

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 6th January 2011 at 7.00 pm

PRESENT: Councillors: A Killea (Chair), R Austin, R Bickford, P Clements, G Ellison, Mrs H Frank, M Gee, D Holley, M Killea, C Oakes, W Phillips, D Yates.

ALSO PRESENT: Rev J Howden (Mayor's Chaplain), Sergeant Dunstan (Community Police), Mr Les Williams (CIC), two members of the public, two members of the press, Mr R Lane (Town Clerk).

APOLOGIES: Councillors: Mrs S Hooper MBE, B Reid, C Riches, P Stephens ISM, B Preston (Cornwall Council), L Bradley (CIC).

PRAYERS

Prayers were led by the Mayor's Chaplain.

CHAIRMAN'S REPORT

The Chairman gave the following report:

"Merryn and I spent some time this month visiting several residential homes and public services within Saltash. We made it to The Elms, Malvern House, St Anne's, Marray House, Beech House, Rowan House, Kingsleigh House, Tamar Nursing Home, Saltash Police Station, Saltash Fire Station, the Tamar Bridge Office and Saltash Postal Sorting Office. Unfortunately our visit to Cresta Abbeyfield had to be postponed, due to the weather, but we hope to get there in the New Year.

In addition, at the end of November I hosted the first meeting of the Saltash Mayor's Panel for Youth and was greatly encouraged for the future by the quality of the contributions made on a range of issues, particularly town centre improvement and anti-social behaviour. The next meeting will be a week tomorrow (Friday 14th January) 4:15 in the Guildhall. Sgt Dunstan and PC Andrews will be attending on the theme of Anti-Social behaviour.

In December Merryn and I also attended the Bishop Cornish School Christmas Fayre, the Caradon Cobras Swimming Gala, the Guide's Carol Service, The Age Concern Wednesday Club Christmas Lunch, the splendid production of 'Oliver' at saltash.net, the St Anne's Waitrose taster evening, the St John's Ambulance Cornwall Carol Service, Bishop Cornish School Christingle Service, The Age Concern Thursday Club Christmas Lunch and the celebration of Mrs Esther Cockerill's 100th birthday, the 6th form presentation evening at saltash.net, the Babcock Marine Carol Service, and the Saltash Wesley Christmas Lunch. We also had a couple of sad postponements due to weather!

The Mayor's Ball is 5th March (St Piran's day) on a Cornish theme. Please RSVP and bring guests. Donations of raffle prizes would be very welcome, as would suggestions for possible Cornish entertainment."

The Deputy Mayor reported that he and the Deputy Mayoress had attended the Bishop Cornish School Christmas play.

POLICE REPORT

Sergeant Dunstan gave a verbal report and updated members on crime figures for the previous month noting it had been a quiet month including the New Year's Eve festivities in town.

Incidents for the month included:

A total of 44 offences - a 57% decrease on last year.

No burglaries.

3 Thefts.

8 Motor vehicle offences.

Sergeant Dunstan gave a brief overview of police structure changes, which included the establishment of an east and west division from the former east only division, with a new Superintendent, but at this stage he had no information on any potential forthcoming reduction in services.

It was **RESOLVED** the report be noted.

SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

The following report was given:

Finance:

Balances:	Current account	at 15.12.10	£ 5,921.22
	Business account	at 15.12.10	<u>£ 4,493.73</u>
	TOTAL		<u>£10,414.95</u>

Cheques yet to cash: £ NIL

NET BALANCE **£10,414.95**

Expenditure since November Board Meeting;

Payroll / LW /Revenue	£ 1,014.10
Cornish Times	<u>£ 196.35</u>
TOTAL	<u>£ 1,210.45</u>

Invoices awaiting payment :

Bright Solicitors – advice to STC	£ 440.63 **
Chamber of Commerce Annual fee	£ 25.00

Invoices outstanding reimbursement to CIC: £1,427.94

NB: ** Refunds will be requested for consultation costs above from 106 agreed balance and legal costs from STC.

