

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 8th January 2015.

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

ALSO PRESENT: Prebendary Brian Anderson – Mayors Chaplain, Mr P Thistlethwaite – CIC Chair, Alexis Field – Highway Agency, Chris Evans – EM Highway Services' Technical Manager, 5 Members of the public, 2 Members of the press, R Lane - Town Clerk.

APOLOGIES: Councillors: M Gee, 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.

329/14/15 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

PRAYERS

Prebendary Brian Anderson – Mayor's Chaplain led prayers.

330/14/15 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
None			

331/14/15 PRESENTATION TO THE SALTASH AIR CADETS

In the absence of Cadet Warrant Officer Chris Wardell - Saltash Air Cadets, the Mayor presented to Mr Peter Hunkin – Saltash Children's Appeal Treasurer (Mayor's charity), funds raised from the Christmas

Events Pantomime Horse Race (organised by the Air Cadets) and the collection boxes at the Christmas Festival.

The Mayor then presented Saltash Air Cadets with a donation cheque for £100 in recognition of all their hard work and assistance in ensuring the success of the Christmas event.

It was **RESOLVED** to note.

332/14/15 PRESENTATION FROM THE HIGHWAYS AGENCY

A38 Carkeel Roundabout

A presentation on the bridge and roundabout scheme was received from Alexis Field – Highways Agency's Project Sponsor for the scheme and Chris Evans – EM Highway Services' Technical Manager.

Alexis Field informed members that as representatives of the community the council could select the colour of the bridge from 3 choices, those being battleship grey, blue or green. However the choice would need to be submitted by 15th January 2015.

The Chairman thanked Alexis Field and Chris Evans for attending and their presentation.

It was **RESOLVED** that the bridge colour choice would be decided by a combination of consulting the community at the Meet Your Councillors event on Saturday 10th January 2015 in Fore Street, a Facebook poll and an online poll for councillors.

CHAIRMAN'S REPORT

Since the last meeting, the Mayor has attended:

Thursday 4 th December	Lantern Workshop at Burraton School
Friday 5 th December	Bishop Cornish School Christmas Fayre
Saturday 6 th December	Abbeyfield Shortbread and Sherry Morning
Saturday 6 th December	Saltash Town Council Christmas Event
Saturday 6 th December	Windband Concert at Saltash Wesley Church
Wednesday 10 th December	Bishop Cornish Christmas Production

Thursday 11 th December	Saltash & District Age Concern Lunch Club Christmas Luncheon at Burraton Community Centre
Thursday 11 th December	St. Anne's Christmas Party
Friday 12 th December	Saltash.net School Production of "Oklahoma"
Saturday 13 th December	Launch of "Love Saltash" magazine
Wednesday 17 th December	Christmas visit to Rowan House
Wednesday 17 th December	Christmas visit to The Elms
Thursday 18 th December	Christmas visit to Tamar Nursing Home
Thursday 18 th December	Christmas visit to Malvern House
Thursday 18 th December	Waterside Explorer Scout Unit Presentation at Ashtorre Rock
Friday 19 th December	Passing Out Parade at HMS Raleigh
Friday 19 th December	Blessing of the Crib at St. Barnabas Hospital
Monday 22 nd December	Civic Funeral of Sir Vernon Seccombe at St. Stephen's Church, Saltash
Wednesday 24 th December	Christmas Carol Service at Babcock International, HM Dockyard, Plymouth
Thursday 25 th December	Visit to St. Barnabas Hospital
Thursday 25 th December	Visit to Saltash Wesley Church

The Consort, Mr. Bill Dent attended the East Cornwall & Plymouth Sectors of Air Training Corps Service at St. Nicholas & St. Faith Church on Tuesday 16th December, 2014.

It was **RESOLVED** to note.

POLICE REPORT

Hello and welcome to my first monthly bulletin as Neighbourhood Team Leader for Torpoint & Saltash. I intend to alternate my time evenly between the two stations so that I can support the staff at each station, as well as keep myself up-to-date with local issues in each area.

