

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 6<sup>th</sup> December 2018 at 7.00 p.m.**

**PRESENT:** Councillors: R Bickford, J Brady - Chairman, G Challen – Vice Chairman, J Dent, M Fox, S Martin, S Miller, M Parker, W Phillips, A Pinckney, J Rance, B Samuels, P Samuels, G Taylor, D Yates.

**ALSO PRESENT:** 2 Members of the Public, 1 Member of the Press, H Frank – Cornwall Councillor, P Ryland – Chamber of Commerce, R Lane - Town Clerk, S Emmett – Finance Officer, A Thomas – Senior Policy and Data Compliance Monitoring Officer.

**APOLOGIES:** Councillors: S Lennox-Boyd.

---

The Chairman welcomed Councillor Mark Fox, the newly elected Member for South Ward.

### **HEALTH AND SAFETY ANNOUNCEMENTS**

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

**396/18/19** **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

Cornwall Councillor H Frank and A Thomas – Senior Policy and Data Compliance Monitoring Officer notified the Chairman they would be recording the meeting.

### **PRAYERS**

Councillor Yates led prayers.

**397/18/19** **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:

Councillor	Agenda Item	Pecuniary/Non-pecuniary	Reason
Challen	33	Non-pecuniary	Does not want to know what went on
Parker	20	Non-pecuniary	
Parker	33	Non-pecuniary	Private
Pinckney	20	Non-pecuniary	Code of Conduct
Rance	24	Ongoing dispensation	Works at Livewire.

- c. To approve a dispensation to Committee members to allow setting of budgets and precept. Without the dispensation the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of the business.

It was **RESOLVED** that a dispensation be granted to Committee members to allow setting of budgets and precept.

**398/18/19 CHAIRMAN'S REPORT**

It was **RESOLVED** to note.

**399/18/19 MONTHLY CRIME FIGURES**

It was **RESOLVED** to note.

**400/18/19 REPORT BY COMMUNITY ENTERPRISES PL12**

It was **RESOLVED** to note.

**401/18/19 CORNWALL GATEWAY COMMUNITY NETWORK AREA**

No report.

**402/18/19 QUESTIONS FROM THE PUBLIC**

There were no questions.

**403/18/19 MINUTES**

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

The Minutes of the Full Town Council Meetings held on Thursday first November 2018 and Tuesday, 20 November 2018 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

**404/18/19**    **FINANCE**

- a. To advise receipts in October 2018.

It was **RESOLVED** to note.

- b. To advise payments in October 2018.

It was **RESOLVED** to note.

- c. Urgent and essential works action by the Clerk under Financial Regulation 3.4 of the Town Council's Standing Orders.

None.

- d. To note that the bank reconciliations up to 31<sup>st</sup> October 2018 were reviewed as correct by the Chairman of Policy and Resources Committee and the Town Clerk.

It was **RESOLVED** to note.

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

It was **RESOLVED** to note.

**405/18/19**    **TO APPROVE THE FEES AND CHARGES FOR 2019/20**

Following a recorded vote of 14 in favour, 1 abstention and 1 absent:

Bickford	For
Brady	For
Challen	For
Dent	For
Fox	Abstain
Lennox Boyd	Absent
Martin	For
Miller	For
Parker	For
Phillips	For
Pinckney	For
Rance	For
Samuels B	For
Samuels P	For
Taylor	For
Yates	For

It was **RESOLVED** to approve the Fees and Charges for 2019/20.

**406/18/19 TO APPROVE THE TOWN COUNCIL BUDGET FOR 2019/20**

Following a recorded vote of 12 in favour, 2 against, 1 abstention and 1 absent:

Bickford	For
Brady	Against
Challen	For
Dent	For
Fox	Abstain
Lennox Boyd	Absent
Martin	Against
Miller	For
Parker	For
Phillips	For
Pinckney	For
Rance	For
Samuels B	For
Samuels P	For
Taylor	For
Yates	For

It was **RESOLVED** to approve the Town Council budget for 2019/20.

**407/18/19 TO APPROVE THE STATUTORY CONTINGENCY TO BE SET AT 4.5 MONTHS OPERATING COSTS FOR THE FINANCIAL YEAR 2019/20**

Councillor P Samuels expressed his concern that the proposed level of contingency could leave the Town Council at risk. He proposed that the level of Statutory Contingency should be six months operating costs.

