

SALTASH TOWN COUNCIL

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

PRESENT: Councillors: M Gee (Chairman), R Austin, P Clements, G Ellison, D Holley, A Killeya, C Oakes, Mrs S Hooper MBE, J Pickering

ALSO PRESENT: Canon Reverend A Butler, 2 Members of the public, 2 members of the press, L Bradley – CIC Chairman, R Lane – Town Clerk

APOLOGIES: Councillors: R Bickford, Mrs. H Frank, B Reid, C Riches, W Phillips, D Yates,

HEALTH AND SAFETY ANNOUNCEMENTS

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

PRAYERS

Canon Reverend A Butler – Mayors Chaplain led prayers.

134/12/13 DECLARATIONS OF INTEREST

- a. Declarations from Members of any registerable (5A of the Interim 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. Dispensations required

Councillor	Agenda Item	Personal/Prejudicial	Reason
Ellison	PA12/05868	Non Pecuniary	Acquaintance Regatta
Killeya	7 CIC	Non Pecuniary	Member
Austin	7 CIC	Non Pecuniary	Member
Clements	7 CIC	Non Pecuniary	Member

CHAIRMAN'S REPORT

The Chairman presented a figurine for members to view received from visiting children from Chernobyl and gave the following report:

Since the last full Town Council meeting, the Mayor has attended:

Friday 6 th July	Grand Opening of Composite Integration, Unit 1 Burraton Road, Saltash Parkway Industrial Estate.
Saturday 7 th July	League of Friends of St. Barnabas Hospital, Summer Fete at St. Barnabas Hospital.
Tuesday 10 th July	St. Stephen's School 200 th Birthday Open Afternoon.
Thursday 12 th July	St. Stephen's Community Hall Project & Church Hall Funds Silent Auction at St. Stephen's Church.
Wednesday 18 th July	Saltash Live at Home 10 years Celebration at saltash.net Community School.
Thursday 19 th July	Chernobyl Children's Lifeline Welcome Party at Saltash Fire Station.
Friday 20 th July	Saltash Air Cadets Squadron Barbecue.
Saturday 21 st July	Churchtown Farm Discovery Day.
Saturday 21 st July	St. Anne's Summer Fete – wrong details had been given.
Sunday 22 nd July	Torpoint Town Council Civic Service and Parade.
Wednesday 25 th July	Tamar Trotters Junior Athletics Club Presentation Evening at Saltash.net Community School.
Thursday 26 th July	Babis Farm Information & Access Centre Grand Launch at Babis Farm Community Rooms.
Thursday 26 th July Community	Saltash Age Concern Grand Cake Stall at Burraton Centre.
Friday 27 th July	Musical event at Livewire with representatives of the Papua New Guinea Olympic Group.
Saturday 28 th July	Mr. & Mrs. Rabey's Golden Wedding Anniversary.
Saturday 28 th July	Mr. & Mrs. Nancarrow's Golden Wedding Anniversary.

Deputy Mayor has attended:

Thursday 19 th July	Saltash Lions May Fair AGM at Saltash United Football Club.
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It was **RESOLVED** to note the reports.

POLICE REPORT

(a) Police Report

Saltash crime figures

For the month of July 2012 1st to 31st

66 crimes (same period last year 89)

Offences include

Burglary other (garages/sheds) – 4

Burglary dwellings – 4

Theft other – 16 (note this figure includes 7 that occurred at The Port Elliot Festival)

Theft of motor vehicle – 0

Theft from motor vehicle – 1

Criminal damage to motor vehicle – 6

Criminal damage to property or buildings – 3

Assaults – 7

Theft from shop – 8 (there is an increase in theft from shop and offenders have been identified)

Drugs offences – 2

Public order offences – 1

Driving offences – 1

Arson - 2

It was **RESOLVED** that:

1. Further information be sought from the police relating to the increase and type of arson crimes.
2. To include in the next edition of the Messenger an article regarding a police request for further volunteers for the Speed Watch scheme.

Prior to the next item Councillors Austin, Clements and Killeya declared a Non Pecuniary interest and left the meeting.

REPORT BY SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

(a) Receive Report and consider any actions arising

SALTASH GATEWAY CIC REPORT FOR JULY 2012

AGM

Held on 25th July 2012. Two new Directors voted on to the Board, Peter Ryland and Tony Mugridge.

Health and Social Network

The Health and Social Care Network held an open session at the start of the month addressed by senior managers of Peninsula Community Health, the new Community Interest Company which holds the contract for community health services throughout Cornwall. Locally, PCH manages St Barnabas hospital and all the community health staff, eg District Nurses, Therapists, etc.

