

SALTASH TOWN COUNCIL

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

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

ALSO PRESENT: Reverend G Cryer, P Thistlewaite – CIC Chairman, Sergeant C Chillcott – Saltash Police, 4 Members of the public, 2 Members of the press, R Lane – Town Clerk

APOLOGIES: Councillors: Mrs G Challen, Mrs S Hooper MBE

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.

266/13/14 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.
- c. Declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting
- d. Dispensations required

Councillor	Agenda Item	Pecuniary/Non Pecuniary	Reason
Austin	PA13/10105	Non Pecuniary	Applicant known to me
Frank	PA13/10239	Pecuniary	Live in vicinity

CHAIRMAN'S REPORT

a. Chairman's Report

Friday 8 th November	Federation of Plymouth & Services Association Festival of Remembrance at Plymouth Pavillions.
Saturday 9 th November	Charity Darts Match at the Cecil Arms Pub, St. Stephens, Saltash.
Sunday 10 th November	Saltash Town Council Remembrance Parade and Service at St. Stephen's Church.
Monday 11 th November	Presentation to Saltash Town Council of Cornwall In Bloom Trophy from Cornwall Council.
Monday 11 th November	Two minutes silence on Fore Street.
Monday 18 th November	St. Barnabas Hospital League of Friends AGM.
Saturday 23 rd November	Opening of "The Flowery" florist in Lower Fore Street.
Saturday 23 rd November	Saltash Chronicles Embroidery Project Presentation at Saltash Baptist Church.
Tuesday 26 th November	100 th Anniversary of the launching of HMS Warspite at Devonport Naval Base.
Wednesday 27 th November Party	Saltash Age Concern Social Club Christmas at Burraton Community Centre.
Saturday 30 th November	Saltash Sailing Club Annual Dinner Dance at the China Fleet Sailing Club.
Monday 2 nd December	Saltash Neighbourhood Plan meeting at the Guildhall.

The Mayoress attended:

Tuesday 12 th November	Ladies Bling Coffee Evening in memory of Mrs. Joan Worth, at St. Nicholas & St. Faith Church.
-----------------------------------	---

The Deputy Mayor attended:

Tuesday 26 th November	Saltash Girlguiding Christmas Fair at Guides HQ Warfelton, Saltash.
-----------------------------------	---

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

POLICE REPORT

a. Police Report

Police Report for the period from the 7th November to the 4th December 2013 :-

A total of **55** crimes were committed during this period and can be broken down as follows.....

- Theft - 17
- Assaults - 15
- Criminal Damage 6
- Burglaries - 6
- Breach of
Communication Act 3
- Harassment - 2
- Dog bite - 1
- Drunk driver - 1
- Public order - 1
- Production of
Cannabis - 1
- Possession of a
prohibited weapon 1
- Breach of None
molestation order 1

Two males were arrested in the Caradon area in the early hours of the 29th November for going equipped to steal. Both males are on police bail whilst enquires are being conducted.

For the same period last year we had **76** reported crimes.

- On the 2nd December Police launched there annual Drink Drive Campaign.

Posters have been distributed to all the pubs and off licences in Saltash and all police officers will be conducting regular stop checks.

- On the 22 November PCSO'S conducted a speed check at Carkeel roundabout. Between 1625 hours and 1700 hours 330 cars passed the officers with only 7 driving over the speed limit.

- PCSO Kirsty DOWN is starting up a Shop Watch within Saltash.

The plan is to equip each shop within Saltash with a analogue radio. The shops will be able to talk to each other and the police at the Station, thus improving the flow of information between the interested parties and help build a safer community. A letter has been sent out to all the shops in Saltash (See enclosed document)

Sgt Chris Chilcott

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

REPORT BY SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

a. Receive Report and consider any actions arising

Report to Saltash Town Council, December 5 2013

First of all I would like to invite councillors and officers, plus members of the press, to share mulled wine and mince pies with us on Saturday evening 7th December (approx 6 pm to 7.30 pm) during the Christmas Festival. The Community Market will have a seasonal makeover, including Santa's Grotto for the children, but we are also trying to build our membership base during this period. Individual members should be at the heart of the CIC, holding Directors to account for their work on behalf of the company and hence the community.

Do please come and meet us all informally. We hope most of our Directors will be there to welcome guests.

