

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 3rd July 2014 at 6.30 pm

PRESENT: Councillors: Mrs J Dent (Chairman), R Austin, Mrs G Challen, G Ellison, Mrs S Hooper MBE, A Killea, W Phillips, L Russell, J Shepherd

ALSO PRESENT: Prebendary Brian Anderson,
P Thistlewaite – CIC Chairman
Sergeant C Chilcott
2 representatives from the Pegasus Group
Mrs A-J Thomas – Senior Administration Officer
2 Members of the press
24 Members of the public

APOLOGIES: Councillors: R Bickford, J Brady, Mrs H Frank, M Gee, D Holley, D Yates

HEALTH AND SAFETY ANNOUNCEMENTS

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

RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING.

The Pegasus Group gave a public presentation of proposals for a development at Latchbrook Farm. (Copy on file.)

PRAYERS

Prebendary Brian Anderson - Mayors Chaplain led prayers.

115/14/15 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
Challen	PA14/04135	Non-pecuniary	Applicant is a friend.

CHAIRMAN'S REPORT

a. Chairman's Report

Saturday 7 th June	Silent Auction at St. Stephen's Church.
Tuesday 10 th June	Visit to the Guildhall by the Mbare Partnership.
Wednesday 11 th June	4 th Birthday of the Saltash Memory Café at Burraton Church.
Friday 20 th June	Open Day at St. Anne's.
Saturday 21 st June	Saltash Regatta and Civic Parade.
Sunday 22 nd June	Liskeard Town Council Civic Service.
Saturday 28 th June	Armed Forces Day on Plymouth Hoe.
Saturday 28 th June	Sue Hooper Charitable Foundation Concert at the Wesley Church.
Wednesday 2 nd July	Saltash May Fair Committee and Saltash Lions AGM at Saltash United Football Club.

The Deputy Mayor attended:

Sunday 22 nd June	Saltash Regatta.
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It was **RESOLVED** to note the report.

POLICE REPORT

a. Police Report

- **Crime figures**

In June we have seen **42** crimes committed in Saltash, these can be broken down as follows :-

Thefts	-	14 (3 theft from shops)
Assaults	-	12
Criminal damage	-	9
Public order	-	5
Possession of		
Drugs	-	1
Breach of		
Communication Act		1

- **Parking issues**

Taylor Road and Essa Road have been brought to our attention in relation to parking issues.

The way in which the police deal with parking issues has changed meaning that PCSO's can no longer issue parking tickets for obstruction and other similar offences. If they discover a parking offence then the officers often gives advice at the scene and gets the car moved or calls a police officers to the scene in order for a ticket to be issued or provide the evidence to a police officer for a ticket to be issued at a later date. As you can imagine this is not always achievable.

The PCSO's have been patrolling Taylor Road and Callington Road and have completed a letter drop advising drivers of the high way code and the consequences of breaching it. We have received favourable feedback from 4 registered keepers who will not be using or parking their cars in Taylor Road in the future. The PCSO's are continuing to patrol Taylor Road and are compiling a spread sheet which contains offending vehicle details. Any re offenders will be visited and tickets issued.

The parking issues on Essa road have also been highlighted to me and a similar scheme will be starting there this month.

The local team have spoken with Cornwall Council (Parking division) who have been informed of the issues in Essa Road and Taylor Road.

- **PC Paul Andrews**

The local Neighbourhood Officer PC 5578 Paul Andrews will be leaving us on the 4th August to move to pastures new. Paul was successful in his application and will be the new Youth Offending Officer in Plymouth. A replacement for PC Andrews will be announced in the near future.

- **Designated Public Place**

We are waiting for new Posters to be delivered which will go up in all the pubs and Off Licences along Fore Street. I have taken possession of the new signs for the Designated Public Place and have handed them to the council so they can be erected on some of the street furniture. All response officers and the local Neighbourhood Team are aware of this legislation and will use it to make Saltash a safer place (see enclosed map).

- **Saltash Against Retail Crime (SARC)**

PCSO Lee Smith has been conducting some excellent work into reducing shop lifting within Saltash and as you can see we only had 3 reported thefts from shops last month.