Cornwall Council's Social Care services for adults are also managed from within PCH. A good debate followed the initial presentations, and this will help us maintain an easy relationship with PCH in forthcoming years. The network therefore now has good practical links to both the commissioners and providers of care locally.

Members of the network are looking forward to September, when the next meeting of the Saltash & District Health and Wellbeing Group takes place (the new name of the former Strategy Group), which is commissioner-led. At this meeting it is expected that plans for the extended use of St Barnabas for out-patients, and for new local services, will be confirmed. The network will have two places at the Group (Peter Thistlethwaite and one other to be elected) plus the network coordinator (Christina Dixon) who will be co-opted. St Barnabas League of Friends will also have two places. That amounts to excellent public participation, which we believe is ahead of anywhere else in Cornwall.

Community Transport Project

Since February of this year Volunteer Cornwall have been recruiting and training drivers for the bus. This has entailed the carrying out of Criminal Records Bureau (CRB) checks, theoretical training to Minibus Driver Awareness Scheme (MIDAS) standards and reaching required standards in practical driving tests. So far the CIC Community Transport Project has **16 trained drivers, each holding the required D1 and D1E driving licence categories.**

The bus is insured to the correct level by Ascot insurers and, in the event of breakdown, has suitable cover by Britannia Rescue.

CIC have joined the Community Transport association (CTA) which is a valuable source of operational and potential legal assistance.

Enquiries with respect to using the bus have so far been on a one-off basis.

For example it was used during the Saltash Olympic Torch celebrations on May 19th to ferry people around the various sports venues and later acted as shuttle carrying people from the Focus car park to Fore Street.

Other enquiries have concerned the Saltash Regatta and the Live at Home organisation.

Circulation to local authorities of bus details and its potential have so far produced disappointing responses. Therefore the recruited Hopper drivers are about to carry out proactive visits to selected areas to speak to local people and to distribute flyers advertising bus potential.

We currently have two email addresses : info@saltash-hopper.co.uk and SaltashHopper@aol.com . Other enquiries can be made via VC on saltashbus@gotruro.co.uk

We also have a designated website : www.Saltash-Hopper.co.uk

SALTASH CARD

Saltash Card sales continue in a steady manner with between 20 to 30 cards being sold each month. There are approximately 1650 cards in circulation, an increase of 250 from this time last year. Advertising remains a significant activity.

Current Financial Position

Main Account £ 2,000.00

Community Transport Account £3,450.00

Deposit Account £19,000.00

Liam Bradley CIC Chairman

30th July 2012

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

Councillors Austin, Clements and Killeya were invited and re-joined the meeting.

CORNWALL COUNCIL REPORT

Councillor Holley on behalf of Councillor Preston reported that:

1. Cornwall Council are to appoint a strategic partner for the delivery of a range of health support and other services for a £300 million contract.
2. That polling stations at Pillmere for next year's elections at Lidl and Pillmere Green had been ruled out.
3. A green infrastructure map for the core strategy discussions is available for comment.
4. The final inspection for street works in Fore Street is to take place week commencing 6th August 2012.
5. The appointment of the Police and Crime Commissionaire is due to take place.

It was **RESOLVED** that Cornwall Council be requested to provide further information on the strategic service contracts partnership and that the council be kept up to date on progress and if possible consulted. With copies of the request to be sent to Calc and Sheryl Murray MP.

(a) CNA report for noting or matters arising

No report items covered elsewhere on the agenda.

QUESTIONS

None

135/12/13 MINUTES

The minutes of the meetings held on 5th July and 17th July 2012 were confirmed and signed as a correct record.

136/12/13 MATTERS ARISING FROM THE MINUTES

(a) Cornwall Council – Devolution – update

The Chairman updated members on a meeting that had taken place with an Officer from Cornwall Council with regard to the transfer of toilets to the council.

It was **RESOLVED** that the Devolution Officer and Community Network Manager be contacted to organise an urgent meeting and to reaffirm that the council is only interested in a business package agreement and that the waterside toilets are considered a priority as a tourism facility.

(b) Traffic congestion – update (Councillor Ellison)

Councillor Ellison reported on letter received from Devon and Cornwall Police regarding road closures in Plymouth on 30th January 2012.

It was **RESOLVED** that Councillor Ellison reply to the letter.