Other matters:

1. £15K project funding is rolling forward with STC. Requested allocation of some of this fund towards the development of a community network for Health matters. Date for further discussion still awaited.
2. Balance of costs incurred by CIC re Public Consultation to be requested for reimbursement from agreed 106 budget on completion of database (January 2011).

Business Development:

Feedback on the SEIF bid still awaited. Propose for discussion and agreement that the CIC express a formal interest via the agents in occupying No.4 Fore Street as a volunteers' agency centre on a low rent basis, subject to our improving the fabric . If the owner is willing, then renovation will be on a self help and best endeavours basis, other than the necessary statutory items. The Board agreed to progress this approach. Discussions on options for managing a smooth succession plan and also making the CIC self supporting have commenced.

Project Work:

At time of writing 385 questionnaires have been received back from the Town Centre regeneration consultation and these are being processed into an excel database due to complete next week. PFA research quote was not taken up, as most felt that to incur that cost at this early stage of consultation, given the relatively low response, was not justified. Any costs incurred for my additional work in this regard, above the existing budget, will be taken to the next 106 committee agreement in principle having been reached at the last meeting. Further work involving Fore Street Traders asking shoppers visiting there shops three simple questions and similarly several canvassing periods in Fore Street with passers by will be arranged to add to the body of data by end January.

The CIC proposal for a TESCO 106 settlement (£792K) is now finalised and with the 106 Committee Secretary to forward to the members, Planning Officer and Town Councillors.

The patient and public meeting on Health issues "Changing Healthcare in East Cornwall" took place on 6th December and had a good turn out considering the weather. A nucleus of people interested in joining a local consultative group was established. A date to meet with Councillors concerned to discuss further possible part funding for the project awaited. Private funds have been offered in addition to anticipated part support from the PCT.

Discussions have started with Saltash Mobility towards a collaborative project involving transport services for people accessing shopmobility in Saltash. It has been agreed that Ricky (the owner) will be invited to give a short presentation at the CIC January Board and Members meeting.

I met with Peter Castell at Cornwall College on 10th December to progress the development of the 'incubator' project. The next steps depend upon receiving a detailed breakdown of costs from consultants and then arranging for a meeting to engage all potential stakeholders to consolidate the project definition and achieve 'buy in'. Once this is completed funds can be applied for to progress detailed planning.

REPORT BY CORNWALL COUNCIL

Councillor Preston's report had not been received at the time of the meeting.

It was **RESOLVED** the report be e-mailed to all councillors when received.

QUESTIONS

Mrs A Miller, a member of the public, questioned why the Derriford bus had not been running over the Christmas and New Year period and why the service changes had not been displayed at the bus stops by Plymouth Citybus to inform its users.

It was **RESOLVED** that Councillors A Killeya and D Yates would write to Citybus to request they inform the public of any future service schedule changes by displaying them at the bus stop.

The Chairman informed members that the new dentist surgery was scheduled to open on 21st February 2011.

253/10/11 DECLARATIONS OF INTEREST

The Mayor announced declarations of interest received from Councillors related to the agenda.

<u>Councillor</u>	<u>Agenda Item</u>	<u>Personal/Prejudicial</u>	<u>Reason</u>
M Killeya	CIC Matters	Personal	Member
D Yates	10a	Prejudicial	Babcock Employee
	CIC Matters	Personal	CIC Member
R Bickford	CIC Matters	Prejudicial	Director
	Elwell Woods	Prejudicial	SWRA
M Gee	10a	Personal	MOD Pensioner
R Austin	CIC Matters	Personal	CIC Director
H Frank	CIC Matters	Personal	CIC Member
W Phillips	PA10/08326	Personal	Applicant Known
	13b	Personal & Prejudicial	Expenses
P Clements	CIC Matters	Personal	CIC Member
C Oakes	13b	Personal & Prejudicial	Expenses
A Killeya	CIC Matters	Personal	CIC Member
	PA10/07262	Personal	Mother lives nearby

254/10/11 MINUTES

It was **RESOLVED** that the Minutes of the meetings held on 2nd December and 21st December 2010 be confirmed and signed as a correct record.