Since I reported a month ago, we have continued to work on planned developments in all our projects and the financial situation remains satisfactory. We have also just heard the news that we have been awarded £4700 by Cornwall Community Foundation under the Howton Solar Farm Fund to develop and promote our Local Food Market in particular, and sustainable shopping in Fore Street in general during 2014. We look forward to working in partnership with the Council and Town Centre Improvement Group to deliver this.

Important updates:

1. **Town App** We have made rapid progress on this in the last month, supplying sufficient local data to the development company for them to prepare a prototype App which we are now examining. Traders have thankfully appeared positive about the initiative. We expect the App will be ready for launch in January, and we need to ask the Council to consider:
 - How best to do and publicise this?
 - How to manage the constant updating of the App?

In relation to the need for updating, we would be happy to develop a proposal for this to be coordinated at 4 Fore Street.

2. Other work from STIG

- We have been asked to revitalise the publicity initiative for the town (SPLAT) and some Directors will be meeting shortly to produce a proposal for this. Given that the CIC now has additional resources for promotion of sustainable shopping, there is clearly an opportunity to pull together something imaginative and consistent to promote the town, capable of reinforcement through the App.
- For Saltash is now going to look positively at joining the Community Toilets scheme.

3. Health & Social Care

The new strategic leadership of the NHS in Cornwall, the Kernow Clinical Commissioning Group, organised a public meeting (*It's Your NHS!*) at the Guildhall last week to explain about its new role, and in particular to highlight its plans for a “revolutionary” approach to person-centred care of older people, coordinated locally. About 25 members of the public were there – the second highest attendance they have had at similar meetings across Cornwall – but still a pretty disappointingly low number given the importance of the NHS.

Gateway CIC has for some years organised a Network of interested local people to provide a “community voice” in the NHS, and it was good to note that some of our key messages have been taken up: plans to improve facilities at St Barnabas are “99% certain” to go ahead soon; and the need for better out-of-hours services in the town are accepted as urgent.

A key message for us is that strategic developments will be organised more collectively across East Cornwall, and not focussed directly on Saltash – so the local community here will therefore need to make its own voice heard in the process. Gateway CIC will aim to facilitate this, but the foundation for the future will have to be via “Patient Participation Groups” in the two local Practices. We wish to encourage local people to approach the Saltash Health Centre and Port View Surgery with a view to joining their Groups. Active support from local councillors, Town Council, and other local bodies will be needed if health and care services in the town are to keep up to date.

4. Business Plans

We hope to complete new plans for the CIC during January, including for the Saltash Hopper and For Saltash as well as our new corporate plan.

We would like to give the Council a short presentation about all this in due course. Would it be possible to have time on your agenda, say, in March?

Peter Thistlethwaite
Chair

December 2 2013

It was **RESOLVED** to note the report

CORNWALL COUNCIL REPORT

- a. CNA report for noting or matters arising

Strategic Planning – Housing Numbers

At the Environment PAC 16/11/2013 a statement from the planning team that CC had to reconsider putting up the housing numbers county wide from 42,250 to 47,500. The main reason being that the lower figure was put to the Secretary of State and were told that this figure was unlikely to be accepted the higher figure was the minimum figure to meet the Strategic Market Assessment (SHMA). The PAC decided to present both sets of figures to cabinet and the Full Council with their consequential breakdown.

At the PAC meeting a list of all the Community Network Areas with their respective requirements to meet the higher requirement. All the CNA's except for Gateway agreed with a few minor alterations agreed their quota's. Gateway came under heavy debate and ended up with a total of 1,700 for the CNA to decide how best to split this between Torpoint, Saltash and residual.

Torpoint have agreed to increase their number to 450 (could be more), the residual could not see any more than 250 being built. Therefore this would leave Saltash with 1,000 or could be a little less depending on Torpoint's decision. As a result of these new figures I believe this leaves Saltash with some unanswered questions: - How the infrastructure is going to be supported and how the CIL's will help, what is the affordable housing split, and how this will affect the Town Framework plan. Way forward - Meetings are going to be set up with the Saltash Neighborhood Planning committee with CC officers in attendance from the planning dept and Affordable housing team.

