

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 7th February 2013 at 7.00pm

PRESENT: Councillors: M Gee (Chairman), R Austin, R Bickford, P Clements, Mrs J Dent, G Ellison, Mrs. H Frank, D Holley, Mrs S Hooper MBE, A Killeya, C Oakes, W Phillips, J Shepherd,

ALSO PRESENT: Canon Reverend A Butler, L Bradley – CIC Chairman, R Lane – Town Clerk, 3 Members of the press, 9 Members of the public.

APOLOGIES: Councillors: B Reid, C Riches, 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.

338/12/13 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
Hooper M.B.E. Holley	22 PA12/09210	Pecuniary Non Pecuniary	General Sec SMDF Evidence given in footpath (ongoing)
Oakes	22 23	Pecuniary Non Pecuniary	Friend of festival trophy holder Member of bowls club
Clements	PA12/09210	Non Pecuniary	Applicant for DMMO footpath application now being challenged in high court
Austin	22	Non Pecuniary	Friend of festival organiser

Ellison	PA13/00100	Non Pecuniary	Resident Lockyer Terrace
	17 (86/12/13 P & R)	Pecuniary	SWRA Committee member
Gee	17 (86/12/13 P & R)	Pecuniary	SWRA Committee member

CHAIRMAN'S REPORT

Since the last full Saltash Town Council Meeting, the Mayor has attended:

Thursday 10th January	Saltash U3A Showcase Event at Wesley Church.
Tuesday 15th January	Meeting with Mr. R. Bloodworth at the Guildhall.
Thursday 17th January	Code of Conduct Training Callington.
Friday 18th January	Saltash Sailing Club Cadet Presentation Evening at the Sailing Club.
Friday 25th January	Saltash RNLI Save our Soup at Saltash Sailing Club.
Monday 28th January	Opening of the Saltash Music & Drama Festival at Saltash Wesley Church.
Monday 28th January	Open the Mayor's Drama Awards Evening at Saltash Wesley Church.
Sunday 3rd February	Liskeard Town Council Civic Church Service and Parade.

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

POLICE REPORT

a. Inspector R Pryce & Superintendent J Green – traffic congestion

The Chairman welcomed Inspector Pryce to the meeting.

Inspector Pryce submitted apologies for Superintendent Green who was unable to attend due to illness.

Inspector Pryce explained to members that the Highways Agency had the statutory responsibility under the Traffic Management Act 2004 for highways and associated

emergency routes in respect of road traffic incidents and that the police attend to investigate and preserve the scene.

Councillor Ellison referred to a recent traffic incident when Pemros Road had been used to alleviate traffic congestion which had proved successful and requested it be used again.

Inspector Pryce stated he was unaware of this particular incident.

However he would investigate the regular future use of Pemros Road for use in incidents with the Highways Agency who engage with other agencies such as Plymouth City Council, Cornwall Council, Emergency Services and the Tamar Bridged and Ferry Joint Committee when determining pre-planned emergency routes

Councillor Hooper referred to and requested the re-instatement of a regular highways meeting that used to take place between the council and various agencies to discuss and review such issues.

It was **RESOLVED** that the Chairman re-instate the highways meeting on an annual basis with the Highways Agency, emergency services, appropriate agencies and organisations.

The Chairman thanked Inspector Pryce for his attendance.

b. Police Report

PCSO Mary Wells presented the police report.

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

PRESENTATION BY MS SUNITA MILLS – TAMAR CROSSINGS STUDY

The Chairman welcomed Ms Mills to the meeting.

Ms Mills spoke to members regarding a long term strategic transport plan with regard to Tamar Crossings currently being undertaken on behalf of the Tamar Bridged and Ferry Joint Committee and Plymouth City Council.

Ms Mills took responded to member's questions and suggestions and stated she would keep the council up to date on the progress of the study.

The Chairman thanked Ms Mills for her attendance.

REPORT BY SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

(a) Receive Report and consider any actions arising

SALTASH GATEWAY CIC REPORT FOR FEBRUARY 2013

Health and Social Network

We are still awaiting information from the PCT about usage of St Barnabas Hospital over the last year. The provision of this seems to have been blighted by the transfer of commissioning powers to the new Clinical Commissioning Group – which has preoccupied key staff. This is frustrating because the PCT/CCG proposal to expand local community services in Saltash is fundamentally appealing, and we wish to consult the public about it as soon as possible.

