

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 2nd February 2012 at 7.00pm

PRESENT: Councillors: C Oakes, (Chairman), R Austin, R Bickford, P Clements, G Ellison, M Gee, D Holley, A Killeya, M Killeya, W Phillips B Reid, C Riches, P Stephens ISM, D Yates.

ALSO PRESENT: Reverend N Slateford – Mayors Chaplain, L Bradley – CIC Chairman, PCSO Tom Cornwell – Saltash Community Police, 1 Member of the Public, 2 Members of the Press, R Lane - Town Clerk.

APOLOGIES: Councillor: Mrs. H Frank, Mrs. S Hooper MBE.

HEALTH AND SAFETY ANNOUNCEMENTS

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

PRAYERS

Reverend N Slateford – Mayors Chaplain led prayers.

304/11/12 DECLARATIONS OF INTEREST

Councillor	Agenda Item	Personal/Prejudicial	Reason
A Killeya	7	Personal	CIC Member
M Killeya	21	Personal	SRUG Member
B Austin	7	Personal	CIC Director
	PA12/00271	Personal	Friend
D Yates	7	Personal	CIC Member
Clements	7	Personal	CIC Member
	SCRUG	Personal	SCRUG Member
	PA11/09210	Personal & Prejudicial	DMMO Applicant

CHAIRMAN'S REPORT

The Chairman gave the following report

Mayors Report February 2012

A relatively quiet start to January with our first appointment on the 21st when we attended the Plymouth area Police Choir Concert at the Wesley Church.

On the morning of the 23rd we opened the 22nd Saltash Music Speech and Drama Festival and in the evening opened the Mayors drama Award section after which we presented the trophies to the winners.

We were both delighted to attend and open the official launch of the Saltash College Training Kitchen. A fantastic facility which we are very fortunate to have in Saltash. We also had a great evening at the Saltash Sailing Club where we presented the Cadets with their trophies

Staying with our young residents of Saltash we presented 3 Cubs with their Chief Scout Awards and were also present at the digging of the turf for the new long awaited Scout Headquarters

I also attended and enjoyed an afternoon with the residents of Janeva Court at the new year buffet after which I had a tour of the premises.

The Deputy Mayor reported that he had recently attended the U3A Showcase which he had enjoyed whilst also having the privilege of meeting its members.

It was **RESOLVED** to note the reports.

POLICE REPORT

For the period 05/01/12 to 02/02/12 there were a total of **52** crimes.

This compares to **68** crimes for the same period last year (05/01/11 – 02/02/11)

Here is a summary of the crimes for this recent period:

Possession of drugs	2
Thefts	9
Burglary Dwellings	2
Theft from motor vehicles	4
Assaults	13
Criminal Damage to Vehicles	3
Criminal Damage to Dwellings	3
Burglary Other	3
Complaint re dogs	3
Arson	2
Drunk and Disorderly	1
Blackmail	1
Driving whilst disqualified	1
Affray	1

In the report I also mentioned theft of wood from a driveway on Glebe Avenue.

Councillor Holley requested that feedback be given to victims of crime regarding the outcome of any convictions and stated that since the closure of Saltash Station Officers from Plymouth were attending incidents however they did not possess the local knowledge of the area or its residents that Saltash based Officers have.

It was agreed Councillor Holley write to Devon and Cornwall Police to highlight the benefits and effectiveness of the use of locally based Officers.

Councillor Riches queried if the reason crime was down was it related to unreported statistics and although crime figures were down was the increase in serious crime down to the current economic climate.

PCSO Cornwell replied no as all crime was reported and contained within the statistics and it was not known at this stage if the increase in serious crime could be linked to the current economic climate.

Councillor Ellison referred to the recent traffic chaos in Saltash as a result of a road traffic accident and considered the use of Pemros Road to relieve the congestion would have helped.

PCSO Cornwell reported that the use of Pemros Road would have created further traffic problems.

It was **RESOLVED** to note the reports.

SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

MONTHLY REPORT FOR January 2011

SALTASH GATEWAY CIC REPORT FOR JANUARY 2012

Health and Social Network

The Project Director reported that the investment made in this project (half from STC) is now clearly paying off. A first redraft of the local health and care strategy has been received from the PCT which shows clear evidence of the incorporation of the views of local people. This early redraft has been discussed by the core volunteer group at the centre of the Network, and comments returned to the PCT. It is expected that a final strategy will be prepared over the next few months, with full engagement of the Network. It is likely that another public event will be needed in due course as part of the consultation.