I realise that you may wish to know a little about me and why I was selected to lead teams in both stations. I joined the police in Scotland in 1995, transferring to Devon and Cornwall Police in 2002. I was promoted to Sergeant in 2005, since which time I have worked in custody, response and neighbourhood policing roles. I have been the Neighbourhood Team Leader for Torpoint and the Rame Peninsula since 2009, where amongst other things I introduced a Street Pastors scheme to the Town, and I now also run the Police Cadets on Thursday evenings. I have periodically covered South East Cornwall as Acting Inspector, and was recently temporarily promoted to Sector Inspector at Bodmin. It was whilst at Bodmin that I successfully applied for my current post of Neighbourhood Team Leader for Torpoint & Saltash.

I have been asked why my role is now to cover two stations - it is simply down to reducing the number of police officer roles in line with public service budgets. However, that in no way diminishes my commitment to doing the best job I can and that of supporting my team to do the same – and there is a great team here with whom I am going to enjoy working on the issues that matter most to you. Please bear with me whilst I get to know the geography of Saltash and the surrounding rural area

PC Iain Madden is the Neighbourhood Beat Manager. Your Police Community Support Officers are PCSO Kirsty Down, PCSO Nathan Jaycock, PCSO Mary Wells, PCSO Mark Horton and PCSO Tom Cornwell.

As always, the best way to contact the Saltash team with a **non-urgent** enquiry is by email to saltash@devonandcornwall.pnn.police.uk One of the team will answer your query as soon as possible, but there may be a short delay as the email inbox is not monitored 24hrs a day. You can also monitor updates on our Facebook page (Saltash Neighbourhood policing Team) and updates from PCSO Kirsty Down on Twitter (@SaltashPCSO)

Police domestic abuse campaign: 'Shatters Lives'

The domestic abuse awareness campaign 'Shatters Lives' highlights the trauma children go through when living at home with domestic abuse. The campaign was rolled out during Domestic Abuse Awareness Week (24-28th November) with the police in partnership with the Devon Domestic and Sexual Violence and Abuse Alliance. It continued in the lead up to Christmas and New Year when domestic abuse incidents are significantly higher. Although the campaign might have ended, the work to support families affected by domestic abuse continues every day.

One in four women and one in six men experience domestic abuse at some point in their lives. An estimated 750,000 children in the UK witness domestic abuse in their home (Department of Health). Children affected may express violent or angry behaviour and be unable to manage feelings and emotions.

Detective Superintendent Paul Northcott from the Public Protection Unit says; "Domestic abuse is a complex crime affecting all of our communities across Devon and Cornwall. These crimes have a profound and often tragic affect on the victims and also on their families including their children. Working with our partners we are committed to supporting victims and children. This is a Force priority. We always aim to protect the community's most vulnerable people. **If you know of anyone who needs help in this area, we would encourage you to come forward.**"

For information and advice call the Domestic Abuse 24 hour National Domestic Violence Helpline on **0808 2000 247**.

Cornwall REACH hub number is **0300 7774 777**.

Call police 999 in an emergency or 101 in a non-emergency.

Police firearms amnesty success

The firearms amnesty held by Devon and Cornwall Police from 3 – 17 November 2014 has been hailed as a success.

Hundreds of guns and bins full of ammunition were handed in to police throughout Devon and Cornwall. 446 weapons were taken in and 15,721 items of ammunition dealt with by the army's Explosive Ordnance Disposal team.

There were some unusual items handed in during the amnesty including a blunderbuss, two grenades with pins removed and some antiques that are clearly of great financial value.

Some of the weapons will be sent away for further examination to establish whether or not they have been used in the commission of criminal offences.