(c) Cornwall Council – Refuse and Recycling – update

Councillor Austin reported improvements were taking place and complaints reducing as the contractors settled in however dog and litter bin collection and weeds remained a problem.

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

(d) Warraton Close – parking problems – update

Councillor Hooper MBE reported that no progress had been made to date between the organisations involved relating to budgets.

It was **RESOLVED** that Councillor Austin would progress.

(e) Car parking (report from Councillor Yates)

The Chairman referred to a request from Cornwall Council for comments relating to car parks and charging for 2013/14.

It was **RESOLVED** that the response state:

1. The first hours parking should be set at 20p and £1.00 for 2 hours with charges to be determined for the other parking periods.
2. There are no concerns regarding lorry parking however coach parking is not suitable and that a site meeting be requested with regard to existing coach parking and access.
3. The council is not happy with the proposal for street charging (parking meters).

(f) Maurice Huggins Room – update

The Chairman updated members on the request for the council to take on the lease for the building and that the building survey and 5 year repair and maintenance plan had now been received.

Members considered lease issues and the building survey together with the 5 year repair and maintenance plan.

It was **RESOLVED** that:

1. The council take on the lease.
2. Insurance cover and only works necessary to make the building safe up to a value of £500 to be funded from general reserves will be undertaken upon the completion of the transfer of lease to the council.
3. The future use of the building to be considered by a working party constituted from the guildhall working party.

137/12/13 FINANCE:

- a. The following receipts in June/July 2012 were **NOTED**:

	£	p	
Guildhall Hire	1067.05		Guildhall hire
Burial Board	2646.00		Burial fees
HMRC	4949.23		VAT
Transfer from Mayor's Charity Fund	480.00		Re payments made June 2012
Waitrose	110.00		Donation re Olympic Torch Relay
Donations	2.50		Keys
Donations	19.58		Leaflets

- b. The following payments in June 2012/July 2012 were **NOTED**:

	£	p	£	p	Remarks
	Gross		Excl VAT		
Staff salaries	8665	.20			Staff salaries (June)
Cornwall Council	641	.00			Guildhall rates
Ms L Stocker	14	.00			Travel expenses re CPD
D Bartlett	14	.40			Travel expenses
Hine Brothers	1040	.00			Grounds maintenance - May
K Thompson	150	.00			Olympic Torch celebration
P & K Densham	150	.00			Pitch hire – Olympic Torch celebration
Livewire Youth Project	195	.00			Unmetered lighting
Rwindband	350	.00			Olympic Torch celebration
	2812				

Devon & Cornwall Probation	576	.00	480	.00	Provision of supervised work crew
UK Fuels Ltd	99	.73	83	.11	Fuel - cemetery
KSM SW Ltd	492	.00	410	.00	Generator hire – Olympic Torch celebration
Cornwall Council Pensions	1076	.57			Superannuation
HMRC	2241	.82			PAYE/NIC
EDF Energy	37	.00	35	.23	Christmas lights supply point
EDF Energy	13	.00	12	.38	Christmas lights supply point
EDF Energy	32	.00	30	.47	Christmas lights supply point
EDF Energy	24	.00	22	.85	Christmas lights supply point
EDF Energy	18	.00	17	.14	Christmas lights supply point
EDF Energy	15	.00	14	.28	Christmas lights supply point
Butterfingers	120	.00			Jubilee celebration
Able Design & Print Ltd	215	.00			Jubilee celebrations
Hudson Accounting	360	.00	300	.00	Internal audit
B Whipp	50	.00			Olympic Torch celebration
Consortium	118	.66	98	.88	Stationery/cleaning materials
IRQ Systems Ltd	142	.79	118	.99	IT Support & Broadband
Mrs H Frank	230	.20			Olympic Torch celebration
Cornwall Council Communities	300	.00	250	.00	Display trailer
Livewire	310	.00			Olympic Torch celebration
Powerline Technical Services	747	.60	623	.00	Alarm maintenance & work to system
Information Commissioner	35	.00			Data protection registration
Eon	13	.83	13	.17	Electricity bill
ICOM South West Ltd	79	.96	66	.64	Telephone bill
HM Gee	1500	.00			Mayoral Allowance
BNP Paribas Lease	513	.84	428	.20	Photocopier lease
SLCC Enterprises	243	.00			Membership
Sage UK	324	.00	270	.00	CPD
DC Ryland	480	.00			Watering
AK Cotton	270	.00			Coach hire – Beating the Bounds
Saltash Town Band	100	.00			Olympic Torch celebration
Petty cash	53	.20			Petty cash top up
Mr Sticker	174	.00	145	.00	Free parking banners
J Aubrey	150	.00			Olympic Torch celebration
Frontline Security	283	.68	236	.40	Olympic Torch celebration
Saltash Window Cleaning	175	.00			Guildhall windows/bus shelters
D Norris	195	.00			Jubilee celebrations
Petty cash	112	.96			Petty cash top up
Ashtorre Rock	150	.00			Olympic Torch celebrations
Lloyds TSB	15000	.00			New account

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

None.

