

Freedom of Information Disclosure Log 2020

Saltash Town Council is committed to being open and transparent. As part of our obligations under the Freedom of Information, responses to requests will be published here. This is also known as the disclosure log.

Environmental Information Regulations (EIR) applications will also be included here.

FOI – Costs relating to Saltash Library April 2019 – 31 March 2020

Request reference number: FOI 2020 01/01

Date of response: 05.02.2020

Summary of request:

I am requesting under the FOIA , Saltash Town Council provide in writing a breakdown in costs related to the Saltash Library since April 2019 to end of March 2020. By costs I mean running costs such as:

Salaries
Rates
Utilities
IT
Maintenance
EMF
Income

I also request the proposed budgeted costs, as listed above for precept year 2020-2021.

I also request confirmation of the application for a Public Works Loan for £200,000 to support works to the Library Building.

Response:

| Library Expenditure | Budgeted 19-20 £ | Actual 19-20 up to 31st January 20 £ | Proposed Precept Budget 20-21 £ |
|---------------------|------------------|--------------------------------------|---------------------------------|
| Salaries | £73,025 | £51,987 | £96,507 |
| Rates | £12,660 | £13,257 | £13,920 |
| Utilities | £3,377 | £2,517 | £3,445 |
| IT | £1,000 | £3,770 | £5,100 |
| Maintenance | £8,763 | £5,474 | £6,304 |
| EMF | £66,000 | £56,742 | £18,271 |
| | | | |
| Income | £1,950 | £3,504 | £7,454 |
| | | | |
| | | | |

An application to the Public Works Loan Board has not been made at this time.

FILE CLOSED

FOI – Awarding of Youth Grants (January 2020)

Request reference number: FOI 2020 02/01

Date of response: 05.02.2021

Summary of request:

I am requesting under the FOIA, Saltash Town Council provide in writing the awarding of Youth Grants since 2015 to present. I request the names of the recipients, how much awarded per year and the names of the Councillors on the awarding committees.

Response:

| FOI RESPONSE REQUEST REFERENCE 02/012020 | | | | | |
|--|-------------------------------------|---|---|--------------------------------------|--|
| Year | Recipient & amount | Recipient & amount | Recipient & amount | Councillors Tender Opening | Awarding Committee Members (present at meeting) |
| 2015/16 | K3 Young People's Centre £15,000 | Livewire Youth Music Project £15,000 | Groundwork South (Devon & Cornwall Area) £10,000 | Dent Killeya Phillips | Full Town Council 02.07.2015 Councillors: W Phillips, (Chairman), R Bickford, J Brady, Mrs G Challen, M Coot, Mrs J Dent, Mrs. H Frank, M Gee, D Holley, Mrs S Hooper MBE, A Killeya, L Russell, J Shepherd, D Yates. |
| 2016/17 | The Core £15,000 | Junkyard Skatepark £10,000 | Livewire Youth Music Project £15,000 | Brady Dent Phillips | Full Town Council 20.09.2016 Councillors: Mrs H Frank (Chairman), R Austin, R Bickford, J Brady, Mrs G Challen, Mrs J Dent, D Holley, Mrs S Hooper MBE, A. Killeya, W Phillips, D Yates. |
| 2017/18 | The Core £15,000 | Junkyard Skatepark £10,000 | Livewire Youth Music Project £15,000 | Phillips Rance Taylor | Full Town Council 02.11.2017 Councillors: R Bickford, J Brady, G Challen, C Cook, J Dent, S Lennox-Boyd, S Miller, M Parker, A Pinckney, J Rance, P Samuels, G Taylor, S Thorn, D Yates. |
| 2018/19 | The Core £15,000 | Livewire Youth Music Project £15,000 | No award – re-advertise in Spring 2019 | Challen Parker Rance Taylor | Full Town Council 06.12.2018 Councillors: R Bickford, J Brady - Chairman, G Challen – Vice Chairman, J Dent, M Fox, S Martin, S Miller, M Parker, W Phillips, A Pinckney, J Rance*, B Samuels, P Samuels, G Taylor, D Yates. |

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FILE CLOSED

FOI – Unreasonable Persistent Complaints Policy

Request reference number: FOI 2020 03/01

Date of response: February 2020

Summary of request:

July 2019 Saltash Town Council adopted Cornwall Council Unreasonable Persistent Complaints Policy.

1. Was this agreed at Full Council and if so was the vote recorded?
2. Was there a fee to Saltash from Cornwall Council for this policy? If so how much?

Response

1. *Was this agreed at Full Council and if so was the vote recorded?*

The Unreasonable Persistent Complaints Policy was adopted at an Extraordinary Meeting of the Policy and Finance Committee held on Tuesday 2nd July 2019, minute number 36/19/20.

The vote was not recorded.

2. *Was there a fee to Saltash from Cornwall Council for this policy? If so how much?*

There was no cost to Saltash Town Council for this policy.

FILE CLOSED

FOI – Costs of implementing and administering the Persistent Complaints Policy

Request reference number: FOI 2020 04/03

Date of response: 01.04.2021

Summary of request:

Provision of the costs incurred by Saltash Town Council in implementing the Persistent Complaints Policy and the cost to date to administer.

Response:

1. **Costs incurred by Saltash Town Council in implementing the PC policy**

£294 – Cornwall Council legal fees

2. **Cost to date to administer**

£3.75 – cost of processing/payment of invoice from Cornwall Council

3. **Provision in hours to administer this policy:**

The approximate time spent processing an invoice is 15 minutes.

Establishment of policy (liaison with Cornwall Council, Extraordinary Meeting of the Policy and Finance Committee 02.07.2019) 2 hours.

FILE CLOSED

FOI – Saltash Library Public Consultation

Request reference number: FOI 2020 05/09

Date of response: 19.10.2020

Summary of request:

Saltash Library Public Consultation

1. How many responses to the Consultation document were returned and how many were distributed.
2. What was the % rate of returns in comparison to the overall electorate numbers
3. What % is STC's level in determining whether the Consultation is enough to go ahead and at what % will STC decide to park the refurbishment or re-consult, mindful the Consultation document was minus all costings.
4. Will STC provide a full breakdown of the answers to the 4 questions contained in the Consultation document and %.
5. Who authorised the consultation document to be distributed, who proof read it before distribution, who has collated the returns
6. Has the fee of £3,722.00 been paid to marketing company A, as per item 55/19/20 30th January 2020, and if so was there a clause to pay back those funds if the Consultation is found to be flawed.

Response: ATTACHMENT

FILE CLOSED

FOI – Hours and cost of work for former Town Councillor since resignation

Request reference number: FOI 2020 06/10

Date of response: 13.11.2020

Summary of request:

Please provide all hours of manpower and total costings of all the work carried out on behalf of a former Saltash Town Councillor since resignation.

Response:

1. All hours of manpower from Saltash Town Council.
Response: 23.25 hours
2. Total costings of all the work that has been carried out on behalf of a specific individual since resigning as a Saltash Town Councillor.
Response: To the nearest quarter of an hour £583.95

FILE CLOSED

FOI – Membership of Library in 2018 and 2019 including the current membership as at 30/10/2020.

Request reference number: FOI 2020 07/10

Date of response: 11.11.2020

Summary of request:

What was the Library membership for STC in 2018 and 2019. Under the FOI Act I am requesting you supply the information as requested above including the current membership as at 30/10/2020.

Response:

This information is held by Cornwall Council and the requester was advised to contact the FOI team at County Hall.

FILE CLOSED
