

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 3rd January 2013 at 7.00pm

PRESENT: Councillors: M Gee (Chairman), R Austin, P Clements, Mrs J Dent, G Ellison, Mrs. H Frank, D Holley, A Killeya (late), C Oakes, W Phillips, B Reid, J Shepherd, D Yates

ALSO PRESENT: Canon Reverend A Butler, Superintendent J Green, Sergeant A Dunstan, Mr A Tritton, R Lane – Town Clerk, 3 Members of the press, 17 Members of the public.

APOLOGIES: Councillors: R Bickford, Mrs S Hooper MBE, 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

Canon Reverend A Butler – Mayors Chaplain led prayers.

301/12/13 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
Ellison	PA12/11743	Non Pecuniary	Ellwell PMB
Austin	PA12/11205	Non Pecuniary	Known to applicant
	PA12/11205		
Clements	PA12/11205	Non Pecuniary	Known to applicant
	PA12/11743		

CHAIRMAN'S REPORT

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

- | | |
|------------------------------------|---|
| Sat. 8 th December | Youngstagers Youth Theatre Group Christmas production at Burraton Community Centre. |
| Sunday 9 th December | St. Nicholas & St. Faith Church Christmas Tree Committee Carol and Christmas Music Concert. |
| Tuesday 11 th December | An interview with Vince Lucken, a student from MarJon at the Guildhall. |
| Monday 17 th December | Meeting at the Guildhall between developers and Councillors. |
| Tuesday 18 th December | Visited Saltash Sorting Office. |
| Tuesday 18 th December | Christmas visit to Rowan House. |
| Tuesday 18 th December | Bishop Cornish Christingle Service at St. Stephen's Church. |
| Wed. 19 th December | Christmas visit to St. Anne's. |
| Wed. 19 th December | Christmas visit to Tamar Nursing Home. |
| Wed. 19 th December | Christmas party at Asheborough House. |
| Wed. 19 th December | Christmas visit to Cresta Abbeyfield. |
| Wed. 19 th December | Saltash Ladies Choir Christmas Party at St. Nicholas & St. Faith Church Rooms. |
| Thursday 20 th December | Christmas visit to the Tamar Bridge. |
| Thursday 20 th December | Christmas visit to The Elms. |
| Thursday 20 th December | Christmas visit to Malvern House. |
| Monday 24 th December | Babcock Marine Christmas Carol Service. |
| Tuesday 25 th December | St. Barnabas Hospital. |
| Tuesday 25 th December | Saltash Wesley Church Christmas Lunch. |

Mayoress attended:

- | | |
|----------------------------------|--|
| Monday 17 th December | Kimberley Day Centre Christmas Party at SHADO. |
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Tuesday 18th December The Blessing of the Crib at St. Barnabas Hospital.

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

SUPERINTENDANT J GREEN – TRAFFIC CONGESTION

The Chairman welcomed Superintendent Green to the meeting who spoke to members in response to the councils query as to why Penross Road is not used to alleviate traffic congestion when the A38 is closed due to road traffic accidents.

He focused on a recent accident that had created substantial delays throughout south east Cornwall and explained that due to the nature of the accident he would need to consult other agencies to ascertain why Penross Road was not used to alleviate the traffic congestion on this occasion.

In conclusion he stated he would respond fully upon receipt of the information required for him to do so from the other agencies involved.

The Chairman thanked Superintendent Green for attending.

The Chairman announced he would take item 8 next.

POLICE REPORT

(a) Police Report

Sergeant Dunstan reported

Police Report 03/01/2013 – Sgt Dunstan.

