

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 7th June 2018 at 7:00 p.m.

PRESENT: Councillors: R Bickford, J Brady - Chairman, S Lennox-Boyd, S Miller, M Parker, W Phillips, A Pinckney, J Rance, P Samuels, G Taylor, C Warrington, D Yates.

ALSO PRESENT: 4 Members of the Public, 1 Member of the Press, P Thistlethwaite & R Waters – Community Enterprises PL12, R Lane - Town Clerk, S Burrows – Administration Officer.

APOLOGIES: Councillors: C Cook, G Challen – Vice Chairman, J Dent, S Thorn.

HEALTH AND SAFETY ANNOUNCEMENTS

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

112/18/19 **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

None.

PRAYERS

Councillor Yates led the prayers.

113/18/19 **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	Agenda Item	Pecuniary/Non-Pecuniary	Reason
Bickford	17a	Non Pecuniary	CIC Director
Bickford	17b	None Pecuniary	CIC Director
Lennox-Boyd	17a		
Lennox-Boyd	17b		
Lennox-Boyd	17c		

- d. To Approve dispensations:

114/18/19 It was **RESOLVED** to approve a dispensation for Councillor Rance to act as Chair of the Saltash Team for Youth and commissioning of Youth Work to the end of the municipal year 2018/19.

It was **RESOLVED** to note.

115/18/19 It was **RESOLVED** to approve dispensations 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 the end of the municipal year 2018/19.

It was **RESOLVED** to note.

116/18/19 **CHAIRMAN'S REPORT**

It was **RESOLVED** to note.

117/18/19 **MONTHLY CRIME FIGURES**

It was **RESOLVED** to note.

118/18/19 **REPORT BY COMMUNITY ENTERPRISES PL12**

It was **RESOLVED** to note.

119/18/19 **CORNWALL GATEWAY COMMUNITY NETWORK AREA**

No Report.

120/18/19 **QUESTIONS FROM THE PUBLIC**

A question was received in writing 24 hours before the meeting:

Mr M Coot asked will Saltash Town Council review the name and nature of the Mayoress' Chain whilst dismissing the unreliable online poll initiated by the Mayor? This is in regards to the name of the Mayoress' Chain being discriminatory and the nature of the chain, being purely for female partners of the Mayor, being in breach of the Equality Act 2010.

A response was provided in writing:

The Mayor has registered your question and thanks you for your concerns but at this time is unable to give a response until he has met with the Chairman of Policy and Resources and the Town Clerk.

The Mayor hopes to respond to you within 5 working days of this date. The Chairman announced that item 22 would be the next item of business.

121/18/19 **TO CONSIDER A REQUEST THAT THE OPENING OF THE SILENT
SOLIDER BE A CIVIC EVENT**

It was unanimously **RESOLVED** to approve a Civic Event for the unveiling of the Silent Soldier to be held at the Memorial Peace Garden on Saturday 4th August 2018 at 12 Noon.

122/18/19 **MINUTES**

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

The Minutes of the Full Town Council Meetings held on Thursday 3rd May 2018 and Tuesday 15th May 2018 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

123/18/19 **FINANCE**

- a. To advise receipts and payments in April 2018.

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 April 2018 were reviewed as correct by the Chairman of the Policy & Resources Committee and the Town Clerk.

It was **RESOLVED** to note.

- d. To note that an audit on recent supplier payments was conducted by the Chairman of Policy & Resources in line with the Councils Financial Regulations. It was noted that there are no discrepancies to report.

It was **RESOLVED** to note.

124/18/19 **CORRESPONDENCE**

- a. Sheryll Murray MP – Clean Air Strategy.

It was **RESOLVED** to note and that members respond individually to this consultation at:

<https://consult.defra.gov.uk/environmental-quality/clean-air-strategy-consultation/>

125/18/19 **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 meetings of the Services Committee held on Wednesday 9th May 2018, Staffing Committee held on Tuesday 22nd May 2018, Burial Board Committee held on Tuesday 5th June 2018 and Burial Authority held on Tuesday 5th June 2018 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

126/18/19 **TO CONSIDER RECOMMENDATIONS AND MATTERS ARISING FROM THE MINUTES**

It was **RESOLVED** that there were no recommendations to be considered.

127/18/19 **TO APPROVE THE MINUTES OF THE FOLLOWING SUB-COMMITTEES**

None.

