

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 6<sup>th</sup> September 2018 at 6:30 p.m.**

**PRESENT:** Councillors: R Bickford, J Brady - Chairman, G Challen – Vice Chairman, S Lennox-Boyd, M Parker, W Phillips, B Samuels, P Samuels, G Taylor, and D Yates.

**ALSO PRESENT:** 7 Members of the Public, 1 Member of the Press, P Thistlethwaite - Community Enterprises PL12, R Waters - Community Enterprises PL12, Michael Watts, Community Banking Director for Cornwall and Devon, Barclays Bank, David Podd, Market Leader, Plymouth Barclays Bank, S Tamlin – Cornwall Councillor, R Lane - Town Clerk, A Chick – Administration Officer.

**APOLOGIES:** Councillors: A Pinckney, J Dent, S Miller, J Rance, C Warrington.

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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.

### **240/18/19 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

None.

### **PRAYERS**

Councillor Yates led the prayers.

### **241/18/19 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:

<b>Councillor</b>	<b>Agenda Item</b>	<b>Pecuniary/Non-Pecuniary</b>	<b>Reason</b>
Bickford	17	Non-pecuniary	Volunteer Director

c. To consider dispensations required:

The Town Clerk referred members to the Guide to Awarding Dispensations and the criteria required to be considered.

**242/18/19** To consider an updated dispensation to include voting rights for Councillor Challen at Full Council and all associated Committees in relation to her role as a representative of Saltash Town Council on the Chamber of Commerce to 1<sup>st</sup> November 2018.

It was **RESOLVED** to grant the updated dispensation to include voting rights for Councillor Challen at Full Council and all associated Committees in relation to her role as a representative of Saltash Town Council on the Chamber of Commerce to 1<sup>st</sup> November 2018.

**243/18/19** To consider a non-voting dispensation for Councillor Bickford at Full Council and all associated Committees in relation to his role as Volunteer Director on Community Enterprises PL12 to May 2021.

It was unanimously **RESOLVED** to grant a non-voting dispensation for Councillor Bickford at Full Council and all associated Committees in relation to his role as Volunteer Director on Community Enterprises PL12 to May 2021.

**244/18/19** **REPORT FROM BARCLAYS BANK COMMUNITY BANKING DIRECTOR FOR CORNWALL AND DEVON**

Michael Watts, Community Banking Director for Cornwall and Devon and David Podd, Market Leader, Plymouth – Barclays Bank introduced themselves giving a background of their work within Barclays. Mr Watts explained how closure and opening decisions are made stating the decline of footfall due to online and mobile banking was one of the criteria for closure. Customers who still use the branch mainly make transactions for paying bills, paying in cash and cheques and taking out cash. Mortgages, personal loans, insurance etc are done either over the phone, on the internet or in larger branches. Alternatives are in place for customers including small and medium enterprises, the vulnerable and elderly. There are more Post Offices than bank branches within the Saltash area which gives better access and opening hours.

A Q&A session followed and any further questions can be emailed to Mr Watts. He is also happy to sit down with a smaller group of members and show how the due diligence process was taken prior to closing.

It was **RESOLVED** to note.

Councillor Challen entered the meeting.

**245/18/19     CHAIRMAN'S REPORT**

It was **RESOLVED** to note.

**246/18/19     MONTHLY CRIME FIGURES**

It was **RESOLVED** to note.

**247/18/19     REPORT BY COMMUNITY ENTERPRISES PL12**

It was **RESOLVED** to note.

**248/18/19     CORNWALL GATEWAY COMMUNITY NETWORK AREA**

No report.

**249/18/19     QUESTIONS FROM THE PUBLIC**

There were two questions from members of the public, the Mayor has replied to both questions:

a. Email received from Councillor Steve Miller:

Dear Sirs

I will be attending as a member of the public and would like to ask a question about (audio) recordings of meetings.

Yours faithfully  
Steve Miller

A response was provided by email:

Good morning Steve

I have been advised of your question for FTC this evening and reply as follows:

There are no recording facilities in use by the Town Council during meetings. I can confirm I was under this view when a resident challenged a statement and I thought we were recording. On questioning why not, I was informed it was being looked at? The microphones are there for the hard of hearing. I am therefore referring your question to the Policy and Resources committee agenda for the 18<sup>th</sup> September for discussion and resolution.

I trust you find my response fulfils your specific enquiry at this time?  
I will ensure you are contacted after the P&R meeting.

Kind regards  
John Brady

b. Letter received from Mr Alan Anstey:

Dear Sir

I wish to hear the views of the Council with regard to the increases in toll charges for bridge crossings and their opinion of the facilities of the Bridge office.

Regards  
Alan Anstey

A response was provided by letter:

Dear Mr Anstey

**Re Tamar Bridge Toll Charges**

Thank you for your letter dated 3<sup>rd</sup> September 2018 received today 5<sup>th</sup> September 2018.