Prior to the next item Councillor D Yates left the meeting having declared a prejudicial interest.

255/10/11 MATTERS ARISING

- (a) MOD – Strategic Defence and Security Review Secretariat
Strategic defence and security review – Devonport Naval Base and Dockyard

The Chairman read out a letter of response (copy on file) in relation to a letter sent by the Council.

It was **RESOLVED** the letter be noted.

- (b) Keep Cornwall Whole Campaign
i. Update from the Mayor

The Mayor reported that the bill was progressing slowly through the House of Lords and he encouraged members to keep lobbying appropriate M.P's and Lords. In addition the Mayor reported that Cornwall Council were hoping to

host a reception at the House of Lords to lobby influential figures for Cornwall's cause.

- ii. Suggestion for display of St Piran's Flags in Fore Street

The Chairman reported on proposals to fly St Piran's flags in Fore Street.

It was **RESOLVED** that the flags be introduced and £200 be made available for the fixture and procurement of the flags and poles by the Town Clerk.

256/10/11 SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

No items.

257/10/11 ISSUES ARISING FROM CORNWALL COUNCIL REPORT

No items.

258/10/11 FINANCE

- (a) The following receipts in November/December 2010 were **NOTED**:

	£	p	
Guildhall Hire	297	.80	Guildhall hire
Burial Board	717	.00	Burial fees
Penzance Town Council	100	.00	Keep Cornwall Whole

- (b) The following payments in November/December 2010 were **NOTED**:

	£	p	£	p	
	Gross		Excl	VAT	Remarks
Cornwall Council	590	.00			Guildhall rates
Cornwall Council	762	.51			Superannuation month 8
Staff salaries	10402	.75			Staff salaries
BT	309	.19	265	.83	Guildhall telephone & fax
R Elford	250	.00			Christmas event
J&M Garden Machinery	14	.12	12	.02	Various - groundsman
K Harmer	130	.25			Freeman scroll
FD Builders	2038	.25	2026	.00	Work at St Stephens
Saltash & District Observer	100	.00			Advertisement – Christmas event
Saltash Town Band	150	.00			Christmas event
Eclipse Internet	23	.44	19	.95	Broadband
SEC	6546	.78	5571	.73	Installation Christmas lights
Viking Direct	117	.83	100	.28	Ink
B Whipp	25	.00			Town Crier – Christmas event
SLCC	47	.00			Clerks' manual
EDF	2	.55	2	.43	Christmas lights
Florabella	21	.00	17	.87	Flowers – Remembrance Service
Otis Ltd	443	.43	377	.39	Lift maintenance
Northcliffe Media Ltd	206	.15	175	.45	Advert – secretary
Greenbarnes Ltd	44	.66	38	.00	Lettering – Freeman board

Hine Brothers	1000	.00			Grounds maintenance November
Tartendown Nurseries	728	.50	620	.00	Plants/compost
The Consortium	173	.53	147	.68	Stationery
IRQ Systems Ltd	408	.92	348	.00	Consultancy & hardware
D Cullin (Ealdwood)	800	.00			Ecological survey
Crown Copiers	64	.63	55	.00	Staples
DB Autos Ltd	58	.75	50	.00	Supply two signs
W Phillips	38	.40			Travel expenses
S Hooper	5	.60			Travel expenses
C Oakes	65	.48			Travel expenses
Chubb Fire Ltd	258	.50	220	.00	Fire training
J Roissetter	150	.00			Christmas event
Compton Cleaning Supplies	215	.74	183	.61	New vacuum cleaner
Royal British Legion	100	.00			Wreath & donation

259/10/11

PLANNING

(a) It was noted that Cornwall Councillors voted upon the information before them at this meeting, but in the light of subsequent information received at Cornwall Council, Councillors may vote differently at that meeting. Councillor A Killeya did not vote on planning issues.