Budget

It was agreed at the last Full Council 26/11/2013 to increase the council tax for 2014/15 to 1.97% and for the financial years 2015/16 to 2018/19 to be agreed for budget planning purposes. It has again been decided to incorporate this early where a gain of £7 million can be made. This will of course mean that some services will be cut to suit the budget some of which have already been started such as the Cornwall highways weed killing duties which have already been advised to STC councillors to decide on a devolution exercise if they feel it right to do so.

Bob Austin CC
Saltash West

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

The Chairman referred to Councillor Austin's report and related correspondence received from Cornwall Council with regard to the cessation of its weed killing service to town highways (apart from zone 1 Fore Street)

from next year and the offer that local councils may take up the service and costs themselves.

It was **RESOLVED** that confirmation be sought from Cornwall Council that the cancellation of service does not include zone 1 and detailed costing's and work schedules be requested for further consideration by STC

Councillor Holley reported that Cornwall Council are currently negotiating with Sita for the introduction of charges for certain types of waste at the recycling centre.

He further reported that Cornwall Highways will only do road maintenance next year and no new traffic schemes will be undertaken unless related to road safety issues.

It was **RESOLVED** to note the reports

267/13/14 **QUESTIONS FROM THE PUBLIC**

Reverend Crier stated his concern at the number of staff being made redundant by Cornwall Council due to budget cuts and the consequential pressure on those remaining staff covering an increased work load.

Councillor Austin stated that although a high number of staff had been made redundant due to the budget cuts and more would have to be made the majority of redundancies had been linked to natural wastage.

268/13/14 **MINUTES**

The minutes of the meetings held on 7th and 19th November 2013 were confirmed and signed as a correct record

269/13/14 **MATTERS ARISING FROM THE MINUTES**

Report on 3rd CALC Conference at Trispen, Truro.

Report on 3rd CALC Conference at Trispen, Truro

This conference was primarily concerned with employment issues, and as such was of principal relevance to Town and Parish Clerks, who comprised 90% of the 40 strong audience. It reinforces my previous opinion that the Town Clerk should attend CALC meetings rather than Cllr Hooper or myself. It's also an excellent networking opportunity for him and gives an insight into how other councils tackle common issues like closure and takeover of public toilets.

The sessions were led by Ian Morgan of South West Councils, a membership-based organisation from Taunton (cost £350 a year), very professional and specialising in HR issues, services and training.

The morning sessions focussed upon individual and statutory rights, followed by employment status and different types of contract - including "temporary", fixed term, part-time, job-sharing, annualised and zero hours, all very relevant to Saltash TC. For instance, many councils employing groundsmen take them on annualised hours contracts where hours for winter are sharply reduced compared to summer, when most work is required. Also the difference between zero hours and "casual" work contracts, and when it is better to utilise self-employed independent contractors.

The morning also included advice on TUPE contracts, where employees are taken over by a new employer (cf Cornwall Highways / Cormac or Cornwall Council / Cory)

The afternoon session mainly concerned clarity on disciplinary issues, and more important, procedures that should be put in place to combat occasional and long-term sickness absence. It is considered essential that councils should keep daily attendance records, and set their own "trigger points" for return to work interviews. For instance, if there is a regular pattern of absence on a Friday or Monday, employees should always be interviewed, and employees must ring in themselves, not by proxy. In the case of long-term illness, the employee must attend regular Return to Work interviews, use Occupational Health if relevant, and have a planned Phased Return programme.

Powerpoint presentation and details on Employment Status have been supplied to the Town Clerk

Councillor Joe Ellison

It was **RESOLVED** to note the report

270/13/14 **FINANCE:**

a. The following receipts were **NOTED** in:

i. October 2013

Guildhall hire	389.00	
HMRC	12177.25	VAT rebate
Commonwealth War Graves Commission	72.00	War Graves maintenance

ii November 2013:

Guildhall hire	1522.63	
----------------	---------	--

Christmas stall hire	315.00	
Aviva	1096.34	Insurance refund
St Stephens by Saltash PCC	3270.00	Burial fees
Cornwall Council	250.00	Cornwall in Bloom Award

b. The following payments were **NOTED** in:

i. October 2013

Angal	15.36	12.80	Bucket lid security seals
Aviva	786.01		Insurance
Barclaycard Commercial	204.30		Credit card
CALC	13.70		Good Councillors Guides (postage)
CC Pensions Fund	774.10		Superannuation
Chubb	773.40	644.50	Fire extinguishers
Consortium	133.99	111.63	Cleaning materials/office supplies
Cormac Ltd	341.76	284.80	Installation of talking bench
Cormac Ltd	42.00	35.00	Labour – work on tractor
Cormac Ltd	3978.24	3315.20	Trailer refurbishment - parts
Cornish Times Ltd	100.80	84.00	Advertising
Cornwall Council	658.00		Guildhall rates
Cornwall Council	330.00	275.00	Tree inspection - cemetery
EDF	104.34	99.37	Lighting – Cornish Cross
EDF Energy Ltd	63.22	60.21	Unmetered supply-lighting
Eon	174.78	145.40	Electricity bill – Guildhall
Eon	5.93	5.65	Electricity bill - cemetery
Hays	308.16	256.80	Temporary staff
Hays	308.16	256.80	Temporary staff
Hine Brothers	100.00		Weedkill – Phase 2 allotments at Churchtown
Hine Brothers	325.00		Watering
Hine Brothers	1040.00		Grounds maintenance - October
HMRC	2087.07		PAYE/NIC

ICOM SW Ltd	60.84	50.70	Telephone bill
IRQ Systems Ltd	142.79	118.99	IT support/broadband
J Hooper	40.00		Street entertainment
KAW Services	65.00		Noticeboard repairs
Mayoral Allowance	270.00		
Morris Leslie	126.00	105.00	Bowser hire
Morris Leslie	32.10	26.75	Bowser hire
Pitman Training	294.00	245.00	CPD
PWS	30.60	25.50	Staff workwear
PWS Ltd	41.76	34.80	Staff workwear
S Crocker	100.00		Community Toilet Scheme
Saltash Observer	100.00		Advertising
Saltash Rail Users Group	440.38		Train timetable printing & distribution
Saltash Regatta Committee	140.00		Storage
Saltash Window Cleaning	45.00		Window cleaning
SLCC	251.00		Membership
Staff	14.59		Expenses re CPD
Staff	17.00		Expenses re CPD
Staff salaries	8512.94		
Studioeast Ltd	5640.00	4700.00	Talking bench
UK Fuels Ltd	84.69	70.58	Fuel - cemetery
Viking	35.39	29.49	Laptop case
Viking	30.59	25.49	Stationery
West Country Embroidery Ltd	48.90	40.75	Staff workwear
Zurich Insurance Ltd	7772.85	7332.87	Insurance

ii. November 2013

Petty cash	117.42		
Music in the street	40.00		
Royal British Legion	125.00		Wreath donation
DC Ryland	600.00		Hanging baskets maintenance
RE Doran	390.00	325.00	Delivery of stone for grounds work on Tamar Bridge slip road
Petty cash	93.00		
Petty cash	73.11		

It was **RESOLVED** to note the report

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

The Chairman reported that urgent and essential repair works had been conducted to the Guildhall boiler system.

It was **RESOLVED** that a detailed report on the current status of the boiler system be made to the Policy and Resources Committee.

271/13/14 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:

PA13/04561

D Fairnie – 14 Prospect Walk, Lower Burraton

Application for lawful development for existing use – for bedroom extension above garage.

Ward: West

It was resolved that there is no reason to doubt the evidence.

PA13/09629

D Muggleston – Whiteford Crocker Solicitors, 165 – 167 Fore Street

Conversion of the upper floor of a two storey building into 2 one bedroom flats. The flats will have rear access via a new communal entrance. The existing steel staircase at the rear to be removed. The ground floor will be retained as A2 financial and professional services.

Ward: East

Date received: 18.11.2013

It was resolved to RECOMMEND APPROVAL

PA13/09973

P Evans – Wills Tenement, Trehan

To extend the kitchen out to make a conservatory/dining area.

Ward: West

Date received: 22.11.2013

It was resolved to RECOMMEND APPROVAL

PA13/09974

P Evans – **Wills Tenement, Trehan**

Listed building consent to extend the kitchen out to make a conservatory/dining area.

Ward: West

Date received: 22.11.2013

It was resolved to RECOMMEND APPROVAL subject to the approval of the Listed Building Officer

Prior to the next application Councillor Killeya declared a pecuniary interest and left the meeting room.

PA13/10023

Mr and Mrs Langmead – **Long Meadow, Fairmead Road**

Raising of ridge level and formation of rear dormer.