It is not a question for Saltash Town Council as the consultation period has now closed (8<sup>th</sup> August 2018). Individual Councillors were invited to respond to the consultation. I believe this is now in the hands of Cornwall Council and Plymouth City Council prior to reporting back to Saltash Town Council with a decision.

We will certainly keep you informed of the outcome.

Yours sincerely

Councillor John Brady  
Mayor of Saltash

**250/18/19    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 2<sup>nd</sup> August 2018 and Tuesday 21<sup>st</sup> August 2018 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

**251/18/19     FINANCE**

- a. To advise receipts and payments in July 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 31<sup>st</sup> July 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.

**252/18/19     CORRESPONDENCE**

- a. Cornwall Council – Gambling Act 2005:

Responses need to be received by Cornwall Council by Friday 12<sup>th</sup> October 2018, individual councillors are to send their comments direct copied to the Town Clerk whereupon the Mayor will determine if a formal response will be submitted by STC.

It was **RESOLVED** to note.

**253/18/19     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 meeting of Policy and Resources held on Tuesday 28<sup>th</sup> August 2018 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

**254/18/19     TO CONSIDER RECOMMENDATIONS AND MATTERS ARISING FROM THE MINUTES**

1. Policy and Resources Committee – Minute Nos 76/18/19, 77/18/19, 78/18/19 and 82/18/19:
  - a. Financial Regulations.
  - b. Scheme of Delegation.
  - c. Standing Orders.
  - d. STC Policies:
    - i. Data Protection – Subject Access Request Policy.
    - ii. Data Protection – Subject Access Request Form.
    - iii. Equal Opportunities Policy.
    - iv. Complaints Form.
    - v. Customer Feedback Policy.

It was **RESOLVED** to approve the recommendations of the Policy and Resources Committee and adopt the documents.

**255/18/19     TO APPROVE THE MINUTES OF THE FOLLOWING SUB-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 Library held on Wednesday 8<sup>th</sup> August 2018 and Wednesday 22<sup>nd</sup> August 2018 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

**256/18/19     TO CONSIDER RECOMMENDATIONS AND MATTERS ARISING FROM THE SUB COMMITTEE MINUTES**

None.

**257/18/19     S106 APPLICATIONS**

- a. Scrapstore:

Rosemary Waters - Community Enterprises PL12, answered member's questions regarding the s.106 application.

Councillor Bickford left the meeting.

It was **RESOLVED** to support the s106 application.

Councillor Bickford was invited and returned to the meeting.

**258/18/19     REPORTS FROM LIVEWIRE, JUNKYARD SKATEPARK AND THE CORE ON THE DELIVERY OF YOUTH WORK 2017/18 FUNDING**

It was **RESOLVED** to note.

**259/18/19     COMMUNITY ENTERPRISES PL12 REPRESENTATIVES**

a. Resignation of Councillor Challen.

It was **RESOLVED** to note.

b. Appointment of a new representative.

No representative appointed.

It was **RESOLVED** to carry forward to the next STC meeting unless an interested Councillor approaches the Mayor or Town Clerk beforehand.

**260/18/19     APPOINTMENTS TO COMMITTEES**

a. Two members to Policy and Resources

It was unanimously **RESOLVED** to

1. Appoint Councillor Dent as a member of the Policy and Resources Committee.
2. To place this item on the next agenda for one appointment only.

b. One member to Services

It was unanimously **RESOLVED** to appoint Councillor B Samuels as a member of the Services Committee.

**261/18/19     PLANNING**

a. Applications for consideration: None.

b. Tree applications/notifications: None.

**262/18/19     CONSIDERATION OF LICENSE APPLICATIONS**

None.

**263/18/19     MEET YOUR COUNCILLORS:**

- a. Arrangements for future meetings.

It was **RESOLVED** that Councillors Lennox-Boyd and Yates will attend the next meeting in Fore Street to be held on Saturday 8<sup>th</sup> September 2018.

**264/18/19     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.

**265/18/19     CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

- a. Library Update:

Councillor Taylor updated members on the progress of the library.

It was **RESOLVED** to note.

**266/18/19     PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

**267/18/19     URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

Councillor Parker had been contacted by a sight impaired resident who had found it extremely difficult to negotiate the town due to lack of disability access and facilities. The Chairman has invited Cornwall Councillors to meet with STC to discuss how Saltash can be made more disability user friendly. He is waiting for a confirmed date and then members will be invited to the meeting.

It was **RESOLVED** to note.

**268/18/19     PRESS RELEASES**

None.



**269/18/19     DATE OF NEXT MEETING**

Tuesday 21st August 2018 at 6:15 p.m.

**270/18/19     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: 8.40p.m.

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

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

DRAFT