Facts & figures December 2014

Between 0001hrs 01/12/14 and 2359hrs 31/12/14, the Control Room recorded **283 calls** from the public in Saltash and the surrounding rural area. A small number of these were duplicate incidents. These calls included the **87** crimes recorded as being committed across the area. Incidents which occurred after midnight on New Year's Eve will be included in the January figures next month. All told, New Year's Eve was successfully enjoyed by everybody and the new dispersal powers were used to remove 10 potential troublemakers from Saltash Town Crime types by area were:-

Saltash - 68. 12 assaults (all categories incl domestic and sexual), 20 criminal damages, 16 thefts (all categories incl fraud), 7 drugs offences, 6 communications offences, 3 burglaries, 2 public order offences, 1 driving offence and 1 animal-related offence

Notter - 2 (Assaults)

Tideford - 2 (thefts)

St Dominick - 1 (Assault)

Hatt - 1 (Attempt burglary)

Trematon - 1 (Assault)

Landrake - 2 (Thefts)

St Mellion - 2 (Thefts)

Pillaton - 2 (theft & threat to commit damage)

St Germans - 4 (1 theft, 1 assault, 2 burglaries)

Botus Fleming - 1 (fraud)

Trerulefoot - 1 (criminal damage)

Police attended a number of domestic related incidents where no specific offences had occurred but help was provided at the scene and other incidents where vulnerable children and adults were identified as requiring help from other agencies. There were also **40** incidents of anti-social behaviour reported to us across Saltash and the surrounding rural area. The majority of those were reports about groups of nuisance youths around Saltash town; some were complaints about vehicles and litter, others related to neighbour disputes. Much work is in progress to identify those individuals currently committing anti-social behaviour in Saltash in order that their behaviour can be addressed by use of the anti-social behaviour escalation process.

If you have any information about crime or anti-social behaviour in your area, please call the police on 101, email 101@devonandcornwall.police.uk or **in an emergency always call 999**. Alternatively you can call the charity Crimestoppers anonymously on 0800 555 111 or via www.crimestoppers-uk.org.

You can also report anti-social behaviour directly to the Anti-Social Behaviour team at Cornwall Council by completing the online report available at www.safercornwall.co.uk

Sergeant Angela Crow Neighbourhood Team Leader

Torpoint Police Station, Ferry Street, Torpoint, PL11 2AZ (tel 101 ext 5801)

Saltash Police Station, Callington Road, Saltash, PL12 6ER (tel 101 ext 5605)

Building safer communities together

Councillor Killeya requested the police provide details and examples of where and when the Dispersal Power has been used.

It was **RESOLVED** to note the report and that Councillor Killeya's question be submitted to the police for a response.

REPORT BY SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

- a. To receive report and consider any actions arising

My report this month is in itself very short, with all projects generally satisfactory. The important thing is for Town Councillors to comment (at the meeting or individually to me) on extracts from our draft business plan for 18 Belle Vue Road, see appendix*

1. Maurice Huggins Room

Things have moved on rapidly. The Room has actually reopened to the public this week, from 10am to 2pm Monday to Friday, with refreshments available and a range of activities. This will be on a trial basis up to the end of March. There will be separate publicity about this which I will ensure is circulated to Town Councillors. To run the trial, a new enterprise is being set up and led with great enthusiasm and creativity by Chloe Birnie, a local artist and mother. Gateway CIC will have a formal

Agreement with Chloe about this, and we will support her in every way we can. In turn, we will have an Agreement with the Town Council, which the Town Clerk is currently considering.

Bookings by other organisations, groups and individuals will be welcome at other days/times.

2. Saltash Hopper

The bus is now back on the road, but please note we are taking the opportunity to apply for funding for a replacement bus under a national scheme which is available in the county.

3. Potential acquisition of 18 Belle Vue Road, Saltash, PL12 6ES

Directors of the CIC will take their decision at the end of January on whether to proceed with this opportunity. A business plan is being put together for consideration at our meeting. Some key extracts from this plan are attached for comment.

Peter Thistlethwaite
Chair
January 5 2014

18 Belle Vue Road, Saltash: A Hub for Community Enterprise

Business Plan 2015-2020

Draft 2 (not yet complete)

A proposal for active citizen participation in a small project which may be able to help shape the future of Saltash and its environs - prepared by Saltash Gateway Community Interest Company, with the support of Cornwall Council and Saltash Town Council
January 2015

Overview

This is a plan to bring to life a declining and underused resource in the centre of Saltash through the active engagement of individual citizens, voluntary organisations of all types, and local businesses. It is close to bus routes, next to a car park, adjacent to shops and core businesses of the town, and is known as the base for the Citizens' Advice Bureau – great assets that will be the foundation of its development. It should deliver increasing community benefit.