07/12/12-03/01/13 TOTAL SALTASH CRIMES: 78

07/12/11-03/01/12 TOTAL SALTASH CRIMES: 79

OFFENCES INCLUDE:

- Burglary other (garages/sheds): 2
- Burglary dwelling: 1
- Theft other: 1
- Theft of pedal cycle: 0
- Theft of motor vehicle 1
- Theft from motor vehicle: 6
- Theft in dwelling: 2
- Criminal damage to motor vehicle: 5
- Criminal damage to property or building: 7
- Criminal damage to dwelling: 3
- Vehicle interference: 0
- Assault: Common – 9
- ABH – 13

- GBH - 2
- Theft from shop: 3
- Drug offences: 3
- Public order offences: 5
- Fraud: 0
- Arson: 0
- Bladed article: 0
- Harassment without fear: 2
- Make off without payment: 0
- Complaint about dogs minor and non-injury: 0
- Theft from vehicle other than motor vehicle: 0
- Communications Act: 4
- Breach of non-molestation order: 1

Assault offences figure highly over the Christmas period and this is reflected in this month's crime figures.

Theft from motor vehicles a falling trend. One male arrested and charged for going equipped to steal. Burglary offences also falling.

A Happy New Year from all at Saltash Police Station.

PRESENTATION BY MR ANDREW TRITTON – SALTASH CHRONICLES TAPESTRY

The Chairman welcomed Mr Tritton to the meeting.

Mr Tritton presented for members viewing a tapestry that he and his team are working on reflecting a history of Saltash.

He explained that the one piece tapestry will be a 100 ft long showing Saltash through the ages up to the present day and will involve local schools in part of its creation.

However he stated that he was still looking for a venue for its long term display and funding.

Members requested he consider the Guildhall and the Chairman informed him that funding may be available via the Community Chest grant award scheme.

The Chairman thanked Mr Tritton and his tapestry team for attending.

REPORT BY SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

(a) Receive Report and consider any actions arising

SALTASH GATEWAY CIC REPORT FOR DECEMBER 2012

No report

CORNWALL COUNCIL REPORT

Councillor Holley reported that Cornwall Council was currently working with BT to deliver services and that the Chief Executive was leaving in April.

Councillor Austin reported he had recently attended a meeting with Cornwall Council Officers where it had been determined PDI displays at bus stops will be introduced by them at a number of bus stops via LEP.

He further reported that a £100k traffic survey was being undertaken by the Tamar Bridge to identify traffic trends as a means to alleviate traffic congestion.

In conclusion he informed members that he is to meet Cornwall Council Officers to determine a way forward to maintain and refurbish play areas in the town.

The Chairman asked the Cornwall Councillors if it was correct that the Cornwall Local Plan had been deferred until February for local consultation and that given the elections the earliest it was likely to be submitted would be June 2013.

Councillors Austin and Holley confirmed that this was correct.

The Chairman asked the Cornwall Councillors if the Tamar Bridge toll fees were currently being considered for review.

Councillors Austin and Holley confirmed the fare pricing structure for both the Tamar Bridge and the Torpoint Ferry crossing were currently being considered by the bridge and ferry committee.

The Chairman asked Cornwall Councillors if funding received by Cornwall Council from Central Government for the Localisation of Council Tax Support for precepting town and parishes would be passed on to them to alleviate rate increases for band d properties.

Councillors Austin and Holley reported that they did not know at this stage.

(a) CNA report for noting or matters arising

Councillor Austin reported that the next meeting is to be held on 30th January 2013 at 6 pm in Torpoint and that transport is available from the Guildhall at 5 pm.

QUESTIONS

Mr Miller spoke comprehensively regarding the differential in operating costs of the bridge and ferry and could the charges not reflect this.

He also referred to the potential for reduced ferry crossings to reduce operating costs and the bridge committee representation.

It was **RESOLVED** that a letter be sent to the Tamar Bridge Manager regarding Mr Millers report for a response.

Mr Nicholson spoke regarding the lack of maintenance of roads, trees, gritting and grass cutting in the un-adopted area of Hardings Close and Pollards way and requested that Cornwall Council adopt and take responsibility for the area and the associated works.

It was **RESOLVED** that Councillors Austin and Holley will progress the issue.

