

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 5th January 2012 at 7.00pm

PRESENT: Councillors: M Gee, (Chairman), R Austin, R Bickford, P Clements, G Ellison, D Holley, Mrs. S Hooper MBE, A Killeya, W Phillips B Reid, , C Riches, D Yates.

ALSO PRESENT: Reverend N Slateford – Mayors Chaplain, Steve Tate - CIC.PCSO Tom Cornwell – Saltash Community Police, 6 Members of the Public, 3 Members of the Press, R Lane - Town Clerk.

APOLOGIES: Councillor: C Oakes, Mrs. H Frank, M Killeya, P Stephens ISM, L Bradley – CIC Chairman,

HEALTH AND SAFETY ANNOUNCEMENTS

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

PRAYERS

Reverend N Slateford – Mayors Chaplain led prayers.

27/11/12 DECLARATIONS OF INTEREST

Councillor	Agenda Item	Personal/Prejudicial	Reason
Gee	P & R 118/11/12	Prejudicial	Treasurer of Livewire Expenses
A Killeya	12 PA11/09854	Personal Personal	Know several members of church
Hooper	PA11/10255 PA11/09966	Personal Personal	Member of STC I know applicant, architect and objectors
Reid	12 PA11/09854	Personal Personal	Expenses Knows members of church
Yates	PA11/10255	Personal	Member of STC
Riches	PA11/09854	Prejudicial	On Wesley church council
	PA11/10255	Personal	Member of STC
Phillips	PA11/10439	Personal	Am known to applicants.
	PA11/10238	Personal	Am known to applicants.

Clements	PA11/09854	Personal	Wesley church member.
Austin	PA11/09854	Personal	Wesley church member.
Holley	PA11/09854	Personal	Wesley church member
	PA11/09966	Personal	Know architect (if it remains Mr Leo Parkin)

CHAIRMAN'S REPORT

The Chairman gave the following report

Mayors Report January 2012

We started the month with a visit to the Ploughboy pub to celebrate the opening under new management.

Then we had the fantastic Xmas Event with the Light switch on and the Carol Service, Congratulations to Joe, Hilary and the Civic Amenities Committee for the best ever Xmas event. I had a brilliant time at all the Schools helping to make the Xmas Lanterns.

After this we had the Royal Visit to celebrate the 50 years of the Tamar Bridge. We have also had a great time visiting the Guides Carol service, The Augmented Choir Concert, Bishop Cornish Pre Christmas Performance, Primary school Christmas performance and the Christingle Service at St Stephens Church.

We enjoyed a tremendous performance of The Wizard Oz at Saltash . Net School.

We also attended the Saltash Age Concern Thursday Luncheon Club Christmas Lunch and Saltash Age Concern Social Club Christmas Party both at the Ploughboy Pub and The 2nd Forum Anniversary Christmas event at Saltash Wesley Church.

During the run up to Xmas we visited Rowan House Residential home, Malvern House Nursing Home, Cresta Abbeyfield and Tamar Nursing Homes also Chichester House, Kingsleigh House, Marray House, St Anne's, Beech House and The Elms Nursing and Residential homes.

We attended the Blessing of The Cribb in St Barnabas Hospital and Visited the In Patients on Xmas Morning after which we helped serve the Xmas Lunch at Saltash Wesley for the people who live at home alone.

We also visited the Tamar Bridge Office the Police Station and the Fire Station. As I am not attending the January Meeting, I trust you all had a great Christmas and Marilyn and I would like to wish you all A Happy New Year.

The Deputy Mayor reported that it had been a pleasure to attend a lunch at the SHADO centre and meet with them.

It was **RESOLVED** to note the reports.

POLICE REPORT

Total number of crimes committed for the period 1st December 2011 – 5th Jan 2012, 73 crimes, compared to 62 offences for the same period in 2010 -2011.

Including:

- 8 Burglary Dwellings
- 4 Theft from motor vehicles
- 5 Criminal Damage to motor vehicles
- 4 Criminal Damage to dwellings
- 15 Thefts other
- 1 Theft from shop
- 2 Drink Drives

PCSO Tom Cornwell 30500
Neighbourhood Team
Saltash Police Station

PCSO's are in the process of setting up Community Speed Watch for the area, where by vetted members of the community will conduct speed checks in a designated area.