Attention is being focussed on the future role of St Barnabas hospital as part of this. The Health Strategy Group has asked for a community-led initiative, which is being taken forward in partnership by Gateway CIC and St Barnabas League of Friends. Details of how this will be done are being worked out now.

Community Transport Project

A 2002 registration 16 seater Mercedes Sprinter Minibus was acquired from Cornwall Council in September of this year. The vehicle is fitted with a 300 kg wheelchair lift and is capable of carrying 6 wheelchairs. Grants have been obtained from the NatWest competition, Saltash S106 funds, and Cornwall Council. Progress is as follows:

- The bus has been repaired by the main Mercedes dealers and MoT'd to Public Service Vehicle (PSV) required standards. It is now taxed and insured at the required level for its intended purpose.
- The wheelchair lift has been serviced and tested to the required PSV level by the local VOSA authorised agency, DAF Saltash.
- The Corlink Western Greyhound livery and phone numbers have been removed. The bus is in the process of having its new livery applied, i.e. "Saltash Hopper" with a grasshopper logo, CIC data & other contact information. Appropriate bus route and timing identification is in progress.
- Volunteer Cornwall (VC) Truro will carry out the major aspects of volunteer driver recruitment, checking & training. Local recruitment will also be commenced the week beginning January 30th, with suitable candidates being passed to VC. CIC will /may recruit a part-time "administrator" once all his / her duties relative and additional to those of VC are evaluated
- A Vehicle and Operator Services Agency (VOSA) Section 19 Permit has been granted and the Permit issued to us. We have entered into an agreement with Volunteer Cornwall to carry out the passenger registry & bookings required under the conditions of Section 19 and to promulgate route and other information as supplied by ourselves. This registration is required under the Section 19 passenger criteria. When in operation, we can consider and, if appropriate to our current requirements, also apply for a Section 22 Permit.
- The CIC Community Transport team consists of Colin Brown, Tony Parry and Ken Marshall. We are guided by an Advisory Group made up of the Community Transport leaders within Cornwall Council, Volunteer Cornwall and Age Concern Cornwall. CIC have joined the Community Transport association (CTA) which is a valuable source of operational and potential legal assistance
- We have an new email address : SaltashHopper@aol.com and a new Community Transport website : www.Saltash-Hopper.co.uk

*Colin Brown, Community Transport Project Leader
January 30th 2012*

Current Financial Position

The Finance Director has reported that the financial situation has now been fully stabilised. Administrative outgoings have been reduced to zero, and the corporate bank balance can therefore be maintained at the current reasonable level. He also reported that the Community Transport project is now securely funded for its initial trial period of 6 months, and that it has been set up with its own CIC bank account. The Project Director will control all financial transactions from now on, and the Finance Director will monitor the account regularly.

Liam Bradley CIC Chairman

It was **RESOLVED** to note the report.

CORNWALL COUNCIL REPORT

Councillor Holley reported discussions were ongoing at Cornwall Council about setting the budget in relation to the government's budget freeze grant and that from 1st April 2012 the garden waste and recycling system although the same would be changing from bags to boxes.

He further informed members that the meeting he was due to attend on planning protocols had been cancelled.

Councillor Riches reported that three Cornwall Councillors had attended the submarine dismantling consultation regarding the defueling and de construction of 27 submarines over a period of the next 20 years that would safeguard 51 jobs and not create any further hazard than currently existed however one major change would be the need for a storage unit to store the reactors.

Councillor Yates clarified the process required for defueling.

Councillor Riches also reported that due to a design fault all swings had been removed from play parks however the swings are programmed for replacement in April 2012.

Councillor Austin reported that Cornwall Council Cabinet had now decided to continue with concessionary fares up to £1.2 million for 2012/13.

It was **RESOLVED** to note the reports.

CNA REPORT

Councillor Austin reported there had been one further meeting and provided members with an overview.

Councillor Gee reported on the new Code of Conduct arrangements being introduced and the proposed changes related to the loss of the Standards Board.

It was **RESOLVED** to note the reports.

QUESTIONS

Mr L Bradley expressed concern that of the 52 crimes detailed in the police report 25% were for assault.

Councillor A Killea explained that the figure also included minor offences.

Councillor Clements enquired about progress to Mr Tait's previous question at the last meeting regarding Pillmere Bridge.

Councillor Ellison provided a report on the current situation.

It was **RESOLVED** that the Clerk write again to Cornwall Council for an update on progress.

