

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 6th September 2012 at 7.00pm

PRESENT: Councillors: M Gee (Chairman), R Austin, P Clements, D Holley, A Killeya, Mrs S Hooper MBE, J Pickering, R Bickford, Mrs. H Frank, B Reid, J Shepherd, W Phillips, D Yates,

ALSO PRESENT: Reverend J Lobb, 25 Members of the public, 2 members of the press, Joyce Hookway – C.A.B. Nicola Davy – Groundwork Thames Valley, R Lane – Town Clerk

APOLOGIES: Councillors: G Ellison, C Oakes, C Riches, L Bradley – CIC Chairman.

HEALTH AND SAFETY ANNOUNCEMENTS

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

PRAYERS

Reverend J Lobb – led prayers.

165/12/13 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	Pecuniary/Non Pecuniary	Reason
Killeya	8		CIC Member
Austin	8		CIC Member

THE CO-OPTION OF THE ESSA SEAT

The Chairman introduced Mr J Shepherd as a prospective co-opted councillor for the Essa seat.

Following a vote Mr J Shepherd was unanimously co-opted as councillor for the Essa seat.

It was **RESOLVED** that Mr J Shepherd be co-opted as councillor for the Essa seat.

CHAIRMAN'S REPORT

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

Sunday 11 th August	St. Anne's Residential Home Birthday Party.
Sunday 12 th August	Chernobyl Childrens Charity leaving at The Working Mens' Club, Saltash.
Saturday 18 th August	Town Fun Day at Saltash Wesley Methodist Church.
Thursday 30 th August	"Welcome Service" at Burraton Methodist Church, Saltash.
Tuesday 4 th September	"Transform your Patch" at Saltmill Park with Fazer from N-Dubz.

Jra
2.9.12

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

POLICE REPORT

(a) Police Report

In reply to the questions raised from last month's report, the 2 arson crimes.

- 2 unlinked crimes which are unusual. Very little damage caused in one case less than £5. Offender dealt with for one of the offences, no details as juvenile.

PCSO Tori Goodman will make contact with regards to an article for the next edition of The messenger and volunteers for the Speed watch scheme.

Saltash crime figures.

For the month of August 78 crimes (same period last year 79)

Offences include

Burglary Other (garages/sheds) – 4

Burglary dwellings – 0
Theft other – 17
Theft of motor vehicle – 3 (motor scooters)
Theft from motor vehicle – 4
Criminal damage to motor vehicle – 8
Criminal damage to property or buildings – 4
Assaults – 15
Theft from shop – 4
Drug offences – 2
Public order offences – 3
Driving offences – 3
Bilking - 1

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

REPORT BY SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

(a) Receive Report and consider any actions arising

No report

CORNWALL COUNCIL REPORT

Cornwall Council report for Town Council - 6th September 2012

Yellow Lining

Most of you will have seen by now the new parking arrangements around Saltash and, in particular, in the town centre. This has been an ongoing project for the last two years with your four Cornwall Councillors leading and consulting with affected neighbours, the Town Council and, of course, the County officers. The original lines in the town centre became so distorted with age that the traffic regulations were completely unenforceable, so something had to be done. The four Cornwall Councillors agreed that it was going to be much cheaper for the tax payers to have six projects within the town completed at the same time and paid for by the Cornwall Councillors' Highway Budget.

Saltash Fore Street

The other motive for renewing the lines was the fact that we were receiving a lot of complaints from drivers, pedestrians and bus operators that the length of the bus stops were insufficient to allow the buses to park parallel to the pavements, thus causing the back ends to stick out, resulting in traffic jams. To this end it was agreed to move the bus stop from outside the Co-op into the lower parking bay, allowing space for at least two buses to park, or possibly three, if they were the shorter ones. The entry into the new bus bay has also been double yellow lined with vertical kerb lines which means to say that it is illegal to park there, even for disabled drivers. The bus shelter will be moved from outside the Co-op about 10 metres closer to the new stop; this should have been done by the time this goes to print.