We would like Saltash to join the Plymouth Against Retail Crime (PARC) scheme which means access to shoplifter details (when a shoplifter is banned in Plymouth they will automatically get banned from Saltash and visa versa,) access to a Intel sharing website (Example enclosed) and paper copies of banned PARC + SARC targets. Each store would receive a radio connected to the other stores on the scheme within Saltash; Saltash Police will have 3 radios. Ideally the Tamar Bridge will also have a radio so you can advise them of description of offender/s or vehicles.

The total amount for the whole scheme for 12 months is approximately £5408. PCSO Lee Smith is liaising with Councillor Bob Austin and has request £1000 from the Town Council (or more if able)

Submitted for your attention.

Regards

Chris.

Councillor Killeya requested that the comparison with crime figures for previous years is provided. Sergeant Chilcott agreed to do this and added that the general trend is downwards.

Councillor Ellison commended the Police on the use of letters to address the problems in Essa Road and Taylor Road. He asked if the same approach could be used in Lower Fore Street. Sergeant Chilcott agreed to target PCSOs to the area.

Councillor Mrs Hooper thanked Sergeant Chilcott for his newsletter which Councillors find helpful and informative.

The Chairman thanked Sergeant Chilcott for attending and asked him to pass on the best wishes of the Council to PC Andrews in his new role.

REPORT BY SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

- a. Receive Report and consider any actions arising

There is no special news to report this month. All our enterprises are continuing to run well.

Regarding possible future enterprises, we are still awaiting final information from Cornwall Council about the current running costs of the CAB building before we develop a business plan for managing it ourselves. I am expecting to hear soon.

We are also just beginning to consider a possible role in the project to improve town centre toilets.

Regarding NHS services in the town which we continue to monitor carefully, an important step by the Kernow Clinical Commissioning Group seems to be on the cards. Having decided to terminate the SERCO contract for out-of-hours services from May 2015, proposals for an interim approach for one year to 2016 are about to emerge - which also incorporates a response to the government's requirements for extended opening hours in GP services. This is going to be an important opportunity for Saltash to press its well-established case for a more comprehensive service based within the town, hopefully using St Barnabas Hospital more fully. At a recent East Cornwall meeting for surgery Patient Groups, we pressed the case for formal consultation via local Groups. Saltash people need to be alert to this over the next few weeks.

Membership of the CIC continues to grow, as a result of improved publicity about the company, boosted particularly at the Regatta weekend recently. The offer of a free SaltashCard on joining the company is also attractive, and demand for this has also grown significantly. Increased membership means we can keep more members of the public up-to-date about our work, and hopefully engage them more over time.

Finally a reminder that our AGM is due to take place in the Council Chamber on Wednesday July 30 at 7pm. Members of the public company are warmly invited to attend, and Members will be able to vote on company business. I will provide the Town Council with a copy of my annual report and details of our accounts for 2013/14 next time.

Peter Thistlethwaite,

Chair

MORE SAVINGS

As has been said before, reductions in funding from central government together with increases in spending in sectors like adult care mean that Cornwall needs to be making savings of £135,000 everyday over this 4-year period. As Cornwall Council officers start working up the details of next year's budget, Cornwall Councillors have been asked to suggest the areas they think should be protected from the most drastic cuts. No area will be safe from savings. We're stuck between a rock and a hard place.

COUNCIL RESTRUCTURE

In ongoing efforts to reduce management overheads Cornwall Council is currently in formal consultation with employees and trade unions to reduce the total number of Heads of Service from 22 to 14. This follows the restructure earlier this year that saw the number of Corporate Directors cut to 3, bringing initial savings of £400,000. As well as reducing management overheads, this second round of structural change is intended to improve the alignment of functions so services are better placed to meet the future needs of the organisation.

STAND UP FOR CORNWALL

Recognising that it isn't enough to whinge about the raw deal that central government is handing out to Cornwall Council, the Leader and Cabinet members have been active in lobbying for central government to follow through on its promises of giving Cornwall Council more freedoms in deciding how money can be spent. Officers and councillors are going through all the things government has in the past said can be devolved and pulling together all those that might usefully apply to Cornwall in to one document. Hopefully, this will put Cornwall in a stronger position forward.

