

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 3<sup>rd</sup> October 2013 at 7.00pm**

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

**ALSO PRESENT:** Reverend G Cryer, P Thistlewaite – CIC Chairman, M Hawker Chair Plymouth Food Bank, E Nicolls – Drop in Centre Co-ordinator Plymouth Food Bank, C Worth – Project Advisor Plymouth Food Bank, PCSO Cornwell – Saltash Police, 2 members of the press, 18 members of the public, R Lane – Town Clerk

**APOLOGIES:** Councillor: J Shepherd

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### **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.

### **196/13/14 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

<b>Councillor</b>	<b>Agenda Item</b>	<b>Pecuniary/Non Pecuniary</b>	<b>Reason</b>
Mrs H Frank	18	Pecuniary	Lantern Parade Organiser

The Chairman announced that given the number of members of the public attending for agenda item 13 he would take that item next.

**197/13/14 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:

**PA13/05676**

Mr and Mrs Harrison – **Tor Linhay Barn, Tor Hill**

Extension and alterations to form enlarged sun room and provision of ensembles.

**Ward: West**

Date received: 16.09.2013

It was resolved to **RECOMMEND APPROVAL**

**PA13/05678**

Mr and Mrs Harrison – **Tor Linhay Barn, Tor Hill**

Listed building consent for extension and alterations to form enlarged sun room and provision of ensembles.

**Ward: West**

Date received: 16.09.2013

It was resolved to **RECOMMEND APPROVAL**

**PA13/07998**

Mr L Webb, Wainhomes (South West) Holdings Ltd – **Former Foul Water Pumping Station, Dellohay Park**

Erection of 5 residential dwellings with associated parking and engineering works.

**Ward: North**

Date received 25.09.2013

It was resolved that the application be deferred as agreed with the Planning Officer and that we oppose any delegated decision or otherwise until such time our considered response has been submitted.

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

**PA13 /03711 Plot 2 Land Rear of 25 Parkesway, St Stephens**

On 6.06.13 Saltash Town Council recommended **REFUSAL**

Planning Applications PA13/03713, PA13/03715 and PA13/03711 – Plots at Parkesway

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

Stick with our original position and request call-in	7 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

ON 13.09.13 Cornwall Council recommended **REFUSAL**

**PA13/03713 – Plot 3 Land Rear of Parkesway, St Stephens**

On 06.06.13 Saltash Town Council recommended **REFUSAL**

Planning Applications PA13/03713, PA13/03715 and PA13/03711 – Plots at Parkesway

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

Stick with our original position and request call-in	7 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

ON 13.09.13 Cornwall Council recommended **REFUSAL**

**PA13/06474 – Penkelly House, 78A North Road**

ON 01.08.2013 STC recommended **APPROVAL**

On 13.09.13 CC sent decision: **WITHDRAWN**

**PA13/07154 – Trematon View, Spire Hill Park, St Stephens**

On 05.09.2013 Saltash Town Council recommended **APPROVAL**

On 20.09.2013 Cornwall Council recommended: **Granted (CAADs and LUs only)**

**PA13/06980 – 75 North Road**

On 05.09.13 Saltash Town Council recommended **APPROVAL** and if Cornwall Council so minded to approve then approval be subject to Highways approval.

On 23.09.13 Cornwall Council sent these comments:

Further to the Town Councils comments regarding the above site which stated It was resolved to RECOMMEND **APPROVAL** and if Cornwall Council so minded to approve then approval be subject to highways approval.

We have received the highways comments and he is objecting to the parking bay on highway safety grounds, the Council are in agreement with the highways officer and are recommending a refusal, can you please let me know if this is going to be an issue with the Town Councils comments.

On 23.09.2013 Saltash Town Council sent these comments to Cornwall Council:

In view of the caveat expressed in our original recommendation we will accept the Highways Officers recommendation for refusal.

