



Saltash Town Council

Konsel An Dre Essa

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

29th November 2013

Dear Councillor,

I write to summon you to a meeting of **Saltash Town Council** to be held at the Guildhall on **Thursday 5th December 2013 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 or at Saltash Library on Saturday mornings. 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:

Saltash North	Saltash South	Saltash East	Saltash West
J Brady	Mrs H Frank	R Bickford	R Austin
J Ellison	Mrs S Hooper MBE	M Gee	Mrs G Challen
W Phillips	A Killeya	D Holley	Mrs J Dent
L Russell	Ms G Donovan	J Shepherd	D Yates



Agenda

1. Health and safety announcements
2. Prayers
3. Apologies
4. Declarations of Interest:
 - a. To receive any declarations from Members of any registerable (5A of the Interim Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
 - b. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting
 - c. To consider dispensations required
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 7th November and 19th November 2013
11. To consider matters arising from the Minutes
12. Finance:
 - a. To advise the following receipts in:
 - i. October 2013

Guildhall hire	389.00	
HMRC	12177.25	VAT rebate
Commonwealth War Graves Commission	72.00	War Graves maintenance

ii. November 2013

Guildhall hire	1522.63	
Christmas stall hire	315.00	
Aviva	1096.34	Insurance refund
St Stephens by Saltash PCC	3270.00	Burial fees
Cornwall Council	250.00	Cornwall in Bloom Award

b. To advise the following payments in:

i. October 2013

Angal	15.36	12.80	Bucket lid security seals
Aviva	786.01		Insurance
Barclaycard Commercial	204.30		Credit card
CALC	13.70		Good Councillors Guides (postage)
CC Pensions Fund	774.10		Superannuation
Chubb	773.40	644.50	Fire extinguishers
Consortium	133.99	111.63	Cleaning materials/office supplies
Cormac Ltd	341.76	284.80	Installation of talking bench
Cormac Ltd	42.00	35.00	Labour – work on tractor
Cormac Ltd	3978.24	3315.20	Trailer refurbishment - parts
Cornish Times Ltd	100.80	84.00	Advertising
Cornwall Council	658.00		Guildhall rates
Cornwall Council	330.00	275.00	Tree inspection - cemetery
EDF	104.34	99.37	Lighting – Cornish Cross
EDF Energy Ltd	63.22	60.21	Unmetered supply-lighting
Eon	174.78	145.40	Electricity bill – Guildhall
Eon	5.93	5.65	Electricity bill - cemetery
Hays	308.16	256.80	Temporary staff

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Hine Brothers	100.00		Weedkill – Phase 2 allotments at Churchtown
Hine Brothers	325.00		Watering
Hine Brothers	1040.00		Grounds maintenance - October
HMRC	2087.07		PAYE/NIC
ICOM SW Ltd	60.84	50.70	Telephone bill
IRQ Systems Ltd	142.79	118.99	IT support/broadband
J Hooper	40.00		Street entertainment
KAW Services	65.00		Noticeboard repairs
Mayoral Allowance	270.00		
Morris Leslie	126.00	105.00	Bowser hire
Morris Leslie	32.10	26.75	Bowser hire
Pitman Training	294.00	245.00	CPD
PWS	30.60	25.50	Staff workwear
PWS Ltd	41.76	34.80	Staff workwear
S Crocker	100.00		Community Toilet Scheme
Saltash Observer	100.00		Advertising
Saltash Rail Users Group	440.38		Train timetable printing & distribution
Saltash Regatta Committee	140.00		Storage
Saltash Window Cleaning	45.00		Window cleaning
SLCC	251.00		Membership
Staff	14.59		Expenses re CPD
Staff	17.00		Expenses re CPD
Staff salaries	8512.94		
Studioeast Ltd	5640.00	4700.00	Talking bench
UK Fuels Ltd	84.69	70.58	Fuel - cemetery
Viking	35.39	29.49	Laptop case
Viking	30.59	25.49	Stationery
West Country Embroidery Ltd	48.90	40.75	Staff workwear
Zurich Insurance Ltd	7772.85	7332.87	Insurance

ii. November 2013

Petty cash	117.42		
Music in the street	40.00		
Royal British Legion	125.00		Wreath donation
DC Ryland	600.00		Hanging baskets maintenance
RE Doran	390.00	325.00	Delivery of stone for grounds work on Tamar Bridge slip road
Petty cash	93.00		
Petty cash	73.11		

- c. Urgent and essential works actioned by the Clerk under Financial Regulation 3.4 of the Town Council's Standing Orders.
None

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:

PA13/04561

D Fairnie – **14 Prospect Walk, Lower Burraton**

Application for lawful development for existing use – for bedroom extension above garage.