Central government talks about devolving powers to local authorities but so far its track record on following this through has been abysmal. Recently, the Government even suggested that Whitehall should take over the operation and governance of the €590.4m of EU funds that have been allocated to Cornwall and the Isles of Scilly between 2014-20. If this proposal goes ahead jobs that could have been carried out by Cornish people will be given to officials in Whitehall. Cornwall Council believes that the best way of delivering the best possible European programme is by empowering local businesses and communities to make investment decisions and shape their own future and so it has been spearheading the 'stand up for Cornwall' campaign to lobby government to abandon this proposal.

RAILWAY NETWORK

Cornwall Council has also been putting efforts in to ensuring the County will be more resilient going forward. A lot of effort, for example, is being put in to work with the Department for Transport, Network Rail and the Office of Rail Regulation to bring forward the project to re-signal the mainline between Penzance and Totnes. If successful, the re-signalling will be completed by December 2018, paving the way for a half-hour shuttle between Saltash and Penzance, providing a new quality of accessibility throughout Cornwall.

BABIS FARM COMMUNITY ROOM UPDATE

Cornwall Housing officers are providing a lot of support as we try to find people willing to take on the management of the community room in Babis Farm. An Open Day will be held on 13th July to promote awareness.

AND FINALLY... Some initiatives that might be of interest to people in Saltash:

- **E-BOOK SERVICE**

Cornwall Library members now have the chance to download an e-book from a choice of more than 1500 to computer, tablet or smartphone free of charge. Up to 5 e-books can be borrowed every 2 weeks and the books will automatically delete at the end of the loan period, so no need to worry about overdue charges. Anyone downloading an e-book before 31st August has the chance to win a new I-pad Mini.

- **HELP FOR OWNERS OF EMPTY PROPERTIES**

Cornwall Council has a range of financial and other assistance available for owners of an empty property who need help to bring it back into habitable use. For more information contact the Empty Homes team. Tel: **01726 223600**

- **CHRISTMAS CARD COMPETITION**

All Year 6 children in primary education in Cornwall are invited to enter a competition to design the Christmas card that will be sent out by the Chairman of Cornwall Council. The theme is 'Cornwall – Land of Granite'. Entries must be submitted on paper no larger than A3 size before 25th July to: Chairman's Office, Room 3E 01, County Hall, Truro, TR1 3AY.

- **TRAILER OF TOOLS**

Cormac has a trailer of tools ranging from wheelbarrows and secateurs to bin bags that it will lend out free of charge to any volunteer group wanting to clean up an area. In most cases, volunteers will be covered by Cormac's insurance. Tel: 0300 1234 222.

Councillor Killea asked for clarification on the decision regarding the operation and governance of EU funds. Cornwall Councillors will investigate and respond.

A resident of Long Park Road informed the Council that the road had been resurfaced this week. Residents were given no notice and he feels the road is now in a poor condition with chippings that were not swept up causing damage to vehicles.

Councillor Austin replied that the work was done to bring the road up to standard. The chippings were being swept today and this would be repeated.

It was **RESOLVED** to write to Cornwall Council requesting that Highways inform the Town Council when resurfacing works were taking place so that the information can be shared via the website and social media. Cornwall Councillors were asked to take note of the problem and pass details onto Cornwall Highways.

118/14/15 **MINUTES**

The minutes of the meeting held on 5th June 2014 were confirmed and signed as a correct record.

The minutes of the meeting held on 17th June 2014 were confirmed and signed as a correct record subject to Minute number 105/14/15 being put in the correct place under planning.

119/14/15 **MATTERS ARISING FROM THE MINUTES**

None.

120/14/15 **FINANCE:**

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

i. May 2014

Guildhall Hire	906.25	
Cornwall Council	1399.50	Car parking refund
Allotment hire	17.52	

ii. June 2014

Guildhall hire	754.72	
Allotment hire	272.73	
Western Power	4.64	Wayleave payment
St Stephens PCC	4400.00	Burial fees
Saltash Lions	150.00	Flower boats
Photocopying	2.80	
Advertising (Town Messenger)	18.00	