### **CHAIRMAN'S REPORT**

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

Tuesday 3 <sup>rd</sup> September Evening.	Duke of Edinburgh's Award Presentation
Saturday 7 <sup>th</sup> September	Saltash Rotary Club Real Ale Festival.
Sunday 15 <sup>th</sup> September	Morning Service at Saltash Wesley Church – the President of the Methodist Conference visiting.
Monday 16 <sup>th</sup> September	Saltash Camera Club Presentation Evening.
Thursday 19 <sup>th</sup> September	Latchbrook Neighbourhood Association Meeting.
Friday 20 <sup>th</sup> September the	50 <sup>th</sup> Anniversary of the Plymouth Command of Royal Navy's Freedom of the City in Plymouth.
Friday 20 <sup>th</sup> September	50 <sup>th</sup> Anniversary of the Twinning Link between Plymouth and Brest.
Sunday 22 <sup>nd</sup> September Freedom	16 <sup>th</sup> Anniversary Parade of the Giving the of Torpoint to HMS Raleigh.
Friday 27 <sup>th</sup> September on	Saltash Foodbank collection at the Co-op Store Fore Street.
Friday 27 <sup>th</sup> September	Passing Out Parade and Lunch at HMS Raleigh, Torpoint.

Saturday 28<sup>th</sup> September Reception with the High Sheriff of Cornwall.  
Monday 30<sup>th</sup> September Saltash Music, Speech & Drama Festival AGM.

**The Deputy Mayor attended:**

Sunday 15<sup>th</sup> September Battle of Britain Commemoration Service at the  
Minster Church of St. Andrew, Plymouth

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

**POLICE REPORT**

a. Police Report

Total number of crimes in the Saltash area for the period 03/09/2013 to 03/10/2013 was **61**

This compares to **109** crimes for the same period last year.

There has been further damage to Brunel Primary School whereby guttering was damaged and stones were thrown. If anybody sees children on site out of school hours particularly the weekend, then please ring 101.

There was a theft in Lidl's on 20<sup>th</sup> September whereby a male who was known to us was arrested and charged.

At the Railway Inn on 21/09/13 an altercation occurred which resulted in a table being broken. An offender was located and dealt with under a restorative justice approach whereby he fixed the table and also fixed some locks for the owners.

There have been several reports of anti social behaviour on Grassmere Way Pilmere over the last month which police have attended to. These reports were of youths gathering in a small park halfway down Grassmere Way. It was discovered that the anti social behaviour was mainly caused when a male in his early 20's from Grassmere Way was present. This male was spoken to by police and the ASB has decreased.

The police surgery which is held in the library on Thursdays between 1030hrs and 1200hrs continues to be very popular, with PCSO Cornwell having had 7 enquiries during one surgery.

PCSO Wells will be involving children aged 8-14yrs in a another 'litter pick' in the Summerfield estate area of Saltash in the half term. 15 children will be taking part and will receive a treat of going to the cinema.

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

Councillor Austin enquired if incidents attended by Plymouth police were included in the crime statistics.

PCSO Cornwell informed him that all incidents in Saltash and the surrounding areas attended by any force were included in the statistics reported to council.

Councillor Killeya asked if an incident involving numerous persons being arrested was logged as one incident.

PCSO Cornwell informed him that the recorded statistics reflected crime incidents not the number of arrests made for any particular incident.

#### **REPORT BY SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)**

##### **a. Receive Report and consider any actions arising**

##### **Report to Saltash Town Council, October 3 2013**

I expect to be present at your October meeting for the first time as chair of Gateway CIC. I will be happy to introduce myself further, to receive comments, and to answer any questions you may have.

I would be interested to hear if you feel there would be some benefit in an informal meeting of STC members with CIC Directors at some point in the future? We are very positive about the partnership we have with you, and I will spare no effort to develop this further knowing that this is what our Directors expect. We look forward to sharing our plans with you as they are developing – synergy with your Priorities and the forthcoming Neighbourhood Plan would be an ideal outcome.

#### **DIRECTORS**

One Director vacancy remains. Ideally we will find someone willing and able to act as Finance Director in my stead.

We held an extended meeting on September 25 to consider together future options for the company and to develop our teamwork – very important to focus on this, with a new Chair and three new Directors. See Appendix for a *draft* note of what emerged.

## **PROJECTS**

All projects continue to progress well:

### **For Saltash**

1. **Building** – we are continuing to improve facilities, and recently the main part of the inherited carpet was replaced with vinyl, greatly improving the look and feel of the building. Such improvements will be continuing.
2. **Budget** – We are estimating that running costs will be in the region of £3000 annually, although some uncertainty remains over the cost of heating in our first winter which is approaching. We may have to invest in more heaters. But, with two years to go on our lease, we are now more confident that the Section106 grant from Cornwall will prove sufficient to underwrite this regular, and any one-off, expenditure.
3. **Community Market** – this continues to be very successful, with plenty of takers for stalls, plus the monthly Food Market which has a life of its own! Fridays are the busiest days, followed by Tuesdays – no coincidence that this is when Tartendown Nursery has a display outside. The market takes in the region of 100 bookings per month for stalls, and an average of 60 people per day call in (range approx 40-150).
4. **Community Hub** – We are trying to promote volunteering in the town and to encourage collaboration between local voluntary bodies where appropriate. In this respect, Saltash is off the pace compared to other localities, so we have a lot to do to raise a profile locally. To this end, we have just hosted a half-day event for Cornwall Rural Community Council to train local people how to source grant-funding opportunities, and to make successful applications: this was well attended, on a Monday when the market does not operate. We are also introducing a “Time Bank” where the Hub will broker reciprocal skills sharing (eg you teach me how to knit, and I will offer to help someone with their garden). The Saltash Hopper is now also being fully coordinated via For Saltash. 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.
5. **Business Plan** – Now we have built up some experience, we can start to work on a plan to develop and sustain activities at For Saltash. This is being led by Director Rosie Waters.

### **Community Transport**

Since operational management of the Saltash Hopper has been coordinated from For Saltash, a higher profile for the service and a gradual increase in the number of bookings has resulted.

From November, Director Tony Parry will begin to develop a strategic plan for the expansion and development of Hopper services.

## **SaltashCard**

This continues to have a high profile, and card holders are notified regularly of events like the Food Market and special offers in participating shops and businesses. Director Richard Bickford is making arrangements for the Card to be available for purchase at For Saltash.

## **FINANCE**

With a stable financial position, we are now able to plan positively for the future, as mentioned above.

In the meantime, we are concentrating on delegating financial management to the Project Directors. In particular, there is a lot of cash-handling at the Community Market, and quite a number of other transactions especially in relation to the Hopper. We need to have good systems and proper accountability as a company.

When this transition has been finalised, the role of Finance Director will become more corporate and strategic. We will appoint an Audit/Scrutiny Committee led by Directors with non-executive roles.

Peter Thistlethwaite  
Chair

## **APPENDIX**

**Summary of discussion at an extended meeting of Directors held at 4 Fore Street on September 25** [NB first draft only – subject to further discussion before approval by Directors]

<b>Conclusions</b>	<b>Actions</b>
The company should not stand still. We should seek to expand, and take all opportunities to lead new initiatives and acquire assets	List and consider current opportunities carefully Express immediate interest in the Vibrant Saltash initiative (PT, RB, PR, RW)
The company must be seen as responsive to local needs	Be fully involved in STC priorities and the development of a Neighbourhood Plan. Good involvement to be maintained in other forums, eg STIG, FROST, CNA. Recruit more Members – they have a key role in the accountability of Directors and the decision-making of the company HN to coordinate publicity and marketing. Urgent.
We need to move on from the original	Refresh company strategy and



Community Strategic Action Plan which drove the formation of the company	objectives in the light of events since 2006 (CD & PT to produce initial review)
Some current processes may benefit from closer adherence to the company's Mem & Arts – but these may also need updating.	Set up Audit Committee (PT), For Saltash Committee (RW), Transport Committee (TP), SaltashCard Committee (RB). CD and PT to produce more detailed proposals in due course PT to make contact with Saltash Heritage, which has a specific named role in the Mem & Arts. Every February to review financial performance in the current year and take any necessary remedial steps ahead of the AGM (PT)
Directors to review old CIC Business Plan and consider whether a new one is needed	PT to circulate copies
Large projects to have their own strategic plans	TP and RW to bring forward drafts asap

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

The Chairman announced that given the attendance of guests for agenda item 18 he would take that as the next item of business.

**198/13/14 SALTASH FOOD BANK – CONSIDER THE GUILDHALL AS A DISTRIBUTION POINT FOR VOUCHERS (DEFERRED FROM 17th SEPTEMBER 2013)**

The Chairman welcomed representatives attending from the Plymouth Food Bank.

Members received a presentation and explanation on the operation and mechanics of administering a food bank by M Hawker Chair of the Plymouth Food Bank.

It was **RESOLVED** that:

1. Members who wish to will issue food vouchers to their ward members.
2. The Guildhall will act as a point of contact for the referral of persons enquiring/ seeking food vouchers to their respective ward councillors.

