



Saltash Town Council

Konsel An Dre Essa



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

3rd May 2016

Dear Councillor,

I write to summon you to a meeting of **Saltash Town Council** to be held at the Guildhall on **Tuesday 10th May 2016 at 7.00pm.**

Planning applications can be viewed on the Cornwall Council's website www.cornwall.gov.uk.

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	M Coot	R Bickford	R Austin
J Ellison	Mrs H Frank	D Holley	Mrs G Challen
W Phillips	Mrs S Hooper MBE	Mrs J Rance	Mrs J Dent
L Russell	A Killeya	J Shepherd	D Yates

Agenda

1. Health and safety announcements
2. Recording of meetings – please notify the Chairman if you are intending to record this meeting
3. Prayers
4. Apologies
5. 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
 - d. To Note an on-going dispensation for Councillor Shepherd to act as Chairman of the Saltash Team for Youth
6. Chairman's Report
7. Police
 - a. Police report
8. Report by Community Enterprises PL12
 - a. To receive report and consider any actions arising
9. Cornwall Council Report
 - a. CNA report for noting or matters arising
10. Questions:

A 15 minute period when members of the public may ask questions of Members of the Council.

Proposal from Miss Audrey Miller for the Full Council to sing two verses of The National Anthem in honour of the Queens 90th Birthday at the Full Council meeting to be held on Thursday 2nd June 2016.
11. To approve the Minutes of the Meetings held on 7th April 2016 and 19th April 2016
12. To consider matters arising from the Minutes

13. Finance:

a. To advise the following receipts in:

i. March 2016

	Details	Net	VAT	Gross	S106
Allotment Income		£83.00	£0.00	£83.00	
Barclays	Loyalty Reward	£15.07	£0.00	£15.07	
Guildhall Income		£752.00	£0.00	£752.00	
MPG Donations		£350.00	£0.00	£350.00	
Pengellys Funeral Services	Churchtown Cemetery Fees	£3,720.00	£0.00	£3,720.00	
Photocopying Fees	Photocopying Fees	£6.83	£1.37	£8.20	
Public Sector Deposit Fund	Interest	£77.34	£0.00	£77.34	
Saltash Heritage	Peppercorn Rent	£1.00	£0.00	£1.00	
Saltash Rotary	Donation of Flower Boats	£75.00	£0.00	£75.00	
St. Stephens	Burial Fees - February 2016	£630.00	£0.00	£630.00	

b. To advise the following payments in:

i. March 2016

Supplier	Details	Net	VAT	Gross	S106
Backbone Media	Town Messenger	£300.00	£0.00	£300.00	
Bakers Coffee Shop	Community Toilet Scheme 2015	£166.67	£33.33	£200.00	
Bakers Coffee Shop	Community Toilet Scheme 2016	£400.00	£80.00	£480.00	
Barclays	Bank Charges	£60.28	£0.00	£60.28	
Chris Wells	Ann Glanville Repairs	£25.00	£0.00	£25.00	S106 Waitrose
Chubb	Rental Fees - Fire Extinguishers	£31.92	£6.38	£38.30	
Consortium	Stationery and Cleaning	£91.78	£18.36	£110.14	
Consortium	Stationery and Cleaning	£4.89	£0.98	£5.87	
Consortium	Stationery and Cleaning	£100.15	£20.03	£120.18	
Consortium	Stationery and Cleaning	£207.74	£41.55	£249.29	

