



Saltash Town Council

Konsel An Dre Essa

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

28th February 2014

Dear Councillor,

I write to summon you to a meeting of **Saltash Town Council** to be held at the Guildhall on **Thursday 6th March 2014 following the Annual Meeting with Parishioners.**

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 6th February 2014 and 18th February 2014
11. To consider matters arising from the Minutes
12. Finance:
 - a. To advise the following receipts in:
 - i. January 2014

Guildhall Hire	337.50	
HMRC	5078.11	VAT rebate
Barclays Bank	3.43	Loyalty reward
Barclays Bank	17.13	Refund charges 01/ 2014

ii. February 2014

Guildhall hire	2142.66	
St Stephens PCC	2770.00	Burial fees
Allotment rents	90.00	
Advertising income	18.00	From Town Messenger

b. To advise the following payments in :

i. January 2014

B Davies	500.00		Festival Fund
Barclaycard Commercial	86.21		Ace Safety Wear
Barclays Bank	17.13		Commission charges
British Gas Business	527.78	439.82	Gas charges 24/11 – 13/12
Cecil Arms	100.00		Community Toilet Scheme
Celebration	720.00	600.00	Christmas Lights Firework Display
Consortium	219.31	201.07	Stationary Inc 1 st & 2 nd class stamps
Consortium	12.59	10.49	Vanish Oxi Action Bucket
Consortium	206.82	172.33	Stationary Inc Copier paper
Cornish Farm Produce	84.00	70.00	Supply & Disposal of 2 Christmas Trees
Cornwall Council	658.00		Guildhall rates
Cornwall Council Pensions	781.78		Superannuation
EDF	39.42	37.54	Electricity 9/10 – 05/12
EDF	19.96	17.84	Christmas lights SP1
EDF	45.92		Christmas lights SP5
EDF	1.23		Christmas lights SP4

EDF	63.22	60.21	Unmetered Supply-Lighting Saltash
Eon	171.48	142.90	Electricity Guildhall 19/11 – 10/12
Eon	14.94	14.23	Electricity – Cemetery 19/11 – 10/12
Geoff Peggs	547.20	456.00	Asbestos Survey and Sampling at Heritage centre
Hays	77.04	64.20	Temporary staff
Hays	223.42	186.18	Temporary staff
Hays	308.16	256.80	Temporary staff
Hays	154.08	128.40	Temporary staff
Hays	231.12	192.60	Temporary staff
Hays	308.16	256.80	Temporary staff
Hine Brothers	1040.00		Ground Maintenance Dec 2013
Hine Brothers	1500.00		Building of wall and planting of shrubs – Tamar Bridge slip road
Hine Brothers	215.00		Erect and disposal Christmas trees – Victoria Gardens
Hine Brothers	1522.00		Footpaths 2 nd Cut 2013
HMRC	1787.62		PAYE/NIC
Hudson Accounting	300.00		2013/14 Interim internal Audit
ICOM South West	70.54	58.78	Telephone bill
IRQ Systems Ltd	142.79	118.99	IT support & broadband
J Hooper	40.00		Music in Fore Street
Leaflet & Newspaper Distribution Ltd	394.40	378.67	Town Messenger delivery
Mayoral allowance	270.00		
Party Project	380.00		Hire of Snow cannon 2/12/13

Public Works Loan Board	10692.33		Cemetery loan repayment
S Crocker	100.00		Community Toilet Scheme
S Libby Builders	1680.00	1400.00	Window and door replacement – Maurice Huggins room
Saltash Gateway CIC	75.00		To collect Lanterns from Schools take to Guildhall 6/12
Saltash Window Cleaning	45.00		4 Week window cleaning Guildhall
Siemens Financial Services	455.70	379.75	Copier rental
South West Water	121.12		Water Bill 28/9 – 16/12
Staff	136.00		Professional fees
Staff expenses	18.40		Re CPD
Staff expenses	27.10		Re CPD
Staff salaries	8348.44		
The Rubber Band	150.00		Music band – Saltash Lantern Procession
Toozalii	3586.00		3 x Lantern workshops – Christmas Event
Travis Perkins	31.03	25.86	Club Hammer, Barrier Roll, Fencing Pins
UK Fuels Ltd	49.94	41.61	Fuel
Viking	1760.60		Screen Dividers
Viking	352.12		VAT on the above

ii. February 2014

Pilgrim Pitch Saltmill	840.00		Community Chest grant
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- c. Urgent and essential works actioned by the Clerk under Financial Regulation 3.4 of the Town Council's Standing Orders
- d. To note that bank reconciliations up to 28th January 2014 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk

