

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 7th September 2017 at 7:00pm

PRESENT: Councillors: R Bickford, J Brady, C Cook, J Dent (Chairman), S Miller, M Parker, W Phillips, A Pinckney, J Rance, P Samuels, G Taylor, S Thorn, D Yates.

ALSO PRESENT: 2 Members of the Press, 7 Members of the Public, R Lane - Town Clerk, M Thomas – Senior Administration Officer, S Lennnox Boyd - Cornwall Councillor, H Frank – Cornwall Councillor.

APOLOGIES: Councillors: G Challen, C Warrington.

HEALTH AND SAFETY ANNOUNCEMENTS

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

241/17/18 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

PRAYERS

Reverend Michelle Parkman led the prayers.

242/17/18 DECLARATIONS OF INTEREST

- a. Declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
- b. Declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting.
- c. Dispensations required.

Councillor	Agenda Item	Pecuniary/Non-Pecuniary	Reason
None			

243/17/18 To note an on-going dispensation for Councillor Rance to act as Chairman of the Saltash Team for Youth and Commissioning of Youth Work.

It was **RESOLVED** to note.

244/17/18 To note an on-going dispensation for Councillors Challen and Miller for Full Council and all associated Committees in relation to their roles as representatives of Saltash Town Council on the Chamber of Commerce.

It was **RESOLVED** to note.

245/17/18 **CHAIRMAN'S REPORT**

It was **RESOLVED** to note. (Appendix A)

The Mayor welcomed Councillor Pete Samuels as the newly elected member for Saltash East Ward.

246/17/18 **MONTHLY CRIME FIGURES**

It was **RESOLVED** to note. (Appendix B)

Councillor Brady referred members to the merger of the Devon and Cornwall with the Dorset Police force and requested all members monitor its progress.

247/17/18 **REPORT BY COMMUNITY ENTERPRISES PL12**

No Report.

248/17/18 **CORNWALL GATEWAY COMMUNITY NETWORK AREA**

It was **RESOLVED** to note that the next meeting will be held at the Committee Room, Torpoint Town Council, 1-3 Buller Road, Torpoint on Tuesday 12th September 2017 at 6.30pm.

249/17/18 **QUESTIONS FROM THE PUBLIC**

A member of the public queried the number of tunnel closures and asked what the reason for the increased volume of traffic at Cutler's Corner was related to.

Councillors Phillips and Brady replied that the increased traffic at Cutler's Corner should prove to be short term as it is related to the Carkeel roundabout improvement works.

The Mayor referred the member of the public to Councillor Holley – Cornwall Councillor who is on the Torpoint Ferry and Bridge Committee for a response to the question regarding tunnel closures.

A member of the public raised a question about agenda item 17 relating to the composition of the Civic Regalia Working Party. The question was addressed under the agenda item.

A member of the public asked a question relating to agenda item 20 relating to polling cards. The question was addressed under the agenda item.

The Mayor announced that agenda item 17 would be taken as the next item of business.

250/17/18 TO RECEIVE THE NOTES AND RECOMMENDATIONS OF THE FOLLOWING WORKING PARTIES

The notes of the meeting of the Civic Regalia Working Party on Tuesday 22nd August 2017 were confirmed and signed as correct.
(Appendix C)

Please see a copy of the notes on STC website or request to see a copy at the Guildhall.

Following a recorded vote of 11 for and 2 against:

Bickford	For
Brady	For
Cook	Against
Dent	For
Miller	For
Parker	For
Phillips	For
Pinkney	For
Rance	For
Samuels	For
Taylor	For
Thorn	For
Yates	Against

It was **RESOLVED** that the Mayoress's Chain be removed from use and put on display in the Saltash Heritage Museum and that the Mayors Consort whether it be male or female wear the consort badge.

Consorts Badge – Repair Works

It was **RESOLVED** that a working party be established to review the condition of all Civic Regalia identifying any repair/refurbishment requirements reporting back to Full Council on its findings and any costs

The working party membership to comprise of Councillors Parker, Dent, Yates and Challen.

251/17/18 APPROVAL OF THE MINUTES OF THE FOLLOWING COMMITTEES

Please see a copy of the minutes on STC website or request to see a copy at the Guildhall.

The minutes of the meeting of the Town Council held on Thursday 3rd August 2017 and 15th August 2017 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

252/17/18 TO CONSIDER MATTERS ARISING FROM THE MINUTES

None.

253/17/18 FINANCE

- a. To advise receipts and payments in July 2017.

It was **RESOLVED** to note.

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

None.

- c. To note that bank reconciliations up to 31st July 2017 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk.

It was **RESOLVED** to note.

254/17/18 CORRESPONDENCE

- a. Cornwall Councillor D Holley – Double Yellow Lines

It was **RESOLVED** to note and that the current issues relating to parking in Essa Road will be progressed by councillors with Councillor Holley. (Appendix D)

Councillor Brady recorded his thanks to former Town and Cornwall Councillors Ellison and Austin for their parking restriction work at Avery Way.

- b. A Killeya – Sixth Form Panel

It was **RESOLVED** that Councillors Brady, Taylor, Yates and Rance will represent the council on the panel as dates allow. (Appendix D)

- c. Cornwall Council – Grateful thanks from Electoral Services and polling day staff for use of Lower Guildhall on 24 August.

It was **RESOLVED** to note. (Appendix D)

255/17/18 TO APPROVE THE MINUTES OF THE FOLLOWING COMMITTEES

None.

256/17/18 TO APPROVE THE MINUTES OF THE FOLLOWING SUB COMMITTEES

Please see a copy of the minutes on STC website or request to see a copy at the Guildhall.

The minutes of the meeting of the Station Property Sub Committee on Wednesday 16th August 2017 were confirmed and signed as a correct record.