Community Transport Project

Bus status:

The bus remains fully compliant with all statutory requirements.

- a) Its reinsurance via Giles Insurance Brokers Ltd., of Barnstaple commenced on December 1st 2012
- b) Its Road Tax was renewed on November 30th, 2012
- c) Its DfT Section 19 permit remains in force until 13th December 2013
- d) The vehicle received its VOSA Public Service Vehicle Test Certificate on November 12th 2012
- e) Its wheelchair lift received its statutory 6 monthly service on November 5th 2012 at DAF, Saltash

Routes and Services :

- 1) November 30, December 1st and December 4th, the Hopper was used to carry lanterns made by various schools & groups for the December 1st Fore Street Lantern Parade . Tables and Marquees, etc., were also transported around Saltash.
- 2) November 29th a group of Saltash people were taken to the Whitsand Bay hotel (John Parsons birthday event)
- 3) November 30th the Hopper was used by the Echo Centre, Liskeard, taking disabled passengers from Liskeard to their homes in Saltash.
- 5) December 3rd a Saltash Carers Support group was taken to & from Truro.
- 6) December 6th a group of elderly & disabled persons were taken from the Tamara Care Home, Torpoint, to see the Plymouth Christmas Lights.
- 7) December 15th the Hopper was converted into a Christmas Grotto and used to distribute presents to Saltash children at the Forder Carol Service.
- 8) January 23rd 2013 leaflet drops (Pillaton, Blunts, Quethiock) and bus visit advertising the trial of the relinquished First Group 71 service routes, alternate weekdays Saltash / Pillaton and Saltash / St. Ive.

- 9) January 25th the Hopper was used by the Echo Centre, Liskeard, taking disabled passengers from Liskeard to their homes in Saltash
- 10) January 29th .Free trial run with passengers Pillaton to Saltash Fore Street

New business

- a) We have undertaken leaflet drops and bus demonstrations along the two 71 bus routes, i.e. Saltash to Pillaton and Saltash to Blunts, Quethiock and St. Ive. A free run was accepted by Pillaton residents and undertaken on January 29th.

Further free runs will be undertaken to test interest and register passengers.

- b) It is understood that further discussion is ongoing re Dr. Neville Devonport's suggestion for use of the Hopper re the **COPD** Group at the Shadow Centre, **Pulmonary Rehabilitaton Group** held at Liskeard hospital, **Retinal Screening** at Saltash Health Centre, **Balance Group** held at Passmore Edwards Hospital, **Memory Clinic** at Liskeard Hospital.

The Community Transport Project is particularly keen to service these uses, and asks for the assistance of the CIC and Saltash Town Council in promoting Dr. Neville Devonport's suggestion.

- c) We have requested Volunteer Cornwall to assist us in recruiting volunteers willing to join a Saltash Community Minibus management team. So far we have had three positive responses.

Bus income since November 20th :

Received and Banked :

FCCA , Forder	£ 44 (Invoice 15)
FCCA, Forder	£ 10 (Invoice 16)
Echo Centre (in main CIC account, not Transport)	£ 35 (Invoice 11)
Saltash Carers Support Group	£ 80 (Invoice 12)
	<u>Total £ 169</u>

Invoiced. but not yet received :

The Echo Centre, Liskeard	£ 70 (Invoice 7)
Age Concern	£ 50 (Invoice 8)
Echo Centre	£ 35 (Invoice 13)

Saltash Town Council	£ 160 (Invoice 14)
Tamara Carehome	£ 30 (Invoice 17)
	<u>Total £ 345</u>

Grand total banked or invoiced since November 28th = £514

Expenditure since November 28th:

1) Insurance (two months of new policy)	£ 355 - 44
2) Diesel November 29, December 3, Jan 20th	Total £ 150 - 02
3) Road Tax, November 30 th	£ 90 – 75

Total expenditure since November 28th 2012 = £ 596-21

SALTASH CARD

Saltash Card sales continue in a steady manner with between 15 to 20 cards being sold each month. A total of about 1700 have been sold. Advertising remains a significant activity.

No 4 Fore Street – Refurbishment Project – FOR SALTASH

The works to the unit are now well underway with the partitioning in the rear area removed, decoration at higher levels completed, the formation of disabled friendly openings for the kitchen and w.c. completed and the rear area fully cleared of vegetation/rubbish/slurry and 6 tons of chippings laid. Carpentry and plumbing work is underway. It is expected that doors will be open by early March, and the CIC will plan an official opening, possibly to coincide with arrangements for the Cross.