Ward: West

Subject to arrival of paperwork

PA13/09629

D Mugleston – **Whiteford Crocker Solicitors, 165 – 167 Fore Street**

Conversion of the upper floor of a two storey building into 2 one bedroom flats. The flats will have rear access via a new communal entrance. The existing steel staircase at the rear to be removed. The ground floor will be retained as A2 financial and professional services.

Ward: East

Date received: 18.11.2013

PA13/09973

P Evans – **Wills Tenement, Trehan**

To extend the kitchen out to make a conservatory/dining area.

Ward: West

Date received: 22.11.2013

PA13/09974

P Evans – **Wills Tenement, Trehan**

Listed building consent to extend the kitchen out to make a conservatory/dining area.

Ward: West

Date received: 22.11.2013

PA13/10023

Mr and Mrs Langmead – **Long Meadow, Fairmead Road**

Raising of ridge level and formation of rear dormer.

Ward: East

Date received: 15.11.2013

PA13/10105

R Young, Roger Young Landrover - **Land east of Roger Young Landrover, Saltash Parkway Industrial Estate, Burraton Road, Carkeel** – Use of land at Burraton Road as a car storage area only, for new vehicles associated with Roger Young Car Sales (approval for car parking originally granted to adjacent car auction premises under reference 06/00989).

Ward: North

Date received: 21.11.2013

PA13/10188

Mr and Mrs P Brooker - **29 The Brook**

Proposed 2 storey extension to side of dwelling to provide new dining area and bedroom.

Ward: North

Date received: 20.11.2013

PA13/10239

Mr and Mrs N and S Carroll and Philp – **Longstone Business Centre Ltd, Windsor Lane** – demolition of existing buildings and construction of 1 no 4 bedroom house with detached garage and residential annexe.

Ward: East

Date received: 25.11.2013

PA13/10655

Ms J & N Self - **1A Glebe Avenue**

Construction of conservatory above garage.

Ward: East

Date received: 27.11.2013

- d. Tree applications/notifications:
 - i. Applications - None
 - ii. Notifications - None
- e. Decisions taken by Cornwall Council where the decisions reached were contrary to the recommendations made at the Town Council meeting or a poll taken:

PA13/07998 Dellohay Park

On 15.10.2013 STC resolved to recommend **REFUSAL**

Having held a poll on this planning application the result is:

Stick with our original position and request call-in	12 VOTES
Accept the officer's position	1 VOTE
Abstain	0 VOTES

Therefore the council has voted to stick with our original position and request call-in

PA13/08651 – 65 Hillside Road

On 15.10.2013 STC resolved to recommend **REFUSAL** however if an amendment to provide obscure glass to negate overlooking is submitted prior to a decision then this council will support the application.

Cornwall Council stated that this requirement would be considered as a material planning consideration

On 08.11.2013 Cornwall Council approved the application with conditions

14. Consideration of License Applications
None

15. Saltash Neighbourhood Plan
a. Update

16. Correspondence
a. Children's Hospice South West
Moonlight Memory Walk 2014

17. To approve the minutes of the following committees:
Services Committee held on 13th November 2013
Policy & Resources Committee held on 19th November 2013

18. To receive a report on Staffing Contingency Funds (copy attached)
19. Report from STIG
 - i. Proposed variations to approved free parking scheme
 - ii. Town centre toilets - ways forward
 - iii. Other updates for information
20. Update on Christmas Festival 2013 from Councillor Mrs Hilary Frank
21. Boat Management on the Waterside (Councillor Ellison)
22. To approve rescheduling of the full Town Council meeting from 2nd January to 9th January 2014
23. Meet your Councillors:
 - a. Arrangements for future meetings
24. 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.
25. To consider any items referred from the main part of the agenda
26. Public Bodies (Admission to Meetings) Act 1960
To resolve that the public and press be re-admitted to the meeting.
27. To consider urgent non-financial items at the discretion of the Chairman
28. To consider Press releases and future articles required
29. Date of next meeting: Tuesday 17th December 2013 at 5.30pm
 Thursday 9th January 2014 at 7.00pm
30. 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