The bus stop opposite has also been extended to allow for a better flow and double yellow lines have been painted, the vertical lines will be added later. Parking outside the Co-op, where the old bus stop was, is now legal for one hour in three. This allows a constant change of usage to give everyone a chance to stop and shop for a short period of time. Other

changes in Fore Street are at Belle Vue Road where a loading bay has been put outside of Boots. There are now double yellow lines with vertical kerb lines to ensure that this road is kept clear - again we had many complaints of cars being parked outside Superdrug, even though there were double yellow lines already there, so this is a bit of a sledge hammer to crack a nut. At the top of Fore Street the bus bays have been painted to the new standards but not changed in size.

Taylor Road

This has become an access only road marked and signposted accordingly as the residents of Taylor Road have been overwhelmed by traffic using it as a rat run to take a short cut to avoid the traffic lights at Burraton Cross.

Berry Park

An additional disabled parking bay has been added within the car park for the residents of the warden controlled bungalows.

St Stephens Road

Because of the traffic jams during school times the double yellow lines have been extended from the corner of Wearde Road into St Stephen's Road to the entrance to Rashleigh Avenue.

Gilston Road

Double yellow lines have been added opposite the Lidl exit as cars were parking there and causing jams.

Glebe Ave

Double yellow lines have been extended across the side of the bowling green, as it was found that cars were parking opposite one another thus not allowing space for the buses to get through.

Barkers Hill

This Traffic Road Order has not finalised but is just as important and has just gone out to public consultation. The order is making Barkers Hill a one way road. The reason for this is that it is very narrow, buses/heavy transport have to back up on a steep hill. There have been several incidents where residents' hedges/walls have been damaged. Also the bus company is not keen on using this stretch and at one time considered closing that part of the bus route down.

I am being told that all these areas are going to be carefully watched now by the County Enforcement Officers – so be warned!

Strategic Partnership Proposal

On Tuesday a motion calling on Cornwall Council to change its decision to enter into a partnership with the private sector to deliver a range of support services was supported by a majority of 17 Members following a three hour debate at County Hall. .

The Council's Cabinet voted to issue formal invitations to tender for the new £300m contract to the two bidders, subject to the final approval of the Council's Chief Executive in consultation with the Council Leader and portfolio holders for Environment, Waste Management Policy and Shared Services, Health and Wellbeing and Human Resources and Corporate Resources, at its meeting on 31 July.

The motion, which was proposed by Andrew Wallis and seconded by Andrew Long, stated that “in view of its far reaching consequences, including its potential impact on Council governance and elected member accountability, this Council believes that it is not in the best interests of the people of Cornwall for the Council to enter into the proposed strategic partnership for support services and procurement”.

Members speaking in favour of the Motion raised a number of concerns during the debate, including the issues of potential risk and governance, as well as queries over the savings which would be generated and the number of new jobs created.

Bob Austin CC

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

QUESTIONS

Mr Anstey enquired as to the delay in the Tesco development.

Councillor Holley informed him that it was not a fault of Cornwall Council and that the delay was due to highway issues relating to negotiations between the Highway Agency and Tesco.

Mr Anstey enquired why the grass was not being cut on one side of the bridge and who is responsible for its maintenance.

Councillor Austin informed him that it was the responsibility of the Highway Agency and despite numerous requests for it to be cut no action had been taken to date.

It was **RESOLVED** that the council would officially write to the Highway Agency requesting it to be cut.

166/12/13 MINUTES

The minutes of the meetings held on 2nd August 2012 and 21st August 2012 were confirmed and signed as a correct record.

The Chairman brought forward agenda item 17.

167/12/13 FUNDING FOR CAB (CAB REPRESENTATIONS WILL ATTEND MEETING TO ANSWER QUESTIONS FROM MEMBERS)

Joyce Hookway of the C.A.B. provided members with a brief of the services that could be provided in Saltash for the benefit of its residents if a grant was made by the council to the regional body of the C.A.B.

Following members questions it was agreed that Joyce Hookway would provide further information upon which members could consider a grant to the C.A.B.

The Chairman thanked Joyce Hookway for attending.

It was **RESOLVED** that the item be further considered upon receipt of the information required to consider a grant to the C.A.B.

GROUNDWORK THAMES VALLEY

The Chairman introduced Nicola Davy representing Groundwork Thames Valley who informed members of the Britvic funding competition ‘Transform Your Patch’ and that Saltmill Skate Park had won £5000 for improvements.