Following a recorded vote for the Statutory Contingency to be set at 4.5 months operating costs for the financial year 2019/20 of 9 in favour, 5 against, 1 abstention and 1 absent:

Bickford	For
Brady	Against
Challen	Against
Dent	For
Fox	Abstain
Lennox Boyd	Absent
Martin	For
Miller	For
Parker	For
Phillips	For
Pinckney	For
Rance	For

Samuels B	Against
Samuels P	Against
Taylor	Against
Yates	For

It was **RESOLVED** that the Statutory Contingency be set at 4.5 months operating costs for the financial year 2019/20.

Councillor Pinckney left the meeting.

**408/18/19 TO SET THE PRECEPT FOR 2019/20**

Any councillor with an outstanding Council tax debt of more than two months is unable to participate in the Precept vote.

Following a recorded vote of 10 in favour, 1 against, 3 abstentions and 2 absent:

Bickford	For
Brady	Against
Challen	For
Dent	For
Fox	Abstain
Lennox Boyd	Absent
Martin	Abstain
Miller	For
Parker	For
Phillips	For
Pinckney	Absent
Rance	For
Samuels B	For
Samuels P	Abstain
Taylor	For
Yates	For

It was **RESOLVED** to set the Precept of £1,156,981 for 2019/20.

Councillor Pinckney returned to the meeting.

**409/18/19 CORRESPONDENCE**

- a. Groundwork UK - Coastal Communities Fund Round.

It was **RESOLVED** to note.

- b. Safer Saltash - New three-year Partnership Plan.

It was **RESOLVED** to note.

- c. Cornwall Council - Proposed changes to Off Street Parking Place Order.

The Chairman advised Members that Cornwall Council have now proposed an increase in charges at the current rate of inflation for all car parks. There will be consultation on the proposal and a meeting is to be held in Torpoint next week.

It was **RESOLVED** to note.

**410/18/19**     **TO APPROVE THE MINUTES OF THE FOLLOWING COMMITTEES AND TO CONSIDER ANY RECOMMENDATIONS**

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

- a. The minutes of the meeting of the Services Committee held on 14<sup>th</sup> November 2018 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

- b. The minutes of the meeting of the Policy and Resources Committee held on 22 November 2018 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

**RECOMMENDATIONS**

To consider future options for the Maurice Huggins Rooms – Minute No. 148/18/19

It was **RESOLVED** subject to final costs being received within budget:

1. The building receives a general internal refurbishment to include the kitchen, insulation upgrade and the installation of a water heater in the toilets.
2. Establish an EMF for fit out with furniture and sundries.
3. The building upon finalisation of the works be promoted for community use.

**411/18/19 TO APPROVE THE MINUTES OF THE FOLLOWING SUB-COMMITTEES**

- a. The minutes of the Property Maintenance held on Tuesday 30<sup>th</sup> October 2018 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

**412/18/19 TO APPROVE THE MINUTES OF THE FOLLOWING SUBCOMMITTEES AND TO CONSIDER ANY RECOMMENDATIONS**

- a. The minutes of the Business Strategy and Forward Planning Committee held on 8th November 2018 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

- b. The minutes of the Business Strategy and Forward Planning Committee held on 29 November 2018 were confirmed and signed as a correct record.

Councillor Pinckney submitted her apologies for this meeting.

It was **RESOLVED** to note.

**RECOMMENDATIONS**

**S106 Strategy – Minute No. 67/18/19**

The Chairman advised that this strategy needs to be put together by a Working Party consisting of Town Councillors, the Chamber of Commerce and CIC. The s106 money of £258,000 to be used for the improvement of Fore Street only will come on stream when the first unit is let on the Quora site in March 2019 and could be ring fenced. The strategy will go to the S106 Committee and/or CC during January and February 2019, but this will need to be confirmed by CC.

It was **RESOLVED** to establish a s106 Working Party to build the strategy for Fore Street consisting of three Town Councillors with individual representatives from the CIC, Chamber of Commerce and a Ward Cornwall Councillor; each individual member should not have an interest in any of the other organisations. The Working Party will report directly to Full Town Council.

Councillor Challen nominated Councillors Dent, Parker and P Samuels as members of the Working Party.

It was **RESOLVED** that Councillors Dent, Parker and P Samuels be STC members of the Working Party.

- c. The minutes of the Library Subcommittee meeting held on 14<sup>th</sup> November 2018 were approved and confirmed as a correct record.

It was **RESOLVED** to note.

#### RECOMMENDATIONS

##### Legal – Minute No. 92/18/19

Library Services Agreement.

The queries raised by STC's solicitors were discussed with Cornwall Council.

