

## SALTASH TOWN COUNCIL

### Minutes of a Meeting of the Policy and Resources Committee held at The Guildhall on Tuesday 21<sup>st</sup> October 2014 at 7.00pm.

**PRESENT:** Councillors: W Phillips (Chair), R Bickford, Mrs G Challen, Mrs J Dent, M Gee, J Shepherd, D Yates

**ALSO PRESENT:** Mr P Ryland – Chairman Saltash Toilets Options Panel, 1 Member of the public, Mrs A Browne – Finance Officer, Ray Lane – Town Clerk

**APOLOGIES:** Councillors: Mrs S Hooper MBE, A Killeya.

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### HEALTH AND SAFETY ANNOUNCEMENTS

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

**43/14/15**      **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

**44/14/15**      **DECLARATIONS OF INTEREST**

1. Declarations of Interest:
  - a. To receive any 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. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting
  - c. To consider dispensations required

Councillor	Item	Pecuniary/Non-pecuniary	Reason
Yates	8. 184	Non pecuniary	Church is part of dual church of which I am a member.

**45/14/15**      **QUESTIONS FROM THE PUBLIC**

None

**46/14/15**     **FINANCE:**

- a. Report from Finance Officer

It was **RESOLVED** that:

1. the E payments plan be approved.
2. the use of a bank card be investigated to replace the use of cheques.

- b. To receive the current Committee budget statement

It was **RESOLVED** to note.

- c. To receive a report on investments.

It was **RESOLVED** to note.

- d. VAT

It was **RESOLVED** to note vat was up to date.

- e. To set the budget for 2015/16 and to note audit regulations now require a three year forecast

It was **RESOLVED** to defer and note the three year forecast requirement.

**47/14/15**     **CLERKS REPORT ON DELEGATED AUTHORITY TO SPEND**

No report.

**48/14/15**     **COMMUNITY CHEST AND FESTIVAL FUND**

- a. To consider Community Chest qualifying criteria

It was **RESOLVED** to defer the item for the Chairman to progress.

- b. To consider Festival Fund qualifying criteria (Councillor Bickford)

It was **RESOLVED** to defer the item for Councillor Bickford to progress.

- c. To consider Community Chest applications

177     Pilgrim Pitch Saltmill (deferred from last meeting)

It was **RESOLVED** to defer the application and that Councillor Mrs G Challen progress the submission with the applicant.

181 Saltash Rugby (Youth Section)

It was **RESOLVED** to make no award as the application does not meet the community chest criteria.

182 Saltash United AFC

It was **RESOLVED** to defer as the application needs to specify specific items and costs.

Prior to the next application Councillor Yates declared an interest and left the meeting.

184 St Stephens by Saltash Church

It was **RESOLVED** to defer the application for it to be considered by Full Council.

Councillor Yates was invited and returned to the meeting.

d. To consider Festival Fund applications

None

e. Groundwork SW – Saltmill Football Pitch – Request for funding (referred from Town Council 02.10.2014)

It was **RESOLVED** to refer for Full Council to consider approving a grant for pitch repairs to be funded from the Community Chest and Festival Fund budgets.

**49/14/15**      **S106 FUNDING**

No report.

**50/14/15**      **TRANSPORTATION (BUS/TRAIN/ROAD)**

Councillor Bickford updated members on the recent meeting of the Sustainable Transport Working Party and potential S106 funding opportunities for station improvement works.

It was **RESOLVED** to note.

**51/14/15**      **SERVICE DEVOLUTION AND ASSET TRANSFERS**

a. Toilets

To receive a report from the Saltash Toilet Options Panel

Members considered a report from STOP presented by Mr Ryland – Chairman of STOP.

### TOILETS – SALTASH FORE STREET

The general public want to have a good public toilet facility in the town centre and, at a recent STIG meeting, the traders who attended asked that toilets be given the highest priority.

The situation to date is that Cornwall Council wants to divest themselves of the public toilets and have already closed the main Belle Vue toilets and the existing disabled wc is being used as a unisex general public toilet. Cornwall Council gained planning consent, as approved by STC, to refurbish the disabled wc building to create two general public toilets which would be disabled compliant.

The general feeling was that this was a poor solution and that Saltash needed a new toilet building to enhance the image of the town.

STC have been unwilling to take on responsibility for the provision of toilets, although responsibility for the waterfront toilets has passed to STC, and so we, as STOP, have been endeavouring to find a 'no cost' solution.

The community toilet scheme has been an interim measure but has failings in that many parents are reluctant to take their children into a public house and two of the participants are public houses.

