - b. Civic Awards. (Pages 176 - 188)
26. To receive and note a report from Saltash Youth Organisations:
  - a. Livewire; (Pages 189 - 190)
  - b. The Core;
  - c. Junkyard Skatepark.

27. To receive reports from Working Groups and Outside Bodies:
  - a. Neighbourhood Plan Steering Group - No Report.
  - b. Saltash Team For Youth - No Report.
  - c. Section 106 Panel - No Report.
  
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: Tuesday 8 November 2022 at 6.30 pm