



Saltash Town Council

Konsel An Dre Essa



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

4 March 2026

Dear Councillor

I write to summon you to the **Meeting of Policy and Finance Committee** to be held at the Guildhall on **Tuesday 10th March 2026 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.

Please note if Councillors have any questions on the business to be transacted at this meeting the Clerk must be notified **no later than 12 noon the day before the meeting.**

Yours sincerely,

S Burrows
Town Clerk/ RFO

To:

| Essa | Tamar | Trematon |
|----------------------|-------------------------|-----------------|
| A Ashburn | S Gillies | G McCaw |
| R Bickford | M Johns | S Miller |
| J Brady | S Martin | B Samuels |
| R Bullock | P Nowlan | B Stoyel |
| L Mortimore | J Peggs | |
| P Samuels (Chairman) | J Suter (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 13 January 2026 as a true and correct record. (Pages 5 - 13)
6. To note that all accounts and bank accounts are reconciled up to January 2026.
7. To note that petty cash is reconciled up to February 2026.
8. To receive and note a report on VAT. (Page 14)
9. To review the Policy and Finance Business Plan Deliverables and consider any actions and associated expenditure. (Page 15)
10. To receive and note a report on investments and consider any actions and associated expenditure. (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 - 33)

14. To receive a report on insurance claims and consider any actions and associated expenditure. (Pages 34 - 35)
15. To receive a report on the Town Council Fleet Insurance renewal and consider any actions and associated expenditure (Pages 36 - 43)
(Pursuant to P&F held on 13 .01.2025 minute nr. 289/25/26)
16. To receive a report on Assertion 10 Compliance and consider any actions and associated expenditure. (Pages 44 - 103)
17. To consider Risk Management reports as may be received.
18. To consider Community Chest applications:
 - a. CC290 Tamar Trotters; (Pages 104 - 134)
19. To consider Festival Fund applications;
 - a. FF132 Saltash May Fair (Pages 135 - 159)
 - b. FF133 Saltash Regatta (Pages 160 - 215)
20. To receive a report on Town Council Grant Funding and consider any actions and associated expenditure;
 - a. CC285 Oaklands Community Centre; (Pages 216 - 220)
 - b. FF131 Christmas Festival 2025. (Pages 221 - 223)
21. To receive amendments to the Receiving Public Questions, Representations and Evidence at Meetings procedure and consider any actions. (Pages 224 - 233)
22. To receive an updated report on Town Council policies and processes and consider any actions and associated expenditure. (Pages 234 - 239)
(Pursuant to P&F Held on 11.11.25 minute nr. 252/25/26)
23. To receive an updated report on Civica Modern.Gov and phone infrastructure and consider any actions and associated expenditure. (Pages 240 - 242)
(Pursuant to P&F held on 11.11.25 minute nr. 247/25/26 and 248/25/26)
24. To receive and note quarterly reports for the Commissioning of Professional Youth Work in Saltash:
 - a. The Core; (Pages 243 - 246)

- b. Livewire. (Pages 247 - 255)
25. To receive reports from Working Groups and Outside Bodies:
- a. Neighbourhood Plan Steering Group.
 - b. Saltash Team For Youth.
 - c. Section 106 Panel.
26. 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.
27. To receive a report on the findings from the appointment of the Local Council Consultancy and consider any actions and associated expenditure.
28. To consider any items referred from the main part of the agenda.
29. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
30. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of Next Meeting: Tuesday 12 May 2026 at 6.30 pm