

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 5th September 2013 at 7.00pm

PRESENT: Councillors: D Yates (Chairman), R Austin, R Bickford, J Brady, Mrs G Challen, Mrs J Dent, Ms G Donovan, G Ellison, Mrs H Frank, M Gee (part), Mrs S Hooper MBE, A Killeya, W Phillips, L Russell, J Shepherd

ALSO PRESENT: Reverend G Cryer, 3 Members of the public, PCSO T Cornwall, 2 Members of the press, Flok de Winter – Volunteer Tree Warden, R Lane – Town Clerk

APOLOGIES: Councillor: D Holley.

HEALTH AND SAFETY ANNOUNCEMENTS

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

PRAYERS

Reverend G Cryer – Mayors Chaplain led prayers.

158/13/14 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 |
|-------------------|--------------------------|--------------------------------|---------------------------------|
| Phillips | PA13/07200 PA13/07154 | Non Pecuniary | I am friends with the applicant |
| Ellison | 16 | Pecuniary | SWRA Committee |
| Gee | 16 | Pecuniary | SWRA Committee |
| Brady | 16 | Non-Pecuniary | Personal |
| Bickford | 16 | Pecuniary | SWRA Committee Member |

CHAIRMAN'S REPORT

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

| | |
|--|--|
| Saturday 10 th August | St. Anne's Care Home Birthday Party and Barbecue. |
| Saturday 17 th August | Saltash Foodbank Coffee Morning at Saltash Wesley Church. |
| Friday 30 th August | Mrs. Ann Bean's 100 th Birthday celebrations at St. Anne's. |
| Tuesday 3 rd September Evening. | Duke of Edinburgh's Award Presentation |

Deputy Mayor attended:

| | |
|----------------------------------|---|
| Monday 5 th August | Cornwall in Bloom judging – to meet at the Guildhall. |
| Thursday 22 nd August | Mr. and Mrs. Benbrook's 70 th Wedding Anniversary at St. Anne's. |
| Saturday 31 st August | Banners display at Mount Edgcumbe. |

Jra
22.8.13

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

POLICE REPORT

a. Police Report

Police Report

Total crimes for the Saltash area (rural and town) between 01/08/13 and 05/09/13 were **100**.

This compares to **117** crimes for the same period last year.

Taylor road has been targeted by officers recently whereby several drivers were issued tickets for contravening the residents only access signage. A resident of Callington Road asked if they were able to park in Taylor road legally. They were told no as they are not residents.

It was asked at the last meeting what exactly was our response to a 101 police call regarding the travellers in Longacre Road.

Firstly it took 8 minutes from when the 101 call was received for the responding police officer to receive the information. Then 50 minutes for this officer to then attend the location. Incidents reported to the police are graded either non attendance, routine, prompt or immediate. On this occasion the report was graded routine.

PCSO Mary Wells headed a day out to Portwinkle in August taking 6 children who were being rewarded for litter picking in Saltash. This is one of our diversionary schemes aiming to keep particular groups of children occupied in the holidays.

PCSO Lee Smith has been busy in the Babis Farm area of Saltash where he has dramatically decreased the amount of Anti Social Behaviour in the community. In June and July we were receiving phone calls averaging 1 per day reporting anti social behaviour of some kind in the Babis area. Clearly something needed to be done and therefore in conjunction with the Cornwall Council housing officer PCSO Smith issued Anti Social Behaviour orders to several members of this community. Subsequently the total calls made to the police in the month of August regarding Anti Social Behaviour in Babis fell to 1.

PCSO 30500 Tom Cornwell
Saltash Neighbourhood Team
Callington Rd
Saltash
PL12 6ER
General enquiry no: 101

Councillor Killeya enquired what proportion of the anti social behaviour figures reported for the period had been carried out by children.

PCSO Cornwall stated that there was no significant increase in anti social behaviour conducted by children during the school summer holidays just larger gatherings of children.

Councillor Austin recorded his thanks to PCSO Wells for accompanying him when visiting the travellers site to request it be cleaned up on their departure. The visit resulted in their departure the following day with a partial clean up. However some debris had been left which is understood the landlords will deal with.

