

## SALTASH TOWN COUNCIL

### Minutes of the Station Property Sub-Committee held at The Guildhall on Tuesday 13<sup>th</sup> February 2018 at 4:30 p.m.

**PRESENT:** Councillors: R Bickford – Chairman, J Dent, W Phillips, G Taylor, D Yates.

**ALSO PRESENT:** Ian Newcombe – Bailey Partnership, R Lane – Town Clerk, J Virgo – Grounds & Premises Warden, S Burrows – Administration Officer.

**APOLOGIES:** Councillors: J Brady – Vice Chairman, D Yates – 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.

**41/17/18** **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

**42/17/18** **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>
None			

**43/17/18** 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.

**44/17/18** 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.

**45/17/18**      **QUESTIONS FROM THE PUBLIC**

None.

**46/17/18**      **FINANCE**

- a. Income and expenditure update. (Appendix A)

It was **RESOLVED** to note.

- b. To formally agree VAT position for the building post completion.

It was **RECOMMENDED** that STC opt to tax VAT on all income for the building post completion on the recommendation of the VAT Consultant.

**47/17/18**      **HEALTH AND SAFETY**

- a. Asbestos

The Chairman updated members.

It was **RESOLVED** to note

- b. Electrical work

The Chairman updated members.

It was **RESOLVED** to note.

- c. Site control/responsibility

The Chairman updated members.

It was **RESOLVED** to note and that:

1. All Health and Safety for the building and land be the responsibility of the STC Grounds and Premises Warden and that an access register be introduced.
2. Bailey Partnership be formally appointed as Principal Designer.

It was **RESOLVED** to defer formally appointing a CDM Contractor to a future meeting.

The Chairman announced that agenda item 10 would be received as the next item of business.

**48/17/18**      **DESIGN UPDATE**

The Architect updated members on build design options and outline costs for the Station Building. (Appendix B)

Councillor Yates left the meeting.

It was **RESOLVED** to note and that an extraordinary meeting of Full Council be held on Tuesday 27<sup>th</sup> February 2018 at 6pm to consider build design options and outline costs for the Station Building.

**49/17/18**      **FUNDING**

- a. Update (Appendix C)

The Chairman asked members to consider options to conduct the refurbishment works.

It was resolved to **RECOMMEND** approval to proceed with option B and that Bailey Partnership submit a specification of works for STC to tender.

- b. To approve platform side panels (funded externally) (Appendix D)

The Chairman informed members STC have been offered funding to cover the costs of a hoarding along the platform side. This will be paid by the Devon and Cornwall Rail Partnership and Cornwall Council. Cornwall Council have already made the transfer of around £5,500. The remaining £5,500 will come from the Devon and Cornwall Rail Partnership.

The Chairman reported Rydon Signs Ltd are approved contractors to work on railway property, especially railway platforms, and have been recommended by Great Western Railway.

It was resolved to **RECOMMEND** approval to appoint Rydon Signs Ltd at a cost of £8,680 under Financial Regulation 12.1 a. ii.

- c. To approve in principle the Cornwall Council funding agreement (£140k) (Appendix E)

It was resolved to **RECOMMEND** in principal the Cornwall Council funding agreement of £140k.

**50/17/18**      **OPTIONS APPRAISAL UPDATE**

It was **RESOLVED** to defer to a future meeting.

**51/17/18 TO AGREE A DATE FOR CONSULTATION/EXHIBITION**

It was **RESOLVED** to defer to a future meeting.

**52/17/18 POSSIBLE CAFÉ OPERATOR MODELS**

It was **RESOLVED** to defer to a future meeting.

**53/17/18 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.

**54/17/18 CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

**55/17/18 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

**56/17/18 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

None.

**57/17/18 PRESS RELEASES**

None.

**58/17/18 DATE OF NEXT MEETING**

To be confirmed.

Rising at: 6:00 p.m.

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

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