The building will initially provide:

- Flexible retail space which can be used on a regular or occasional basis by new businesses seeking a foothold in Saltash
- Special small markets for local producers
- The base of a mobility scheme, providing powered wheelchairs for local shoppers and advice for people with mobility problems
- A new base to promote and administer our community bus (Saltash Hopper) which can bring people from their homes to use the mobility scheme or just to shop
- A contact point for the public to promote Saltash Gateway CIC,
- A local base for Volunteer Cornwall, where we can bring together volunteers and organisations needing volunteers

With the help of Volunteer Cornwall, we are looking for 2 to 4 people to take responsibility between them for opening and closing the new Centre, and organising its activities. We envisage the work would suit:

* people currently without work who are seeking management experience to enhance their CV

* people who have retired from work who want to use their spare time to benefit the community.

We already have interest from three potential volunteers. But there is much work ahead to furnish and organise the room prior to its full operation, to establish displays, and to advertise the new facility to potential users.

Current Financial Position

Our financial position remains strong, although there has been some higher than usual expenditure in the last month on the Business Breakfast and on administration including accountancy.

We have budgeted carefully for the refurbishment of 4 Fore Street, and approx £2000 has been spent so far. The major outgoings for plumbing and electrical work are expected to be invoiced in the next few weeks. The S106 grant from STC will, to all intents and purposes, be used in its entirety on refurbishments, but it will give the town a wonderful new facility at a very low cost. We are awaiting the matching grant from Cornwall Council which will be committed to running costs over three years.

Approx current balances: **Current account**, £1000; **Community Transport**, £1200; **Deposit Account** (mainly ring fenced for Transport and refurbishment of 4 Fore Street) £30000.

Liam Bradley CIC Chairman

3rd February 2013

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

CORNWALL COUNCIL REPORT

Councillor Holley reported that he is currently liaising with Cornwall Council Officers with regard to controlling car parking charges in the town.

He also informed members on the Council tax benefit changes and the impact of Cornwall Councils actions in relation to the Council tax benefit changes.

In conclusion he reported that the Cornwall Plan was progressing and it should pass to the next stage imminently.

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

CNA report for noting or matters arising

Councillor Austin reported that a successful meeting had taken place on 30th February 2013 in Torpoint at which the portfolio holder for Localism had attended.

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

QUESTIONS

1. Mr Mathews requested support from the council in negotiating fishing rights for grey mullet in the Tamar with the Environment Agency.

It was **RESOLVED** to refer the item to the next meeting of the ICCT committee to arrange a meeting with the Environment Agency and Licensing.

2. Mr Miller asked about the progress of the Tamar Action Group toll charges analysis paper.

Councillor Austin reported that the papers recommendations were being considered by the Tamar Bridged and Ferry Joint Committee.

3. Mrs Collins Secretary of the Pillmere Community Association submitted written questions on behalf of the Pillmere Community Association.

I. Can we confirm who is and has been representing the Pillmere estate at Cornwall County Council whilst Colin has been unwell and from Town Council who is looking out for the interests of Pillmere residents?

The Chairman informed her it was Councillor Holley for Cornwall Council and for the town councillors Gee, Ellison, Holley, Frank.

II. Would the Town Council consider cutting the village green area before Spring as a goodwill gesture?

The Chairman stated this could not be done as it was not in the councils remit and would set a precedent.

III. Who do we contact about getting some gloves/bags, etc so that residents can organise a Spring Clean of the estate and what about getting the rubbish collected?

Councillor Ellison stated Cornwall Council should be contacted and Councillor Austin stated he would progress the issue.

IV. If we extended this to trimming back overhanging branches from bushes to keep the pathways clear, would the Town Council be able to arrange for the green waste to be collected?

The Chairman stated this could not be done as it was not in the councils remit and would set a precedent.

V. The play park in the centre of the estate has now been closed since March 2012 (almost 12 months!). The estimated cost of repairs quoted by Cornwall Council has now risen from £10,000 to £24,000. The only other park is also in disrepair.

As the only adopted areas on the estate, we would like assistance from the Town Council in some way to get the parks back in to use. Especially as we are moving towards better weather and families are getting very frustrated that their children do not have this facility.