The building is not a gift to the community – its running costs (water, electricity, rates, maintenance, insurance, etc) will have to be met. Our vision is that we fill the currently vacant rooms with a coherent mix of new tenants from the private and not-

for-profit sectors who will pay rents and share running costs to make the building an exciting and efficient place to work that is sustainable over time. Tenants will work together to create a vibrant atmosphere in the building, which will attract people into town not only to use its services but also those of other businesses close by. We would expect all tenants to support our social mission, e.g. by offering apprenticeships and work experience to local people, or supporting community action.

Had it not been for the intervention of local county and town councillors, the building would have already been disposed of by its owner, Cornwall Council. As an established community interest company, Saltash Gateway CIC has taken up the challenge to secure its future, backed by the encouragement of the Town Council and the generous offer from Cornwall Council of an initial 2-year rent-free period in which to test the viability of a new community-driven approach. We have made the assumption that, together with a range of local stakeholders, we can make a success of this - thereby making an unarguable case for the building to remain in community hands and for its contribution to local community life to continue. This plan therefore looks ahead over 5 years and beyond: we need to give some certainty to current and early tenants that there can be continuity.

There are financial risks for us in this project, although we will work to make them manageable. Whilst we are happy to lead the way, we need wide engagement in project development to enable the risks and benefits to be shared. To this end we will establish a group of interested stakeholders to consider the detail of the plan and direct its final implementation.

Saltash Gateway CIC is a member organisation: any person living or working in the PL12 area can become a member and have a say in what we do. Members can vote for its Directors and for their removal. We have over 400 members now, and we wish to expand this greatly, especially in relation to this new project. We also work in close partnership with other local bodies.

The business case

Saltash Gateway CIC will in effect become the landlord of the property, deciding who will be tenants, and setting up a system of rents and Service Charges, etc. The income derived from this will be used to pay the outgoings for the building, e.g. electricity bills, water rates and annual service charges, plus a maintenance schedule.

This is a simple business at heart. With the building fully occupied with the right mix of tenants it should be profitable – and those profits will be applied for community benefit in accordance with the company's mission. The question facing us at this stage is whether we can find and sustain that right mix of tenants.

Business rates for unoccupied rooms pose the main financial risk for the CIC. There is particular uncertainty about how business rates would be charged once Gateway CIC became responsible for the building, and the scale of rate relief that might be applied. Since Cornwall Council have powers of discretion over rates in cases of individual tenants, it will not be possible to know figures in advance.

Worst case scenario - Building totally unoccupied apart from CAB (n.b. CAB, as a charity, has historically only paid heavily discounted business rates):

- *Business Rates likely for 2015/16 = approx £7200* after Small Business Relief, and will be approx £2500 lower if the relief for CAB continues. This is the maximum risk for Gateway CIC, and this sum would diminish with each and every tenancy, with the tenant paying rates direct.
- *Unavoidable annual running costs in 2015/16 = approx £4600.* Contributions towards this would be part of the Service Charge levied on each and every tenant. A separate negotiation will be needed with CAB which has paid certain bills fully in the past.
- *Electricity bills* are likely to be in excess of £5000, with CAB currently paying just under £4000, and Cornwall Council just over £1000 for the Lower Ground Floor. In future, electricity use would be part of the Service Charge.

Best case scenario – Building fully let

Income will depend on the mix of tenants and on the degree of joint use of accommodation. However, if all rooms were let at market rent, annual income for two years might be about £20000 - but this is not likely to be realised under our current vision. All other running costs would be met by the Service Charge – again about £20000 in total for a year, but we may be able to apply efficiencies in order to reduce this.

Summary of range of financial risk

Max outgoings: up to £15000 Max income: up to £30000 approx.

We would be looking to start with the lowest possible risk of losses, and then to develop income over two years so that we could meet extra outgoings once the rent-free period is over.