Councillor Shepherd left the meeting.

302/12/13 MINUTES

The minutes of the meetings held on 6th December and 18th December 2012 were confirmed and signed as a correct record

303/12/13 MATTERS ARISING FROM THE MINUTES

- (a) Cornwall Council – Devolution – update
 - i. Transfer of the toilets
 - ii. Waterside toilets

Councillor Killeya presented a paper and reported on the recommendations of the working group. (Copy of report on file).

It was **RESOLVED** that:

Waterside Toilets.

1. Option 3 be adopted “Saltash Town Council take on the toilets and sub-contract management to Cormac.
2. Recommendation 2 be adopted “To take over operation from April 1st 2013 and as a sub-lease from Cornwall Council of the toilets land only, not directly leasing the whole area from Network Rail.

All Toilets in Saltash

3. Recommendation 3 be adopted “Saltash Town Council not take on the operation of other toilets at this time, until Cornwall Council is in a position in the future to make a full three year offer allowing a mid-term financial strategy.
4. That all toilets be refitted and that option A for Bell Vue toilets be recommended “refit both existing toilets”.
5. Councillor Killeya and the Clerk progress the councils decisions with Cornwall Council with any variations being referred to the Mayor for a decision.

6. Formal and legal advice be sought when appropriate and required.
7. The Clerk to determine in house staffing issues and costs for the operation of the Waterside toilets.

(b) Warraton Close – parking problems – update

It was **RESOLVED** that the item be removed from the agenda.

(c) Maurice Huggins Room – update

The Clerk reported that he had been informed by Cornwall Council that the room was being put out to tender.

It was **RESOLVED** that a meeting be held with the Cornwall Council Property Officer and the CNA Manager.

304/12/13 **FINANCE:**

- a. The following receipts in November/December 2012 were **NOTED:**

Guildhall Hire	1004.75	Guildhall hire
Burial Board	1638.00	Burial fees
Christmas Gift Fair	60.00	Donations

- b. The following payments in November/December 2012 were **NOTED:**

Staff Salaries	8897.26		Staff salaries – November
Cornwall Council	641.00		Guildhall rates
South West Water	173.10		Guildhall water
South West Water	12.92		Cemetery water
1st Office Equipment Ltd	297.02	247.51	Photocopier
UK Fuels Ltd	51.63	42.53	Fuel - cemetery
British Gas	316.57	263.81	Gas bill
Cornwall Council Pensions	764.67		Superannuation
HMRC	2468.10		PAYE/NIC
Cornwall Council Pensions	133.33		Superannuation
Hine Marquees Ltd	175.00		Christmas event
Hine Brothers	2265.00		Grounds
			maintenance/cemetery work
Aviva	1135.17		Insurance
Ms L Stocker	40.00		Expenses re CPD
ICOM South West Ltd	68.06	56.71	Telephone bill
Mrs H Frank	49.50		Expenses – Christmas event
			(Hi-vis vests)
Saltash Regatta Committee	140.00		Rental of shed
IRQ Systems Ltd	142.79	118.99	IT Support/broadband
Chubb Fire	153.65	128.04	Rental fees - extinguishers
Able Design & Print Ltd	230.00	222.00	Flyers – Christmas event

The Consortium	236.72	223.08	Stationery/stamps/cleaning
Cornwall Council Communities	7220.64	6017.20	Christmas free parking
Little Party Shop	84.00		Gift bags for Santa's Grotto
HM Gee	376.00		Mayor's allowance
R Lane	87.95		Expenses – CPD
Access Engineering	144.00	120.00	Alteration to hanging basket brackets
Michaels Civic Robes	203.58	169.69	Civic dress items
Hudson Accounting	360.00	300.00	Interim internal audit 2012/13
Ellis Whittam Ltd	3000.00	2500.00	H&S/Personnel Services
Cornwall Council Communities	6190.30	5158.58	Free weekend parking
Saltash Gateway CIC	13739.50		s106 grant re 4 Fore Street
M Beale	25.94		Christmas event
Cornwall Council	50.00		Fixed penalty charge
Cornish Times	321.00	267.50	Late night shopping advertisement & leaflet delivery
The Bookshelf	9.00		Christmas event prize
Cornerstone Vision	174.00	145.00	Advertising – St Budeaux Shopper
The Railway Hotel	333.33		Community Toilet Scheme
Petty cash	158.21		Petty cash
Cornish Times	60.00	50.00	Display advertisement

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

None.