Councillor Ellison reported that a number of skateboarding youths had damaged the flower beds at the bottom of Fore Street and two bird boxes in Elwell Woods.

PCSO Cornwall stated he would speak to the youths.

Councillor Ellison also reported that a Waterside resident had complained about a neighbour's bonfires.

PCSO Cornwall reported that he was aware of the situation and that Cornwall Housing are investigating the issue.

REPORT BY SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

a. Receive Report and consider any actions arising

Report to Saltash Town Council, September 5 2013

I was elected Chair of the CIC at the AGM on 31 July, and have pleasure in submitting a report in accordance with established practice. I regret, however, that I shall be unable to attend your meeting in person because of a previously booked trip abroad. I shall look forward to joining you in October when perhaps I can introduce myself further and exchange views with you?

Directors

Liam Bradley and Ken Martin retired as Directors at the AGM. Three new Directors were appointed:

- Rosie Waters – who will be responsible operationally for *For Saltash* (and will join STIG)
- Helen Holloway Neville – who will become responsible for Publicity and marketing
- Christina Dixon – who will be Company Secretary

Tony Parry has taken over leadership of the Community Transport project from Colin Brown who nevertheless remains as a Director. One Director vacancy remains. We will soon also need to appoint a Finance Director in my stead.

We are having an extended meeting on September 25 when we will consider together all future options for the company and hopefully develop our teamwork.

In due course, there may be some benefit in an informal meeting of STC members with CIC Directors?

Projects

All projects are progressing well. The development of *For Saltash* as a Community Market and Community Hub is taking most of our energy. In addition, operational management of the Saltash Hopper is now being coordinated from there, which we expect will result in an expansion of the use of the bus by the community.

We enjoy the support of some excellent volunteers in all aspects of the company's work, and we are working hard to ensure we can sustain this.

Finance

At last, we now have a stable financial position as a company which gives us scope to plan positively for the future. A summary of our financial position at the year end

on 31 May 2013 is given below as an Appendix for your information (it is a copy of my report to the AGM). Its significance is that it highlights the financial context for our future plans as a CIC.

We look forward to sharing our plans with you as they are developing – synergy with your Priorities and your Neighbourhood Plan would be an ideal outcome.

Peter Thistlethwaite
Chair

PS Our website has been updated recently to reflect the changes mentioned above, and to provide more detail. Please look at it.

It was **RESOLVED** to note.

CORNWALL COUNCIL REPORT

Councillor Ellison reported that Cornwall Council had held preliminary 2014/15 budget meetings and that drastic cuts will need to be made due to Government cuts in order to set a legal budget in January

He stated that to date due to freezing the current year's budget Cornwall Council had saved £170 million which had resulted in 130 redundancies.

For the 2014/19 period savings of £196 million would need to be found which would include front line services.

Councillor Mrs H Frank reminded members of the Budget Road Show taking place on 25th September 2013 from 8pm at St Germans Community Centre.

Councillor Killeya informed members that Town Councils may be subject to future capping of precepts.

The Chairman requested Cornwall Councillors give early warning of any devolution of services Cornwall Council may wish to make as a result of any budget cuts.

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

a. CNA report for noting or matters arising

None.

159/13/14 QUESTIONS FROM THE PUBLIC

A resident spoke of his concerns regarding potential infrastructure problems and the impact on the environment relating to any future housing development adjacent to Salt Mill and the China Fleet Club.

The Chairman referred to the Cornwall Council Local Plan currently with the Secretary of State which refers to strategic housing sites.

A resident queried the planning and highways legality of a sign at the top of the bridge slip road.

Councillor Killeya reported that the sign was a replacement for one previously located at the site and he would investigate legality issues raised by the resident.

He further queried why the directional sign stated distance in metres and not yards.

Councillor Killeya reported that following research it was apparent the majority of people understood and related to distance in metres rather than yards.

160/13/14 MINUTES

The minutes of the meetings held on 1st and 20th August 2013 were confirmed and signed as a correct record

161/13/14 MATTERS ARISING FROM THE MINUTES

a. Toilets

Councillor Austin reported that the official handover of the Waterside Toilets would take place after the 7th September 2013 following refurbishment.

He confirmed that the top toilets at Bell Vue are to be demolished and that the disabled toilets will be extended and refurbished.

