

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 1<sup>st</sup> February 2018 at 7:00pm**

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

**ALSO PRESENT:** 3 Member of the Press, 12 Members of the Public, Reverend M Parkman, P Thistlethwaite - CIC, R Lane - Town Clerk, S Burrows – Administration Officer.

**APOLOGIES:** Councillors: C Warrington, J Rance – Early departure.

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### **HEALTH AND SAFETY ANNOUNCEMENTS**

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

The Mayor informed members that since 1983 Miss Audrey Miller has reported on Town Council meetings and that tonight would be the last Town Council meeting that Audrey will be reporting to the Cornish Times.

The Mayor presented Audrey with a bouquet of flowers and a certificate of appreciation for all the many years Audrey has attended and reported on STC meetings, civic occasions and events.

It was **RESOLVED** to note the Council's thanks to Audrey.

#### **488/17/18 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

The Administration Officer declared that the meeting would be recorded.

Councillors Challen, Parker, Pinckney, Rance and Thorn left the meeting.

#### **489/17/18 DECLARATIONS OF INTEREST – TO CONSIDER A REPORT FROM COUNCILLOR SAMUELS** (Appendix A)

Councillor Samuels asked members to consider a proposal to amend the declaration of interest forms.

It was **RESOLVED** that the item be deferred to a future P&R Committee.

Councillors Challen, Parker, Pinckney and Thorn were invited and returned to the meeting.

Councillor Rance left the meeting.

**490/17/18     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.

<b>Councillor</b>	<b>Agenda Item</b>	<b>Pecuniary/Non-Pecuniary</b>	<b>Reason</b>
Bickford	15e	Non-Pecuniary	Committee member
Samuels	PA18/00436	Non-Pecuniary	Applicants known to me
Challen	21b	Non-Pecuniary	I am a licence premises
Pinckney	21b	Non-Pecuniary	Applicant known to me
Lennox-Boyd	21b	Non-Pecuniary	Was the licensee & a member of CC sub-committee
Thorn	21b	Non-Pecuniary	Owner of flat next door

**491/17/18**     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.

**492/17/18**     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.

**493/17/18     CHAIRMAN'S REPORT** (Appendix B)

It was **RESOLVED** to note.

**494/17/18     MONTHLY CRIME FIGURES** (Appendix C)

It was **RESOLVED** to note.

**495/17/18     REPORT BY COMMUNITY ENTERPRISES PL12** (Appendix D)

It was **RESOLVED** to note.

**496/17/18     CORNWALL GATEWAY COMMUNITY NETWORK AREA**

No Report.

**497/17/18     QUESTIONS FROM THE PUBLIC**

A member of the public expressed concern of the deterioration of the land and facilities at Saltmill.

The Mayor confirmed that the land and facilities are the responsibility of Cornwall Council.

It was **RESOLVED** to note that a meeting is being held with Cornwall Council at the Guildhall on the 20<sup>th</sup> February 2018 at 11am which has Saltmill on the agenda. The meeting is open to the public.

**498/17/18     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 11th and Tuesday 23<sup>rd</sup> January 2018 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

**499/17/18     TO CONSIDER MATTERS ARISING FROM THE MINUTES**

None.

**500/17/18     FINANCE**

- a. To advise receipts and payments in December 2018. (Appendix E)

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 30th September 2017 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk.

It was **RESOLVED** to note and that the Town Clerk and the Chairman of P&R are reviewing bank reconciliations up to the 31<sup>st</sup> December 2018.

- a. S Murray MP – St Barnabas Hospital

It was **RESOLVED** to note

- b. J Cansfield – Saltash Tennis Centre

It was **RESOLVED** that STC supports the continuation of tennis at Saltash Tennis Centre.

- c. S Hooper MBE – Letter of thanks

It was **RESOLVED** to note.

- d. Post Office Ltd – New Post Office, Church Road Stores

It was **RESOLVED** to note.

Councillor Bickford declared an interest in the next agenda item and left the meeting.

- e. K Lilley – Request for Civic Attendance at Saltash Regatta

It was **RESOLVED** to approve Civic participation in this year's Saltash Regatta parade.

Councillor Bickford was invited and returned to the meeting.

- f. P Ryland – Christmas Festival 2017

It was **RESOLVED** to note.

- g. B Ryan – Waterfront Wardens

It was **RESOLVED** to note.

- h. A White – Volunteer Tree Warden for Saltash

It was **RESOLVED** to approve Mr A White as the volunteer Tree Warden for Saltash under the Cornwall Parish Tree Warden Scheme.

**502/17/18      TO APPROVE 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 Staffing Committee held on Tuesday 16<sup>th</sup> January 2018, Services Committee held on Wednesday 17<sup>th</sup> January 2018, Staffing Committee held on Tuesday 23<sup>rd</sup> January 2018 were confirmed and signed as a correct record and all recommendations resolved as listed below:

**Services – Minute no.65/17/18**

It was **RECOMMENDED** to approve the revised pontoon charges for 2018/19.