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

138/12/13 **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.
- b. It was noted that in the event that the Cornwall Council officer wishes to recommend opposite to the Town Council's view they will contact the Town Council by email. In light of time constraints the Town Council will then hold an online poll of Councillors to determine whether to accept the officer's view or to ask for the application to be called into committee. The results of these polls will be read into the record at the next town council meeting. Members of the public may request, via the clerk, to be copied into any correspondence.
- c. Applications for consideration:

Date received	Application no.	Details of application
23.07.2012	PA12/04988	<p>Mr R Hutchings - Tredown Farm, Elmgate - construction of timber stable block for 10 horses and formation of sandschool with lighting for livery purposes together with off road riding around farm and woods as farming activities allow. Parking for 10 cars on existing yard and storage for 10 horse trailers (maximum). Construction of toilet facilities within the stable block.</p> <p>Town Council Ward: St Stephens</p> <p>Cornwall Council Ward: Saltash Burraton</p> <p>It was resolved to RECOMMEND APPROVAL subject to a suitable condition that lighting is only down lighting for livery purposes.</p>
12.07.2012	PA12/05577	<p>Mr L Parkins - land adjacent to Odyssey, Homer Park - construction of 1 no. detached</p>

dwellinghouse with integral garage.

Town Council Ward: Burraton

Cornwall Council Ward: Saltash St Stephens

It was resolved to RECOMMEND APPROVAL But with request for a site meeting for residents objections to be considered.

20.07.2012 PA12/05868

Mr D Oliver - Saltash Sailing Club, Tamar Street - extension to existing clubhouse to match existing structure and materials.

Town Council Ward: Essa

Cornwall Council Ward: Saltash Pill

It was resolved to RECOMMEND APPROVAL.

16.07.2012 PA12/06303

Mr and Mrs Wood - 363 New Road - construction of dormer to front elevation.

Town Council Ward: Pill

Cornwall Council Ward: Saltash Pill

It was resolved to RECOMMEND APPROVAL with a proviso for clarification that the rear dormer is permitted development and does not prejudice the front dormer application.

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

Planning Application PA12/05053 and PA12/05056 – Plots 2 & 3 Parkesway, Saltash

Having held a poll on this planning application the result is:

Stick with our original position and request call-in	6 VOTES
Accept the officer's position	4 VOTES
Abstain	0 VOTES

Therefore the council has voted to stick with our original position and request call-in.

Planning Application PA12/04106 – 11 Notter Mill Country Park

Having held a poll on this planning application the result is:

Stick with our original position and request call-in	1 VOTE
Accept the officer's position	6 VOTES
Abstain	1 VOTE

Therefore the council has voted to accept the officer's position.

139/12/13 UPDATE ON NEIGHBOURHOOD PLAN

The Chairman informed members that he had submitted notice that the council are to register a plan with Cornwall Council and that he intended organising community launch event however no response had yet been received from Cornwall Council.

It was **RESOLVED** to pursue the matter with Cornwall Council.

140/12/13 PLANNING FUTURE CORNWALL: LAND AT PILL LANE AND ADJACENT TO SALT MILL, SALTASH – SITES A4 & A5

The Chairman informed members of a request for a private presentation received from the landowners and GVA Grimley.

It was **RESOLVED** that that the applicants be advised that the council strongly recommend that they hold a public presentation.

141/12/13 CORRESPONDENCE

(a) CAB Cornwall – Presentation to Meeting

It was **RESOLVED** to invite the CEO and Area Services Manager (East) to the meeting to be held on 6th September to report on funding allocation with reference to Saltash.

(b) Devon & Cornwall Policy Authority Change in way policing services are governed

It was **RESOLVED** to note and display on noticeboards.

(c) **CALC**

Local Government Finance Bill – Council Tax Base Rate

It was **RESOLVED** to note.

(d) **Cornwall Council**

**Review of Polling Districts and Polling Places – Electoral Review
Panel Draft Recommendations**

It was **RESOLVED** to note and feature the recommendations in the Messenger and provide a link to the document on the web site.

