

Kingsbridge Town Council

MINUTES OF A MEETING OF THE POLICY COMMITTEE HELD ON TUESDAY 2 SEPTEMBER 2014 AT 6.00 P.M. IN QUAY HOUSE

Present: Cllr Jax Williams (Chairman)
Cllr Anne Balkwill
Cllr Matt Farrand
Cllr Robin Griffin
Cllr Wayne Grills
Cllr Irene Jeeninga

In attendance: Martin Johnson (Secretary)

14/09 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Steve Sidney.

Public Open Forum

There were no members of public present.

14/10 DECLARATIONS OF INTEREST

There were no declarations of interest.

14/11 MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 20 May 2014 were approved as a correct record.

Further to request from Local Works to support a proposal to allow a percentage of Business Rates to be paid direct to local councils SHDC had reported that 5% of rates collected in Kingsbridge equated to £106k per annum. Members noted the report but that no further action should be taken.

14/12 SOUTH HAMS TAP FUND

Members were in receipt of information and criteria for the TAP Fund for financial year 2014/15 to develop collaborative working between towns and their surrounding parishes to tackle local community issues. The deadline for applications was 31 December 2014. Last year the Town Council (KTC) had made a successful joint application with West Alvington Parish Council to cut vegetation primarily alongside Cookworthy Road and West Alvington Hill, install 3 new public seats and paint the traffic barrier at the top of Lower Union Road. Members suggested further vegetation cutting, a piece of Trim Trail kit, and restoration works at New Bridge. It was **RECOMMENDED** to request further proposals at the full council meeting to be held on 9 September 2014.

14/13 MEMBERS' CODE OF CONDUCT

Members were in receipt of South Hams District Council's (SHDC) amended Code of Conduct with highlighted amendments; KTC had adopted the authority's original code on 10 July 2012. It was **RECOMMENDED** to adopt the recently amended SHDC Members' Code of Conduct.

14/14 OPEN AND ACCOUNTABLE LOCAL GOVERNMENT

Members had been directed to the Openness of Local Government Bodies Regulations effective from 6 August 2014 and the Department for Communities & Local Government's "A guide for the press and public on attending and reporting meetings of local government" dated June 2014. It was **RECOMMENDED**:

- to adopt a Protocol on the filming and recording of KTC full council and committee meetings,
- to display a notice in the Council Chamber to identify the above,
- for officers to produce written records of their actions regarding decisions delegated to them by full council or committees, and
- for Standing Orders to be amended to reflect the new regulations.

14/15 FLY A FLAG FOR THE COMMONWEALTH

Members were in receipt of a report on Commonwealth Day 9 March 2015 (National Association of Local Councils letter undated) (NALC) which lobbied for local councils to participate. It was **RECOMMENDED** to take no further action.

14/16 RURAL SOUNDING BOARD

Members were in receipt of an invitation from the Rural Sounding Board dated 2 June 2014 for local councils to nominate one or 2 members to receive no more than 4 surveys per annum via 'survey monkey' to share their views on topical issues. It was **RECOMMENDED** for Cllrs Balkwill and Farrand to sign up as Rural Sounding Board members.

14/17 LEISURE MANAGEMENT CONTRACT

Members were in receipt of a briefing document from RPT Consulting dated June 2014 regarding SHDC's Leisure Management Contract informal market testing which invited an expression of interest from KTC to operate and/or invest in Quayside Leisure Centre. Members considered that nil opinion could be made unless much greater detail of running costs and related matters was known. It was **RECOMMENDED** to request full income and expenditure accounts, a costed maintenance schedule and information on third party arrangements for Quayside Leisure Centre.

14/18 SOUTH WEST RESILIENCE CAMPAIGN

Members were in receipt of a request from Devon County Council and Coast Communications for KTC to back their quest for central government to commit investment into the south west peninsula's transport network in this year's autumn

statement. It was **RECOMMENDED** to wholeheartedly support the South West Resilience Campaign.

14/19 STANDING ORDERS

Members had been directed to a new draft of Standing Orders based on the NALC's model standing orders. The draft incorporated additional sections regarding the reporting on the proceedings of meetings and the delegation of statutory functions and related responsibilities. It was **RECOMMENDED** to adopt the draft Standing Orders.

14/20 HEALTH & SAFETY POLICY

It was reported that the Health & Safety policy was being redrafted; Cllr Griffin commented that he was content to assist staff.

14/21 DATE OF NEXT MEETING

Tuesday 20 January 2015 at 6.30 p.m.

The meeting closed at 7.47 p.m.