The Chairman reported that he was developing a map to promote the community toilet scheme and toilet locations for the public.

It was **RESOLVED** that the Town Clerk verify with Cornwall Council that the Waterside Toilets will remain open until the 9th September 2013 to ensure service availability during the beer festival.

b. Conservation Area

The Chairman reported that the issue would be further considered following the meeting on council priorities.

It was **RESOLVED** to note.

162/13/14 FINANCE:

a. The following receipts in July/August 2013 were **NOTED**:

| | | |
|----------------------------|----------|-----------------|
| Guildhall Hire | 1571.92 | |
| St Stephens by Saltash PCC | 2390.00 | Burial Fees |
| HMRC | 2060.99 | VAT rebate |
| Cornwall Council | 13739.50 | S106 |
| Donation | 35.80 | Christmas funds |

b. The following payments in July/August 2013 were **NOTED**:

| Payee | Gross | Net | Notes |
|------------------------------|----------|----------|---|
| Aviva | 1,163.51 | | Insurance |
| British Gas Business | 264.35 | 222.07 | Gas charges - Guildhall |
| CALC | 84.00 | 70.00 | Training |
| Consortium | 289.33 | 259.43 | Stationery/cleaning materials |
| Cormac Ltd | 72.66 | 60.55 | Labour re trailer |
| Cormac Ltd | 153.65 | 128.04 | Labour re mower |
| Cormac Ltd | 407.33 | 339.44 | Labour & parts re stander mower |
| Cormac Ltd | 600.00 | 500.00 | Trailer - rewire |
| Cornish Times | 284.40 | 237.00 | Advertisement |
| Cornwall Council | 658.00 | | Guildhall rates |
| Cornwall Council Communities | 99.00 | | Lease land adj 65 Grenfell Avenue |
| Cornwall Council Communities | 4,614.69 | | Election charges |
| Cornwall Council Pensions | 1,082.73 | | Superannuation |
| Cornwall Council Pensions | 1,082.73 | | Superannuation |
| Cory Environmental | 166.50 | 138.75 | Trade waste sacks |
| Deltor | 180.00 | 150.00 | Compliment slips |
| Deltor | 329.00 | | Town Messenger |
| Deltor | 329.00 | | Annual Report |
| EDF Energy Ltd | 63.22 | 60.21 | Lighting - unmetered supply |
| Eon | 1,121.26 | 934.38 | Electricity charges - Guildhall |
| Eon | 49.17 | 46.83 | Electricity charges - cemetery |
| Hays | 280.44 | 233.70 | Temporary staff |
| Hays | 280.44 | 233.70 | Temporary staff |
| Hays | 236.16 | 196.80 | Temporary staff |
| Hays | 287.82 | 239.85 | Temporary staff |
| Hays | 324.72 | 270.60 | Temporary staff |
| Hine Brothers | 100.00 | | Hedge cutting |
| Hine Brothers | 1,040.00 | | Grounds maintenance - July |
| HMRC | 2,020.59 | | PAYE/NIC |
| ICOM South West Ltd | 66.38 | 55.82 | Telephone charges |
| IRQ Systems Ltd | 142.79 | 118.99 | IT support & broadband |
| IRQ Systems Ltd | 669.59 | 557.99 | IT support & broadband; software licence renewal |
| Michaels | 1,206.00 | 1,005.00 | Macebearers hats & Town Clerks wig |

| | | | |
|-------------------------|-----------|----------|--------------------------------|
| Mr Sticker | 396.00 | 330.00 | Maps for information boards |
| Otis Ltd | 529.24 | 441.04 | Lift maintenance |
| Public Works Loan Board | 10,692.33 | | Loan repayment |
| Sage UK Ltd | 94.29 | 78.57 | Training |
| Saltash Gateway CIC | 13,739.50 | | S106 re No4 Fore Street |
| SES Ltd | 2,217.95 | 1,848.29 | Ventilation works to Guildhall |
| Staff salaries | 8,617.50 | | |
| SWW | 150.07 | | Water charges - Guildhall |
| | | | Water charges – |
| SWW | 2.75 | | Fairmead allotments |
| Tartendown | 882.05 | 738.20 | Plants/compost |
| TAVATA | 45.00 | | Annual membership |
| UK Fuels Ltd | 131.65 | | Fuel - cemetery |
| WesternWeb Ltd | 36.00 | | Website |
| Saltash Window Cleaning | 45.00 | | Window cleaning |
| DC Ryland | 1,330.00 | | Hanging baskets - watering |
| Saltash Breathers Group | 200.00 | | Community Chest Grant |
| Petty cash | 33.67 | | |
| Royal British Legion | 375.00 | | Festival Fund Grant |
| Grant Thornton UK LLP | 960.00 | 800.00 | Audit Fee |
| Saltash Window Cleaning | 45.00 | | Window cleaning |