128/18/19 **S106 APPLICATIONS**

- a. Former Belle Vue Toilets

It was **RESOLVED** that STC refuse the S106 application.

- b. Scrapstore

It was **RESOLVED** that STC supports the S106 application.

- c. Christmas Festival 2018

It was **RESOLVED** that STC refuse the S106 application.

- d. Replacement of Town Welcome Directional Sign

It was **RESOLVED** that STC supports the S106 application.

129/18/19 **TO RECEIVE AN UPDATE ON GENERAL DATA PROTECTION REGULATIONS**

The Town Clerk informed members that GDPR became effective as of 25th May 2018 and the Council continues to work towards full compliance.

It was **RESOLVED** to note and that it is recommended Members attend an in-house training session and if unable to do so that Members watch Cornwall Council's member briefing as a webcast:

https://cornwall.public-i.tv/core/portal/webcast_interactive/347689

130/18/19 **TO APPROVE AND ADOPT THE DATA PROTECTION POLICY**

It was **RESOLVED** to approve and adopt the Data Protection Policy.

131/18/19 **TO APPROVE AND ADOPT THE FREEDOM OF INFORMATION POLICY**

It was **RESOLVED** to approve and adopt the Freedom of Information Policy.

132/18/19 TO NOTE A PROGRESS REPORT ON BEHALF OF THE GREAT WAR 1914-1918 COMMEMORATIVE COMMITTEE

It was **RESOLVED** to note.

133/18/19 TO RECEIVE THE LONGSTONE PARK TOILET REPORT AND TO APPOINT A CONTRACTOR

It was unanimously **RESOLVED** to appoint DCMS to undertake the schedule of works to Longstone Park Toilets to the value of £14,297 funded from the LDF Grant.

134/18/19 TO RECEIVE AN UPDATE ON THE APPROVED MIXED-USE SCHEME, QUORA SITE

It was **RESOLVED** to note.

135/18/19 TO RECEIVE THE RESULTS OF A MEMBER SURVEY POLL – MAYORESSES CHAIN

It was **RESOLVED** to note that the Mayoresses Chain be put on display subject to the insurers requirements.

136/18/19 PLANNING

- a. Applications for consideration: None.
- b. Tree applications/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: None.

137/18/19 CONSIDERATION OF LICENSE APPLICATIONS

None.

138/18/19 MEET YOUR COUNCILLORS:

- a. Arrangements for future meetings.

It was **RESOLVED** that Councillors Bickford, Lennox-Boyd, Miller, Phillips and Warrington will attend the next meeting at the Regatta to be held on Saturday 9th June 2018.

139/18/19 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.

140/18/19 CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

None.

141/18/19 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

142/18/19 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

Ethical Standards Complaints

The Town Clerk informed members of the importance of the need to act within the Code and that members ensure their declaration of interest forms are up to date with the Office.

It was **RESOLVED** to note.

The Town Clerk informed members that all saltash.gov.uk email accounts be used for business and that the email accounts are subject to FOI and GDPR.

It was **RESOLVED** to note.

Cornwall Council Standards Committee

The Town Clerk informed members of a letter received from Councillor P Wills on the importance of Code of Conduct and to give Councillors an insight into the work undertaken by the Standards Committee.

It was **RESOLVED** to note and that it is recommended that Members read the letter from Councillor P Wills.

St Nicholas & St Faith Church, War Memorial, Saltash

The Town Clerk informed members that the Secretary of State for Digital, Culture, Media and Sport, Historic England is currently considering whether the above building has special architectural or historic interest.

It was **RESOLVED** to note and that members respond to the Town Clerk by 21st June 2018:

<http://services.historicengland.org.uk/webfiles/GetFiles.aspx?av=B4102AD7-F86E-44D9-B874-77BA39075627&cn=24561CED-7253-4AC1-BE75-CF162B04F717>

May Fair Committee

The Mayor informed members of a Code of Conduct complaint determination relating to himself regarding the May Fair Committee.

It was **RESOLVED** to note that the determination of the Information Governance Manager & Data Protection Officer was that the complaint be rejected.

The Mayor informed members that he will not be taking up the position of Honorary President of the May Fair Committee role for 2018-2019.

It was **RESOLVED** to note.

143/18/19 **PRESS RELEASES**

None.

144/18/19 **DATE OF NEXT MEETING**

Tuesday 19th June 2018 at 6:15 p.m.

145/18/19 **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: 20:35

Signed: _____
Chairman

Dated: _____