Councillor Austin reported that Cornwall Council have a limited budget for repairs and a review was underway to determine the level of repairs that could be conducted.

Councillor Mrs S Hooper M.B.E. recommended that a letter be sent to Cornwall Council stating the council's dissatisfaction that 80% of the play parks are out of use and requesting a response as to Cornwall Councils plans to rectify the situation.

It was **RESOLVED** that a letter be sent to Cornwall Council to communicate the council's dissatisfaction at the condition of play areas and to request a response on their plans to rectify the situation.

4. Mr Crocker spoke with regard to Cornwall Councils bedroom tax and comments made by a Cornwall Council councillor on the subject.

The Chairman referred Mr Crocker to the standards board should he wish to make a complaint.

339/12/13 MINUTES

The minutes of the meeting held on 3rd January 2013 were confirmed and signed as a correct record subject to Councillor Killeya being recorded as a late arrival.

The minutes of the meeting held on 15th January 2013 were confirmed and signed as a correct record subject to top of page 2935 to read Citizens Advice Bureau Cornwall.

340/12/13 MATTERS ARISING FROM THE MINUTES

(a) Cornwall Council – Devolution – update

i. Waterside toilets – update

The Chairman reported that a meeting had taken place with himself the clerk and officers from Cornwall Council in attendance at which an agreement had been reached for the council to take on responsibility for the Waterside toilets as of 1st April 2013 subject to all refurbishment work being completed as per the council's resolution.

He also reported that communication and negotiation were on-going with regard to the future of the toilets at Longstone Park and Belle Vue car park.

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

ii. Land transfer leases/licenses

The Chairman reported that licenses were now in place for the land to the rear of the Co-op and for planting in Victoria Gardens.

It was **RESOLVED** that the Civic Amenities committee progress the work to the land at the rear of the Co-op.

(b) Maurice Huggins Room – update

The Chairman reported that he had now secured an agreement with Cornwall Council for the use of the building subject to a formal lease being agreed.

It was **RESOLVED** that a sub-committee consisting of councillors Killeya, Mrs Frank, Gee, Austin, Phillips and Dent be established with delegated budget responsibility to progress works and determine its use until a community management group is established.

(c) Storage – report from Guildhall Working Party

Members considered an options paper on flooring costs and storage in the Guildhall presented by Councillor Killeya (copy on file).

It was **RESOLVED** that:

1. The flooring works contained within the tender works schedule be conducted and that any major works be considered by the next elected council.
2. That storage options be considered at the next meeting when all costs have been received.

(d) Belle Vue Road – CAB premises – update (Councillor Holley)

Councillor Austin reported that the CAB were conducting a national accommodation appraisal of their centres and stated Cornwall Council were not disposing of the building at Belle Vue.

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

a. The following receipts in December /January 2013 were **NOTED**:

Guildhall Hire	446.05	Guildhall hire
Burial Board	1269.80	Burial fees
Allotment Rent	1715.85	Allotment rent

b. The following payments in December /January 2013 were **NOTED**:

Staff Salaries	8122.36		Staff salaries – December
Cornwall Council	641.00		Guildhall rates
Otis Ltd	504.04	420.04	Lift maintenance
Blachere Illumination	184.20	142.00	Christmas lights
SW Building Ltd	184.80	154.00	Repairs to Guildhall wall
The Lizards Stallion Ltd	600.00		Christmas event
UK Fuels Ltd	48.06	40.05	Fuel - cemetery
Western Web Ltd	36.00	30.00	Additional webpage
1 st Office	66.00	55.00	Copier maintenance
British Gas	435.79	363.15	Gas bill
Hine Brothers Marquees Ltd	525.00	437.50	Marquee - craft fair
EDF Energy	7.73		Lighting
Cornwall Council Pensions	898.00		Superannuation
HMRC	1963.14		PAYE/NIC
EDF Energy	13.00		Lighting
EDF Energy	13.00		Lighting
EDF Energy	13.00		Lighting
EDF Energy	13.00		Lighting
EDF Energy	11.00		Lighting
Aviva	1135.17		Insurance
Mr Sticker	252.00	210.00	Banners
Cramleigh	30.00	25.00	Advertising - free parking
Florabella Ltd	45.00		Carnations
			Remembrance
SLCC	78.00	65.00	CPD - conference
S Crocker	333.00		Community Toilet Scheme (Railway Hotel)
Rwindband	350.00		Christmas event
D Ferguson	350.00		Christmas event
Hine Brothers	1040.00		Grounds maintenance - November
TV Licence	145.50		TV Licence
Eon	953.21		
Cornish Farms Produce	84.00		Christmas trees
IRQ Systems Ltd	142.79	118.99	IT support & broadband
Mrs J Holmes	150.00		
Jackman Peckover	322.54	268.78	Boiler service & repairs
Eon	27.05		
ICOM South West Ltd	77.88		Telephone bill
HM Gee	376.00		Mayoral allowance
Cornish Times	30.00	25.00	Advertisement
			Christmas Event
Saltash Town Band	150.00		Christmas Event