The Chairman enquired if the level of burglaries was at a high level due to the Christmas period.

PCSO Cornwell replied that the level was slightly above the normal average but was not linked specifically to the Christmas period.

Councillor A Killeya asked if the reason the crimes were up on last year could be attributed to the weather.

PCSO Cornwell replied that it could be a reason.

Councillor Mrs S Hooper MBE asked if neighbourhood watch schemes were in operation in areas where rural crime took place and if not could the police encourage the establishment of the scheme in these areas.

She also suggested the Messenger be used to promote the scheme.

PCSO Cornwell replied that the police actively encourage the scheme in all areas.

Councillor Holley asked if it was still possible for people to be included in the Speed Watch scheme and could the opportunity to be involved be advertised in the press.

PCSO Cornwell replied that there was still the opportunity for those wishing to be included to be put on the list.

It was **RESOLVED** to note the report.

SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

MONTHLY REPORT FOR December 2011

SALTASH GATEWAY CIC REPORT FOR DECEMBER 2011

Health and Social Network

Gateway CIC very recently organised a community consultation on a document received from the Saltash Health Strategy Group, using members of the newly formed Network. The results were reported to the Strategy Group (See Appendix below). A new draft strategy will be produced by the Group in January, and again Gateway CIC will organise the community consultation. This is an important process for local citizens. Among other things, the strategy is expected to sanction a study of the future role of St Barnabas Hospital, led jointly by the League of Friends and Gateway CIC.

Community Transport Project - End of Year Report

A 2002 registration 16 seater Mercedes Sprinter Minibus was acquired from Cornwall Council in November of this year. The vehicle is fitted with a 300 kg wheelchair lift and is capable of carrying 6 wheelchairs. Grants have been obtained from the Saltash S106 funds, Cornwall Council and a NatWest competition. Progress to December 22nd 2011 is as follows:

- The bus has been repaired by the main Mercedes dealers and MoT'd to Public Service Vehicle (PSV) required standards. It is now taxed and insured at the required level for its intended purpose.
- The Corlink Western Greyhound livery and phone numbers have been removed. Immediately after Christmas it will have its new livery applied, i.e. "*Saltash Hopper*" with a grasshopper logo, CIC data & other contact data.
- Volunteer Cornwall (VC) Truro will carry out the major aspects of volunteer driver recruitment, checking & training. Recruitment will also however be carried out locally, with suitable candidates being passed to VC.
- Our application for the Vehicle and Operator Services Agency (VOSA) Section 19 Permit has been granted and the Permit issued to us. We have entered into an agreement with Volunteer Cornwall to carry out the passenger registry & bookings required under the conditions of Section 19 and to promulgate route and other information as supplied by ourselves. This registration is required under the Section 19 passenger criteria. When in operation, we can consider and, if appropriate to our current requirements, also apply for a Section 22 Permit.
- We will recruit a part-time "administrator" once all his / her duties relative and additional to those of VC are evaluated

- CIC have joined the Community Transport association (CTA) which is a valuable source of operational and potential legal assistance
- The CIC Community Transport team consists of Colin Brown, Tony Parry and Ken Marshall. We are guided by an Advisory Group made up of the Community Transport leaders within Cornwall Council, Volunteer Cornwall and Age Concern Cornwall.
- We have an email address : SaltashMinibus@aol.com and a Community Transport website is in preparation

*Colin Brown
Community Transport Project Leader*



Current Financial Position

I am pleased to report that the company's financial situation has now stabilised. This is because of:

- a) Action to curb expenditure in the last quarter, including the redundancy of the Project Coordinator post, and clearer accountabilities for Directors leading current projects. The chair has this month taken over all company administrative duties (eg emails, website maintenance, and administration of meetings) on a 2-month trial. An appraisal of future administrative support requirements will be made based on this experience
- b) A good flow of income: £16275 in the form of grants to underpin the development of the Community Transport Project; the STC grant for this transitional year received in the previous month; and a continuing small amount from sales of SaltashCards
- c) No unpaid invoices remaining, and no other major expenditure planned