**CORNWALL COUNCIL REPORT**

- a. CNA report for noting or matters arising

## **Cornwall Council Report to Saltash Town Council, 3<sup>rd</sup> October 2013**

### **Financial doom and gloom**

Central government grant funding has been cut by over a quarter in real terms between 2011 and 2015. In addition, Cornwall has a rising population of elderly and disabled people needing increasingly more support and complex care. Cornwall Council is therefore facing the prospect of having to save £196m by 2019. This is on top of the £170m savings that have already made since 2010. Going forward, we will have to find new ways of delivering public services while also maintaining what's best for Cornwall as well as for the people who use the services. Cornwall councillors, town councillors and the community will need to work together to rise to the challenge and preserve what is important to Saltash.

Cornwall Council is earnest in its intention to have wide public consultation on budget issues. The Portfolio Holder for Finances, Alex Folkes, is holding county-wide events, and the results and suggestions from these consultations will be published subsequently. An extra budget consultation for Saltash has been added to the schedule:

#### **Monday 7<sup>th</sup> October from 10am - 11:30am in the Guildhall**

Also, during October an online budget simulator called **You Choose** will be available at [www.cornwall.gov.uk/budget](http://www.cornwall.gov.uk/budget). Use the simulator to make suggestions about where to spend the budget, how to bring money in and how to save money.

### **Review of Community Network Panels**

Community Network Panels are an opportunity for councillors from Cornwall Council, Town Councils and Parish Councils to come together to discuss important area-wide issues. They have been a valuable mechanism for identifying and resolving issues, and for agreeing priorities that in turn have influenced local decision-making and how local services have been delivered. But the panels have been in place for 4 years and Cornwall Council considers it important that their function is reviewed. The consultation period runs until 30<sup>th</sup> October. Please direct any comments or suggestions to Bob Austin.

### **Series of workshops on 'Coping with Community Emergencies'**

#### **(Saltash workshop: Friday 25<sup>th</sup> October, 10am – 12 noon, Guildhall)**

An opportunity for communities to learn how they can become more resilient to emergencies such as flooding, a major traffic collision, a fire or a pollution incident. Advice will be provided on drawing up a Community Emergency Plan and on volunteer training.

### **MYPs at the Children, Schools & Young People Committee**

Cornwall has three Members of the Youth Parliament:

15-year old Amy Lyle (Launceston College), MYP for East Cornwall

17-year old Jaspa Stritt (Truro College), MYP for West Cornwall

15-year old Tia Joslyn (Truro High School), MYP for Mid Cornwall

At our recent meeting of the Children, Schools and Young People Committee we voted to invite the MYPs to participate in all our formal meetings. This will enable the MYPs to directly influence decision-making, helping to ensure Cornwall Council is providing the services young people want rather than the ones we think they should have.

It was **RESOLVED** to note

**199/13/14**     **QUESTIONS FROM THE PUBLIC**

A resident acting as representative for Dellohay Park residents spoke with regard to their objections to PA13/07998.

A resident requested that a co-ordinated approach be undertaken this year with regard to Christmas tree displays by Fore Street retailers.

Councillor Mrs H Frank reported that she was progressing the issue with traders.

**200/13/14**     **MINUTES**

The minutes of the meetings held on 5th September, 10th September and 17th September 2013 were confirmed and signed as a correct record

**201/13/14**     **MATTERS ARISING FROM THE MINUTES**

a. Toilets

Waterside Toilets

The Town Clerk informed members that Cornwall Council have reported the toilets have now been refurbished and ready for an official transfer.

It is anticipated the official inspection and transfer will take place week commencing 7<sup>th</sup> October 2013 to which members will be invited to attend.

Belle Vue Toilets

The Chairman reported that a request had been received by Cornwall Council for the land occupied by the toilets to be used for private parking.

Members considered the future use of the toilets and the land should they be pulled down.

It was **RESOLVED** that should the toilets be pulled down the land should be used for additional public parking.

**202/13/14 FINANCE:**

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

Guildhall hire	1062.35	
St Stephens by Saltash	1760.00	Burial fees
PCC		
Allotment rent	10.00	
Waitrose	240.00	Donation