(b) Applications for consideration:

Date received	Application no.	Details of application
20.12.2010	PA10/07262	Mr M Freeland - The Elms Care Centre , 108 Grenfell Avenue - construction of two storey side extension and replacement passenger lift. It was RESOLVED to RECOMMEND APPROVAL.
20.12.2010	PA10/08287	Mr G Bloodworth - 184 Callington Road - construction of vehicle hardstanding. It was RESOLVED to RECOMMEND APPROVAL.
20.12.2010	PA10/08326	Mr D Brett, DB Autos - Unit 1, Saltash Industrial Estate, Gilston Road, Carkeel – construction of industrial unit. It was RESOLVED to RECOMMEND APPROVAL as industrial land.
23.12.2010	PA10/08390	Mr M Kirkness - Balmain, Burraton Coombe, St Stephens - conversion of dwelling into two flats, including conversion of garage into lounge. It was RESOLVED to RECOMMEND APPROVAL subject to: sufficient

acoustic insulation in the lounge particularly in and around the joists and note at one point there was a previous policy on flood risk in this area.

23.12.2010 PA10/08415 Mr and Mrs Oaten - **2 Grenfell Avenue**
- construction of first floor side extension and two storey extension to provide kitchen, sitting room, two bedrooms and bathroom. **It was RESOLVED to RECOMMEND APPROVAL.**

- (c) Decisions taken by Cornwall Council where the decisions reached were contrary to the recommendations made at the Town Council meeting:

No items.

- (d) Complaint regarding Planning Application PA/05180 Brunel House, 15 Lower Fore Street.

The Chairman reported to members about measures that had been introduced following communication confusion with Cornwall Council, that had taken place regarding the planning application submitted by Brunel House and the objections submitted by the Heritage Centre.

It was **RESOLVED** that

1. The Chairman will formally write to the Heritage Centre to explain what had happened and the response that the Council is making.

260/10/11 CORRESPONDENCE

- (a) Cornwall Fire and Rescue Service – Community Safety Service Plan Consultation

It was **RESOLVED** that Councillor R Austin will report back.

- (b) University of Plymouth – Free Seminar on Planning and Localism in the South West

It was **RESOLVED** that Councillor D Holley will report back.

- (c) Cornwall Council – Community Events on the Highway in 2011 – Traffic Management Training

It was **RESOLVED** that Councillor J Ellison will attend and report back.

- (d) Cornwall Blind Association – Supporting Blind and Visually Impaired People in Saltash

It was **RESOLVED** that the application be referred to the Community Chest and that they be informed they may apply for a Community Chest grant, and that they be further advised that assistance may be obtained from Councillor D Holley with their application.

(e) Plymouth's Third Local Transport Plan Consultation

Councillor R Bickford presented a report (copy on file) and verbally reported on the consultation document.

It was **RESOLVED** that:

- (i) Councillor R Bickford liaise with the office to return a response.
- (ii) That the Council's formal thanks for his work be recorded in the minutes.

(f) Rural Housing Alliance – Affordable Rural Housing

In the absence of Councillor C Riches there was no report.

It was **RESOLVED** that Councillor C Riches progress and report back.

(g) South East Cornwall Community Halls Network

It was **RESOLVED** that:

- 1. A reply be sent notifying the Council's interest in principal, but nobody can attend the meeting. However the Council would like to be kept up to date on all future meetings.
- 2. The information be sent out to all Community Halls in Saltash.

(h) Scope – Notification of House to House Collection Dates 2011/12

It was **RESOLVED** that the letter be noted.

(i) J Sadler – Request for Funding

It was **RESOLVED** that the Clerk write to inform there would be no funding, as the applicant is not resident in Saltash. However, if it transpires this is not the case, then the applicant will be directed to the Youth Council.