Ward: East

Date received: 15.11.2013

It was resolved to RECOMMEND APPROVAL

Councillor Killeya was invited and returned to the meeting.

PA13/10105

R Young, Roger Young Landrover - **Land east of Roger Young Landrover, Saltash Parkway Industrial Estate, Burraton Road, Carkeel** – Use of land at Burraton Road as a car storage area only, for new vehicles associated with Roger Young Car Sales (approval for car parking originally granted to adjacent car auction premises under reference 06/00989).

Ward: North

Date received: 21.11.2013

It was resolved to RECOMMEND APPROVAL subject to:

1. Hedge planting around the perimeter.
2. All existing trees are retained as part of a landscaping condition.
3. Highways agreement that the entrance is safe.

PA13/10188

Mr and Mrs P Brooker - **29 The Brook**

Proposed 2 storey extension to side of dwelling to provide new dining area and bedroom.

Ward: North

Date received: 20.11.2013

It was resolved to RECOMMEND APPROVAL

Prior to the next application Councillor Mrs H Frank declared a pecuniary interest and left the meeting room.

PA13/10239

Mr and Mrs N and S Carroll and Philp – **Longstone Business Centre Ltd, Windsor Lane** – demolition of existing buildings and construction of 1 no 4 bedroom house with detached garage and residential annexe.

Ward: East

Date received: 25.11.2013

It was resolved to RECOMMEND APPROVAL subject to the residential annexe being tied to employees or guests use only and not to be developed as a separate residential unit.

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

Prior to the next application Councillor Brady declared a pecuniary interest and left the meeting room.

PA13/10655

Ms J & N Self - **1A Glebe Avenue**

Construction of conservatory above garage.

Ward: East

Date received: 27.11.2013

It was resolved to defer the application to the next meeting to allow further research and discussion.

Councillor Brady was invited and returned to the meeting.

d. Tree Applications/Notifications:

i. Applications - None

ii. Notifications: - None

e. Decisions taken by Cornwall Council where the decisions reached were contrary to the recommendations made at the Town Council meeting or a poll taken:

PA13/07998 Dellohay Park

On 15.10.2013 STC resolved to recommend **REFUSAL**

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

Stick with our original position and request call-in	12 VOTES
Accept the officer's position	1 VOTE
Abstain	0 VOTES

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

PA13/08651 – 65 Hillside Road

On 15.10.2013 STC resolved to recommend **REFUSAL** however if an amendment to provide obscure glass to negate overlooking is submitted prior to a decision then this council will support the application.

Cornwall Council stated that this requirement would be considered as a material planning consideration

On 08.11.2013 Cornwall Council approved the application with conditions

272/13/14 **LICENSE APPLICATIONS**

None.

273/13/14 **SALTASH NEIGHBOURHOOD PLAN**

a. Update

The Chairman reported that a proposal document inviting bids from consultant(s) to manage the Neighbourhood plan and particularly the workshop process has been prepared.

The consultant bid process will be discussed in depth at the next NP Steering Group meeting.

A Neighbourhood Plan sub Committee meeting will be called to authorise any expenditure.

The Chairman also reported that he understands the housing allocation for Saltash has been increased.

It was **RESOLVED** to seek written confirmation from Cornwall Council as to the exact total housing allocation proposed for Saltash and where in print the change was made to the original housing allocation promoted following the public consultation.

274/13/14 **CORRESPONDENCE**

**a. Children's Hospice South West
Moonlight Memory Walk 2014**

The Chairman read out a letter from the organisation notifying the council that due to the success of the walk held this year another will be held on Saturday 11th October 2014.

It was **RESOLVED** to note with support.

b. PA13/07998 Dellohay Park

The Chairman read out a letter received from the spokesperson of

the Dellohay Park residents and children thanking the council and in particular Councillors Ellison and Holley for the support, advice and expertise given to them in relation to the contested planning application.

It was **RESOLVED** to note.

275/13/14 **APPROVAL OF THE MINUTES OF THE FOLLOWING COMMITTEES:**

Services Committee held on 13th November 2013

The minutes of the Services Committee meeting held on 13th November 2013 were confirmed and signed as a correct record subject to:

Minute 85/13/14

- b. Allotment Fees for 2015/16 To read “ It was RESOLVED to submit to the P and R Precept Meeting.
- c. Budget for 2014/15 To read “It was RESOLVED to submit to the P and R Precept Meeting.