Action necessary to let building & maximise income

A phased approach is indicated:

Phase 1 to end of March 2015 Progress notes in bold.

(CIC Directors will decide whether to commit to the project by February 2015)

- Negotiate with CAB over long-term use of space and its notional costs, and the phone, broadband and wifi implications. **Start made – encouraging so far**
- Try to secure the continued presence in the building of Council Adult Care staff currently on Lower Ground Floor. **Being taken up by Community Network Manager**
- Open discussions with potential tenants who have now come forward - in the light of clearer financial parameters. These are: Saltash Live At Home, Saltash Food Bank, Cecily Baker Charity, a firm of Architects, and a new social entrepreneur. **Discussions started with the latter two.**
- Apply for grant aid for a project manager to pilot the development through its first year
- Prepare a prospectus with details of rents, rates and service charges, and run a marketing programme

- Apply for grant aid for capital spending
- Seek to have full complement of tenants for April
- Maintain continuing dialogue with Cornwall Council and Saltash Town Council, in particular on the details of the Agreement with the former for the CIC to take over the building. **Ongoing.**

Phase 2 *April – end of September 2015*

- Having reviewed progress and risks, establish new plan of action
- Implement plan and monitor carefully
- Formal evaluation with key stakeholders towards end of first 6 months

Phase 3 *October 2015 – end of March 2017*

- *Sustain progress, subject to evaluation findings*
- *Continuous review of business plan*
- *Examine options for long-term responsibility for the building by local community with Cornwall Council*
- *Secure the best way forward*

Phase 4 *April 2017 to end of March 2020*

- *Sustain this for the long-term*

It was **RESOLVED** to note.

333/14/15 CORNWALL COUNCIL REPORT

THE CASE FOR CORNWALL.....AND SALTASH

The last few weeks have been relatively quiet in the wind-down to Christmas, but a lot of effort is going in to The Case for Cornwall, seeking additional regional powers for Cornwall. This is almost an unintended consequence of the recent Scottish independence campaign : with the polls in the final weeks too close to call, all the major political parties fell over themselves to promise additional powers for Scotland (tax-raising, health, education etc.), in order to secure a “No” vote.

Since then other regions in England, including Cornwall, are rightly saying “What about us?” and seeking additional powers of devolution and decentralisation. Cornwall’s case is particularly strong – we are as peripheral as can be, we have a ready-made unitary structure, we are geographically separate with the Tamar as a boundary, and we are recognised officially as a national minority by the EU. Therefore, we believe that we, and not Westminster, know what is best for Cornwall and how best to spend increasingly limited resources.

Cornwall's proposals to Government are intended to address specific issues such as an ageing population, low salary levels but high property prices, and poor transport infrastructure. There is a wish list of ten short term measures and twelve long term aspirations, too detailed to list here, but publicly available on the Cornwall Council website.

Immediate priorities include a five year funding settlement, devolved delivery of funding streams, a fuel duty to fund highways maintenance, health and social care integration and addressing the issue of second homes.

Longer term issues include local skills funding, retention of Stamp Duty for affordable housing, a Cornwall Infrastructure Board, integration earnback for shared public services, and integration of Blue Light services.

Meanwhile, new methods of service delivery are not confined to Cornwall Council. It is no secret that Cornwall Council faces budget cuts of £196 million over the next four years, but effectively is unable to raise council tax by any greater margin than 2% each year. So services will suffer.

Saltash Town Council has therefore taken the brave decision to become pro-active in seeking to take on some property assets, and some services from Cornwall Council, which would be funded by an increase in the town precept. No fundamental changes are likely in 2015, but a working group is examining options – it rejoices in one of Cllr Killeya's very favourite acronyms "DOG" – Devolution Options Group. The group will carry out research and preliminary negotiations with Cornwall Council officers across a wide spectrum :

Property and assets – such as public toilets, the CAB building, Waterside structures and greens, Victoria Gardens, Longstone Park, street furniture, and significantly – car parks.