Saltash Wesley Church	100.00		Room hire – public meeting
Western Approach Singers	150.00		Entertainment – late night shopping
Cornish times	60.00	50.00	Advertisement – Christmas event
Saltash Window Cleaning	135.00		Guildhall windows & bus shelters
Churchtown Farm Allotment Society	350.00		Community Chest grant
Saltash Wesley Church	24.00		Room hire – Christmas event
Saltash Town Council	100,000.00		Investment - Lloyds Bank
Stylus Engravers	59.70	49.75	Christmas event – prizes
P R Jones	146.85		Christmas event
Saltash Window Cleaning	45.00		Guildhall windows
Mrs R Smith	70.00		Floral arrangements
Petty Cash	150.21		Petty cash
Grantham Piano Services Ltd	60.00	50.00	Piano tuning

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

None.

341/12/13 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:

Prior to the next item Councillors Holley and Clements declared a non pecuniary interest and left the meeting.

PA11/09210

Moor 3 Ltd - The Boathouse, Antony Passage, St Stephens
 Refurbishment and extension to existing boathouse to form new dwelling (following previous permission E2/07/00014/FUL)

Town Council Ward: St Stephens

Cornwall Council Ward: Saltash Burraton

Date received: 10.01.2013

It was resolved to RECOMMEND REFUSAL due to the appearance of the building .In particular the 2nd floor would be out of keeping and detrimental to the conservation area. If any permission is granted it must not be detrimental to the public right of way.

Councillors Holley and Clements were invited and rejoined the meeting.

PA12/11934

Lloyds Banking Group - **Lloyds Bank Plc, 67 Fore Street**
Display of Internally Illuminated „Lite Shard“, Internally Illuminated Projecting Sign and Illuminated ATM Header.

Town Council Ward: Pill

Cornwall Council Ward: Saltash Pill

Date received: 10.01.2013

It was resolved to RECOMMEND APPROVAL

PA13/00100

Mr T Clark – **3 Lockyer Terrace**

Construction of dormer and balcony to front elevation, demolition of existing two storey/single storey tenement and construction of two storey extension to rear.

Town Council Ward: Pill

Cornwall Council Ward: Saltash Pill

Date received: 14.01.2013

It was resolved to RECOMMEND APPROVAL

PA13/00571

Mr and Mrs E Shapland – **30 Longview Road**

Extension to previously converted loft to provide bedroom and bathroom

Town Council Ward: Burraton

Cornwall Council Ward: Saltash St Stephens

Date received: 25.01.2013

It was resolved to RECOMMEND APPROVAL

PA13/00691

Mr Colin Worden – **219 Callington Road**

Application to Crown Reduce one English Oak (T1) by 3 metres and one Magnolia (T2) by 2 metres both subject to a Tree Preservation Order

Town Council Ward: Burraton

Cornwall Council Ward: Saltash St Stephens

Date received: 28.01.2013

It was resolved to RECOMMEND REFUSAL due to the amenity value of the tree.

PA13/00439

Mr and Mrs S and M Dawes – **land adjacent 1 Oaklands Drive**

Erection of 1 No detached 3 bedroom dwellinghouse (Resubmission of withdrawn application PA12/11100)

Town Council Ward: Burraton

Cornwall Council Ward: Saltash St Stephens

Date received: 31.01.2013

It was resolved the council opposes any decision until a site meeting is held.