305/12/13 **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:

PA12/11205

Mr C Hooton – 37 Hillside Road

Construction of a conservatory.

Town Council Ward: Pill

Cornwall Council Ward: Saltash Pill

Date received: 17.12.2012

It was resolved to **RECOMMEND APPROVAL**

PA12/11743

Mr R Freer - 9 Highfield Park, Latchbrook

Demolition and relocation of rear garden wall.

Town Council Ward: Burraton

Cornwall Council Ward: Saltash Burraton

Date received: 21.12.2012

It was resolved to **RECOMMEND REFUSAL** due to:

1. Enclosure and loss of amenity area which will contribute to a well founded fear of crime.
2. Detrimental to the character and street scene of the original estate.

If Cornwall Council do approve then street lighting should be provided and maintained including the provision of power at the applicants expense.

Councillor Mrs J Dent left the meeting.

PA12/11857

Mr and Mrs Paice – Penlan, Trehan

Construction of front and rear dormers, formation of room in roofspace and alterations to dwelling to include open porch with balcony above (revised to previously approved application PA11/09875).

Town Council Ward: St Stephens

Cornwall Council Ward: Saltash Burraton

Date received: 20.12.2012

It was resolved to **RECOMMEND APPROVAL** subject to maintenance of the original conditions imposed on the previous application PA11/09875

Councillor Mrs J Dent returned to the meeting.

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

PA12/09548 – 166 Callington Road, Saltash

Saltash Town Council recommended **REFUSAL** on 20.11.2012

Cornwall Council sent decision: **WITHDRAWN** on 14.12.2012

Councillor Reid left the meeting.

306/12/13 SALTASH LOCAL PLAN

- (a) Update

Councillor Yates updated members on the progress of the Sub-Committee and Working group.

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

(b) The current status of the Town Framework Group

Councillors Holley and Killeya informed members on the constitution and membership of the Cornwall Council Group.

Councillor Yates recommended and it was agreed by members that should Cornwall Council hold a meeting of the group then they be referred to the Saltash Neighbourhood Plan Steering Group who will attend noting that they will not be representing the official view of Saltash Town Council.

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

307/12/13 CORRESPONDENCE

- a. Enterprise Mouchel (on behalf of the Highways Agency)
A38 Stoketon Cross – signing issues

It was **RESOLVED** to note.

- b. Children's Hospice South West
Moonlight Memory Walk Saltash 2013

It was **RESOLVED** to note and approve.

308/12/13 POLICY & RESOURCES COMMITTEE

The minutes of the meeting held on 4th December 2012 were confirmed and signed as a correct record subject to:

75/12/13 Resolution to read “ It was **RESOLVED** to defer the committee budget recommendation to the next Policy and Resources Meeting”

309/12/13 SALTASH LOCAL PLAN SUB-COMMITTEE

The minutes of the meeting held on 6th December 2012 were confirmed and signed as a correct record.

310/12/13 BURIAL BOARD

The minutes of the meeting held on 10th December 2012 were confirmed and signed as a correct record subject to:

Minute 28/12/13 Recommendation to be deleted and input “It was **RESOLVED** to include in the committees budget recommendations to full council.