Services – such as grass cutting and weed-spraying, land lording services (sports clubs) even consideration of our own civil enforcement.

Inevitably, devolution will involve significant extra costs for Saltash, in terms of additional staff and/or equipment, and it is a basic principle that the town will need assets that can generate income – car parks for instance.

It was **RESOLVED** to note.

334/14/15 QUESTIONS FROM THE PUBLIC

A member of the public submitted two questions.

1. What is the policy on sweeping leaves from pedestrian areas?

Councillor Austin responded that he will find out from Cornwall Council whose responsibility it is and respond.

2. What is the procedure for lane management on the Tamar Bridge following a traffic incident?

Councillor Ellison responded that the police take control of traffic management on the bridge following an incident.

Councillor Austin responded that he will source an official response from the Tamar Bridge management and reply.

335/14/15 MINUTES

The minutes of the meetings of the Town Council on the 4th December 2014 and 16th December 2014 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

336/14/15 MATTERS ARISING FROM THE MINUTES

None.

337/14/15 FINANCE

- a. To advise the following receipts in:

- i. November 2014

Advertising	48.00		Re Saltash Cinema
Barclays Bank	12.07		Business banking loyalty refund
Guildhall hire	123.00		

- ii. December 2014

Allotment hire	1083.00	
Christmas Festival donations	316.00	
Christmas stall hire	50.00	
Guildhall hire	510.50	
Photocopying	2.00	
St Stephens by Saltash PCC	930.00	Burial fees November 2014

b. To advise the following payments in:

i. November 2014

1 st Office Ltd	200.64	167.20	Copier maintenance	
Barclaycard Commercial	389.93			
Barclays Bank	35.96		Commission charges 15 September – 12 October	
Barclays Bank	15.93		Commission charges 13 – 25 November	
CC Pensions Fund	1068.46			
Chubb	65.50		Rental fees	
Consortium	127.19	105.99	Caretaking equipment	
Consortium	180.33	167.93	Stamps, stationery, cleaning materials	
Cormac Ltd	68.58			
Cormac Ltd	398.54	332.12	Cleaning services – Waterside PC August 2014	
Cornerstone Vision	42.00	35.00	Advertising	S106
Cornish Times Ltd	270.18	225.14	Recruitment advertising	
Cornwall Council	671.00		Guildhall rates	
Cornwall Farmers	615.00	512.50	Cemetery machinery	
Councillor expenses	32.30			
Ellis Whittam Ltd	3000.00	2500.00	HR/H&S Consultancy	
Eon	353.74	294.78	Guildhall electricity	
Eon	2.55	2.43	Cemetery electricity	
Glendale	1684.69	1403.91	Grounds maintenance October 2014	
HMRC	1924.53		PAYE/NIC	
ICOM SW	66.72	55.60	Telephone services	

IRQ Systems Ltd	219.60	183.00	IT Support & Maintenance	
Local World	418.80	349.00	Recruitment advertising	
Mayoral allowance	336.00			
PWS	71.33	59.44	PPE Groundsperson	
Ryland DC	1400.00		Watering – hanging baskets	S106
Saltash Window Cleaning	45.00		Guildhall windows	
SES Ltd	269.30	224.42	Guildhall repairs	
South West Water	182.48		Guildhall water	
South West Water	70.88		Allotments Fairmead Road	
Staff expenses	11.30		Travel expenses re CPD	
Staff salaries	11243.14			
Tartendown Nursery	900.00	750.00	Plants	
The Flowery	35.00		Flowers – Remembrance Sunday	
TV Licence	145.50		Television licence	
UK Fuels Ltd	25.96	21.63	Fuel – cemetery	

ii. December 2014

No payments made by cheque.

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

None

d. To note that bank reconciliations up to 31st October 2014 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk.

It was **RESOLVED** to note.

338/14/15 PLANNING

- a. To note 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. To note 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:

PA14/10739

Project Management Southwest Ltd – **Plot 4 Land rear of Parkesway, St Stephens**

Erection of a 4 bedroom detached dwelling with integral garage.