It was **RECOMMENDED** that STC at their meeting on 6<sup>th</sup> December 2018 approve the Service, Land Transfer and Operational Services Agreements subject to CC satisfying any outstanding issues.

It was **RESOLVED** to approve the Service, Land Transfer and Operational Services Agreements subject to CC satisfying any outstanding issues.

#### **URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN – MINUTE NO. 95/18/19**

It was **RECOMMENDED** that the Library Sub-committee operates financial and operational services for the first year and reports to Services.

It was **RESOLVED** to approve the recommendations of the Library Subcommittee.

- d. The minutes of the Library Subcommittee meeting held on 28<sup>th</sup> November 2018 were approved and confirmed as a correct record.

It was **RESOLVED** to note.

Councillors Parker and Pinckney declared an interest in the next item and left the meeting.

#### **413/18/19** **TO RECEIVE CODE OF CONDUCT AND DETERMINATION NOTICES**

The Chairman reported that the notice reference EG/55430 had been rejected by the monitoring officer and would not be read out.

It was **RESOLVED** that rejected notices will not be brought to Town Council in future.



Councillors Parker and Pinckney were invited and returned to the meeting.

**414/18/19**     **S106 APPLICATIONS**

a. Saltash Station Regeneration Project

Councillor Bickford briefed members on the application.

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

**415/18/19**     **TO APPROVE SALTASH STATION REGENERATION LETTER OF INTENT**

It was **RESOLVED** to formally and retrospectively approve (previously approved via councillors online poll) the Saltash Station Regeneration Letter of Intent.

**416/18/19**     **TO RECEIVE END OF GRANT REPORTS FROM LIVEWIRE, JUNKYARD SKATE PARK AND THE CORE ON THE DELIVERY OF YOUTH WORK 2017/18 FUNDING**

It was **RESOLVED** to note.

Councillor Rance declared an interest in the next item and left the room.

**417/18/19**     **TO RECEIVE A TENDER REPORT FROM THE YOUTH WORK COMMISSIONING TEAM AND ALLOCATE FUNDING FOR THE 2018/19 COMMISSIONING FOR THE DELIVERY OF YOUTH WORK**

Councillor Challen reported that only two charities had applied for funding.

It was **RESOLVED** to allocate £15,000 to The Core and Livewire from budget – Commissioning Youth Work, and that the remaining funds of £10,000 be put out to tender in the Spring for Detached Youth Work only.

Councillor Rance was invited and returned to the meeting.

**418/18/19**     **TO RECEIVE AN UPDATE ON THE CORNWALL COUNCIL PARKING CHARGE INCREASE**

This item was covered under minute number 409/18/19 c.

**419/18/19** **PURSUANT TO FC MINUTE 372/18/19 IT WAS RESOLVED TO CONSIDER CONTRIBUTING TO COSTS INCURRED BY THE ORGANISERS IN ARRANGING THE REMEMBRANCE PARADE**

It was **RESOLVED** to note.

**420/18/19** **PLANNING**

a. Applications for consideration: None.

b. Tree applications/notifications: None.

**421/18/19** **CONSIDERATION OF LICENSE APPLICATIONS**

None

**422/18/19** **MEET YOUR COUNCILLORS**

a. Arrangements for future meetings.

It was **RESOLVED** that Councillors Rance, Pinckney and Phillips will attend the next meeting in Fore Street to be held on Saturday 8<sup>th</sup> December 2018.

**423/18/19** **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.

**424/18/19** **CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

**425/18/19** **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

Councillors Challen and Parker declared an interest in the next agenda item and left the meeting.

**426/18/19** **URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

The Chairman advised Members that at a meeting of the Staffing Committee this week the contracts of the Town and Waterfront Leader and a Town and Waterfront Warden were terminated. The termination is subject to appeal which should be received by the 12<sup>th</sup> December 2018.

It was **RESOLVED** to note.

Councillors Challen and Parker were invited to return to the meeting.

**427/18/19**    **PRESS RELEASES**

It was **RESOLVED** to issue a statement regarding the precept for 2019/20.

**428/18/19**    **TO RESOLVE THAT THE ANNUAL TOWN MEETING WITH PARISHIONERS OF SALTASH TO BE HELD AT THE GUILDHALL ON THURSDAY 7TH MARCH 2019 AT 6:00 P.M**

It was **RESOLVED** to note.

**429/18/19**    **DATE OF NEXT MEETING**

Thursday 13<sup>th</sup> December 2018 at 6.30 p.m.

**430/18/19**    **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: 8.10 p.m.

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

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