PA12/11247

Mr A Wickham – **Woodside Lodge Carkeel**

Installation of a 100kw ground mounted solar pv system

Town Council Ward: Burraton

Cornwall Council Ward: Saltash St Stephens

Date received: 01.02.2013

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:

PA12/10661 - Lidl Uk Gmbh Gilston Road

Saltash Town Council recommended **APPROVAL** on 06.12.2012

Cornwall Council were minded to **APPROVAL WITH AN ADDED CONDITION** on 07.01.2013

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

- | | |
|---|---------|
| a. Stick with our original position and request call-in | 0 VOTES |
| b. Accept the officers position | 9 VOTES |
| c. Abstain | 0 VOTES |

Therefore the council has voted to accept the officers position

PA12/10900 – Meadowside Farm Lane, St Stephens

Saltash Town Council recommended **APPROVAL** on 06.12.2012

Cornwall Council sent decision **WITHDRAWN** on 11.01.2013

PA12/10260 – East Barn and West Barn Burrhills Farm Carkeel

Saltash Town Council recommended: "We have no independent evidence to either support or contradict the application" on 20.11.2012:

Cornwall Council sent decision: **Granted (CAADs and LUs only)** on 21.12.2012:

PA12/10500 – 90 St Stephens Road

STC recommended "we believe his case is correct and it has been used for over 20 years" on 06.12.2012

Cornwall Council **Granted (CAADs and LUs only)** on 04.01.2013

PA12/11100 – Land Adjacent 1 Oaklands Drive, Saltash

Saltash Town Council recommended **REFUSAL** on 18.12.2012

Cornwall Council sent email: **WITHDRAWN** on 14.01.2013

342/12/13 SALTASH LOCAL PLAN

(a) Update

The Chairman reported progress was slow due to the delay with the Cornwall Plan and working support for the plan from the community was low.

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

343/12/13 CORRESPONDENCE

- a. S Miller – Tamar Crossings Action Group
Tamar Crossings Review

The item was considered under public questions.

344/12/13 SALTASH LOCAL PLAN SUB-COMMITTEE

The minutes of the meeting held on 9th January 2013 were confirmed and signed as a correct record.

345/12/13 INDUSTRY, COMMERCE, TRANSPORTATION & TOURISM

The minutes of the meeting held on 9th January 2013 were confirmed and signed as a correct record subject to Councillors Austin and Mrs Dent being recorded as present and minute 97/12/13 (b) recorded as a resolved item.

Prior to the next item Councillors Gee, Bickford and Ellison declared a pecuniary interest and left the meeting.

346/12/13 POLICY & RESOURCES COMMITTEE

The minutes of the meeting held on 15th January 2013 were confirmed and signed as a correct record.

Councillors Gee, Bickford and Ellison were invited and re-joined the meeting.

347/12/13 POLICY & RESOURCES COMMITTEE

The minutes of the meeting held on 5th February 2013 were confirmed and signed as a correct record subject to minute 102/12/13 ii to insert the name Lidl after funds.

348/12/13 BINDING COUNCIL MINUTES

The Chairman requested members consider the binding of council minutes at a cost of £93 per volume.

It was **RESOLVED** that the Chairman will progress the issue and identify the necessary funding.

349/12/13 **COUNCIL MEETINGS IN APRIL AND PROPOSED DATES FOR MEETINGS IN MAY INCLUDING MAYOR CHOOSING**

It was **RESOLVED** that:

April 2013

4TH Full Town Council

16th Full Town Council – Planning

An additional planning meeting at the end of the month if necessary.

May 2013

2nd Elections

9th All Councillors to be sworn in followed by Full Town Council

21st Full Town Council – Planning

30th Mayor Choosing.

350/12/13 **APPROVAL OF AUTHORITY TO THE TOWN CLERK TO IMPLEMENT MAYOR CHOOSING ARRANGEMENTS**

It was **RESOLVED** that approval be given for the Town Clerk to implement Mayor choosing arrangements.

351/12/13 **REVISION OF MEETING TIMES (REFERRED FROM POLICY & RESOURCES COMMITTEE)**

Councillor Killeya presented an options paper (copy on file) relating to a revision of meeting times.

It was **RESOLVED** that a recommendation for a mix of options 3 and 6 for a trial period of 3 months be adopted.

Full Council (Planning) at 5.30 pm, with a planned 'latest finish' of 6.15pm, followed by P & R/Staffing at 7pm. This would also allow for a slightly later committee start if it was essential for Planning to overrun, to give a 45 minute break e.g. a 6.15 – 6.30 finish would mean a postponed committee start to 7.15pm.