Policy & Resources Committee held on 19th November 2013

The minutes of the Policy & Resources Committee held on 19th November 2013 were confirmed and signed as a correct record subject to:

Minute 51/13/14

(g) Fees and Charges 2014/15 to read “It was Resolved to submit to the P & R Precept Meeting”

(h) Budgets for General, Office and Guildhall 2014/15 to read “It was Resolved to submit to the P & R Precept Meeting”

Minute 53/13/14

- a.1. To read “Applicants be limited to one award per year from each fund”
- a.4. To read “Councillor Bickford will investigate a scoring system for the Festival Fund”
- d. Chicks To read RESOLVED in place of RECOMMENDED.
 - a. Brunel Quilters to read RESOLVED in place of RECOMMENDED.

Minute 54/13/14 Saltash Youth Council Annual Grant

It was **RESOLVED** that the item be referred to the next meeting of Policy and Resources for further consideration.

276/13/14 **A REPORT ON STAFFING CONTINGENCY FUNDS**

Members considered a staffing contingency funds shortfall analysis report related to staff turnover and long term sickness costs.

Staff Contingency Analysis 2013/2014

Balance b/f @ 01/04/2013	£5,099.77
Project Management Costs - S106	£640.00
Project Management Costs - S106	£960.00
Budget from General Reserve	£3,000.00
Funds of Congingency	£9,699.77
Funds to Staff Training	-£1,000.00
Subtotal for Staff Contingency	£8,699.77
Finance Officer Estimated Overspend	-£255.03
Office Estimated Overspend	-£3,152.53
Caretaker Overspend	-£2,667.55
Groundsman Overspend (Est £10 x 42 hours a week x 12 weeks =)	-£5,040.00
Estimated Net Total as at 31/03/201	-£2,415.34

It was **RESOLVED** to draw down £2500 from General Reserves to the staffing contingency funds.

277/13/14 **REPORT FROM STIG**

STIG held a main meeting in November, followed by a Steering Group meeting to conduct a SWOT analysis and agree ways forwards. Some of these items require timely decisions from STC.

- i. Proposed variations to approved free parking scheme
Recommendation:
That STC agree to an amendment to the STIG Phase V Free Saturday Parking scheme to 10 for two hours, accepting the financial risks involved.

Context

It was recommended by a majority of STIG to amend the Saturday free parking scheme as of January to be 10p for

two hours instead of free, as a pilot to see whether it affects the number of users remaining in the town.

Cornwall has quoted "From work undertaken in similar towns I would estimate a charge of £1,473.00 plus VAT should be anticipated for the reprogramming and new signage. This may be subject to change once full details are known. The current machine program chips will be kept for future use along with the signage".

Obviously this was not budgeted for from the Saturday scheme which current runs until the end of March.

I would anticipate that the S106 group would not object to amending the scheme, however there would be an element of risk as to whether the payments (which STC keeps) would offset the extra cost – approx £115 of revenue per Saturday would be required (about 30% of what we pay Cornwall for the full day, but obviously a lot of that comes from one and two hour fees)

It should be noted that the timescales for final agreement/re-programming are not clear and so a January start date may not be possible.

ii. Town centre toilets - ways forward

Recommendation

That STC establish the Saltash Toilets Options Panel (STOP) as an independently chaired panel with the mission statement *“to investigate the ways forward both short and long term solutions to the town centre toilet situation in Saltash and to report back to the town council with recommendations”*

Context

* There has been a lack of movement on the toilet issue with Cornwall Council

* There is a great deal of public & trader concern as to the state of the toilets, echoed by the various stakeholders in the STIG.

* STC is currently quite deeply divided on the way forwards.

* An investigation into the options from where we now stand, moving beyond STC to encompass other stakeholders and chaired by an outsider to provide a fresh perspective, may help to provide direction and ideas.

Proposed details

Membership

* Chairman of STOP to be STC appointed but not a town councillor

* Panel to include two Town Councillors, one broadly supportive of STC taking on the town centre toilets and one not (and preferably one of each gender)

* Panel to be authorised to recruit additional members to represent groups as required, potentially including traders, public, disabled people etc.