Cormac	Waterside Cleaning - Feb 2016	£332.25	£66.45	£398.70	
Cormac	Waterside Cleaning - March 2016	£332.25	£66.45	£398.70	
Cormac	Waterside Toilet Repairs	£81.28	£16.26	£97.54	
Cornwall Business Show	Neighbourhood Plan	£90.00	£18.00	£108.00	
Cornwall Council	Pension - February 2016	£2,688.07	£0.00	£2,688.07	
Cornwall Council	Pension - March 2016	£2,653.13	£0.00	£2,653.13	
Cornwall Farmers	Replace Equipment - Cemetery	£116.63	£23.33	£139.96	
Cornwall Farmers	Replace Equipment - Cemetery	£2,409.00	£481.80	£2,890.80	
Councillor & Mayors Allowance		£2,360.00	£0.00	£2,360.00	
David Orr Consulting	Neighbourhood Plan	£498.00	£99.60	£597.60	
David Wilson Partnership	SCCT Grant Expenditure	£550.00	£110.00	£660.00	
EDF	Unmetered Supply	£84.67	£4.23	£88.90	
EDF	Xmas Lights - Point 1	£19.15	£0.96	£20.11	
EDF	Xmas Lights - Point 2	£24.16	£1.21	£25.37	
EDF	Xmas Lights - Point 3	£16.02	£0.80	£16.82	
EDF	Xmas Lights - Point 4	£16.45	£0.82	£17.27	
EDF	Xmas Lights - Point 5	£20.10	£1.01	£21.11	
EDF	Xmas Lights - Point 6	£18.27	£0.91	£19.18	
EDF	Elwell Woods - Electricity	£54.54	£2.73	£57.27	
EON	Guildhall - Electric	£332.70	£16.63	£349.33	
EON	Cemetery - Electric	£18.51	£0.93	£19.44	
FDB Builders	Cemetery Repairs	£475.00	£95.00	£570.00	
FDB Builders	Cemetery Repairs	£710.00	£142.00	£852.00	
Glendale Grounds Maintenance	Grounds Maintenance	£1,403.91	£280.78	£1,684.69	
Glendale Grounds Maintenance	Safety Work - Pilmere	£480.00	£96.00	£576.00	

HMRC	PAYE - February 2016	£2,720.04	£0.00	£2,720.04	
HMRC	PAYE - March 2016	£3,137.51	£0.00	£3,137.51	
ICOM	Guildhall - Telephone Charges	£70.37	£14.07	£84.44	
IRQ Systems	Monthly IT Support and Planning Laptop	£869.25	£173.85	£1,043.10	
IRQ Systems	Senior Admin - Wireless Mouse	£54.00	£10.80	£64.80	
Pertemps	Temporary Agency Staff	£251.40	£50.28	£301.68	
Pertemps	Temporary Agency Staff	£150.84	£30.17	£181.01	
Pertemps	Temporary Agency Staff	£263.97	£52.79	£316.76	
Pertemps	Temporary Agency Staff	£251.40	£50.28	£301.68	
Pertemps	Temporary Agency Staff	£207.41	£41.48	£248.89	
Pertemps	Temporary Agency Staff	£251.40	£50.28	£301.68	
Petty Cash		£128.81	£0.00	£128.81	
Plan Support	Neighbourhood Plan	£416.67	£83.33	£500.00	
Quickstore	Neighbourhood Plan	£176.17	£35.23	£211.40	
RBS Software	License Renewal	£177.00	£35.40	£212.40	
Saltash Window Cleaning	Window Cleaning	£45.00	£0.00	£45.00	
Saphira Jewellers	Saltash Parking Scheme	£12.80	£0.00	£12.80	S106 Waitrose
Savills	Oyster beds	£1.00	£0.00	£1.00	
Staff Salaries		£10,668.42	£0.00	£10,668.42	
Staff Travelling Expenses		£129.12	£0.00	£129.12	
The Core	Youth Work 2015-16	£5,000.00	£0.00	£5,000.00	
Tony Barry – News Agents	Saltash Parking Scheme	£17.60	£0.00	£17.60	S106 Waitrose
UK Fuels	Petrol - Ride on Mower	£1.80	£0.00	£1.80	

- c. Urgent and essential works actioned by the Clerk under Financial Regulation 3.4 of the Town Council's Standing Orders
- e. To note that bank reconciliations up to 31st March 2016 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk

14. To receive the Internal Audit Report year ended 31st March 2016

15. To approve and sign the Annual Return for the financial year ended 31st March 2016

16. 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:

PA16/02058

Mr & Mrs D Watson - **48 North Road, Saltash, Cornwall, PL12 6BB**
 Construction of a terrace on the garage roof – Amended plans submitted
Ward: East

