



Saltash Town Council

Konsel An Dre Essa



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

27 January 2012

Dear Councillor,

I write to summon you to a meeting of the Saltash Town Council to be held at the Guildhall on **Thursday 2nd February 2012 at 7.00pm.**

Planning applications can be viewed by Members of the Council immediately prior to the meeting or by arrangement with the Town Clerk. Please note that the applications may also be seen on the Cornwall Council's website www.cornwall.gov.uk

Members of the public may view planning applications during normal working hours of 9.30 am – 4.30 pm daily at the Guildhall. Any member of the public wishing to speak during the meeting must complete a slip and hand to the Town Clerk prior to the meeting.

Yours sincerely,

R Lane
Town Clerk

To:

R Austin	W Phillips
R Bickford	B Reid
P Clements	C Riches
G Ellison	P Stephens ISM
H Frank	D Yates
D Holley	
Mrs S Hooper MBE	
A Killeya	C Oakes (Mayor)
M Killeya	M Gee (Deputy Mayor)

AGENDA

1. Health and safety announcements
2. Prayers
3. Apologies
4. To receive any declarations from Members of any personal and/or prejudicial interests in matters to be considered at this meeting.
5. Chairman's Report
6. Police
 - a. Police report
7. Report by Saltash Gateway Community Interest Company (CIC)
 - a. To receive report and consider any actions arising
8. Cornwall Council Report
 - a. CNA report for noting or matters arising
9. Questions:
A 15 minute period when members of the public may ask questions of Members of the Council.
10. To approve the Minutes of the Meetings held on 5th, 11th and 17th January 2012
11. To consider matters arising from the Minutes:
 - a. PA11/03944 – 4 Regal House, Fore Street – update
 - b. Boundary Commission for England – update from Councillor A Killeya
 - c. Councillor R Tovey – response to letter on devolution – update
 - d. Ending of face-to-face benefits advice service in Saltash
12. Finance:
 - a. To advise the following receipts in December 2011/January 2012:

	£	p
Guildhall Hire	1780.92	Guildhall hire
Burial Board	1560.00	Burial fees
Cornwall Council	604.00	Footpath grant
Allotments	885.00	Allotment rents

b. To advise the following payments in December 2011/January 2012:

	£	p	£	p	Remarks
	Gross		Excl VAT		
Staff salaries	8314	.93			Staff salaries (December)
Cornwall Council	617	.00			Guildhall rates
Plymouth Citybus	50	.00			Hire to test parking space
CT Oakes	336	.00			Expenses
The Consortium	336	.06	293	.70	Stationery/cleaning materials/fridge
SW Building Ltd	2012	.40	1677	.00	Work on Guildhall toilets
Florabella Ltd	24	.00			Flowers for Remembrance Sunday
Hudson Accounting	360	.00	300	.00	Interim internal audit
1 st Office Equipment Ltd	32	.72			
UK Fuels Ltd	74	.87	62	.39	Fuel – groundsman for cemetery
Mrs H Frank	64	.40			Christmas expenses
Circusintoschools	150	.00			Entertainment – Christmas event
Bash Street Theatre	450	.00			Entertainment – Christmas event
Powerline Technical Services	319	.20	266	.00	Emergency light fitting replacements
Hine Brothers	2820	.00			Grounds maintenance/landscaping
HMRC/PAYE	2271	.73			PAYE/NIC
IRQ Systems Ltd	142	.79	118	.99	IT support/broadband
Specsavers Optical	354	.05			Eyecare vouchers
Cornwall Council	876	.20			Superannuation
Pension Fund					
Identibadge Ltd	35	.41	23	.51	Security badges
Mrs J Holmes	125	.00			Entertainment - Christmas event
JB Roissetter	150	.00			Entertainment - Christmas event
SRUG	362	.11			Saltash Train Timetable – printing & delivery
EDF Energy	19	.44			
The Consortium	231	.10	192	.58	Stationery/cleaning materials
Viking Direct	329	.99	288	.66	Stationery/stamps
Chubb	456	.00	380	.00	Doorguards
Toozalii Ltd	2380	.00			Lantern workshop
CT Oakes	327	.20			Expenses
EDF Energy	7	.26	6	.91	Lighting
ICOM South West	74	.96	62	.47	Phone bill
EDF Energy	13	.23	12	.60	Lighting
EDF Energy	13	.08	12	.46	Lighting
EDF Energy	12	.81	12	.20	Lighting
Morris Leslie Group	90	.90	75	.75	Christmas event – barriers
SES Ltd	252	.00	210	.00	Lighting of glass panel
Hine Brothers	1000	.00			Grounds maintenance – December
Panel Systems Ltd	2218	.06	1848	.38	Staging