Powers

- * Panel to have no power of decision making but powers to
 - Set its own manner of working and avenues of investigation within the broad context of the mission statement above
 - Request staff support from town clerk in course of their work
 - Seek information as to possible options from CC, with the authority of the town council

iii. Other updates for information

Following the SWOT analysis other actions were:

- CIC to discuss the revitalisation of the SPLAT publicity group
- STIG to advertise in town messenger for members of the public to join and be involved
- STIG to continue to progress ICT items on its agenda
- Peter Ryland to investigate major foot-fall generators (retails and non retail)
- 'For Saltash' to look into potentially joining toilet scheme

It should also be noted that the current town council co-chair of STIG has stated that he will be standing down in the next few months, probably in April or May. A new Chair will be needed.

i. Proposed variations to approved free parking scheme

It was **RESOLVED** that STC agree to an amendment to the STIG Phase V Free Saturday Parking scheme to 10 pence for two hours, accepting the financial risks involved.

iii. Town centre toilets – ways forward

It was **RESOLVED** that:

1. STC establish the Saltash Toilets Options Panel (STOP) as an independently chaired panel with the mission statement “to investigate the ways forward both short and long term solutions to the town centre toilet situation in Saltash and to report back to the town council with recommendations
2. Peter Ryland be appointed Chairman, and Councillors Ellison and Gee the STC representatives.

iv. Other updates for information

It was **RESOLVED** to note.

278/13/14 **UPDATE ON CHRISTMAS FESTIVAL 2013 FROM COUNCILLOR MRS HILARY FRANK**

Councillor Mrs Hilary Frank updated members on arrangements for the switch on to be held on Saturday 7th December 2013.

It was **RESOLVED** to note.

279/13/14 **BOAT MANAGEMENT ON THE WATERSIDE (COUNCILLOR ELLISON)**

WATERSIDE BOAT MANAGEMENT – Briefing Options

The reason for introducing this subject is that various aspects of boat management by Cornwall Council are unsatisfactory, and clearly a low priority. Could STC do it better, and capitalise on the current policy to devolve services ? Briefly, there are four options :

1. Management of the boat park only (including boat racks and two garages)

Positives

- Income unknown but substantial – 30 + spaces @ £250 pa = min £7,500 + garages/racks
- Once per year invoicing within capability of present STC staff
- Existing management is poor in terms of ID of boats and enforcement of length (16 ft) and H & S issues of outboards and trailer hitches
- Non-existent enforcement of long stays in the 8 long boat trailer bays (should be 12 hours)
- The assets (tarmac, racks, garages, lock bars) are in good condition with little ongoing wear

Negatives

- Enforcement issues for late/non payment, such as confiscation, boat storage, fines etc

2. Foreshore Management

The ongoing problem is the increasing number of boats illegally moored on all beaches (Union Green, Brunel Green, Sand Quay). Many are totally derelict and need removal.

Positives

- A workable system is believed to exist in Torpoint (Mooring Association) based on Tort Law – based on 28 day notices, advertisements in the local press, followed by disposal by chain saw or if seaworthy, selling offending boats

Negatives

- Considerable staff time, no income stream, substantial costs (Turkish Taffy cost Caradon £2,800)
- Indeterminate ownership and rights over the beaches

3. Pontoon Management

The problem is poor management and enforcement of the finger bays (leased to Saltash Sailing Club by Cornwall but income never collected) and flagrant disregard of 12 hour stay limit on the T section.

Positives

- none

Negatives

- Lack of investment in maintenance of the pontoon – a major refit of the pontoon is overdue, probably costing minimum £250,000
- Should STC be involved at all in moorings rental ?

4. Slipways Management

Presently the two slips at Ashtorre Rock and Jubilee Green represent the only free launching in the entire district. All harbours in Cornwall charge £10-20 per launch, though I suspect collection and enforcement may be minimal.

During summer months, the Waterside is inundated with fly-parked vehicles with boat trailers, jet skis and larger boats, many from Plymouth. The owners spend little or nothing in Saltash whilst visiting.

It is possible to envisage installation of card-operated barriers on the slips, that could be programmed on a top-up basis, with differential launch rates for PL12/external addresses/regular users (such as gig clubs etc). The barriers would only affect trailer launches rather than smaller dinghy or butty boat launches

Positives

- Major income generation
- Relief of parking problems

Negatives

- Substantial initial capital cost and maintenance/damage
- Substantial admin costs

Saltash Town Council is requested to consider which (if any) options it would wish to consider in more detail.