Minute 33/12/13 paragraph 13 to read “It was **RECOMMENDED** that restoration work to the wall up to the value of £1200 be conducted financed from the remainder of the 5617 General Site Maintenance budget and the balance of costs from the 3138 EMF Repairs to Cemetery Wall budget”

311/12/13 CIVIC AMENITIES

The minutes of the meeting held on 12th December 2012 were confirmed and signed as a correct record subject to:

Minute 82/12/13 d. Policy for the loan of the trailer.

i. To read “The trailer is only hired in the South East Cornwall area to other councils and non-profit making organisations on the priority basis of:

1. STC events
2. Saltash organisations
3. Other councils and non-profit making organisations
4. Commercial organisations.

v. To read “ Charges are set at:

£200 plus vat per day to other councils and non-profit organisations outside Saltash.

£300 plus vat per day to commercial organisations or hirers.

Any Saltash community group is requested to make a donation (minimum £50)

312/12/13 STAFFING COMMITTEE

The minutes of the meeting held on 18th December 2012 were confirmed and signed as a correct record subject to:

Minute 65/12/13 to read “It was Recommended that a competition expenses budget of £200 be created from the staffing contingency budget to reimburse any appropriate expenses commencing this year”

Minute 68/12/13 Delete first **RECOMMENDATION** word and insert **RESOLVED** word.

313/12/13 THE ESTABLISHMENT OF A COUNCIL CREDIT CARD

It was **RESOLVED** that the item be deferred to the next meeting pending the updating of the Anti-Fraud and Corruption Policy.

314/12/13 TAVATA AGM – REPORT FROM COUNCILLOR ELLISON

TAVATA AGM Tavistock

TAVATA has embarked on a major expansion of membership (last year from 160 to 249 members, mainly accommodation providers or tourist attractions, but also farmers markets etc. Membership costs £45 with listing in Tavata leaflets and on website. TAVATA also now has a joint membership arrangement with Launceston Town Council TIC and is negotiating with Tavistock - accommodation bookings taken @ 10% of first night cost or flat fee.

From formerly centred on Tavistock and the upper Tamar, TAVATA is now expanding downstream, now including recruiting in Plymouth and Rame. The mechanism for expansion is to appoint Area Ambassadors by postcode, responsible for leaflet distribution, and signing up new members. I have volunteered as Ambassador for PL12 starting in January, as it will be good for Saltash tourism and the Cross, and producing a definitive list of local accommodation.

It was **RESOLVED** to note.

315/12/13 CALC MEETING HELD ON – REPORT FROM COUNCILLOR ELLISON

CALC at Bodmin

Big attendance with almost all eligible Town Clerks present and many councillors. Presentation by Philip Johnson, the man responsible for Cornwall at government DCLG. Some items of interest :

- it is apparently possible for parishes to hire extra time by civil enforcement officers @£4.50 per hour if we want to crack down on illegal parking in Fore St
- much angst amongst all about double taxation and Cornwall ultimatums about toilets
- Cornwall date for decision on capping council tax base is 19th Dec with responsibility for setting a precept by 13th January - Peter Hocking at Cornwall Council - most towns and parishes are deferring setting a precept until January
- Sarah Mason will be away for three months for an operation to her hand
- some have applied for funding to meet costs of preparation of Neighbourhood Plans
- **Main issue - Ray Lane really should attend all CALC meetings for networking alone, whether or not Cllr Sue Hooper attends - apparently he was previously told his attendance was unnecessary by Sue Swift.**

It was **RESOLVED** to note and that the Clerk should also attend future meetings.

316/12/13 **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 Bickford, Clements, Gee and Oakes will attend on Saturday 5th January 2013.

317/12/13 **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.

318/12/13 **ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None

319/12/13 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

320/12/13 **URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

None

321/12/13 **PRESS RELEASES AND FUTURE ARTICLES REQUIRED**

None

322/12/13 **DATE OF NEXT MEETING**

Tuesday 15th January 2013 (Planning)
Thursday 7th February 2013

323/12/13 **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 pm

Signed: _____
Chairman

Dated: _____ 7th February 2013 _____