(j) CALC – 7th Annual Conference

It was **RESOLVED** that Councillor A Killea will attend.

(k) Cornwall Council – Connecting Cornwall 2030 Consultation

It was **RESOLVED** that Councillors R Bickford, D Yates and the Clerk will respond.

(l) Cornwall Council – Local Council Planning Forum

It was **RESOLVED** that Councillor M Killea will attend.

261/10/11 **CIVIC AMENITIES COMMITTEE 8TH DECEMBER 2010**

It was **RESOLVED** that the Minutes of the Civic Amenities Committee held on 8th December 2010 be confirmed and signed as a correct record and the recommendations therein be endorsed, subject to:

Minute number 158/10/11:

It was **RESOLVED** that the Clerk action web page availability for the maps up to a cost of £100.00.

Minute number 159/10/11:

It was **RESOLVED** that the applications be approved and that the words “subject to funding being available” be deleted.

Minute number 164/10/11:

It was **RESOLVED** that the recommended fees and charges be approved as read, except that water supply to be £5.00 per year.

262/10/11 **BURIAL BOARD 13TH DECEMBER 2010**

It was **RESOLVED** that the Minutes of the Burial Board held on 13th December 2010 be confirmed and signed as a correct record and the recommendations therein be endorsed, subject to:

Minute number 34/10/11 (a):

It was **RESOLVED** that the Council now pay to extend insurance cover to the site.

Minute number 34/10/11(d):

It was **RESOLVED** that membership be taken out.

Minute number 35/10/11:

It was **RESOLVED** that the fees be increased as of 1st January 2011 and that the committee consider revised fees applicable as of 1st April 2011 and report back to the next meeting of the Policy and Resources Committee.

Minute number 36/10/11(b):

It was **RESOLVED** that the procurement of a notice board be delegated to the Chairman of the Burial Board and Clerk up to a value of £800.00.

263/10/11 **COMMITTEE MEMBERSHIP AND OUTSIDE BODY MEMBERSHIP**

(a) Committee membership – Councillor Mrs H Frank

It was **RESOLVED** that Councillor Mrs H Frank be appointed to the Civic Amenities and Policy and Resources Committees.

(b) Outside bodies – K3

It was **RESOLVED** that Councillor Mrs H Frank be appointed as the Town Council representative on the K3 Committee.

264/10/11 **MEET THE PEOPLE**

(a) Feedback from Last Meeting

The Chairman confirmed the next Meet the People would be this Saturday and that Councillors D Holley, P Clements, M Killea and D Yates would be in attendance.

It was formally recorded that Councillors D Yates and P Clements should be congratulated for their consistent support and attendance.

(b) Arrangements for Future Meetings

The Chairman informed members he had been unable to secure a place at Lidl, however he would pursue a spot at Waitrose for a future meeting.

It was **RESOLVED** that the reports be noted.

265/10/11 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, it was **RESOLVED** that the press/public be excluded from the meeting for the following item of business.

266/10/11 **RELEVANT ITEMS**

Station Building

Councillor R Bickford gave a verbal report on recent updated information that had come to his attention.

It was **RESOLVED** that the Mayor, Councillors R Bickford and D Yates meet with the Managing Director of the CIC to investigate possibilities of support by the Town Council for any development proposals.

267/10/11 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

268/10/11 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

Cornwall Hub for Health and Social Care Consultation

It was **RESOLVED** that Councillor M Killea would progress and report back.

Nominations for Mayor & Deputy Elect 2011/12

It was **NOTED** that nominations would be considered at the next Full Council meeting.

269/10/11 PRESS RELEASES AND FUTURE ARTICLES

It was **RESOLVED** that:

1. Councillors R Bickford and D Yates would submit the next article for the Guardian.
2. A press release regarding the introduction of St Piran's flags in Fore Street would be issued once this matter had been sufficiently progressed.

270/10/11 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 9.10 pm.

Signed: _____
Chairman

Dated: 3rd February 2011