It was **RECOMMENDED** that:

1. The transfer of two parcels of land at Pillmere with the offer of a one off maintenance payment to Saltash Town Council of £8,000 and payment of transfer legal fees be approved.
2. The land be referred to the Services Committee for its future use and management.

**Staffing – Minute no.92/17/18**

- c. To review fixed term contracts regarding the Town and Waterfront Wardens.

Members considered advice received from the council's human resource consultant regarding fixed term appointment and permanent contracts.

It is **RECOMMENDED** that the Town and Waterfront Warden Leader and 3 wardens be employed on permanent contracts upon the expiry of their fixed term contracts subject to a review of their job descriptions.

The Mayor announced a short break.

**503/17/18      TO CONSIDER ADOPTING THE NALC MODEL STANDING ORDERS AS RECOMMENDED UNDER THE CALC REVIEW** (Appendix G)

It was **RESOLVED** that the item be deferred to a future P&R Committee.

**504/17/18     EQUALITY AND DIVERSITY TRAINING – COUNCILLOR PARKER**

Councillor Parker asked members to consider Equality and Diversity training for all members and staff.

It was **RESOLVED** that the item for members be deferred to a future P&R Committee and the item for Staff be deferred to a future Staffing Committee.

**505/17/18     CONSULTATION – CORNWALL COUNCIL – 2018 OFF-STREET PARKING ORDER** (Appendix H)

It was **RESOLVED** that the Mayor responds in writing to Cornwall Council by the 15<sup>th</sup> February 2018.

**506/17/18     PLANNING**

- a. It was noted 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 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.

- a. Applications for consideration:

Councillor Samuels declared an interest in the next agenda item and left the meeting.

**PA18/00436**

S Congdon – **Land Pt OS 7614 Roods Hill, Hatt**

Proposed replacement root crop store.

**Ward: North**

Date received: 24.01.2018

It was resolved to **RECOMMEND APPROVAL**

Councillor Samuels was invited and joined the meeting.

- b. Tree applications/notifications:

- i. Applications: None
- ii. Notifications: None

- c. Decisions taken by Cornwall Council where the decisions reached were contrary to the recommendations made at the Town Council meeting or a poll taken:

**PA17/09661**

Mr and Mrs Kinsman – **31 Maybrook Drive, St Stephens PL12 4PX**

First floor extension to provide a bedroom, en-suite bathroom and study.

**Ward: South**

Date received: 20.10.2017

At the Town Council Meeting on 21<sup>st</sup> November 2017 it was resolved to **RECOMMEND TO REFUSE ON THE GROUNDS OF NOT IN KEEPING WITH THE AREA, OVERLOOKING AND OVERBEARING.**

Having held a Poll on this planning application the result is:

Stick with our original position and request call-in	5 votes
Accept the Officer's position	3 votes
Abstain	3 votes

Therefore the Council has voted to stick with our original position of refusal on the grounds of not in keeping with the area, overlooking and overbearing and request a call-in.

17.01.18. The following decision was sent to Cornwall Council: The Ward Councillors (South) of Saltash Town Council have APPROVED the above planning application.

25.01.18. Decision received from Cornwall Council: APPROVED.

It was **RESOLVED** to note.

**507/17/18      CONSIDERATION OF LICENSE APPLICATIONS**

- a. Consideration of License Applications: None

Councillors Challen, Lennox-Boyd and Thorn declared an interest in the next agenda item and left the meeting.

- b. The Brunel Inn – Application for Grant of Premises Licence.  
Decision notice from Cornwall Council. (Appendix I)

It was **RESOLVED** to note.

Councillors Challen, Lennox-Boyd and Thorn were invited and joined the meeting.

**508/17/18     ANNUAL CIVIC SERVICE**

The Mayor informed members of this years Civic Service held at Saltash Baptist Church on Sunday 4<sup>th</sup> March at 3pm.

It was **RESOLVED** to note.

**509/17/18     MEET YOUR COUNCILLORS**

a. Arrangements for future meetings.

It was **RESOLVED** that Councillors Pinckney, Cook and Yates will attend the next meeting in Fore Street to be held on Saturday 3rd February 2018.

**510/17/18     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.

**511/17/18     PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

**512/17/18     CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

**513/17/18     URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

A38 Improvements

(Appendix J)

It was **RESOLVED** to note and that members respond individually by 7<sup>th</sup> February 2018.

Citybus - Women on the Move – International Women's Day

(Appendix K)

The Mayor informed members of an invitation to attend the event being held by Citybus on the Hoe on Thursday 8<sup>th</sup> March at 11:15am.

It was **RESOLVED** to note.

**514/17/18     PRESS RELEASES**

None.



**515/17/18     DATE OF NEXT MEETING**

Tuesday 20th February 2018 at 6:15pm.

**516/17/18     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: 20:40

Signed: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_

DRAFT