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Agenda no. 8



[www.communityenterprisespl12.co.uk](http://www.communityenterprisespl12.co.uk)

4 Fore Street, Saltash PL12 6JL

**Report to Saltash Town Council: August 3rd 2017**

**Annual General Meeting \*Now Tuesday 19 September\***

Since my last report, we have decided to change the date of our AGM. It is now Tuesday 19 September, approx 7.15pm (venue tbc)

We are doing this because we are going to hold a **Special Event** about the future of local enterprise immediately beforehand at **6pm**. It will be an opportunity for local people and businesses to come and meet the BBC SW Business and Industry Correspondent, Neil Gallagher informally over drinks.



Neil's professional work as a journalist in Devon and Cornwall is well-known...but he was actually brought up in Saltash, and still lives in the Tamar Valley. There is something special and unusual about this sort of continuity, and Neil will be drawing on this in a short talk, which will be followed by questions.

The AGM will follow. All welcome to stay on.

### **Progress**

I will happily answer questions on any other enterprises and activities during your Meeting. The headlines are:

- We are preparing a new Business Plan for **Community Transport**, which we hope will secure the continuity of the Derriford service along with other Hopper services. We are thinking that we may need to acquire a third bus to realise our ambitions to expand. I should be able to provide fuller details in the autumn.
- We have had confirmation from Cornwall Council that our management of **18 Belle Vue Road** can continue for two more years after expiry of the current lease in November. We are pleased to have recently found a tenant for the small unlet office on the first floor - some of you may know about this! We are also going to plough back some of our surplus into improvements to the building during the autumn.

### **Local Produce Market**

Please note that the next Market takes place this Friday 4th August 10am to 2pm. Another will take place on Saturday 19 August at the same times. Don't forget to drop in!

These special markets complement our own Fruit and Veg stall which operates each week Thurs-Sat.

July 31 2017

**Peter Thistlethwaite**  
**Chair**

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**SALTASH TOWN COUNCIL**

**Notes of the Business Strategy & Forward Planning Working Party held at The Guildhall on Wednesday 2<sup>nd</sup> August 2017 at 10:30am**

**PRESENT:** Councillors: J Brady (Vice Chairman), C Cook, J Dent (Chairman), B Phillips, M Parker, G Taylor, D Yates.

**ALSO PRESENT:** R Lane - Town Clerk, S Burrows – Administration Officer.

**APOLOGIES:** Councillors: J Rance.

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Councillor Dent in the Chair.

**HEALTH AND SAFETY ANNOUNCEMENTS**

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

**01/17/18 TO ELECT A CHAIRMAN**

Following a vote, it was **RESOLVED** that the incumbent Mayor of the year be appointed Chairman.

Councillor Dent in the Chair.

**02/17/18 TO ELECT A VICE CHAIRMAN**

Following a vote, it was **RESOLVED** that Councillor Brady be appointed Vice Chairman.

**03/17/18 TO ESTABLISH A 5 YEAR FORWARD PLAN TO INCLUDE ITEMS BELOW**

**Maurice Huggins Room and Victoria Gardens**

a. Building Upgrade:

The Chairman updated members on previously proposed options and LDF funding.

It was **RECOMMENDED** that:

1. As a priority Catherine Thomson and Cornwall Council's Legal Team progress the transfer of the Maurice Huggins Room together with Victoria Gardens as a package to STC.
2. The schedule of works for the MH Room is to be DDA compliant subject to finer details considered by the Chairman and Vice Chairman of the Working Party.
3. The LDF funding of £8,812 be released.

b. Hire and Lettings

It was **AGREED** that Catherine Thompson pursues the transfer of the freehold within a 14-day period and that the future of the MH Room be determined at a later stage.

It was **AGREED** to invite Scott Sharples head of Devolution Cornwall and Cornwall Councillors to a future Business Strategy and Forward Planning Working Party.

c. Devolution of Gardens

It was **AGREED** as a priority that CC progress with the transfer of Victoria Gardens as a package with the MH Room to STC.

**04/17/18**

**SALTASH LIBRARY**

It was **NOTED** that the Council's Building Consultant carried out a building survey report in respect of the Library Building.

It was **AGREED** that:

1. STC had previously submitted an interest to Cornwall Council in the transfer of the library building.
2. The Chairman further investigates the library package offered with Cornwall Council.
3. A budget be determined at a later stage as may be required.