Having dealt with various officers in Cornwall Council, there is a willingness to come to an arrangement but it would have to include the toilets at Longstone Park.

In order to take the onus off STC, the CIC would, potentially, be willing to get involved but Cornwall Council would not be willing to deal direct therewith.

We therefore propose the following:-

1. STC take a lease of the two blocks in Belle Vue car park and the toilets in Longstone Park at a peppercorn rent.
2. STC sublet for the whole term to the CIC.
3. Subject to planning consent, the disabled toilet be demolished and a new toilet block be built to comprise 3 cubicles namely 2 x unisex and 1 x unisex disabled/baby changing unit.
4. During the redevelopment work temporary signage be installed to promote the use of the community toilets.
5. The new toilets to have a 20p per visit regime.
6. The main toilet block to be demolished and rebuilt, subject to planning consent, as 3 x starter craft/business units available to rent.

7. The income from the craft/business units, the entrance fee per use and some advertising within the toilets to be used to fund the cleaning/running/maintenance costs of the toilets in Belle Vue and Longstone Park.
8. The capital cost of the works to be funded by S.106 monies and a contribution by Cornwall Council of the equivalent to that which they proposed to spend in refurbishing the Disabled toilet.

In order to pursue this route, if acceptable to STC, there is still much to be achieved as there has to be negotiation with Cornwall Council, full approval by the CIC, planning applications to be made and funding approval by the S.106 committee. At this stage would STC therefore approve the principles above and confirm that STOP may negotiate the various elements relating thereto.

Once the negotiations have been completed, then a detailed report/business plan will be submitted for STC approval but in the meantime an interim business plan is attached with other appendices.

It was **RECOMMENDED** that Full Council support progress of the panel's proposals subject to the removal of Longstone Park toilets from any negotiations.

**52/14/15**      **MAURICE HUGGINS ROOM**

The Mayor reported that the official opening will take place on Saturday 22<sup>nd</sup> November 2014 and that Councillor Gee is working up a constitution for its use which he will then progress with the CIC.

It was **RESOLVED** to note.

**53/14/15**      **PROCUREMENT AND LOCATION OF A DEFIBRILLATOR**

It was **RESOLVED** that Councillor Mrs G Challen progress location options and costs.

**54/14/15**      **STANDING ORDERS AND FINANCIAL REGULATIONS**

The Town Clerk reported that the documents had been updated subject to agreement with Councillor Gee on financial regulations and Councillor Killeya on standing orders prior to recommendation to full council for adoption.

It was **RESOLVED** to note.

**55/14/15**      **HUMAN RESOURCES AND HEALTH & SAFETY CONSULTANCY SERVICE.**

Members considered the opportunity for early renewal of the contract at the current cost plus a discounted rate for either a 3 year or 5 year contract.

It was **RECOMMENDED** to approve the early renewal of the contract for a 5 year period subject to the Chairman being satisfied there is a suitable get out clause.

**56/14/15**      **CRIME PREVENTION**

The Chairman reported that he had received a request from PCSO Wells for funding support to enable a pool party for disadvantaged children to take place.

It was **RESOLVED** that £200 be approved from the Crime Prevention budget.

**57/14/15**      **TO CONSIDER THE EFFECTIVENESS OF ADVERTISING (REFERRED FROM TOWN COUNCIL 02.10.2014)**

It was **RESOLVED** that the item be deferred pending a report from Councillor Mrs S Hooper MBE.

**58/14/15**      **REPORTS FROM WORKING GROUPS AND OUTSIDE BODIES**

a. Neighbourhood Plan Steering Group

Councillor Yates updated members on activity to date and a workshop survey he is conducting.

It was **RESOLVED** to note.

b. Road Safety Committee

Members received the notes of the Saltash Area Road Safety Committee meeting held on 13<sup>th</sup> October 2014 submitted by Councillor Holley.

It was **RESOLVED** to note.

c. Anti-social Behaviour

No report.

d. Saltash Strategic Transportation Working Party

It was **RESOLVED** to note the report of the working party meeting previously circulated by email to members.

- e. Guildhall Property Maintenance and Marketing Working Party –  
report on Heritage Centre

No report.

**59/14/15**      **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 item of business.

None

**60/14/15**      **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

**61/14/15**      **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

No report.

**62/14/15**      **PRESS REPORTS OR ARTICLES AS REQUIRED**

None.

**63/14/15**      **DATE OF NEXT MEETING**

Tuesday 16<sup>th</sup> December 2014

Rising at 8.40 pm.

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

Dated: \_\_\_\_\_