The following payments in August/September 2013 were **NOTED:**

Payee	Gross	Net	Notes
Anc. & Hon. Assoc. Of Town	35.00		Membership
Criers			
Aviva	1163.51		Insurance
British Gas Business	70.66	67.30	Gas bill
Chubb	103.92	86.60	Fire safety service
Clare Associates	540.00	450.00	Reports re Elwell Woods
Consortium	82.79	68.99	Office equipment
Consortium	136.11	113.42	Stationery/Guildhall supplies
Consortium	127.66	117.15	Stationery/cleaning supplies
Cormac Ltd	275.54	229.62	Mower service
Cornish T Shirt company	356.40		Flags
Cornwall Council	658.00		Guildhall rates
Cornwall Council Pensions	943.80		Superannuation
Cornwall Farmers	128.10	106.75	Strimmer head/line
Councillors expenses	60.80		CPD expenses
DM Thomas	120.00		Window cleaning
Eon	419.82	349.85	Electricity bill – Guildhall
Eon	15.53	14.79	Electricity bill – cemetery
G Peggs	336.00	280.00	Professional fees
G Peggs	1953.72	1628.10	Professional fees
Hays	287.82	239.85	Temporary staff
Hays	324.72	270.60	Temporary staff
Hays	480.00	400.00	Temporary staff
Hays	118.08	98.40	Temporary staff
Hine Brothers	1040.00		Grounds maintenance July
Hine Brothers	1100.00		Watering
Hine Brothers	1827.00		Footpaths 1 <sup>st</sup> cut
HMRC	2055.78		PAYE/NIC
ICOM SW Ltd	70.34	58.62	Telephone bill
IRQ Systems Ltd	142.79	118.99	Broadband/IT support
1 <sup>st</sup> Office Equipment Ltd	421.48	351.24	Copier maintenance

Leaflet & News. Distribution Ltd	114.00	95.00	Town Messenger/Annual Report distribution
Local World	754.80	629.00	Recruitment advertising
Mayoral allowance	70.00		
Morris Leslie Ltd	138.00	115.00	Bowser hire
Morris Leslie Ltd	403.26	336.05	Bowser hire
Otis Ltd	529.24	441.04	Lift maintenance
Petty cash	33.67		
Petty cash	112.75		
Petty cash	5.69		
Powerline	150.34	125.28	Hand drier replacement
PWS Ltd	35.18	29.32	Staff workwear
PWS Ltd	82.32	68.60	Staff workwear/safety equipment
S Libby	144.00	120.00	Building repairs
S Libby	228.00	190.00	Building repairs
Sage UK Ltd	94.29	78.57	Training
Saltash Amateur Radio Club	400.00		Community Chest grant
Saltash Maritime Cadets	1000.00		Community Chest grant
Saltash Observer	190.00		Advertising
Staff	118.00		CPD expenses
Staff salaries	9638.41		
Tartendown Nursery	1046.40	872.00	Hanging baskets
Treasure Island Ltd	35.00		Repairs
UK Fuels Ltd	100.38	83.65	Fuel – cemetery
WPS Insurance Ltd	245.74		Insurance

It was **RESOLVED** to note.

- c. Urgent and essential works actioned by the Clerk under Financial Regulation 3.4 of the Town Council's Standing Orders  
None.

## **203/13/14 SALTASH NEIGHBOURHOOD PLAN**

### a. Update

The Steering Group is setting up a number of public Neighbourhood Plan workshops in November.

The next meeting of the Steering Group at 6pm on Monday 7 October will be a rehearsal with potential volunteers invited.

Any Councillors who wish to attend are welcome.

The latest draft of the Town Framework is on the Neighbourhood Plan section of the website

The Scoping Document for the potential Broadmoor Farm development is on the planning website as "PA13/0840".

It was **RESOLVED** to note.

**204/13/14**    **CORRESPONDENCE**

**Saltash Sailing Club**

The Chairman read out a letter from Commodore William R Pym thanking the Council for their backing and that of the Mayor at the time Councillor Gee for a letter of support towards the clubs successful bid in securing funding from the Sport England Lottery Fund for the clubs changing facility extension and refurbishment.

It was **RESOLVED** to note.

**205/13/14**    **APPROVAL OF MINUTES OF THE FOLLOWING COMMITTEES:**

a. Services Committee held on 11<sup>th</sup> September 2013

The minutes of the meeting held on 11<sup>TH</sup> September 2013 were confirmed and signed as a correct record.

b. Burial Board held on 16<sup>th</sup> September 2013

The minutes of the meeting held on 16<sup>th</sup> September 2013 were confirmed and signed as a correct record.

c. Policy & Resources Committee held on 17<sup>th</sup> September 2013

The minutes of the meeting held on 17<sup>th</sup> September 2013 were confirmed and signed as a correct record subject to:

Minute 33/13/14 Festival Fund Application 168

Councillor Mrs H Frank declared a pecuniary interest and left the meeting.

Councillor Ellison proposed an amendment to reduce the award from £3600 to £3000 on the basis of the cost for the Christmas event and requested a recorded vote.