She stated that the competition was vote based and that Saltmill Skate Park had now been put forward into the regional competition round where it could win a further £20,000 match funding.

She requested that members publicise and promote the need for votes throughout the community as widely as possible.

Following members questions the Chairman thanked her for attending.

168/12/13 MATTERS ARISING FROM THE MINUTES

(a) Cornwall Council – Devolution – update

No Report.

(b) Traffic congestion – update (Councillor Ellison)

The Chairman informed members a letter had been sent and a reply was awaited.

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

(c) Cornwall Council – Refuse and Recycling – update

The Chairman reported that the system had now settled and was improving although some difficulties were still being experienced with litter and dog bin collections.

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

(d) Warraton Close – parking problems – update

Councillor Hooper M.B.E. reported that there had been no further progress to date and requested the council issue a response to the residents.

It was **RESOLVED** that:

1. Councillor Holley would progress the issue with Councillor Riches.
2. The council will write to Cornwall Council to state that this council supports the residents request for increased parking.

(e) Car parking - update

The Chairman reported that a response had been sent to Cornwall Council regarding car parking fees.

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

(f) Maurice Huggins Room – update

The Chairman informed members that the lease was being progressed by the council's solicitor and that a maintenance plan was currently being worked up for approval and funding.

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

169/12/13 **FINANCE:**

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

	£	p	
Guildhall Hire	1011.13		Guildhall hire
Burial Board	2457.00		Burial fees
Donations	308.00		Re Olympic Torch event
Cornwall Arts Centre Trust	1400.00		Grant re Olympic Torch event
Donation	2.00		Photocopying

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

	£	p	£	p	Remarks
	Gross		Excl VAT		
Staff salaries	8502	.33			Staff salaries (July)
Cornwall Council	641	.00			Guildhall rates
Cornwall Farmers	18	.68	15	.57	Air filter - strimmer
Cornish Times	270	.00	225	.00	Leaflet delivery service
Viking	394	.80	329	.00	Office shredder
The Consortium	399	.49	351	.22	Stationery/cleaning materials/office chair
SRUG	487	.00			Saltash Train Timetable –
	2832				

Hine Brothers	1020	.00			printing & distribution
UK Fuels Ltd	75	.69	63	.08	Grounds maintenance June
Eon	2	.00	1	.90	Fuel - cemetery
CT Richings	43	.21			Electricity bill - cemetery
G Peggs	1966	.82	1639	.02	Shelving
S Libby	1	.20			Professional fees
S Libby	21,307	.20			Test payment
P Brooks	20	.00			Refurbishment works
Ms L Stocker	61	.70			Travel expenses
Morris Leslie Group Ltd	107	.52	89	.60	Travel expenses CPD
Elliott Training	270	.00	225	.00	Bowser hire - June
Cornwall Council	1076	.57			Staff training
Pensions Fund					Superannuation
HMRC	2423	.62			PAYE/NIC
Ms L Stocker	19	.00			Travel expenses CPD
The Consortium	97	.40	81	.16	Stationery/cleaning materials
Eon	1804	.01	1503	.34	Electricity bill - Guildhall
ICOM SW Ltd	64	.86	54	.05	Telephone calls & service charges
EDF Energy Ltd	27	.85	26	.52	Unmetered supply
EDF Energy Ltd	5	.52			Supply point 2
The Consortium	3	.56	2	.97	Stationery
The Cecil Arms	100	.00			Community Toilet Scheme
JE Lightley	100	.00			Gift vouchers – performers, Olympic Torch
Miss NJ Ladwiniec	129	.40			Making of Salt Torch
Mr Sticker	132	.00	110	.00	Banners
Deltor	762	.00	733	.00	Town Messenger/Annual Report/Compliment slips
Tartendown Nursery	4650	.00	3875	.00	Hanging baskets/plants/shrubs/compost/bark
HSS Hire	609	.46	507	.88	Hire/purchase air conditioner unit
IRQ Systems Ltd	1165	.19	970	.99	Laptop/keyboard/mouse x2/IT support/broadband
Public Works Loan Board	10692	.33			Loan repayment
Eon	830	.69	692	.24	Gas bill - Guildhall
DC Ryland	480	.00			Watering – hanging baskets
Cornish Times	237	.00			Advertisement - job vacancy
Petty cash	98	.68			Petty cash top up
Burraton Male Voice Choir	250	.00			Community Chest Grant
Tamar Protection Society	1000	.00			Community Chest Grant
Saltash Gateway CIC	150	.00			Saltash Hopper bus for Olympic Torch
Royal British Legion – Saltash Branch	580	.00			Festival Fund grant
Saltash Window Cleaning	60	.00			Guildhall windows
DC Ryland	480	.00			Watering hanging baskets
HSE Books	24	.52	20	.43	Health & Safety poster
DCK Beavers Ltd	1121	.28	934	.40	Accounting services