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

None.

Councillor Gee joined the meeting.

163/13/14 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:

PA13/05795

Mr D Gilbert – **149 Old Ferry Road**

To build a sunken outdoor swimming pool in back garden.

Ward: East

Date received: 23.08.2013

It was resolved to RECOMMEND APPROVAL

PA13/06926

Ms P McHugh - **7 Pondfield Road, Latchbrook**

Two-storey side extension to existing dwelling.

Ward: West

Date received: 19.08.2013

It was resolved to RECOMMEND APPROVAL

PA13/06979

Mr B Couch – **40 Spencer Gardens, St Stephens**

Application for works to tree subject to Tree Preservation Order namely crown raise from existing clearance of 2.5 meters to give clearance of 5-6 metres, reduce lower part of the crown from 11 metres to 9 to 10 metres and reduce 6 metre branch extending towards neighbours to one Oak Tree (T1).

Ward: South

Date received: 27.08.2013

It was resolved to SUPPORT subject to the agreement and guidance of the Tree Officer as to the level of works conducted.

PA13/06980

Mr and Mrs P Gray - **75 North Road**

Construction of off road parking space.

Ward: East

Date received: 19.08.2013

It was resolved to RECOMMEND APPROVAL and if Cornwall Council so minded to approve then approval be subject to Highways approval.

PA13/07046

Mr and Mrs Salway - **10 Home Park Road**

Construction of roof terrace above single storey rear extension.

Ward: East

Date received: 21.08.2013

It was resolved to RECOMMEND APPROVAL

PA13/07055

Mr M George - **37 St Stephens Road**

Change of use from four flats back into a single dwelling.

Ward: East

Date received: 16.08.2013

It was resolved to RECOMMEND APPROVAL

PA13/07154

Mr and Mrs C Bray - **Trematon View, Spire Hill Park, St Stephens**

Lawful Use Certificate proposed for the external handling unit for a Air Source Heat Pump to side of conservatory.

Ward: West

Date received: 21.08.2013

It was resolved to RECOMMEND APPROVAL

PA13/07200

Mr C Neville - **12 Wood Close, Latchbrook**

Two storey side extension.

Ward: West

Date received: 27.08.2013

It was resolved to RECOMMEND APPROVAL

PA13/07350

Mr T Little - **2 Riverbank Cottages, Old Ferry Road**

Erection of a garden room.

Ward: East

Date received: 27.08.2013

It was resolved to RECOMMEND APPROVAL

PA13/07352

Mr P Payne-Hanlon - **1 Pounds Park**

Proposed motor garage.

Ward: East

Date received: 21.08.2013

It was resolved to RECOMMEND APPROVAL

PA13/07538

Mr and Mrs B Hodge - **Castle Cottage, Castle Hill, Forder**

Extension of time application to PA10/04494 for the reconstruction of garage with hobbies room at first floor level.

Ward: West

Date received: 30.08.2013

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:

PA13/01402 – Southdown Cottages Carkeel

STC recommended **APPROVAL** on 04.04.2013
CC sent this decision: **WITHDRAWN** on 26.07.2013

PA13/05317 and PA13/05318 Waterside Inn, Saltash

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

| | |
|--|---------|
| Stick with our original position and request call-in | 5 VOTES |
| Accept the officer's position | 6 VOTES |
| Abstain | 0 VOTES |

Therefore the council has voted to accept the officer's position
On 23.08.13 CC sent decision: **APPROVED**