Vote for the amendment Councillors: Mrs G Challen, Ellison, Mrs S Hooper MBE, Gee, Bickford, Phillips.

Vote against the amendment Councillors: Ms G Donovan, Brady, Russell, Mrs J Dent, Holley, Austin, Killeya.

The Chairman abstained from voting.

Amendment defeated 7 votes to 6.

Councillor Mrs H Frank was invited and returned to the meeting.

**206/13/14**    **MATTERS ARISING FROM THE STC PRIORITIES PROCESS**

- a. Report back from steering group on next steps

Councillor Killeya presented the recommendations of the steering group meeting and items requiring further consideration by full council.

It was **RESOLVED** that the recommendations of the steering group and those items agreed at the meeting be approved.

- b. Further consideration of provisional high priority 'to appoint a Vibrant Saltash Officer'

Councillor Killeya presented an options report, job descriptions and person specifications relating to the post and requested a steer as to which option to pursue if any.

It was **RESOLVED** to defer the item to the next full council meeting pending further information.

**207/13/14**    **IT**

**REPORT FROM IT CONSULTANT REGARDING REPLACEMENT SERVER AND COMPUTERS (REFERRED FROM POLICY AND RESOURCES COMMITTEE 17<sup>TH</sup> SEPTEMBER 2013)**

**Report to Saltash Town Council regarding IT equipment**

I have spoken with Ian Ritchie at IRQ systems and can confirm that we should update our server this year.

Microsoft the software supplier is ending support for our current server software and PC software in April next year.

The current replacement server software would be Small Business Server 2011 and Ian informs me that Microsoft will cease to sell that product in December this year. They don't plan to release a similar replacement product and I would therefore recommend that we replace the server and software this year certainly by December. It is not possible to put the new software onto our current hardware due to the hardware requirements specification.

The three PCs have a little more life with the XP operating system being supported until April. Our Virus Protection software supplied by Symantec will continue to be supported beyond that date, but we should probably look to replace these three pc's next April or May.

Richard Bickford

October 2013

It was **RESOLVED** that the server be replaced this year and 3 pc's next year.

**208/13/14**     **MEET YOUR COUNCILLORS**

a. Arrangements for future meetings

It was **RESOLVED** that the next meeting on 5<sup>th</sup> October 2013 will be attended by Councillors: Ms G Donovan, Killeya, Phillips, Russell.

**209/13/14**     **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.

**210/13/14**     **ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

**211/13/14**     **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

**212/13/14**     **URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

**Community Network Panels Consultation**

The Chairman notified members of a consultation being conducted into the panel's effectiveness of operation.

It was **RESOLVED** that Councillor Killeya co-ordinate a response from members.

**University of Exeter Invitation to Workshop for Community Energy Wednesday 30<sup>th</sup> October.**

The Chairman informed members of an invitation received from the University of Exeter Environment and Sustainability Institute, along with the University's Energy Policy Group, Cornwall Council and Energy Share to an open workshop to discuss and explore research priorities, challenges and opportunities around the development of community energy, local energy production and energy efficiency in Cornwall and beyond.

It was **RESOLVED** to note.



### **Cornwall Council Budget Meeting in Saltash**

The Chairman reminded members of the budget meeting to be held on Monday 7<sup>th</sup> October at 10am in the Guildhall.

It was **RESOLVED** to note.

### **Cornwall Council Budget Debate at New County Hall**

The Chairman reminded members of the special budget debate for key partners in the private, public and voluntary sectors taking place on Thursday 10<sup>th</sup> October 2013 at 6.30 pm.

It was **RESOLVED** to note.

### **Cornwall Gateway CNA Panel Meetings**

The Chairman informed members of the dates of the next meetings on 28<sup>th</sup> November 2013 at 6.30pm at a venue to be confirmed and on 30<sup>th</sup> January 2014 at 6.30pm in St Germans (Eliot Hall) Community Centre.

It was **RESOLVED** to note.

### **213/13/14 PRESS RELEASES AND FUTURE ARTICLES REQUIRED**

None

### **214/13/14 DATE OF NEXT MEETING**

Tuesday 15<sup>th</sup> October 2013 at 5.30pm  
Thursday 7<sup>th</sup> November 2013 at 7.00pm

### **215/13/14 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 10.20 pm.

Signed: \_\_\_\_\_  
Chairman

Dated: 7<sup>th</sup> November 2013