On December 23 2011, the summary financial position is as follows:

Company Main Account:	£3841 (includes the balance of the Health Network funds, which forms approx 50% of this total)
Community Transport Account:	£5329 (the balance of the grant of £10000 from Cornwall Council after expenditure to put the bus on the road)
Company Deposit Account:	£9275 (Includes the NatWest grant for Community Transport)

Liam Bradley CIC Chairman

PS – The S106 Grant for the Community Bus Project, approved on 29th September 2011 has still not been received!

APPENDIX to Saltash Gateway CIC December 2011 Report to STC.

Revising the Saltash Health Strategy

Draft responses from independent consultations undertaken by volunteers from the local Health and Social Care Network and led by Saltash Gateway Community Interest Company

1. Could the revised strategy be the *Health and Wellbeing Strategy*? Many respondents wanted a wider purview, to be reflected throughout the document. It also begs the question whether the strategy should be “*for Saltash and District*”?
2. The emphasis in the original strategy of increasing service provision both in the local community and also in the home received complete support. It should continue to be the core concern of the strategy, along with achieving *continuity of care* which was felt to be increasingly underemphasised.
3. We concluded that the original strategy, and the services envisaged, have not been publicised well enough. A major push is needed to market local service availability, including social care: the capacity for an individual person to choose to have care or treatment locally needs to be brought to attention at all times. Could this be taken on for early action?
4. It is clearly time to take a radical look at the role of St Barnabas. The message from the consultations is that there is support to explore options beyond the current proposals for additional services (which are nevertheless to be welcomed, and to which ophthalmology and “hospice”-type services should be added). Lots of interesting ideas have emerged, from the importance of finding the means to incorporate services like X-ray, to difficulties of access, to replacing the current

building with something that reflects likely future needs and expectations locally. Can we grasp the nettle please?

5. The mention of people with special needs in the strategy was appreciated, although specific provision is felt to be below par, eg mental health, learning disability, autism and others. It is hoped that a future strategy would prioritise vigilance about these aspects of care services, and that commissioners and providers would engage in a continuous dialogue with service users and their carers.
6. The health and care needs of older people, including those suffering with dementia and those who are at the end of their lives, should be subject to a local interagency initiative to improve access to a more innovative range of local support. This might avert any local occurrence of widely reported national failures in care services, and at the same time be cost-effective. The East Cornwall “Hub” should be asked to support this practically.
7. Although national policy has not been finally set, there is a clear need to “sell” the benefits of clinical commissioning: misunderstanding seemed rife, and mistrust a risk. Public engagement is seen to be central to the future of commissioning. Joint commissioning between the local NHS and Cornwall Council in East Cornwall was recommended.
8. Some other specific points mentioned were:
 - Lifestyle/fitness support, and the engagement of voluntary bodies in such preventive activity, would be a positive element for the future
 - Dental services are proving slow to become available
 - The Hearing Centre should be promoted more
 - Some stories of poor quality & inefficiency of Out-of-Hours GP service

Encouraging public participation

The new Network seems to have functioned well for this consultation, and new links and opportunities for us have arisen out of it. We hope that the responses above will prove useful. The central core of volunteers will continue to meet, and we will be available as a group to consider any issue raised by the Strategy Group for comment or exploration.

We wonder whether we might also suggest some “constitutional” changes at this stage? What we have in mind is:

1. Representation at meetings of the Strategy Group should be: one Gateway CIC member; one St Barnabas League of Friends member; and two representatives elected by the core volunteer group of the Network. This membership should also be supplemented for particular agenda items.
2. Members of the Network should be invited to join any specific working groups set up to consider health and wellbeing issues locally: we see this as more important than formal representation on the Strategy Group as above: the public should be able to contribute to issues as they are identified for attention by clinicians and service managers.

3. Saltash Gateway CIC would also be willing to lead studies of particular issues where appropriate.

Peter Thistlethwaite – Community Health Network Project Leader

It was **RESOLVED** to note the report.