(e) **J Bond**

Messenger and Annual Report

It was **RESOLVED** to:

1. Refer the highways issues to the Road Safety Committee.
2. Inform Mr Bond of maps that are available and web links to them.
3. Invite Mr Bond the neighbourhood plan launch event.

(f) **R Cartwright**

Recycling

It was **RESOLVED** to note.

142/12/13 BURIAL BOARD HELD ON 25TH JUNE 2012

The minutes of the meeting held on 25th June 2012 were confirmed and signed as a correct record.

143/12/13 CIVIC AMENITIES COMMITTEE HELD ON 11TH JULY 2012

The minutes of the meeting held on 11th July 2012 were confirmed and signed as a correct record subject to:

Also Present to read “Cadet Flight Sgt C Tandy”.

Minute 40/12/13 a. ii. be referred to the next full council meeting with details of the quote for further consideration.

144/12/13 STAFFING COMMITTEE HELD ON 17TH JULY 2012

The minutes of the meeting held on 17th July 2012 were confirmed and signed as a correct record subject to:

Minute 31/12/13 to read “It was **RESOLVED** that:

1. the Burial Board Committee be requested to submit an accurate forecast as to when Churchtown Cemetery will be operational and require staffing and administrative support.
2. The annual review of the Clerks salary had been conducted at the meeting.

Minute 32/12/13 Resolution 2. To read “Cornish Times”

145/12/13 LOAN OF 2ND BATTALION VOLUNTEER CHALLENGE CUP

The Chairman updated members on the loan arrangements for the cup to the Duke of Cornwall Light Infantry Museum.

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

146/12/13 REAFFIRM:

(a) the Annual Investment Strategy

It was **RESOLVED** to reaffirm the strategy and that the Policy and Resources committee quarterly budget statement report include details of investments held.

(b) the Annual Statement on Internal Control

It was **RESOLVED** to reaffirm the statement.

147/12/13 APPROVE THE INTERNAL AUDIT BUSINESS RISK ASSESSMENT

It was **RESOLVED** to approve the risk assessment and that future statements be reviewed by the Policy and Resources committee prior to Full Council consideration

148/12/13 ANTI-BRIBERY POLICY STATEMENT AND ANTI-FRAUD AND CORRUPTION STRATEGY

It was **RESOLVED** to adopt the strategy and that it be referred to the Staffing Committee for further consideration and review

149/12/13 MEET THE PEOPLE

(a) Feedback from the last meeting

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

(b) Arrangements for future meetings

It was **RESOLVED** to note that Councillors Clements, Oakes and Gee would attend the next meeting to be held on 4th August 2012.

150/12/13 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.

151/12/13 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

None.

152/12/13 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

153/12/13 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

Vitalise

Members considered the principal of support funding by the Community Chest for a nationally based charity providing town based services.

It was **RESOLVED** that the organisation was not eligible for Community Chest funding as it is not a locally registered charity.

Waterside Inn Tamar Street Planning Application site meeting 9th August 2012 at 2p.m.

It was **RESOLVED** that Councillor Killeya be nominated the official representative and that as many councillors attend as are available.

Cornwall Core Strategy

Members considered a request to send an open letter to Cornwall Council from a number of Cornwall based groups.

It was **RESOLVED** to note.

Street Naming

The Chairman informed members of correspondence received from a Cornwall Council Technician with regard to the lack of consultation relating to a recent street naming.

It was **RESOLVED** to note and reply emphasising that future consultation with this council is not overlooked.

First Great Western and Network Rail

The Chairman read out a request from Councillor Bickford for First Great Western and Network rail to be contacted immediately with regard to the change in stopping positions for the London bound high speed train service which affects the access and egress for passengers and has also resulted in no wheel chair provision.

It was **RESOLVED** that a letter be sent to First Great Western and Network Rail

Footpath Consultation.

Councillor Clements updated members on the work he had conducted in response to the consultation and requested he submit the return on behalf of the council.

It was **RESOLVED** that Councillor Clements submit the return and that the thanks of the council be recorded for his work.

Ellwell Woods.

Councillor Ellison updated members on progress to date with regard to the manufacture and delivery of the cross.

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

154/12/13 PRESS RELEASES AND FUTURE ARTICLES REQUIRED

None.

155/12/13 DATE OF NEXT MEETING

Tuesday 21st August (Planning – only if necessary)
Thursday 6th September 2012

156/12/13 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 9.55 pm.

Signed: _____
Chairman

Dated 6th September 2012