Ward: South

Date received: 04.12.2014

(Deferred from 16.12.2014)

It was resolved to RECOMMEND REFUSAL ON THE GROUNDS OF OVERLOOKING ONTO 25b HOWEVER IF CORNWALL COUNCIL IS MINDED TO APPROVE THE APPLICATION THEN A SITE MEETING IS REQUESTED.

PA14/11749

Mr and Mrs R Baker – **6 Hawks Park, Lower Burraton**

Erection of front porch.

Ward: West

Date received: 22.12.2014

It was resolved to RECOMMEND APPROVAL

- 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:

PA14/09298

Project Management Southwest Ltd – **Plot 3 Land off Parkesway**

Minor but material amendments to existing planning permission PA13/03713.

Ward: South

Date received: 17.10.2014

On 06.11.2014. STC resolved to **RECOMMEND REFUSAL ON THE GROUNDS OF OVERLOOKING INTO 25A, 25B AND 26.**

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

Stick with our original position	6
Accept the officer's position	2
Abstain	2

Therefore the council has voted to stick with our original position and refuse the planning application.

PA14/10643

Waitrose Ltd – **Waitrose Ltd, Tamar View Industrial Estate**

Display 1 no directional totem sign, 3 no. banner signs and 1 no totem sign.

Ward: North

Date received: 17.11.2014

On 04.12.2014. STC resolved to **RECOMMEND REFUSAL DUE TO THREE BANNER SIGNS ARE DISTRACTING TO DRIVERS**

On 16.12.2015. Cornwall sent an email informing STC that they would like to approve this application.

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

Stick with our original position	5
Accept the officer's position	6
Abstain	0

Therefore the council has voted to accept the officer's position and approve the planning application.

It was **RESOLVED** to note.

339/14/15 CONSIDERATION OF LICENSE APPLICATIONS

None

340/14/15 SALTASH NEIGHBOURHOOD PLAN

a. Update

Councillor Yates informed members of progress to date detailing that 3 potential consultants are to be interviewed and will make presentations to the next meeting to be held on Monday 12th

January 2015 to which the public and councillors are invited to attend.

It was **RESOLVED** to note.

341/14/15 CORRESPONDENCE

- a. Councillor J Brady
Council Finances (previously circulated)

Councillor Brady presented his report on S106 finances to members for their consideration.

It was **RESOLVED** that Councillor Brady will progress an S106 strategy policy paper for further consideration by the council.

- b. Cornwall Council
Connecting Cornwall: 2030 – Consultation (previously circulated)

Members considered a response to the consultation and an outstanding matter relating to the Sustainable Transport Working Party which has an ongoing vacancy for a Chairman.

It was **RESOLVED** that:

1. Councillor Bickford will respond on behalf of the council to the consultation.
2. The Mayor will chair the Sustainable Transport Working Party for one meeting to consider the outstanding issue.
3. The Transport Working Party will be disbanded and all future transport issues to be considered by the appropriate committee.

- c. Cornwall Council
Devolution and Decentralisation – the Case for Cornwall (previously circulated)

It was **RESOLVED** to note.

342/14/15 APPROVAL OF THE MINUTES OF THE FOLLOWING COMMITTEES

The minutes of the meeting of the Burial Board held on 15th December 2014 were confirmed and signed as a correct record subject to:

Minute 44/14/15 a. St Stephens Cemetery. Set the budget for 2015/16 to read: **RESOLVED** not **RECOMMENDED**.

Minute 45/14/15a. to read Churchtown Cemetery. Set the budget for 2015/16 to read **RESOLVED** not **RECOMMENDED**.

Minute 45/14/15b. Set the Fees and Charges to read **RESOLVED** not **RECOMMENDED**.

Minute 45/14/15 d.1 Churchtown Cemetery to read: £2000 be allocated from General Reserves to set up an EMF Burial Administration nominal code for staff burial management, mapping systems, customer bereavement care and Sexton duties training

Minute 48/14/15 to read:

Churchtown Cemetery

It was **RESOLVED** that:

1. The selection of a preferred Stone Mason contractor be considered at the next meeting.
2. The selection of a preferred Grave Digging contractor be considered at the next meeting.