CORNWALL COUNCIL REPORT

- (a) Public Convenience Provision – Mr C David, Cornwall Council Strategic Waste and Landscape Manager

The Chairman informed members that the item had been deferred pending a meeting of Cornwall Council to further review the strategy.

- (b) CNA report for noting or matters arising

Councillor Riches informed members:

1. that Cornwall Council had instituted a £700,000 bursary scheme to support young people into further education.
2. the Cornwall Council development framework annual monitoring report was almost ready for distribution.
3. the CNA Manager had arranged a meeting on 1st February 2012 with MVV Managers for members of the council to discuss the potential effects on Saltash of the submarine dismantling facility.

Councillor Holley drew member's attention to the Cornwall Core Strategy Consultation that was taking place at the Guildhall on 13th January 2012 and the need to publicise the event as widely as possible.

It was **RESOLVED** to:

1. Produce publicity leaflets for distribution at meet the people on 7th January 2012.
2. 2 banners be procured up to a value of £150. Councillors Holley and Ellison to determine the wording.
3. Cornwall Council be requested to hold a second consultation at Saltash and that if agreed £500 from the general reserve be set aside to procure leaflets to promote the event.

QUESTIONS

Councillor Ellison enquired if any progress had been made in making planning applications available at the library.

Councillor Holley informed the meeting that the response he had received from Cornwall Council was that this would not be possible as it would then have to be done for all councils and that the applications could be viewed on the computer monitors at the library.

He had also queried why the spare copy of planning applications submitted could not be made available to the library to which he had not yet received a response.

The Chairman enquired if the council copies could go to the library on a Friday to be returned on Monday in order that they may be viewed by the public on Saturdays.

It was **RESOLVED** that the council copies of planning applications go to the library on a Friday to be returned to the Guildhall on Monday in order that they may be viewed by the public on Saturdays.

Mr Tate enquired with regard to the progress of the bridges at Pillmere.

Councillor Riches informed Mr Tate that one bridge has been used in Sungirt Nature Reserve at Liskeard and is not recoverable.

The second bridge is extant and is stored at Stoketon Cross by Bond Bros.

The CNA Manager is contacting the Cornwall Council Tree Officer to see if there is a way for the most westerly bridge to go in its original proposed site.

It was **RESOLVED** that Councillors Riches and Clements formally reply to Mr Tate with a letter.

272/11/12 **MINUTES**

The minutes of the meetings held on 1st December and 20th December 2011 were confirmed and signed as a correct record subject to the minutes of the meeting held on 1st December 2012 minute 243/11/12 declarations of interest for Councillors A Killeya and Reid delete word 'best' and insert 'least'.

273/11/12 **MATTERS ARISING FROM THE MINUTES:**

(a) PA11/03944 – 4 Regal House, Fore Street – update

Councillor Holley informed members that the item had been delayed due to further discussion by Cornwall Council.

(b) Boundary Commission for England – update from Councillor A Killeya

Councillor A Killeya reported that he was awaiting further developments.

(c) Councillor R Tovey – response to letter on devolution

Councillor A Killeya requested members wait for a reply to the second letter before sending a response to R Tovey's first letter.

It was **RESOLVED** that:

1. a reply be received to the council's second letter before sending a response to R Tovey's first letter.
2. accept the offer for Grenville Avenue allotments as proposed in R Tovey's first letter.

274/11/12 FINANCE:

a. The following receipts in November/December 2011 were **NOTED**:

	£	p	
Guildhall Hire	952.80		Guildhall hire
Burial Board	2280.00		Burial fees
Allotment hire	150.00		Allotment hire
PTS	74.06		Refund – re 15-17 LFS

b. The following payments in November/December 2011 were **NOTED**:

	£	p	£	p	<u>Remarks</u>
	Gross		Excl VAT		
Staff salaries	8325	.07			Staff salaries (November)
Cornwall Council	617	.00			Guildhall rates
South West Water	286	.14			Water - Guildhall
South West Water	83	.44			Water – Fairmead allotments
1st Office Eq. Ltd	203	.69	169	.74	Copier maintenance
UK Fuels	74	.43	62	.39	Fuel (Groundsman)
WPS Insurance Ltd	11,596	.35			Insurance
HMRC	1947	.78			PAYE/NIC
Cornwall Council	73	.84			Superannuation – August
Pensions Fund					
Cornwall Council	876	.20			Superannuation – October
Pensions Fund					
Acorns Florist	1200	.00			Watering hanging baskets
SW Building Ltd	17,949	.59	14,957	.99	Guildhall works
Mrs S Hooper	23	.00			Expenses - Conference
Cecil Arms	100	.00			Blue plaque signage
IRQ Systems Ltd	142	.79	118	.99	IT support/broadband
Jettadrain Ltd	144	.00	120	.00	CCTV survey for storm drain & report
Audit Commission	2340	.00			Audit fee 2010/11
G Peggs	2873	.03	2398	.36	Project management fee
Saltash Gateway CIC	5000	.00			Support to project management and development 2011/12

R Lane	18	.80			Expenses – meeting in Looe
Chubb	714	.44	595	.36	Fire extinguishers rental & service
HM Gee	40	.80			Expenses – budget event
Cornwall Farmers	119	.99	100	.00	Service - tractor
Otis Ltd	480	.04	400	.04	Lift maintenance
R Lane	41	.60			Expenses – meeting in Truro
SW Building Ltd	136	.91	114	.09	Guildhall repairs
ICOM South West	69	.80	58	.17	Telephone charges
Jackman Peckover	1698	.50	1415	.42	Repair of pumps
PWS	42	.00	35	.00	Safety clothing
SES Ltd	144	.00	120	.00	Replace and fit lantern
SSE Contracting	242	.95	202	.46	Install Christmas lights
Mr Sticker	216	.00	180	.00	Free parking banners
Cornwall Council	7360	.92	6134	.10	Free parking in December fee
Saltash Town Band	150	.00			Remembrance Service
Cornwall Council	283	.20	236	.00	Christmas shopping signs
Petty cash	30	.90			Petty cash
Mr Sticker	66	.00	55	.00	Craft fair banner
B Whipp	75	.00			Town Crier – Christmas event and advertising
Putnam Newspapers Ltd	270	.00	225	.00	Leaflet delivery
Saltash Window Cleaning	190	.00			Guildhall & bus shelters
Hine Marquees Ltd	80	.00			Christmas event
D Bishop	350	.00			Christmas event – entertainment
Saltash Town Band	175	.00			Christmas event
Smeeby Ltd	100	.00	83	.37	Cleaning services
Saltash & District Observer	100	.00			Christmas advert
Hine Marquees Ltd	136	.00	120	.00	Collection and installation – Christmas tree in Victoria Gardens

c. Urgent and essential works actioned by the Clerk under Financial Regulation 3.4 of the Town Council's Standing Orders

No report.

It was **RESOLVED** to note.

275/11/12

PLANNING

- a. It was noted that Cornwall Councillors will vote upon the information before them at this meeting but in the light of subsequent information received at Cornwall Council, Councillors may vote differently at that meeting. Councillor Gee did not vote on planning.
- b. It was noted that where the Cornwall Council Officer wishes to recommend contrary to the Town Council's view, she/he will contact the Council by email. In light of time constraints the Council will respond by

email consensus of Councillors. Interested parties may request of the Clerk to be copied in on this e correspondence, and may make one email submission to all Councillors.

c. Applications for consideration:

Prior to the next application Councillor Riches declared a prejudicial interest and left the meeting.

Date received	Application no.	Details of application
19.12.2011	PA11/09854	Saltash Wesley Methodist Church - Wesley Methodist Church, Callington Road - installation of solar pv panels. Town Council Ward: Pill Cornwall Council Ward: Saltash Pill

It was resolved to RECOMMEND APPROVAL.

Councillor Riches was invited and re-joined the meeting.