**05/17/18**

**WATERFRONT DEVOLUTION**

It was **AGREED** that STC pursue the second phase of the Waterfront area including the boat park, dinghy racks, garages, long trailer bays and the slipway situated at Jubilee Green to be progressed as a priority due to their related income generation.

It was **RECOMMENDED** that the Waterfront Management Working Party completes a Financial Business Plan and 10-year Site Maintenance Survey of the Waterfront reporting back to the Business Strategy and Forward Planning Working Party.

**06/17/18**      **DISUSED TOILETS – BELLE VUE (UPPER)**

The Chairman informed members of the standard of maintenance works required at the disused Belle Vue (upper) toilet block.

It was **AGREED** that STC have no interest in Belle Vue (upper) toilet block.

**07/17/18**      **LONGSTONE PARK GARAGES AND OFFICES**

The Chairman informed members that the proposal of a 5-year lease to STC has been approved by the Strategic Devolution Group and that Property Services Cornwall have been commissioned to complete the lease.

It was **AGREED** that

1. Catherine Thompson progresses with the proposal of a 5-year full repair lease and if feasible transferred to STC by the 30<sup>th</sup> September 2017.
2. An EMF budget code be introduced upon completion of the transfer.

**08/17/18**      **CAR PARKS**

STC considered the possibility of Cornwall Council transferring car parks.

It was **AGREED** that STC are interested in car parks should this be an option in the future.

**09/17/18**      **EQUIPMENT REQUIREMENTS**

Councillor Parker updated members on the options of purchasing a working vehicle for operational staffing and equipment requirements.

It was **AGREED** that Councillor Parker provides details of purchasing and for leasing a vehicle and that this Working Party **RECOMMENDS** that:

1. STC purchases a second-hand vehicle including a full service, years MOT, three-year maintenance package and breakdown cover

including the use of a courtesy van if required, trailer, vehicle tracking device and sign written van up to the maximum value of £10,000.

2. Allocation of funds from General Reserves.

**10/17/18      DEVOLUTION LEGAL SUPPORT / ASSISTANCE**

It was **AGREED** that the Town Clerk investigates the Cornwall Councils offer of legal support following the submission of the Business Strategy Forward Planning Working Group priorities.

**11/17/18      FORWARD PLANNING FOR STAFFING AND ACCOMMODATION**

It was **AGREED** that:

1. This item be deferred to the Staffing Committee for consideration reporting back to the Business Strategy and Forward Planning Working Party.
2. Members investigate property for sale reporting back to the Business Strategy and Forward Planning Working Party for consideration.

**12/17/18      VAT AND BUSINESS CONSULTATION MEETING**

The Town Clerk informed members of the VAT and Business Consultant will be visiting the Guildhall on the 11<sup>th</sup> September.

It was **AGREED** that the members of the Business Strategy and Forward Planning Working Party meet with the consultant to understand the VAT and tax implications at its next meeting.

**13/17/18      ANY OTHER BUSINESS**

Toilets

It was **NOTED** that Cornwall Council have put in place the Tenancy at Will for Longstone Park and Belle Vue toilets and that STC are awaiting completion of the freehold leases.

It was **NOTED** that St Stephens and Callington Road toilets remain closed and that STC request the freehold lease from Cornwall Council.

It was **NOTED** that Alexandra Square toilets have been refurbished and fully operational for some time at a cost of £20,000 funded by STC but remaining the property of Cornwall Council.

#### Heritage Centre

It was **RECOMMENDED** to reconsider at a future Full Town Council meeting the lease renewal of the Heritage Centre to 30 years.  
**(Pursuant to minute no.310/16/17 – FTC 03.11.16)**

#### Allotments

It was **AGREED** that the allotment freehold leases are not a priority at this stage.

#### Future Meetings

The Chairman informed members that the working party comprises of Chairmen and Vice Chairmen of Standing Committees and that Vice Chairmen will attend in the first instance.

It was **AGREED** that both Chairmen and Vice Chairmen attend future Business Strategy and Forward Planning Working Party meetings.

### **14/17/18**      **DATE OF NEXT MEETING**

Monday 11<sup>th</sup> September at 09:30am – To be confirmed.

Rising at: 13:00