



Saltash Town Council

Konsel An Dre Essa



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

5 July 2023

Dear Councillor

I write to summon you to the **Meeting of Policy and Finance Committee** to be held at the Guildhall on **Tuesday 11th July 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	J Dent	S Miller (Chairman)
J Brady	S Gillies	B Samuels
R Bullock	S Martin	B Stoyel
J Foster	L Mortimore	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 May 2023 as a true and correct record. (Pages 5 - 14)
6. To note that all accounts and bank accounts are reconciled up to 31st May 2023.
7. To note that petty cash is reconciled up to 30th June 2023.
8. To receive and note a report on VAT. (Page 15)
9. To receive and note a report on investments. (Page 16)
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. There are no discrepancies to report.
11. To receive the current STC and Committee budget statements and consider any actions and associated expenditure. (Pages 17 - 28)
12. To receive a report from the Finance Officer and consider any actions and associated expenditure. (Page 29)
13. To receive the Town Clerks report on delegated authority to spend and consider any actions and associated expenditure.
14. To consider Risk Management reports as may be received.
15. To receive and consider the following Committees recommendations:
 - a. Burial Authority held on 23rd May 2023: (Page 30)

- b. Services Committee held on 8th June 2023; (Pages 31 - 37)
 - c. Personnel Committee 29th June 2023. (Pages 38 - 41)
16. To receive and consider the following Sub Committees recommendations:
- a. Station Property held on 17th May; (Page 42)
 - b. Property Maintenance held on 5th July. (Page 43)
17. To consider Community Chest and Festival Fund applications:
- a. Community Chest Fund: (Pages 44 - 59)

Application Number	Organisation	Amount Requested
CC270	Saltash Radio	£500.00
 - b. Festival Fund: (Pages 60 - 120)

Application Number	Organisation	Amount Requested
FF117	Saltash Music, Speech and Drama Festival	£1,000
FF118	Friends of Tincombe	£639.90
18. To receive and note a report from May Fair on funding awarded (FF113): (Pages 121 - 124)
19. To receive and note quarterly reports for the Commissioning of Professional Youth Work in Saltash:
- a. The Core; (Pages 125 - 127)
 - b. Livewire. (Pages 128 - 129)
20. To receive and note a report on Data Compliance. (Page 130)
21. To receive and note a report on Freedom of Information. (Pages 131 - 133)
22. To receive reports from Working Groups and Outside Bodies:

- a. Neighbourhood Plan Steering Group; (Page 134)
 - b. Saltash Team For Youth; (Pages 135 - 136)
 - c. Section 106 Panel.
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.
24. To consider any items referred from the main part of the agenda.
25. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
26. To consider urgent non-financial items at the discretion of the Chairman.
27. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of Next Meeting: Tuesday 12 September 2023 at 6.30 pm