Eon	904	.52	753	.77	Gas bill
BNP Paribas Lease	513	.84	428	.20	Photocopier lease
DM Wells	50	.00			Publicity re Christmas parking (STIG)
Petty cash	98	.97			Petty cash top up
Cornwall Council	264	.24	220	.20	Christmas road closure
Tartendown Nursery	540	.00	450	.00	Phase 4 works
Saltash Window Cleaner	45	.00			Guildhall windows
Cornwall Council	10	.00			Banner charge – Victoria Gardens
Mr Sticker	120	.00	100	.00	Banners
Saltash Lions Mayfair	1686	.50			Festival fund grant
SEA	900	.00			Festival fund grant
Petty cash	99	.71			Petty cash top up
Smeeby Ltd	135	.00	112	.50	Carpet cleaning
Livewire	1000	.00			Community chest grant
Thomas Fattorini Ltd	571	.80	476	.50	Repairs/cleaning Mayoral chains
Saltash Youth Council	3500	.00			Grant

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

13. Planning:

- a. To note 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.
- b. To note that in the event that the Cornwall Council officer wishes to recommend opposite to the Town Council's view they will contact the Town Council by email. In light of time constraints the Town Council will then hold an online poll of Councillors to determine whether to accept the officers' view or to ask for the application to be called into committee. The results of these polls will be read into the record at the next town council meeting. Members of the public may request, via the clerk, to be copied into any correspondence.
- c. Applications for consideration:

Date received	Application no.	Details of application
16.01.2012	PA11/09210	Moor 3 Limited - The Boathouse, Antony Passage, St Stephens - refurbishment and extension to existing boathouse to form new dwelling. Town Council Ward: St Stephens Cornwall Council Ward: Saltash Burraton

24.01.2012	PA11/09507	Mr J Ramsden - Shillingham Manor, St Stephens - conversion of outbuilding to ancillary and stockman's accommodation. Town Council Ward: St Stephens Cornwall Council Ward: Saltash Burraton
19.01.2012	PA12/00072	Messrs M and J Legg – Manor Farm, Trematon - conversion of redundant former farm barn to dwelling and cart-house garage, demolition of modern farm buildings, reforming access and associated works. Town Council Ward: St Stephens Cornwall Council Ward: Saltash St Stephens
18.01.2012	PA12/00075	Messrs M and J Legg - Manor Farm, Trematon - conversion of redundant former barn to dwelling and cart-house garaging; alterations to access and associated works (demolition of modern farm buildings). Town Council Ward: St Stephens Cornwall Council Ward: Saltash St Stephens
26.01.2012	PA12/00271	Mr J Sevieri-Frost - 30 Beweys Park - conversion of and extension to garage on front elevation. Town Council Ward: St Stephens Cornwall Council Ward: Saltash Burraton
16.01.2012	PA12/00296	Mr L Blair - 48 Lynher Drive, St Stephens - formation of hardstanding. Town Council Ward: Essa Cornwall Council Ward: Saltash Essa

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

PA11/09966 – Land at 17 Essa Road, Saltash

Saltash Town Council resolved to RECOMMEND REFUSAL on 05.01.2012. The officer considers a refusal on the grounds stated by Saltash Town Council would be unsustainable at an appeal given the nature of the alterations intended.

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

PA11/08018 – 33 Lower Fore Street, Saltash

Saltash Town Council resolved to RECOMMEND APPROVAL on 11.01.12. The Officer is minded to RECOMMEND REFUSAL due to further loss of commercial properties in the town centre.

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| a. | Stick with our original position and request call in | 2 votes |
| b. | Accept the officer's position | 7 votes |
| c. | Abstain | 1 vote |

14. Correspondence:

- a. Cornwall Council
2012 Off Street Parking Order
- b. SITA Cornwall
A snapshot of the last five years
- c. Cornish Social and Economic Research Group
Reference - Core Strategy Consultation

15. To receive Minutes of the following Committees:

Civic Amenities Committee held on 11th January 2012

Staffing Committee held on 17th January 2012

Industry, Commerce, Transportation & Tourism Committee held on 18th January 2012

Policy & Resources Committee held on 24th January 2012

16. Cornwall Core Strategy – to consider response to consultation

17. Staffing:

- a. To report the appointment of a Senior Administration Officer
- b. To amend the Scheme of Delegation

18. Meet the people:

- a. Feedback from last meeting
- b. Arrangements for future meetings

19. 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.

20. To consider any items referred from the main part of the agenda

21. Update on buildings

22. Public Bodies (Admission to Meetings) Act 1960

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

23. To consider urgent non-financial items at the discretion of the Chairman

24. To consider Press releases and future articles required

25. Date of next meeting 21st February (Planning) and 1st March 2012 (Annual Meeting with Parishioners followed by Town Council)

26. Common Seal:

To Order that the Common Seal of the Council be affixed to all Deeds and Documents necessary to give effect to the foregoing Acts and Proceedings.