Prior to the next item Councillors Clements and Mrs S Hooper M.B.E. declared a pecuniary interest and left the meeting.

Prior to the next two items Councillor Oakes declared a pecuniary and non pecuniary interests respectively and left the meeting.

352/12/13 FESTIVAL FUND APPLICATION FROM SALTASH MUSIC, SPEECH & DRAMA FESTIVAL (DEFERRED FROM TOWN COUNCIL MEETING 15th JANUARY 2013)

It was **RESOLVED** that the Festival Fund award of £1000 be approved subject to a letter being sent to ensure any future submissions comply fully with the terms and conditions of application and award.

Councillors Clements and Mrs S Hooper M.B.E. were invited and re-joined the meeting.

353/12/13 APPLICATION FROM STEVE COOK FOR FUNDING TO ENTER THE INTERNATIONAL BLIND BOWLING COMPETITION (COUNCILLOR MRS S HOOPER MBE)

It was **RESOLVED** that the sum of £150 be awarded from general reserves on the basis the councils support will be acknowledged wherever possible in publicity material.

354/12/13 REPORT ON THE BOUNDARY REVIEW. (COUNCILLOR KILLEYA)

Councillor Killeya reported that following the boundary review there would be no cross border MP at the next election.

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

355/12/13 APPROVAL OF REVISED STANDING ORDERS AND FINANCIAL REGULATIONS

It was **RESOLVED** that the revised standing orders and financial regulations be adopted and that they be reviewed annually.

356/12/13 UPDATE ON GRENFELL ALLOTMENTS (COUNCILLOR GEE)

The Chairman reported that there was a delay due to a question of legal fee liability with Cornwall Council.

It was **RESOLVED** that Councillor Killeya will write to Cornwall Council to progress the issue.

357/12/13 REFURBISHMENT WORKS AND FUNDING OF THE DISPLAY TRAILER UP TO A VALUE OF £3800 IN 2012/13

It was **RESOLVED** that the trailer be refurbished up to a value of £3800 in 2012/13 paid for by general reserves and precepted for in 2013/14 for repayment to reserves.

358/12/13 **MEET THE PEOPLE**

(a) Feedback from the last meeting

The Chairman reported all items had been resolved.

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

(b) Arrangements for future meetings

It was **RESOLVED** that Councillors Gee, Phillips and Ellison would attend the meeting on Saturday 9th February 2013

359/12/13 **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.

360/12/13 **ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

361/12/13 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

362/12/13 **URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

178th Saltash Regatta and Waterside Festival

The Chairman read out a request from the Chair of the Saltash Regatta Committee with regard to a number of requests to the council for the event to be held on Saturday 15th June 2013.

It was **RESOLVED** that:

1. The event be designated a Civic Occasion and that the Mayor and Mayoress, Town Sergeant, Mace Bearer, Town Clerk and Town Crier attend for the parade.
2. Approval be given for the use of the town seals in accordance with the council policy.

3. That use of the premises license be granted for the 15th and 16th June 2013.
4. The banner site be booked for the fortnight preceding the event.

Cornwall Area of Outstanding Natural Beauty Annual Forum (Central)
Saturday 16th March 2013; 10am – 3pm at Truro College.

It was **RESOLVED** that Councillor Austin will attend.

Community Infrastructure Levy

The Chairman updated members on the potential adverse impact upon some council's in relationship to neighbourhood plans.

It was **RESOLVED** to note.

CNA 'Shaping Our Future Together' event being held on 11th
February 2013 at Kingsley Village, Fraddon.

It was **RESOLVED** to note.

Cornwall Council notification of closure of Lower Fore Street and one
way order.

It was **RESOLVED** to note.

Cornwall Council Planning Aid Events Friday 1st and 8th March 2013.

It was **RESOLVED** to refer to the Saltash Neighbourhood Plan Sub-Committee.

Letter received from Mr Hallam – Leisure Centre Car Parking.

It was **RESOLVED** that Councillor Holley will respond.

363/12/13 **PRESS RELEASES AND FUTURE ARTICLES REQUIRED**

364/12/13 **DATE OF NEXT MEETING**

Tuesday 19th February 2013 (Planning) at 5.30 pm.

Thursday 7th March 2013 (following the Annual Meeting with Parishioners)

365/12/13 **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 10.32 pm.

Signed: _____
Chairman

Dated: 7th March 2013