Date received: 20.04.2016

At the Town Council Meeting on 15th March 2016 it was resolved to **RECOMMEND REFUSAL DUE TO OVERLOOKING ON BOTH SIDES**

<http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=O3F49IFG1OU0>

PA16/03501

Mrs N Rickford – **Lidl UK Gmbh, Gilston Road, Carkeel, PL12 6TW**
 Advert Consent: Illuminated 7.5m Lidl Pylon Sign
Ward: North

Date received: 26.04.2016

<http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=O5TRW7FGL3D00>

PA16/03534

Mr Frank Phillips – **132-134 Fore Street, Saltash, Cornwall, PL12 6JR**
Change of use of Unit 1 from Gent's Hairdressers to include area within Baker's café demise

Ward: East

Date received 29.04.2016

<http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=O5U5XIFGL4200>

- 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:

PA15/08419

Westward Housing Group – **Land off Briansway/Churchtown Vale, St Stephens, Saltash.**

Residential development for 36 dwellings.

Ward: West

Date received: 21.09.2015.

It was resolved to **POSTPONE TO THE NEXT MEETING HELD ON 20.10.2015.**

At the Town Council Meeting on 20th October 2015 it was resolved to RECOMMEND REFUSAL for the development through a combination of:

- 1. The proposed vehicular access arrangements.**
- 2. The creation of additional traffic on an already busy and narrow stretch of road.**
- 3. The lack of a safe and convenient pedestrian access.**
- 4. Will be highly prejudicial to highway safety and contravenes Caradon Local Plan ALT2, Policy EL11 of Caradon Local Plan First Alteration 2007 and Section 4 of the NPPF.**

29.04.2016 - Decision received from Cornwall Council via the Weekly List: **WITHDRAWN**

<http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=NUD1LYFGI8K00>

PA16/02703

Westward Housing Group – Land Off Briansway, Churchtown Vale,
St Stephens, Saltash, Cornwall.

Non-material amendment for reduction in unit sizes in respect of
decision notice PA14/1031 (PA14/1031 attached to PA16/02703).

Ward: West

Date received: 29.03.2016.

Deferred from FTC 07.04.2016.

At the Town Council Meeting on 19.04.16. it was resolved to RECOMMEND TO DEFER THE APPLICATION AND TO OPPOSE ANY DECISIONS UNDER DELEGATED AUTHORITY UNTIL THE COUNCIL HAS HAD SUFFICIENT TIME TO PROPERLY CONSIDER THE INFORMATION SUBMITTED.

27.04.16. SALTASH TOWN COUNCIL SENT THE FOLLOWING DECISION BY EMAIL: 'AGREE TO DISAGREE'.

29.04.16 - Cornwall Council sent the following decision via the Weekly List: **APPROVED**

[HTTP://PLANNING.CORNWALL.GOV.UK/ONLINE-APPLICATIONS/APPLICATIONDETAILS.DO?ACTIVETAB=SUMMARY&KEYVAL=O4FN3UFG1GD00](http://planning.cornwall.gov.uk/online-applications/applicationdetails.do?activetab=summary&keyval=O4FN3UFG1GD00)

17. Consideration of License Applications - None

18. To consider appointments to committees

19. To consider appointments to outside bodies

20. To consider tenders and the appointment of a contract for the refurbishment of the Heritage Centre frontage

21. Cornwall Council – Gypsy and Travelling Communities Site Allocations Development Plan Document Scoping Report Consultation – can be viewed at <https://www.cornwall.gov.uk/environment-and-planning/planning/planning-policy/cornwall-local-plan/development-plan-documents/>

22. Correspondence

- a. Babcock – Notification of a submission for an increased environmental permit

23. To approve the minutes of the following committees:

Staffing Committee 19th April 2016

24. Meet your Councillors:

- a. Arrangements for future meetings

25. 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.

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

27. Public Bodies (Admission to Meetings) Act 1960

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

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

29. To consider Press releases and future articles required

30. Date of next meeting: Tuesday 17th May 2016 at 6:15pm

31. 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