PA13/02709 – 33 Lower Fore Street

On 02.08.2013 Cornwall Council sent decision: **APPROVED**

PA13/05803 – 22 Lower Fore Street

On 02.08.2013 Cornwall Council sent decision: **Decided not to make a TPO (TCA apps)**

PA13/05678 - Tor Linhay Barn, Tor Hill

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

| | |
|--|---------|
| Stick with our original position and request call-in | 9 VOTES |
| Accept the officer's position | 2 VOTES |
| Abstain | 0 VOTES |

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

PA13/05571 – East Barn and West Barn, Burrhills Farm, Carkeel

On 16.07.2013 Saltash Town Council recommended **REFUSAL**
pending sufficient evidence there is no requirement for agricultural tied accommodation in the surrounding area

On 16.08.13 Cornwall Council sent this decision: **Part Approved/Part Refused**

164/13/14 SALTASH NEIGHBOURHOOD PLAN

a. Update

The Chairman reported that the plan was ongoing.

It was **RESOLVED** to note.

165/13/14 **CORRESPONDENCE**

Town and Country Planning Act 1990 Notification of Proposed Development

The Chairman informed members that notification had been received from Plymouth City Council that the application for the installation of 52 diesel powered generators at the former Toshiba site is to be considered on 12th September 2013 at 4 pm at the Council House.

It was **RESOLVED** that at least one member will attend.

Groundwork South

The Chairman reported that an invitation had been received to participate in a Charity Golf Day to raise funds for the new training centre for the Pilgrim Pitch facility.

It was **RESOLVED** to consider the invitation as an agenda item at the next meeting.

Cornwall Council Invitations for Town and Parish Councils – Community Emergency Plan Events and Cornwall Community Flood Forum Conference

The Chairman informed members of the dates and details of the events previously emailed to members.

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

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

166/13/14 **ELWELL WOODS/CORNISH CROSS – CONSIDER BUSINESS RISK ASSESSMENT REPORT**

Members considered the business risk assessment report options and costs related to taking on responsibility for the maintenance of the Cornish Cross and Elwell Woods.

It was **RESOLVED** that:

1. That Saltash Town Council take on responsibility for the Cornish Cross and Elwell Woods in perpetuity.
2. Saltash Town Council accept the surrender of sub lease from Saltash Waterfront Residents Association.
3. The legal costs for the surrender of the sub lease be shared equally with SWRA.

4. Cornwall Wildlife Trust be engaged to take on the maintenance for year 1 until September 2014 at no cost to the Council. For future maintenance, in the event of grant funding being available, Saltash Town Council would make a contribution of up to £2000 per year to the maintenance budget. If no grant funding is available, Saltash Town Council would engage a contractor to carry out this maintenance up to a limit of £2000.
5. That voting be recorded:

For: Councillors Mrs G Challen, Shepherd, Phillips, Mrs J Dent, Mrs S Hooper MBE, Austin.

Against: Councillors Ms G Donovan, Russell, Mrs H Frank, Killeya.

Abstentions: Chairman Councillor Yates.

Councillors Gee, Brady, Bickford and Ellison were invited and returned to the meeting.

167/13/14 MEET YOUR COUNCILLORS

- a. Arrangements for future meetings

It was **RESOLVED** that Councillors Yates, Brady, Mrs J Dent and Austin will attend on Saturday 7th September 2013 at 10 am.

168/13/14 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.

169/13/14 ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

170/12/13 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

171/13/14 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

Remembrance Sunday and Civic Service

The Chairman informed members that Remembrance Sunday would be held at St Stephens Church and that the Civic Service will be held at St Nicholas and St Faith on a date to be confirmed.

It was **RESOLVED** to note.

172/13/14 PRESS RELEASES AND FUTURE ARTICLES REQUIRED

It was **RESOLVED** to issue a press release to promote registration for the forthcoming EU elections and the fact EU citizens resident in the UK are entitled to vote.

173/13/14 DATE OF NEXT MEETING

Tuesday 10th September 2013 at 6.00pm
(Priorities Review Meeting) if
Tuesday 17th September 2013 at 5.30pm
(Planning)
Thursday 3rd October 2013 at 7.00pm

174/13/14 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 pm.

Signed: _____
Chairman

Dated: 3rd October 2013