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

None.

170/12/13 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 officers' 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
23.08.2012	PA12/00588	Mr D Venables - Office Building at Roodcroft, Hatt - change of use from office to allow for residential accommodation. Town Council Ward: Burraton Cornwall Council Ward: Saltash St Stephens It was resolved to RECOMMEND REFUSAL. Object as it is a conspicuous greenfield site in the open countryside which is highly inappropriate for residential use.
16.08.2012	PA12/07217	Mr L Parkins – land adjacent to 17 Essa Road - construction of detached dwelling. Town Council Ward: Essa Cornwall Council Ward: Saltash Pill

**It was resolved to
RECOMMEND REFUSAL
DUE TO:**

- 1. Overdevelopment of the site contrary to ALT2 of the Caradon Local Plan and to National Planning Guidance which would result in:
 - a. Innapropriate and excessive density.**
 - b. Further reduced amenity space to the extent that it would be well below a reasonable minimum relative to the area.****
- 2. The height of massing would be overbearing with significant impact on amenity and light at no. 15 Essa Road.**
- 3. Impact on highway safety on an already crowded road caused by both traffic and parking issues and close to a hazardous junction.**
- 4. Poor design which coupled with the density would be out of keeping with the character of the area with significant negative impact on its heritage value as identified in various studies which is contrary to Article 58 of national planning and guidance.**

Also we strongly request a full survey to establish the potential impact of the proposed development on the wall adjacent with Higher Port View.

20.08.2012 PA12/07447

Mr J Alford - **5 Which'll It Be, Hillside Road** - retaining concrete block wall in rear garden of property, with 1100mm high timber fence above.

**Town Council Ward: Pill
Cornwall Council Ward:
Saltash Pill**

**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:

PA12/05053 and PA12/05056 – Plots 2 & 3 Parkesway

Saltash Town Council recommended REFUSAL on 05.07.2012
Cornwall Council granted conditional permission on 17.08.2012

16.08.2012 PA12/07217

Following the concerns of residents of Essa Road that Cornwall Council should be conducting wider and more transparent consultation on planning it was agreed the council would send a letter to the Cabinet Member and Head of Service Planning regarding the fact the planning notice had only been displayed on the day the planning application was being considered and that planning issues of a sensitive nature such as this should receive wider and more transparent consultation.

It was **RESOLVED** a letter to endorse the concerns of the residents of Essa Road be sent to the Cabinet Member and Head of Service Planning.

171/12/13 UPDATE ON NEIGHBOURHOOD PLAN

The Chairman updated members on progress to date which had been subject to delays related to Cornwall Council however official registration for a plan had now been submitted and approved by Cornwall Council Planning.

He then took questions from the Latchbrook Residents Association representatives in attendance at the meeting.

A detailed discussion with regard to a plan and its relation to the Core Strategy took place between members and the representatives during which it was determined that the plan had to be community led and constructed with widespread consultation taking place.

The Chairman informed members that he was progressing training and funding support for the plan and that strategic development meetings to formulate the community group required to develop the plan were being planned.

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

172/12/13 CORRESPONDENCE

- a. Cornwall Council
Consultation - Charging Framework for Traffic Management at Community and other events.

It was **RESOLVED** to note.

- b. Cornwall Council
Planning Protocols for Local Councils and Cornwall Council Members – Consultation

Councillor Killeya updated members on the consultation and provided his response comments on the document for members consideration.