257/17/18 TO APPROVE THE PROPERTY MAINTENANCE WORKING PARTY BEING MADE A SUB COMMITTEE WITH DELEGATED AUTHORITY FOR EXPENDITURE UP TO £5000

It was **RESOLVED** to approve.

258/17/18 TO APPROVE THE SIGNING OF LEASES FOR:

Longstone Park and Bell Vue Toilets.

Following a recorded vote of 12 for and 1 abstention.

Bickford	For
Brady	For
Cook	For
Dent	Abstained
Miller	For
Parker	For
Phillips	For
Pinkney	For
Rance	For

Samuels	For
Taylor	For
Thorn	For
Yates	For

It was **RESOLVED** that:

1. Full building condition surveys be commissioned for Longstone Park, Belle Vue and Alexander Square toilets.
2. The council review the toilet leases proposed by Cornwall Council upon the findings of the building surveys and further clarification regarding the leases from Cornwall Council at a future meeting.

Saltash Heritage Centre

It was **RESOLVED** to defer.

259/17/18 SALTASH SOUTH WARD VACANCY

- a. To note the by election will be re-run on 26th October 2017.

It was **RESOLVED** to note.

- b. To consider requesting poll cards.

It was **RESOLVED** to approve polling cards.

260/17/18 TO NOTE THAT SIX MEMBERS OF STAFF HAVE NOW BEEN TRAINED AS ENFORCEMENT OFFICERS

It was **RESOLVED** to note.

261/17/18 TO NOTE THE APPOINTMENT OF A FINANCE OFFICER

It was **RESOLVED** to note Elena Holden has been appointed and will commence work on 11th September 2017.

262/17/18 TO CONSIDER A REQUEST TO USE THE TOWN COUNCIL PREMISES LICENCE

- a. Saltash Kalan Gwav at Warfelton Field – 4th November 2017
- b. Saltash Christmas Festival in Fore Street – 2nd December 2017

Following a recorded vote of 12 for and 1 against:

Bickford	For
Brady	Against
Cook	For
Dent	For
Miller	For
Parker	For
Phillips	For
Pinkney	For
Rance	For
Samuels	For
Taylor	For
Thorn	For
Yates	For

It was **RESOLVED** to:

1. Decline the use of the premises licence and award the events £100 for each event from the Festival Fund budget in order that the applicant may apply to Cornwall Council for premises licenses for the events thereby absolving Saltash Town Council of any liability for the events.
2. The Festival Fund event awards on this occasion do not set a precedent and any future applications for the use of the license and any award will be taken on merit.

263/17/18 TO RECEIVE CORRESPONDENCE FROM PEACOCK AND SMITH REGARDING THE QUORA EMERGING PROPOSAL ON THE SITE AT SALTASH INDUSTRIAL ESTATE

It was **RESOLVED** to send and refer Peacock and Smith to the Council Protocol Document on pre-application meetings with developers. (Appendix E)

Councillor Brady left the meeting.

264/17/18 PLANNING

- a. 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 officer's 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.

b. Applications for consideration:

PA17/06985

Arquiva Ltd – **Comms Mast Tor Hendra Tor Hill PL12 4QF**

Replacement of existing 14.5m mast and antennas with 15m mast and installation of antennas, ground based apparatus and ancillary development.

Ward: West

Date received: 09.08.2017

It was resolved to **RECOMMEND APPROVAL.**

PA17/07149

HM and SM Kitt - **Cumbletor Farm, Cumble Tor Lane, Trematon PL12 4RU**

Conversion of barn (formerly a dwelling) into a dwelling with parking and installation of new septic tank and stock proof fence around the plot.

Ward: West

Date received: 16.08.2017

It was resolved to **RECOMMEND APPROVAL.**

PA17/07363

Mr and Mrs D Taylor – **147a Callington Road PL12 6JA**

Alterations and extension to dwelling to form disabled w.c., replacement garage, replacement conservatory, kitchen/diner extension and associated works.

Ward: North

Date received: 14.08.2017

It was resolved to **RECOMMEND APPROVAL.**

PA17/08095

Mr M Jordan – **21 Deer Park PL12 6HE**

Single storey rear extension.

Ward: East

Date received: 30.08.2017

It was resolved to **RECOMMEND APPROVAL.**

c. Tree applications/notifications:

- i. Applications - none
- ii. Notifications - none

- d. Decisions taken by Cornwall Council where the decisions reached were contrary to the recommendations made at the Town Council meeting or a poll taken: none

265/17/18 CONSIDERATION OF LICENSE APPLICATIONS

None.

266/17/18 MEET YOUR COUNCILLORS

- a. Arrangements for future meetings.

It was **RESOLVED** that Councillors Yates, Cooke, Pinkney, and Taylor will attend the next meeting in Fore Street to be held on Saturday 9th September 2017.

267/17/18 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, it was **RESOLVED** that the public and press leave the meeting because of the confidential nature of the business to be transacted.

268/17/18 CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

None.

269/17/18 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

It was **RESOLVED** that the public and press be re-admitted to the meeting.

270/17/18 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

None.

271/17/18 PRESS RELEASES

It was **RESOLVED** to issue a press release to publicise that 6 members of the council staff are now trained as Enforcement Officers.

272/17/18 DATE OF NEXT MEETING

Monday 11th September 2017 at 6.00 pm Extraordinary Full Council Meeting.

Tuesday 19th September 2017 at 6.15pm Planning.

273/17/18 COMMON SEAL

It was **RESOLVED** that the Common Seal of the Council be affixed to all Deeds and Documents necessary to give effect to the foregoing Acts and Proceedings.

Rising at: 9.00 p.m.

Signed: _____
Chairman

Dated: _____