19.12.2011	PA11/09966	Mr and Mrs D Bennetts – land at 17 Essa Road - construction of 2 no. dwellings. (Revised design to application no. PA11/01099 dated 30/03/2011). Town Council Ward: Essa Cornwall Council Ward: Saltash Pill
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It was resolved to RECOMMEND REFUSAL on the following grounds:

- 1. Extra access and egress points will further exacerbate the dangerous road traffic situation of the junction. The westernmost new entrance is now closer to the blind corner into King Edward Road and therefore it is at the point now where road safety has become an issue.**

2. **Changes to the design of the building including the change of carport to garage will further increase the footprint and exacerbate the problems of**
(i) overdevelopment
(ii) reduction of amenity space.

3. **“ The top floor window enlargement on the southern elevations has increased unacceptably the potential for overlooking of properties to the south to the detriment of their amenity”**

23.12.2011 PA11/10188

Mr and Mrs Harrison - **Tor Linhay Barn, Tor Hill** - Listed Building Consent for alterations and extensions to form enlarged sun room and provision of en-suites.

Town Council Ward: St Stephens

Cornwall Council Ward: Saltash Burraton

It was RESOLVED that the application be considered at a special meeting of Full Council to be held on Wednesday 11th January 2012 prior to Civic Amenities.

21.12.2011 PA11/10238

Mr and Mrs J Westaway – **4 Leat View, Latchbrook** - utility room extension to rear of property at ground floor level, and first floor bedroom extension with en-suite above existing garage. Replace dining room rear windows with French doors.

Town Council Ward: Burraton

Cornwall Council Ward: Saltash Burraton

It was resolved to RECOMMEND APPROVAL.

Prior to the next application all members of the council declared a personal interest.

21.12.2011 PA11/10255 Saltash Town Council - **The Guildhall, Lower Fore Street** - Listed Building Consent for alterations to reception and caretaker areas on ground floor, fitting of picture rail.
Town Council Ward: Pill
Cornwall Council Ward: Saltash Pill

It was resolved to RECOMMEND APPROVAL.

14.12.2011 PA11/10439 Mr P O'Melia – **19 Pondfield Road** – construction of a rear conservatory.
Town Council Ward: Burraton
Cornwall Council Ward: Saltash Burraton

It was resolved to RECOMMEND APPROVAL.

- d. Decisions taken by Cornwall Council where the decisions reached were contrary to the recommendations made at the Town Council meeting:

PA11/08685 Land at rear of Parkesway, Parkesway, St Stephens

STC resolved to recommend REFUSAL ON 15.11.2011 due to reason of siting will cause over massing and potential loss of privacy to neighbours. The planning officer wishes to recommend APPROVAL.

POLL RESULTS:

- | | | |
|----|--|---------|
| a. | Stick with our original position and request call-in | 3 votes |
| b. | Accept the officer's position | 5 votes |
| c. | Abstain | 0 votes |

PA11/07816 – 2 The Court, Saltash

STC resolved to RECOMMEND REFUSAL on 3.11.2011 on the grounds of overdevelopment of the site and impact on the amenity space. The Officer recommends APPROVAL.

POLL RESULTS:

- | | | |
|----|--|---------|
| a. | Stick with our original position and request call-in | 5 votes |
| b. | Accept the officer's position | 4 votes |
| c. | Abstain | 3 votes |

Cornwall Council approved the planning application on 2.12.2011

It was **RESOLVED** to:

1. request Cornwall Council provide a reason why the application was not called in.
2. contact the relevant Councillor informing them of any applications notified to Cornwall Council for call in and any refusals received for call in.

PA11/08833 – 2 St Georges Road, Saltash

STC resolved to recommend REFUSAL on 15.11.2011 due to:
overbearing aspect of west wall of garage on the amenity of neighbours at no. 4; overall mass of structure too much for the site
The officer is mindful to APPROVE.

POLL RESULTS:

- | | | |
|----|--|---------|
| a. | Stick with our original position and request call-in | 8 votes |
| b. | Accept the officer's position | 1 vote |
| c. | Abstain | 2 votes |

276/11/12 **CORRESPONDENCE**

**(a) Cornwall Rural Community Council
Rail Survey**

Members considered a response to the survey.

