

## **SALTASH TOWN COUNCIL**

### **Minutes of the Extraordinary Meeting of the Policy and Finance Committee held at the Guildhall on Tuesday 25th November 2025 at 6.30 pm**

**PRESENT:** Councillors: A Ashburn, R Bickford, J Brady, R Bullock, S Gillies, M Johns, G McCaw, S Miller, P Nowlan, J Peggs, B Samuels, P Samuels (Chairman), B Stoyel and J Suter (Vice-Chairman).

**ALSO PRESENT:** S Burrows (Town Clerk / RFO) and W Peters (Finance Officer)

**APOLOGIES:** S Martin and L Mortimore.

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#### **261/25/26 HEALTH AND SAFETY ANNOUNCEMENTS.**

The Chairman informed those present of the actions required in the event of a fire or emergency.

#### **262/25/26 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.

None received.

- b. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None received.

#### **263/25/26 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.**

None received.

#### **264/25/26 TO RECEIVE AND APPROVE THE MINUTES OF THE POLICY AND FINANCE COMMITTEE HELD ON 11 NOVEMBER 2025 AS A TRUE AND CORRECT RECORD.**

Please see a copy of the minutes on the STC website or request to see a copy at the Guildhall.

It was proposed by Councillor P Samuels, seconded by Councillor Ashburn and **RESOLVED** that the minutes of the Policy and Finance Committee held on 11 November 2025 were confirmed as a true and correct record.

**265/25/26    TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

Nothing to report.

**266/25/26    TO RECEIVE A REPORT ON CYBER AND PONTOON INSURANCE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Town Clerk briefed Members on the report received and contained within the circulated reports pack.

It was proposed by Councillor P Samuels, seconded by Councillor Stoyel and **RESOLVED** to delegate to the Finance Officer to obtain renewal quotations for the Town Council's Pontoon and Cyber Security Insurance. The renewals will be reviewed and given final approval by the Town Clerk/RFO in consultation with the Chairman and Vice Chairman of the Policy and Finance Committee and Councillor Gillies. This process will be carried out within budget code 6205 PF Insurance, reporting back to a future Policy and Finance Committee meeting.

**267/25/26    TO RECEIVE THE DRAFT TOWN COUNCIL PRECEPT FOR THE YEAR 2026/27 AND CONSIDER ANY ACTION AND ASSOCIATED EXPENDITURE.**

Members discussed the draft Town Council Precept received and circulated within the reports pack.

Councillor Suter requested a recorded vote be taken.

Ashburn	Against
Bickford	For
Brady	For
Bullock	For
Gillies	For
Johns	For
Martin	Absent
McCaw	For
Miller	Against
Mortimore	Absent
Nowlan	For

Peggs	For
B Samuels	For
P Samuels	For
Stoyel	For
Suter	Against

Following a recorded vote, it was proposed by Councillor P Samuels, seconded by Councillor Brady and resolved to **RECOMMEND** to Full Council to be held on 4 December 2025, an increase of 4% on a Band D Dwelling for the financial year 2026/27.

**268/25/26    TO RECEIVE THE TOWN COUNCIL RECOMMENDED FEES AND CHARGES FOR THE YEAR 2026/27 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman briefed Members on the Fees and Charges received and contained within the circulated reports pack.

It was proposed by Councillor Brady, seconded by Councillor Stoyel and resolved to **RECOMMEND** to Full Council to be held on 4 December 2025 the Town Council Fees and Charges for the financial year 2026/27 (as attached), with no amendments.

**269/25/26    TO RECEIVE THE TOWN COUNCIL RECOMMENDED BUDGETS, VIREMENTS AND NOMINAL CODES FOR THE YEAR 2026/27 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Finance Officer briefed Members on the Budgets, Virements and Nominal Codes received and contained within the circulated reports pack.

It was proposed by Councillor Nowlan, seconded by Councillor B Samuels and resolved to **RECOMMEND** to Full Council to be held on 4 December 2025:

1. The Town Council Budgets for the financial year 2026/27 (as attached), with no amendments;
2. The Town Council Virements for the financial year 2026/27 (as attached), with no amendments;
3. The Town Council Nominal Codes for the financial year 2026/27 (as attached), with no amendments.

**270/25/26    TO RECEIVE A REPORT ON THE LEVEL OF TOWN COUNCIL'S GENERAL RESERVES, CONTINGENCY AND EARMARKED**

**RESERVES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members discussed the report received and contained within the circulated reports pack.

It was proposed by Councillor B Samuels, seconded by Councillor McCaw and resolved to **RECOMMEND** to Full Council to be held on 4 December 2025:

1. To note the Responsible Finance Officers report;
2. To maintain the Town Council level of contingency at 5.06 months for the financial year 2026/27;
3. At a contingency figure of £700,760 for the financial year 2026/27;
4. To vire £17,071 from General Reserves to maintain the level of contingency at 5.06 months.

**271/25/26      TO CONSIDER RECOMMENDING THE TOWN COUNCIL PRECEPT FOR THE YEAR 2026/27 TO FULL COUNCIL TO BE HELD ON 4 DECEMBER 2025.**

The Town Clerk briefed Members on the business to be transacted under agenda item 12.

Councillor Suter requested a recorded vote be taken.

Ashburn	For
Bickford	For
Brady	For
Bullock	For
Gillies	For
Johns	For
Martin	Absent
McCaw	For
Miller	For
Mortimore	Absent
Nowlan	For
Peggs	For
B Samuels	For
P Samuels	For
Stoyel	For
Suter	Abstain

It was proposed by Councillor P Samuels, seconded by Councillor

Brady and resolved to **RECOMMEND** to Full Council to be held on 4 December 2025 to set the Town Council Precept for the year 2026/27 as follows:

1. A planned budget of £1,661,881, an increase of 5.22%;
2. £111.04 per annum increase for a Band D dwelling, an increase of 21p per week, 4%.

**272/25/26     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.

**273/25/26     TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

**274/25/26     PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

To resolve that the public and press be re-admitted to the meeting.

**275/25/26     TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

None.

**DATE OF NEXT MEETING**

Tuesday 13 January 2026 at 6.30 pm

Rising at: 7.10 pm

Signed: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_