



Saltash Town Council

Konsel An Dre Essa



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

6 November 2024

Dear Councillor

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

Yours sincerely,

S Burrows
Town Clerk/ RFO

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. 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 24 September 2024 as a true and correct record. (Pages 5 - 14)
6. To note that all accounts and bank accounts are reconciled up to September 2024.
7. To note that petty cash is reconciled up to October 2024.
8. To receive and note a report on VAT. (Page 15)
9. To receive and note a report on investments and consider any actions and associated expenditure. (Pages 16 - 18)
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 Committee budget statements and consider any actions and associated expenditure. (Pages 19 - 34)
12. To receive a report from the Finance Officer and consider any actions and associated expenditure. (Pages 35 - 37)

13. To receive a report on the Town Council Pontoon Insurance and Cyber Security Insurance Renewal and consider any actions and associated expenditure. (Page 38)
14. To consider Risk Management reports as may be received.
15. To receive a report on funding awarded to FF123 Tincombe Tea Party and consider any actions and associated expenditure. (Pages 39 - 51)
16. To receive a report from Saltash Team for Youth and consider any actions. (Pages 52 - 53)
17. To receive a report on the Town Council Precept leaflet for the year 2025/26 and consider any actions and associated expenditure. (Pages 54 - 63)
18. To receive a report on the Town Council Precept for the year 2025/26 and consider any actions and associated expenditure. (Pages 64 - 65)
19. To receive the Town Council recommended Fees and Charges for the year 2025/26 and consider any actions and associated expenditure. (Pages 66 - 70)
20. To receive the Town Council recommended Budgets, Virements and Nominal Codes for the year 2025/26 and consider any actions and associated expenditure. (Pages 71 - 90)
21. To receive the Town Council recommended level of contingency and consider any actions and associated expenditure. (Page 91)
22. To consider recommending the Town Council Precept for the year 2025/26 to Full Council to be held on 5 December 2024.
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 confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of Next Meeting: Tuesday 14 January 2025 at 6.30 pm