305/11/12 MINUTES

The minutes of the meetings held on 5th January, 11th January and 17th January 2012 were confirmed and signed as a correct record subject to:

The minutes of the meetings held on 5th January, 11th January and 17th January 2012 - Health and Safety Announcements to read Deputy Mayor in place of Mayor.

The minutes of the meeting held on 5th January 2011 all references to Mr Tate to read Mr Tait.

306/11/12 MATTERS ARISING FROM THE MINUTES:

- (a) PA11/03944 – 4 Regal House, Fore Street – update

Councillor Holley reported that the issue was being progressed by the Planning Officer and the applicant.

It was **RESOLVED** to note the report.

- (b) Boundary Commission for England – update from Councillor A Killea

No report.

- (c) Councillor R Tovey – response to letter on devolution – update

The Clerk informed members that no reply had been received and that liaison was ongoing with the CNA Manager to progress a response and the lease for Grenfell Avenue allotments.

Councillor A Killea informed members that due to illness Councillor Tovey was standing down and a replacement was to be appointed in his place.

It was **RESOLVED** that:

1. A letter be sent to Councillor R Tovey to record the appreciation of his work with the council on devolution issues.
2. All correspondence to date be forwarded to Councillor Tovey's replacement.

- (d) Ending of face-to-face benefits advice service in Saltash

Councillor Holley reported that he had received no response but had been informed that Cornwall Council were coping with the change.

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

307/11/12 FINANCE:

a. The following receipts in December 2011/January 2012 were NOTED:

	£	p	
Guildhall Hire	1780.92		Guildhall hire
Burial Board	1560.00		Burial fees
Cornwall Council	604.00		Footpath grant
Allotments	885.00		Allotment rents

b. The following payments in December 2011/January 2012 were NOTED:

	£	p	£	p	<u>Remarks</u>
	Gross		Excl VAT		
Staff salaries	8314	.93			Staff salaries (December)
Cornwall Council	617	.00			Guildhall rates
Plymouth Citybus	50	.00			Hire to test parking space
CT Oakes	336	.00			Expenses
The Consortium	336	.06	293	.70	Stationery/cleaning materials/fridge
SW Building Ltd	2012	.40	1677	.00	Work on Guildhall toilets
Florabella Ltd	24	.00			Flowers for Remembrance Sunday
Hudson Accounting	360	.00	300	.00	Interim internal audit
1 st Office Equipment Ltd	32	.72			
UK Fuels Ltd	74	.87	62	.39	Fuel – groundsman for cemetery
Mrs H Frank	64	.40			Christmas expenses
Circusintoschools	150	.00			Entertainment – Christmas event
Bash Street Theatre	450	.00			Entertainment – Christmas event
Powerline Technical Services	319	.20	266	.00	Emergency light fitting replacements
Hine Brothers	2820	.00			Grounds maintenance/landscaping
HMRC/PAYE	2271	.73			PAYE/NIC
IRQ Systems Ltd	142	.79	118	.99	IT support/broadband
Specsavers Optical	354	.05			Eyecare vouchers
Cornwall Council Pension Fund	876	.20			Superannuation
Identibadge Ltd	35	.41	23	.51	Security badges
Mrs J Holmes	125	.00			Entertainment - Christmas event
JB Roissetter	150	.00			Entertainment - Christmas event
SRUG	362	.11			Saltash Train Timetable – printing & delivery

EDF Energy	19	.44			
The Consortium	231	.10	192	.58	Stationery/cleaning materials
Viking Direct	329	.99	288	.66	Stationery/stamps
Chubb	456	.00	380	.00	Doorguards
Toozalii Ltd	2380	.00			Lantern workshop
CT Oakes	327	.20			Expenses
EDF Energy	7	.26	6	.91	Lighting
ICOM South West	74	.96	62	.47	Phone bill
EDF Energy	13	.23	12	.60	Lighting
EDF Energy	13	.08	12	.46	Lighting
EDF Energy	12	.81	12	.20	Lighting
Morris Leslie Group	90	.90	75	.75	Christmas event – barriers
SES Ltd	252	.00	210	.00	Lighting of glass panel
Hine Brothers	1000	.00			Grounds maintenance – December
Panel Systems Ltd	2218	.06	1848	.38	Staging
Eon	904	.52	753	.77	Gas bill
BNP Paribas Lease	513	.84	428	.20	Photocopier lease
DM Wells	50	.00			Publicity re Christmas parking (STIG)
Petty cash	98	.97			Petty cash top up
Cornwall Council	264	.24	220	.20	Christmas road closure
Tartendown Nursery	540	.00	450	.00	Phase 4 works
Saltash Window Cleaner	45	.00			Guildhall windows
Cornwall Council	10	.00			Banner charge – Victoria Gardens
Mr Sticker	120	.00	100	.00	Banners
Saltash Lions Mayfair	1686	.50			Festival fund grant
SEA	900	.00			Festival fund grant
Petty cash	99	.71			Petty cash top up
Smeeby Ltd	135	.00	112	.50	Carpet cleaning
Livewire	1000	.00			Community chest grant
Thomas Fattorini Ltd	571	.80	476	.50	Repairs/cleaning Mayoral chains
Saltash Youth Council	3500	.00			Grant

