

MINUTES OF THE BUSINESS STRATEGY & FORWARD PLANNING SUB COMMITTEE HELD AT THE GUILDHALL ON WEDNESDAY 15TH NOVEMBER 2017 AT 2.30PM

PRESENT: Councillors: J Brady (Vice-Chairman), J Dent (Chairman), W Phillips, D Yates.

ALSO PRESENT: R Lane - Town Clerk, Councillor Taylor, Administration Support - L Elliott, P Clements - Saltash Heritage Museum, Councillor R Bickford.

APOLOGIES: Councillor J Rance.

HEALTH AND SAFETY ANNOUNCEMENTS

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

20/17/18 **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

Members of the public attending the meeting please be aware that this meeting may be filmed. If you do not wish to be filmed please leave the meeting.

21/17/18 **APOLOGIES**
Councillor J Rance

22/17/18 **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. To consider dispensations required:

Councillor	Item	Pecuniary-Non/pecuniary	Reason
None			

23/17/18 QUESTIONS FROM THE PUBLIC

None.

The Chair announced Agenda Item 10 would be the next item of business

24/17/18 SALTASH HERITAGE – LEASE

Members considered a lease renewal request from Saltash Heritage. It was **RECOMMENDED** that:

1. A lease be agreed for a period of 25 years from the expiry of the existing lease in 2024.
2. The lease be subject to a break clause every 3 years.
3. The lease be maintained at the yearly rent of £1.00 per annum with a rent review every 3 years.

25/17/18 LIBRARY

The Chairman updated members on current developments with Cornwall Council.

It was **RESOLVED** that the Mayor, Deputy Mayor, Councillors Brady and Taylor work up a business case proposal with the Strategy and Engagement Department at Cornwall Council.

It was **RECOMMENDED** that Policy and Resources establish a precept budget of 10k Library Provision.

26/17/18 BELLE VUE OFFICE

Members considered an offer from the CIC for an additional office at Belle Vue.

It was **RESOLVED** to decline the offer.

It was **RECOMMENDED** that the Property and Marketing Sub Committee investigate the feasibility and costs of utilising the Maurice Huggins Room as an additional administration office with the surveyor and Cornwall Council.

27/17/18 TOILET LEASES:

- a. Alexandra Square.

It was **RESOLVED** to note a Tenancy at Will is now in place and the toilets are the responsibility of the Services Committee.

- b. Longstone

- c. Belle Vue

It was **RECOMMENDED** leases be signed for the toilet blocks subject to the asbestos register and legionella checking schedules being in place.

28/17/18 LONGSTONE PARK GARAGE AND WORKSHOP – LEASE

Members noted Heads of Terms had been agreed and the lease will be formalised upon agreement with CC as to the detailed level of works being conducted by STC.

It was further noted the lease is for 6 years at a rent £1 p.a. for the first 2 years (thereafter £4500 per year) on the basis agreed works will be undertaken to the value of 9k.

It was **RECOMMENDED** that works to the value of 15k be undertaken if CC agree to the first 3 years being at a rent of £1 p.a.

It was **RESOLVED** an agreement to occupy be sought with immediate effect.

29/17/18 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.

30/17/18 As required or if necessary.

31/17/18 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

32/17/18 URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR.

None.

33/17/18 PRESS RELEASES

None.

34/17/18 Date of the next meeting – To be confirmed

Rising at 3.40 p.m.

Signed: _____
Chairman

Dated: _____

DRAFT