It is proposed that if any options are considered worth pursuing, a small Working Party should be established :

- a) To open negotiations with Cornwall Council (Peter Marsh – Head of Directorate and Andy Brigden – Marine Manager) about principles of devolution and shared costs and revenue.**
- b) To research estimated costs and income with more accuracy**
- c) To seek advice where necessary (legal issues etc)**

For Information only

A further major potential project for the Waterside is the redevelopment of the boatsheds under the Royal Albert Bridge (and possibly incorporating redevelopment of the Waterside toilets. A number of councillors (Gee, Bickford, Ellison, Holley and Austin) are currently exploring possible design and ownership issues.

The boatsheds (including the Regatta store used by Saltash Town Council) are unsightly, poorly maintained and in a poor condition. The vision is to demolish them and rebuild an attractive development with boat stores/marine workshops below, and balcony with craft workshops and art studios for rental above. The development could connect with and complement Ashtorre Rock centre. A local architect is preparing an outline scoping vision that can be costed. The development could also bring to life Ashtorre Wharf as a visitor attraction.

Presently the boatsheds are licenced by Network Rail to Cornwall Council for £2,800 pa and subleased, but are only income neutral to Cornwall, and something of an embarrassment, as the income precludes even adequate maintenance. Initial response to the concept from Network Rail and Cornwall Estates appears to be favourable.

The interesting opportunity for a major project stems from the impending new four-year £500 million EU programme for Cornwall. South East Cornwall saw very little investment from the two previous Objective One and Convergence programmes, but 5% or £25 million is to be set aside for CLLD (Community Led Local Developments)

Initial discussions with Steve Vinson (Cornwall Council) appear to show that this project could be eligible for consideration since it meets target objectives of the marine and creative industries.

It is proposed that the above councillors form a working party to continue feasibility studies.

It was **RESOLVED** to establish a working group to investigate the options consisting of Councillors Bickford (Chairman), Gee, Holley, Austin and Ellison.

280/13/14 APPROVAL RESCHEDULING OF THE FULL TOWN COUNCIL MEETING FROM 2nd JANUARY TO 9th JANUARY 2014

It was **RESOLVED** to approve.

281/13/14 MEET YOUR COUNCILLORS

- a. Arrangements for future meetings

It was **RESOLVED** that Councillors Yates, Mrs J Dent and Brady will attend the next meeting to be held on Saturday 7th December 2013 in Fore Street.

282/13/14 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.

283/13/14 ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

284/12/13 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

285/13/14 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

Cornwall Council Cessation of General Weed Treatment

The Chairman notified members of a letter received from Cornwall Council previously referred to under the Cornwall Council Report stating they had resolved to cease general weed treatment as of the next financial year and that they are offering all local authorities the opportunity to deliver the service themselves at their own expense.

It was **RESOLVED** to note.

PPA PA13/02787/PREAPP – Development proposal for mixed use development to include approximately 1000 homes, retail and commercial facilities, infrastructure/servicing and landscape works on land at Broadmoor Farm, West Saltash.

The Chairman informed members that a Pre-Planning Application Briefing is to be held on 12 December 2013 at 10 am in the Trelawney Room , New County Hall, Truro.

It was **RESOLVED** to note.

Local Sustainable Transport Fund

The Chairman informed members that Cornwall Council has advised that the LSTF Bus Infrastructure has now been published on the Cornwall Council consultation finder.

It was **RESOLVED** that Cornwall Council be referred to the previous consultation comments submitted by the council

No 30 Bus Service Between Saltash and Derriford Hospital.

The Chairman referred to a letter received from a resident expressing

concern that the service will be severely altered from the 5th January 2014.

It was **RESOLVED** that should this be the case then Councillor Killeya draft a letter to the bus company to seek clarification.

286/13/14 PRESS RELEASES AND FUTURE ARTICLES REQUIRED

None

287/13/14 DATE OF NEXT MEETING

Tuesday 17th December 2013 at 5.30pm
Thursday 9th January 2014 at 7.00pm

288/13/14 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 9.38 pm.

Signed: _____
Chairman

Dated: 9th January 2014