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

i. May 2014

1 st Office Equipment Ltd	232.68	193.90	Copier maintenance
Bickford R	160.00		Councillors Allowance
CALC	72.00	60.00	Training
CALC	2102.21	1896.31	Membership
Cardiac Science	1008.00	840.00	Automated Defibrillator
Consortium	123.59	102.99	Office furniture
Consortium	468.97	409.94	Stationery/cleaning materials
Cormac Ltd	398.70	332.25	Cleaning services – PC Waterside
Cornish Times	138.60	115.50	Tender advert
Cornwall Council	671.00		Guildhall rates
Cornwall Council Pensions	659.27		
Cory Environmental	336.00	280.00	Trade waste sacks
Cornwall Council	13796.34	11496.95	Free parking (Saturdays)
Devon & Cornwall Police	1000.00		Grant – Football project
EDF	116.84	106.99	Lighting - Elwell
Ellis Whittam Ltd	216.00	180.00	Training
Ellis Whittam Ltd	360.00	300.00	Training
EON	446.18	371.82	Electricity bill - Guildhall
EON	20.50	19.52	Electricity bill - cemetery
Greenbarnes Ltd	45.84	38.20	Mayoral board
Hays	184.90	154.08	Temporary staff
Hays	246.53	205.44	Temporary staff
Hays	915.74	763.12	Temporary staff
Hays	462.73	385.61	Temporary staff
Hine Brothers	1040.00		Grounds maintenance May
Hine Brothers	1120.00		Grass cutting – cemetery - May
Hine Brothers	460.00		Fence panel replacement
Hine Brothers	1120.00		Grass cutting cemetery - April
HMRC	1834.74		PAYE/NIC
Hudson Accounting	300.00		Year end internal audit
ICOM SW Ltd	59.11	49.26	Telephone bill

IRQ Systems Ltd	483.60	403.00	IT support/maintenance /software
Local World	229.92	191.60	Tender advert
Mayor's Allowance	320.00		
Otis Ltd	553.06	460.89	Lift maintenance
Rec Asbestos South Ltd	210.00	175.00	Asbestos survey Maurice Huggins Room
Ryland D	950.00		Hanging baskets – watering & maintenance
Sage	696.00	580.00	Sage Payroll support
Sage	1062.00	885.00	SageCover support
Saltash Window Cleaning	45.00		Window cleaning
SES Ltd	72.00	60.00	Fault investigation
SSE Contracting	416.93	347.44	Installation of bunting
Staff	28.00		Expenses re CPD
Staff	36.00		Expenses re CPD
Staff	37.60		Expenses re CPD
Staff salaries	8250.82		
SWRA	300.00		Community Chest Grant
The Flowery	58.50	48.75	Flowers – Mayor Choosing
UK Fuels Ltd	0.60		Card fee
Wells C	40.00		Repairs/painting talking bench
Zurich Insurance Ltd	459.00	400.00	Insurance

ii. June 2014

Saltash Cadets	Air	400.00		Donation re delivery of Town Messenger
Saltash Club	Lions	100.00		Leaflet distribution
Royal Legion	British	25.00		Poppy wreath
Petty cash		41.79		
Bennett CJ		1872.00	1560.00	Supply & install new water supply & tank at Churchtown Allotments

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

None.

- d. Bank reconciliations up to 31st May 2014 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk

It was **RESOLVED** to note.

121/14/15 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:

A resident of Essa Road spoke in objection to the following application.

Prior to this item Councillor Mrs Challen declared a non-pecuniary interest and left the room.

PA14/04135

D Bennetts – **Land adjacent 15 Essa Road**

Erection of dwelling.

Ward: East

Date received: 06.06.2014

It was RESOLVED to RECOMMEND REFUSAL due to:

- 1. Over-development of a narrow and cramped site.**
- 2. Inappropriate design out of keeping with the current dwelling at 15 Essa Road and the general character of the area.**
- 3. Impact of entry and exit of additional traffic in an already sensitive highways situation.**

In addition the Town Council would like to raise a concern about potential overlooking of neighbouring property and ask the officer to investigate further.

Councillor Mrs Challen was invited and returned to the meeting.

PA14/04044

PD Smith – **4 Highfield Park, Latchbrook**

Construction of conservatory.

Ward: West

Date received: 23.06.2014

It was RESOLVED to RECOMMEND APPROVAL.

PA14/04318

ZZ Wang – **18 Long Park Road**

Replacement of roof and formation of rooms at first floor level. The proposal includes raising the ridgeline of the roof by 650mm.

Ward: South

Date received: 12.06.2014

It was RESOLVED to RECOMMEND APPROVAL.

