



# Saltash Town Council

Konsel An Dre Essa



The Guildhall  
12 Lower Fore Street  
Saltash  
PL12 6JX  
Telephone: 01752 844846  
[www.saltash.gov.uk](http://www.saltash.gov.uk)

16<sup>th</sup> July 2018

Dear Councillor,

I write to summon you to a meeting of the **Property Maintenance Sub-Committee** to be held at the Guildhall on **Friday 20<sup>th</sup> July 2018 at 3:00 p.m.**

Any member of the public requiring to put a question to the Council must do so 24 hours prior to the meeting by writing or email [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk)

Yours sincerely,

R Lane  
Town Clerk

To:

J Dent – Chairman	All other Councillors for information
J Brady - (Mayor, ex-officio voting)	
G Challen - (Deputy Mayor, ex-officio voting)	
S Miller	
W Phillips - Vice Chairman	
J Rance	
G Taylor	

## AGENDA

1. Health and Safety Announcements.
2. Recording of meetings – please notify the Chairman if you are intending to record this meeting.

Please note: All meetings are open to the public and could be filmed or recorded by broadcasters, the media, council members, the council, or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed we cannot guarantee this especially if you are speaking or taking an active role.

3. Apologies.
4. Declarations of Interest:
  - a. To Note ongoing dispensations:
    - i. for Councillor Rance to act as Chairman of the Saltash Team for Youth and commissioning of Youth Work to 31<sup>st</sup> March 2019.
    - ii. 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 to 31<sup>st</sup> March 2019.
5. Questions - A 15-minute period when members of the public may ask questions of Members of the Council.

Please note: Any member of the public requiring to put a question to the Council must do so 24 hours prior to the meeting by writing or email.

6. To receive the five-year maintenance plan
  - a. Property and Land.
7. Guildhall update.
8. Reception conversion.
9. Station update.
10. Library update.
11. Maurice Huggins Room update of works.
12. Longstone Depot & Workshop update.

13. To consider the cost of refurbishment works to Longstone Park Toilets.  
**(Pursuant to minute no. 08/18/19 Property Maintenance held on the 14.06.18.)**
14. To receive an update on automatic electronic opening and locking system for Longstone Park Toilets.  
**(Pursuant to minute no. 08/18/19 Property Maintenance held on the 14.06.18.)**
15. To receive an update on internal security bars to town clerk, reception and grounds and premises warden offices. **(Pursuant to minute no. 09/18/19 Property Maintenance held on the 14.06.18.)**
16. Cemetery wall update.
17. 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.
18. As required or if necessary.
19. Public Bodies (Admission to Meetings) Act 1960:  
To resolve that the public and press be re-admitted to the meeting.
20. Urgent non-financial matters brought forward at the discretion of the Chairman.
21. Press releases.
22. Date of next meeting – to be confirmed.

**Please note: It is Members responsibility to disclose a non-registerable interest or a disclosable pecuniary interest in any matter being considered or to be considered at the meeting.**

**Please leave the form in your folder provided for the Administration Officer to collect at the end of the meeting.**

Councillor: \_\_\_\_\_

Committee: \_\_\_\_\_

Date of Meeting: \_\_\_\_\_

Declarations of Interest:

- a. To receive any 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. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at the meeting.
- c. To consider dispensations required.

<b>Agenda Item</b>	<b>Pecuniary</b>	<b>Non-Pecuniary</b>	<b>Reason</b>	<b>Left the Meeting</b>	<b>Remained at Meeting</b>	<b>Ongoing Dispensation</b>	<b>Dispensation Requested</b>