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:

PA14/00705

B Brimble- **Saltash Sailing Club, Tamar Street**

Extension to sailing club.

Ward: East

Date received: 26.02.2014

PA14/00857

W Buse, Cormac Solutions Ltd – **Disabled Public Conveniences, Belle Vue Car Park (West), Belle Vue Road**

Alterations to existing disabled toilet by providing a new entrance and creating a multi-user facility.

Ward: East

Date received: 19.02.2014

PA14/00989

Mr Bredmeyer – **49 Lynher Drive**

Install a new 'shower room' window to side of property.

Ward: South

Date: 13.02.2014

PA14/01032

P Evans - **Wills Tenement, Trehan**

Listed building consent to extend the kitchen out to make a conservatory/dining area (revision to approved application PA13/09974).

Ward: West

Date: 26.02.2014

PA14/01116

Miss E Crick, SITA UK – **SITA Recycling Civic Amenity Site, Tamar View Industrial Estate, Avery Way**

Variation of Condition 10 (hours of operation) attached to decision notice no CN83 (5)

Ward: North

Date: 13.02.2014

PA14/01188

T Carew-Pole - **Churchtown Farm, Farm Lane, St Stephens**

Outline application for up to 25 dwellings with all matters reserved apart from access.

Ward: West

Date received: 24.02.2014

PA14/01195

J Charlesworth, Waitrose Ltd – **Waitrose Ltd, Tamar View Industrial Estate**

Installation of external horticulture units to the front of store and associated works.

Ward: North

Date received 17.02.2014

PA14/01436

Mr and Mrs R Didymus - **32 Longview Road**

Proposed alterations to roof plus a rear dormer.

Ward: North

Date received: 26.02.2014

PA14/01474

Mr and Mrs C and J Thorp – **Land adjacent to 1 Oaklands Drive**

Construction of 1 No two storey dwelling (amendments/changes to approved design.)

Ward: North

Date received: 27.02.2014

PA14/01584

N Sparrow - **River View, Carkeel**

Construction of an open veranda.

Ward: North

Date received: 24.02.2014

PA14/01731

P Evans - **Wills Tenement, Trehan**

Extend the kitchen out to make a conservatory/dining area (revision to approved application PA13/09973).

Ward: West

Date received: 26.02.2014

- d. Tree applications/notifications:
 - i. Applications

ii. Notifications

PA14/01457

R Fursier – Isafjordur, Forder

Application for works to Trees within a Conservation Area namely removal of tangled small branches and reduction of density of canopy to one Cherry Tree (T1), progressive raising of canopy by removal low overhanging branch (A and B) to one Ash Tree (T2) and remove dead branches back to living tissue to one Weeping Willow Tree (T3).

Ward: West

Date received: 27.02.2014

- 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:

14. Consideration of License Applications

15. Saltash Neighbourhood Plan

a. Update

16. Correspondence

17. To approve the minutes of the following committees:

Staffing Committee held on 25th February 2014

18. To consider a request to book the Guildhall

19. To consider nominations for Mayor Elect 2014/15

20. To consider nominations for Deputy Mayor Elect 2014/15

21. Meet your Councillors:

a. Arrangements for future meetings

22. 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.

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

24. Public Bodies (Admission to Meetings) Act 1960

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

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

26. To consider Press releases and future articles required

27. Date of next meeting: Tuesday 18th March 2014 at 5.30pm
 Thursday 3rd April 2014 at 7.00pm

28. 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