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

No report.

It was **RESOLVED** to note.

308/11/12 **PLANNING**

- a. It was noted that Cornwall Councillors will vote 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 Gee did not vote on planning.
- b. It was noted that where the Cornwall Council Officer wishes to recommend contrary to the Town Council's view, she/he will contact the

Council by email. In light of time constraints the Council will respond by email consensus of Councillors. Interested parties may request of the Clerk to be copied in on this e correspondence, and may make one email submission to all Councillors.

c. Applications for consideration:

Prior to the next application Councillor Riches declared a prejudicial interest and left the meeting.

Date received	Application no.	Details of application
Prior to the next item Councillor Clements declared a personal and prejudicial interest and left the meeting.		
16.01.2012	PA11/09210	<p>Moor 3 Limited - The Boathouse, Antony Passage, St Stephens - refurbishment and extension to existing boathouse to form new dwelling.</p> <p>Town Council Ward: St Stephens</p> <p>Cornwall Council Ward: Saltash Burraton</p> <p>It was RESOLVED to reserve our position to request a call in until a site meeting has been called after which we will reconsider following which the Clerk be delegated to hold a poll.</p>

Councillor Clements was invited and rejoined the meeting.

24.01.2012	PA11/09507	<p>Mr J Ramsden - Shillingham Manor, St Stephens - conversion of outbuilding to ancillary and stockman's accommodation.</p> <p>Town Council Ward: St Stephens</p> <p>Cornwall Council Ward: Saltash Burraton</p> <p>It was resolved to RECOMMEND APPROVAL subject to the Officer being satisfied there is a genuine need.</p>
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19.01.2012	PA12/00072	<p>Messrs M and J Legg – Manor Farm, Trematon - conversion of redundant former farm barn to dwelling and cart-house garage, demolition of modern farm buildings, reforming access and associated works.</p> <p>Town Council Ward: St Stephens Cornwall Council Ward: Burraton</p> <p>It was resolved to RECOMMEND APPROVAL subject to the footpath remaining open during and after the conversion.</p>
18.01.2012	PA12/00075	<p>Messrs M and J Legg - Manor Farm, Trematon - conversion of redundant former barn to dwelling and cart-house garaging; alterations to access and associated works (demolition of modern farm buildings).</p> <p>Town Council Ward: St Stephens Cornwall Council Ward: Burraton</p> <p>It was resolved to RECOMMEND APPROVAL subject to the footpath remaining open during and after the development.</p>
26.01.2012	PA12/00271	<p>Mr J Sevieri-Frost - 30 Beweys Park - conversion of and extension to garage on front elevation.</p> <p>Town Council Ward: St Stephens Cornwall Council Ward: Saltash Burraton</p> <p>It was resolved to RECOMMEND APPROVAL.</p>

16.01.2012

PA12/00296

Mr L Blair - **48 Lynher Drive, St Stephens** - formation of hardstanding.

**Town Council Ward: Essa
Cornwall Council Ward:
Saltash Essa**

**It was resolved to
RECOMMEND APPROVAL.**

- d. Decisions taken by Cornwall Council where the decisions reached were contrary to the recommendations made at the Town Council meeting:

PA11/09966 – Land at 17 Essa Road, Saltash

Saltash Town Council resolved to RECOMMEND REFUSAL on 05.01.2012. The officer considers a refusal on the grounds stated by Saltash Town Council would be unsustainable at an appeal given the nature of the alterations intended.

- | | | |
|----|--|---------|
| a. | Stick with our original position and request call-in | 3 votes |
| b. | Accept the officer's position | 3 votes |
| c. | Abstain | 0 votes |

PA11/08018 – 33 Lower Fore Street, Saltash

Saltash Town Council resolved to RECOMMEND APPROVAL on 11.01.12. The Officer is minded to RECOMMEND REFUSAL due to further loss of commercial properties in the town centre.