The minutes of the meeting of the Policy & Resources Committee held on 16th December 2014 were confirmed and signed as a correct record.

It was **RESOLVED** that:

Minute 67/14/15 h Interim Fees and charges be deferred to the next meeting of the Policy and Resources Committee for further consideration.

Minute 72/14/15 Revised Standing Orders be deferred to the next meeting of Full Council for further consideration.

343/14/15 TO APPROVE URGENT WORKS TO CHURCHTOWN CEMETERY (COUNCILLOR AUSTIN)

- a. Installation of headstone troughs

It was **RESOLVED** that installation of troughs up to a value of £2000 be approved from the Cemetery Extension Capital Reserve EMF with delegated authority given to the Co-Chairman of the Burial Board Councillor Austin to proceed with the works.

- b. Remedial works to box hedging

It was **RESOLVED** that box hedging works up to a value of £1000 be approved from the Cemetery Extension Capital

Reserve EMF with delegated authority given to the Co-Chairman of the Burial Board Councillor Austin to proceed with the works.

344/14/15 TO NOTE A LETTER SENT TO CORNWALL COUNCIL BY THE MAYOR REGARDING CONCERNS OVER THE RECENT CLOSURE OF VULNERABLE ADULT CARE HOMES IN SALTASH

The Chairman notified members of a letter she had sent to Cornwall Council and a response received from the Cornwall Council Chief Executive who will respond more fully in due course.

It was **RESOLVED** to note.

345/14/15 COUNCIL TAX REFERENDUM PRINCIPLES 2015-16 (PREVIOUSLY CIRCULATED)

It was **RESOLVED** to note.

346/14/15 MEET YOUR COUNCILLORS:

- a. Arrangements for future meetings

It was **RESOLVED** that Councillors Phillips, Ellison, Shepherd and Russell will attend the next meeting to be held in Fore Street on Saturday 10th January 2015.

347/14/15 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, it was **RESOLVED** that the public and press leave the meeting because of the confidential nature of the business to be transacted.

348/14/15 CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

349/14/15 TO RECEIVE AN UPDATE AND PRECEPT RECOMMENDATIONS FROM THE DEVOLUTION OPTIONS GROUP

It was **RESOLVED**:

1. To note the report.
2. That the precept recommendations listed below be submitted to the Policy and Resources Committee:

- i. It is not anticipated that most assets/services could come online in 2015/16
- ii. It is not considered reasonable or justifiable to include a general precept rise not set against clear agreed items
- iii. However there are some more clearly discernible and justifiable items recommended:
 - a. Additional £20,000 revenue stream for first year operation of additional toilets
 - b. Additional £5,000 EMF for repairs to street furniture
- iv. Additionally recommended to place all 'general reserves' into a new EMF 'Capital works arising from devolved assets and services'
- v. It is also suggested that individual committees err on the side of not under-budgeting – i.e. that they ensure sufficient funds are available for all plans.

350/14/15 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

351/14/15 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

Hillside Road – Traffic Issues

Members considered a letter received from a resident of Hillside Road regarding traffic issues affecting the quality of life of its residents.

It was **RESOLVED** to notify the resident that it is anticipated traffic measures will be introduced by Cornwall Council at some time in the future however it is not known when and that Councillor Ellison will progress the matter with Cornwall Council.

Tesco Store

The Chairman read out a letter received from the Tesco Chief Executive stating that despite the closure of a number of its stores and that it will not be proceeding with 49 new planned store developments across the country it is intended to open the planned store in Saltash.

It was **RESOLVED** that the Chairman write to the Chief Executive thanking him for the update and to request that the site is made and kept tidy and secure up until its opening.

352/14/15 PRESS RELEASES AND FUTURE ARTICLES REQUIRED

None

353/14/15 DATE OF NEXT MEETING

Tuesday 20th January 2015 at 5.30 p.m.
Thursday 5th February 2015 at 7.00 p.m.

354/14/15 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 9.55 pm.

Signed: _____
Chairman

Dated: _____