



# ***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)

3 July 2024

Dear Councillor

I write to summon you to the **Meeting of Policy and Finance Committee** to be held at the Guildhall on **Tuesday 9th July 2024 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 via The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Yours sincerely,

S Burrows  
Town Clerk/ RFO

To:

<b>Essa</b>	<b>Tamar</b>	<b>Trematon</b>
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. Public Questions - A 15-minute period when members of the public may ask questions of the Town Council.

Please note: Any member of the public requiring to put a question to the Town Council must do so by email or via The Guildhall **no later than 12 noon the day before the meeting.**

Members of the public are advised to review the Receiving Public Questions, Representations and Evidence at Meetings document prior to attending the meeting.

5. To receive and approve the minutes of the Policy and Finance Committee held on 14 May 2024 as a true and correct record. (Pages 5 - 11)
6. To receive and consider the Services Committee recommendations. (Pages 12 - 14)
7. To note that all accounts and bank accounts are reconciled up to May 2024.
8. To note that petty cash is reconciled up to June 2024.
9. To receive and note a report on VAT. (Page 15)
10. To receive and note a report on investments. (Page 16)
11. 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.
12. To receive the current STC Committee budget statements and consider any actions and associated expenditure. (Pages 17 - 30)
13. To receive a report from the Finance Officer and consider any actions and associated expenditure. (Pages 31 - 34)

14. To receive a report on insurance claims and consider any actions and associated expenditure.
15. To receive the Town Clerks report on delegated authority to spend and consider any actions and associated expenditure.
16. To consider Risk Management reports as may be received.
17. To consider Community Chest Applications:
  - a. CC274 Saltash Community Shed; (Pages 35 - 51)
  - b. CC275 Saltash United Football Club. (Pages 52 - 98)
18. To consider Festival Fund Applications:
  - a. FF125 Saltash Christmas Festival. (Pages 99 - 118)
19. To receive reports on funding awarded and consider any actions and associated expenditure:
  - a. CC269 Saltash United Football Club; (Pages 119 - 125)
  - b. CC270 Saltash Radio; (Pages 126 - 129)
  - c. CC271 Saltash Bowls Club; (Pages 130 - 132)
  - d. CC272 Tamar Trotters; (Page 133)
  - e. FF120 Cornwall International Male Choral Festival. (Pages 134 - 135)
  - f. FF121 May Fair (Pages 136 - 144)
20. To receive amendments to the following policies and consider any actions:
  - a. Financial Regulations; (Pages 145 - 162)
  - b. Local Government Pension Scheme;
  - c. Awarding the Freedom of Saltash; (Pages 163 - 183)  
**(Pursuant to Full Council held on 07.03.2024 minute nr. 370/23/24.)**
  - d. Civic Awards; (Pages 184 - 199)
  - e. Grants Policy. (Pages 200 - 230)

21. To receive reports from Working Groups and Outside Bodies:
  - a. Neighbourhood Plan Steering Group;
  - b. Section 106 Panel.
  
22. 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.
  
23. To consider any items referred from the main part of the agenda.
  
24. Public Bodies (Admission to Meetings) Act 1960:  
To resolve that the public and press be re-admitted to the meeting.
  
25. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of Next Meeting: Tuesday 24 September 2024 at 6.30 pm