- | | | |
|----|--|---------|
| a. | Stick with our original position and request call in | 2 votes |
| b. | Accept the officer's position | 7 votes |
| c. | Abstain | 1 vote |

309/11/12 CORRESPONDENCE

**(a) Cornwall Council
2012 Off Street Parking Order**

The Chairman informed members of an off street parking order received from Cornwall Council.

It was **RESOLVED** to note.

**(b) Sita Council
A snapshot of the last five years**

The Chairman informed members of a dvd received from Sita detailing the five years since they took on the integrated waste management contract with Cornwall Council.

It was **RESOLVED** to note.

**(c) Cornish Social and Economic Research Group
Reference – Core Strategy Consultation**

The Chairman informed members of document received from the group previously circulated to members.

It was **RESOLVED** to note.

310/11/12 CIVIC AMENITIES COMMITTEE 11TH JANUARY 2012

It was **RESOLVED** that the Minutes of the Civic Amenities Committee held on 11th January 2012 be confirmed and signed as a correct record and the recommendations therein be endorsed subject to: ALSO PRESENT - Sergeant Chris Tandy to read Cadet Sergeant Chris Tandy.

311/11/12 STAFFING COMMITTEE 17TH JANUARY 2012

It was **RESOLVED** that the Minutes of the Staffing Committee held on 17th January 2012 be confirmed and signed as a correct record and the recommendations therein be endorsed subject to minute 86/11/12 Delete **RESOLVED** and insert **RECOMMENDED**.

**312/11/12 INDUSTRY, COMMERCE, TRANSPORTATION & TOURISM
COMMITTEE 18TH JANUARY 2012**

It was **RESOLVED** that the Minutes of the I.C.T.T Committee held on 18th January 2012 be confirmed and signed as a correct record and the recommendations therein be endorsed.

313/11/12 POLICY AND RESOURCES COMMITTEE 24TH JANUARY 2012

It was **RESOLVED** that the Minutes of the Policy and Resources Committee held on 24th January 2012 be confirmed and signed as a correct record and the recommendations therein be endorsed.

314/11/12 CORNWALL CORE STRATEGY – RESPONSE TO CONSULTATION

Councillor A Killea reported on a response he was working up that was incorporating members comments.

It was **RESOLVED** that the item be placed on the agenda for 21st February 2012 meeting for debate.

315/11/12 STAFFING:

(a) Appointment of a Senior Administration Officer

Councillor A Killea informed members that Mrs A-J Thomas – Administrative Officer had been appointed to the post.

It was **RESOLVED** to note the report.

(b) Amend the scheme of Delegation

Councillor A Killea reported on amendments to the scheme including the increase in the petty cash float from £100 to £200 in line with financial standing orders.

It was **RESOLVED** that the amendments be approved and the petty cash float be increased from £100 to £200.

316/11/12 MEET THE PEOPLE

(a) Feedback from the last meeting

The Chairman reported there were no outstanding items.

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

(b) Arrangements for future meetings

The Chairman invited members to attend the next meeting on Saturday 4th February 2012.

It was **RESOLVED** that Councillors Gee, Reid and Phillips would attend.

317/11/12 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 items of business.

318/11/12 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

319/11/12 UPDATE ON BUILDINGS

It was **RESOLVED** that the council resolve to give delegated authority to the Clerk in consultation with the working party to proceed in the direction agreed with regard to the station building.

320/11/12 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

321/11/12 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

Traffic Congestion

Councillor Ellison referred to the recent traffic congestion due to a road traffic accident in Plymouth that had led to a grid lock in Saltash and that he considered the use of Penrose Road would have relieved the congestion problem.

It was **RESOLVED** that Councillor Ellison write to Plymouth City Council and Devon and Cornwall Police to request the use of Penrose Road for any future traffic incidents to avoid a repetition of the grid lock in Saltash.

Cornwall Council – Archive Office

The Chairman informed members of a letter received requesting proposals for possible sites for a new office.

It was **RESOLVED** that councillors email any suggestions to the Clerk who will respond.

322/11/12 PRESS RELEASES

None.

323/11/12 DATE OF NEXT MEETING

21ST February (Planning) and 1st March 2012 (Annual Meeting with Parishioners followed by Town Council)

324/11/12 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 9.15

Signed: _____
Chairman

Dated _____
1st March 2012