It was **RESOLVED** that a response be delegated to Councillors Bickford, Yates and the Clerk formally respond on behalf of the council.

(b) Cornwall Council

The County of Cornwall (Saltash) (Various Streets) (On-Street Parking Places and Restrictions on Waiting) Amendment Order 2011

Members considered the Amendment Order 2011.

It was **RESOLVED** to note.

277/11/12 **BURIAL BOARD 12TH DECEMBER 2011**

It was **RESOLVED** that the Minutes of the Burial Board Committee held on 12th December 2011 be confirmed and signed as a correct record and the

recommendations therein be endorsed subject to: Minute 33/11/12 resolution 2 delete word 'parishioners' insert 'Saltash residents'.

278/11/12 **INDUSTRY, COMMERCE, TRANSPORTATION & TOURISM**
COMMITTEE 14TH DECEMBER 2011

It was **RESOLVED** that the Minutes of the I.C.T.T Committee held on 14th December 2011 be confirmed and signed as a correct record and the recommendations therein be endorsed subject to:

1. Minute 101/11/12 (b) Recommendation to be deleted and the following inserted 'It was Recommended that any response be upon the outcome of comments received from S.T.I.G.'.
2. 106/11/12 delete minute it was an update note only.

Prior to the next item Councillor Gee declared a prejudicial interest and left the meeting.

Councillor A Killeya in the chair.

279/11/12 **POLICY & RESOURCES COMMITTEE 20TH DECEMBER 2011**

It was **RESOLVED** that the Minutes of the Policy and Resources Committee held on 20th December 2011 be confirmed and signed as a correct record and the recommendations therein be endorsed subject to:

- (1) Minute 118/11/12 – 134, 135, 136 delete word 'national' and remove section 2. from 135 and 136.
- (2) Minute 115/11/12 Finance (d) Budget for 2012/13 add

It was further **RESOLVED** that the Town Clerk and Chairman would bring back a proposal to committee to reduce the net revenue budget by making transfers of approximately £30,000 from the general reserves to specific allocated reserves, where the allocations for those items are likely to be on-off top-ups to earmarked funds and not regularly yearly items.

Councillor Gee was invited and returned to the meeting.

Councillor Gee in the Chair.

280/11/12 **MEET THE PEOPLE:**

- a. Feedback from last meeting

The Chairman reported there were no outstanding items.

It was **RESOLVED** that the report be noted.

- b. Arrangements for future meetings.

The Chairman invited members to attend the next meeting on Saturday 7th January 2012.

It was **RESOLVED** that: Councillors Yates, Ellison, Holley, Clements and M Killeya would attend.

281/11/12 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, it was **RESOLVED** that the press/public be excluded from the meeting for the following items of business.

282/11/12 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

283/11/12 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

It was **RESOLVED** that the public and press be re-admitted to the Meeting.

284/11/12 **URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

1. Reverend Jeffrey Howden.

The Chairman informed members of an invitation to a Farewell Service on Retirement to be held on Saturday 4th February from 3 p.m.

It was **RESOLVED** to note the invitation.

2. Cornwall Council Planning Training.

The Chairman informed members of an invitation from Cornwall Council to submit comments on their proposed training programme for 2012/13.

It was **RESOLVED** that Councillor A Killeya would respond.

3. Ending of face-to-face benefits advice service in Saltash

Councillor Holley requested the council formally respond to Cornwall Council with regard to the council's dissatisfaction at the ending of the service.

It was **RESOLVED** that

1. a letter be sent to Cornwall Council expressing the council's dissatisfaction at the ending of the service.
2. CALC be contacted to determine how other councils were responding.

285/11/12 **PRESS RELEASES**

None.

286/11/12 **DATE OF NEXT MEETING**

11th January (Planning) 17TH January (Planning) and 2nd February 2012

287/11/12 **COMMON SEAL**

It was **RESOLVED** that the Common Seal of the Council be affixed to all Deeds and Documents necessary to give effect to the foregoing Acts and Proceedings.

Rising at 9.10 p.m.