PA14/04959

Mr and Mrs J Dickson – **23 Victoria Road**

Proposed loft conversion.

Ward: East

Date received: 16.06.2014

It was RESOLVED to RECOMMEND APPROVAL.

PA14/05121

Mr and Mrs R Alford – **2 Southfield**

Two storey extension to provide living room, 2 bedrooms and en-suite, ground floor entrance porch and wc (re-submission of refused application PA13/11275).

Ward: West

Date received: 18.06.2014

It was RESOLVED to RECOMMEND APPROVAL.

PA14/05263

Mr and Mrs C Ellacott – **22 Hillside Road**

Construction of garage on existing off road parking space.

Ward: East

Date received: 18.06.2014

It was RESOLVED to RECOMMEND APPROVAL subject to the garage doors being of a type that do not protrude onto the pavement or if they are the up and over type that they do not cause a hazard to pedestrians.

PA14/05270

Mr and Mrs N Bray – **4 Hillside Avenue**

Construction of rear extension to provide a kitchen, loft conversion to provide bedroom and bathroom and construction of off road parking bay (re-submission of refused application PA14/00736).

Ward: East

Date received: 18.06.2014

It was RESOLVED to RECOMMEND APPROVAL subject to parking encroaching on the pavement not being acceptable.

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:

PA14/00565– land adjacent Pillmere Drive

STC resolved to RECOMMEND **REFUSAL** on 18.02.2014
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	7 votes
Abstain	2 votes

Therefore, as the result is a tie, the Council has voted to stick with our original position and request call-in

On 20.06.2014 Cornwall Council sent this decision: **APPROVED**

It was **RESOLVED** to note.

122/14/15 CONSIDERATION OF LICENSE APPLICATIONS

None.

123/14/15 SALTASH NEIGHBOURHOOD PLAN

a. Update

The Chairman read out a report from Councillor Yates:

The next meeting of the steering group will be next Monday.

The advertisement for a consultant will be released shortly, there is still some adjustment of the tender specification needed.

The "general questionnaire" replies will be evaluated starting 14 July so anyone who has received a copy (SWRA, U3A etc.) and has not yet replied please return to reception. The replies will then be used to identify "topics of interest" for future questionnaires.

Saltash.net have evaluated the likely increase in secondary student numbers resulting from identified and foreseeable building proposals and confirmed that, subject to an expansion programme being agreed, sufficient capacity exists on the current site to cater for the resulting demand.

124/14/15 CORRESPONDENCE

- a. J Davies
Saltash Station Building

It was **RESOLVED** that the Station Working Group will respond to Mr Davies.

125/14/15 APPROVAL OF THE MINUTES OF THE FOLLOWING COMMITTEES:

Burial Board Committee held on 16th June 2014

The minutes of the Burial Board Committee held on 16th June 2014 were confirmed and signed as a correct record

Staffing Committee held on 17th June 2014

The minutes of the Staffing Committee held on 17th June 2014 were confirmed and signed as a correct record and the recommendations contained therein be endorsed.

126/14/15 NOTICE OF ELECTION – SALTASH SOUTH VACANCY TO TAKE PLACE ON 31st JULY 2014 AND CONSIDER OPTION OF POLLING CARDS

It was **RESOLVED** to request that polling cards are issued in the event of the election being contested.

127/14/15 MEET YOUR COUNCILLORS

- a. Arrangements for future meetings
It was **RESOLVED** that the next meeting be held on Saturday 5th July 2014 and that Councillors Dent, Killeya and Russell will attend.

128/14/15 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.

129/14/15 ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

None.

130/14/15 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

131/14/15 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

- a. Councillor Austin asked what progress has been made with the Maurice Huggins Room and the Saltash Toilets Options Panel.

It was **RESOLVED** to ask for reports for the next meeting.

- b. Councillor Russell asked for an update on the Toc H building.

It was **RESOLVED** that Councillor Austin will report to the next meeting.

132/14/15 PRESS RELEASES AND FUTURE ARTICLES REQUIRED

It was **RESOLVED** to issue a press release on the station building.

133/14/15 DATE OF NEXT MEETING

Tuesday 15th July 2014 at 5.30pm
Thursday 7th August at 7.00pm

134/14/15 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 8.25pm

Signed: _____
Chairman

Dated: 7th August 2014