It was **RESOLVED** that Councillor Killeya's comments be approved and that prior to submission they be sent to Calc for review, comment and distribution to other councils.

- c. Cornwall Council
Pilot Project – Planning Enforcement Procedures

It was **RESOLVED** to note.

- d. P Rundle
Cornwall Council Orders 2012 – Saltash

It was **RESOLVED** to note and that Councillor Holley would progress.

- e. Cornwall Council
Notice of Road Closure – Fairmead Road

It was **RESOLVED** to note.

- f. Cornwall Council
Licensing Training Seminars for Parish & Town Council

It was **RESOLVED** that the Chairman and Councillor Pickering would attend the training session.

- g. Cornwall Council
Sustainable Energy Action Plan (SEAP) – Consultation

It was **RESOLVED** to request an extension on the consultation deadline for a response to be submitted by Councillor Shepherd

- h. Cornwall Council
Invitation to Cornwall Community Flood Forum's 1st Conference –
Friday 21st September 2012

It was **RESOLVED** that the Chairman attend.

173/12/13 QUOTATION FOR DELIVERY OF TOWN MESSENGER

It was **RESOLVED** that the item be considered at the next meeting.

174/12/13 CONTRACT FOR OUTSOURCING PERSONNEL AND HEALTH AND SAFETY COMPLIANCE

It was **RESOLVED** that the item be considered at the next meeting.

175/12/13 CONCLUSION OF AUDIT AND APPOINTMENT OF EXTERNAL AUDITOR FROM 2012/13

The Chairman reported that the Audit Commission had completed work on the 2011/12 audit and that a certified Annual Return for the year had been received for year ending 31st March 2012.

He also informed members the Audit Commission had confirmed the appointment of Grant Thornton UK LLP as external auditors to audit the annual return for five years from 2012/13.

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

176/12/13 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** that Councillors Holley, Pickering, Yates, Phillips and Reid will attend the next meeting to be held on Saturday 8th September 2012.

177/12/13 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.

178/12/13 A STAFFING REPORT

Members received a report from the Chairman of Staffing and the Clerk with regard to a staffing issue and the appointment of a new Finance Officer.

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

179/12/13 ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

180/12/13 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

181/12/13 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

2nd Battalion Cornwall Volunteers Regiment – Company Challenge Cup

The Mayor presented the cup to members and gave a resume of its origin and history to date and requested members consider options for its future use and or display.

It was **RESOLVED** that the cup will remain to be kept in the safe until 2014 until it is required for use as a display piece for a military exhibition at the museum.

SALTASH HISTORIC ENVIRONMENT URBAN SURVEY

Councillor Holley requested members approve a letter be sent to Cornwall Council and the Historic Environment Service to put forward the Saltash Historic Environment Urban Survey as an official Development Plan Document so that it is included in the final Core Strategy Local Plan for the county.

It was **RESOLVED** that a submission be sent by the council.

BOUNDARY COMMISSION FOR ENGLAND

Councillor Killea updated members on revised proposals for new parliamentary constituency boundaries.

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

NHS PROMOTING HEALTH INFORMATION LINE (PHIL)

The Chairman informed members of the NHS initiative to increase public engagement by improving communications and enabling Health Promotion Service to become more easily accessible.

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

LAND AT WATERSIDE, TAMAR STREET, SALTASH – LEASE

The Chairman informed members that lease proposals between Cornwall Council and Saltash Town Council and a sub lease between Saltash Town Council and Saltash Waterside Community Association had been received from Cornwall Council.

It was **RESOLVED** that the lease proposals be approved and Cornwall Council be instructed to proceed with the lease and sub lease subject to maintenance and insurance responsibility being agreed.

182/12/13 PRESS RELEASES AND FUTURE ARTICLES REQUIRED

It was **RESOLVED** that a press release be made on the Local Plan.

183/12/13 DATE OF NEXT MEETING

Monday 10th September 2012 (Priority setting)
Tuesday 18th September 2012 (Planning)
Thursday 4th October 2012

184/12/13 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 10.20 pm.

Signed: _____
Chairman

Dated _____
4th October 2012