

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of the Services Committee held in The Guildhall on Wednesday 14<sup>th</sup> January 2015 at 7.00 pm**

**PRESENT:** Councillors: D Yates (Chairman), Mrs J Dent, J Ellison, Mrs H Frank

**ALSO PRESENT:** Councillor R Austin, Councillor R Bickford (for part of meeting),  
W Cotton – Saltash Chamber of Commerce,  
Mrs A-J Thomas, Senior Administration Officer

**APOLOGIES:** Councillors: M Coot, Mrs S Hooper MBE

---

### **HEALTH AND SAFETY ANNOUNCEMENTS**

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

**91/14/15      RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF  
YOU ARE INTENDING TO RECORD THIS MEETING**

**92/14/15      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
None			

**93/14/15      QUESTIONS FROM THE PUBLIC**

None.

**94/14/15      FINANCE:**

- a. Current Committee budget statement

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

**95/14/15      DEVOLUTION PROPOSALS**

The Chairman updated Members on the current situation with regard to devolution proposals.

**96/14/15      BUDGET 2015/16**

**(Councillor Bickford arrived during discussions for this item.)**

Members considered the budget for 2015/16.

It was **RESOLVED** to submit the budget for 2015/16 (copy attached) to the Policy and Resources Committee Precept meeting.

**97/14/15      MOSAICS**

Councillor Bickford reported that he had been progressing ideas for photographic di-bond panels on the bridge crossing the A38 with a local artist, Jenny Lightley. Examples of suggested designs for the artwork were viewed by Members.

It was **RESOLVED** that:

- a. Councillor Bickford will ask Ms Lightley to produce designs for the Chairman and the Mayor to approve.
- b. Arrangements are made for the mosaics currently on the site to be removed.

**(Councillor Bickford left the meeting.)**

**98/14/15      REPORTS FROM WORKING GROUPS:**

- a. Footpaths and Environment

No report.

- b. Saltash Town Centre Improvement Group

Report from Councillor Austin:

A meeting was held last night with a small selection of Traders (4 not so many as normal), Chamber of commerce (3) and councillors (4). Cllr Brady has picked up the gauntlet on 106 monies from the last Town Council Meeting and produced a report which was debated as much as we could given time allowed, we could have gone much deeper. I would now value the opportunity to debate this with the Services committee to add to this guidance.

Main points of Johns report:

1. Employ a Project officer.
2. Business Improvement District
3. Employ an Event Coordinator
4. Employing a professional Marketing Company with the Chamber of Commerce.

### **Other topics**

Tesco in town – What effects this would have on the town centre.

It was generally felt that if they kept to the 106 agreement with the list of goods they cannot sell there would not be too much of an effect, but that being said, we cannot be complacent about this and should continually promote the town in whatever way we can.

### **Cinema report**

Excellent attendance in December, but January bookings are down to date.

### **Parking**

Still uncertain on a way forward on this.

Consultation period finishes at the end of January where STIG has been asked to lead the way.

New Fees up 6% - additional £867,000 to find totalling £14.5M

1 hour was 40p will be 50p

2 hours was £1.80 will be £1.80 no change – eg. Liskeard £1.50

3 hours was £3.20 will be £3.10

4 hours was £4.40 will be £4.50

### **POST MEETING NOTE FROM THE CHAIRMAN**

The Town Council will produce a response to Cornwall Council. Councillors may respond individually if they wish.

### **Street entertainment**

Valentines Day

Romantic musician playing music and giving out red carnations.

Jazz festival – early summer.

Thought it would be rather premature to have a fully blown festival like Bude and Wadebridge, but to start with, music by choirs and groups on various Saturdays throughout the spring/summer to start with.

Arts Festival on-going for summer date to be agreed.

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

c. Saltash Publicity Local Action Team

Councillor Mrs Frank reported that a joint meeting of the Saltash Publicity Local Action Team and the Saltash Town Centre Improvement Group is to be held shortly.

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

d. Festive Representatives of Saltash Town

Report from Councillor Mrs Frank:

**Christmas Festival Saturday 6<sup>th</sup> December 2014**

4:30 – 7:30	Pedestrian Haven and Christmas Market
4:45	10-minute Pantomime (Courtyard at Top of Town)
5pm	Great Pantomime Horse Race
5:30	Civic Parade leaves Victoria Gardens
5:40	Ceremony to switch on the lights
5:45	Civic Carol Service
6:30	10-minute Pantomime (Keast Mews)
7pm	Lantern Parade leaves Guildhall
7:20	Fireworks

**OVERALL**

FROST will have its first meeting of 2015 in February. The aims are:

- \* To learn from last year's Festival
- \* To make a plan for the year. This will enable fundraising and organisation to be spread over a longer period of time making the Festival more financially secure and means that the organisation can be carried out over a longer period of time.
- \* To encourage people to take on key roles. Currently I act as Chair, Treasurer, Secretary, Publicity Officer, Liaison for Civic Parade, Liaison with Town Centre Traders, Organiser of the Lantern Parade. This is not a sustainable model for the future. (Not too good for my health, either!)

I will therefore be able to give a more comprehensive report to the next Services Committee. I am pleased to start this report by saying that the Festival passed off smoothly, with no intervention necessary from either the Police or Medical services. It is estimated that 4,000 people attended.

**PEDESTRIAN HAVEN**

Chris Tandy (Air Cadets) and I attended a training course in 2014 (funded by Saltash Town Council) and were therefore able to manage the road closure. All went smoothly, although there are still some improvements that can be made to the Traffic Management Plan.

### **TRADING**

The feedback from traders so far has been overwhelmingly positive. Some traders did not sell much on the night itself but feel that the event helped to generate footfall in the following weeks. Van Essa Menswear had its best day of trading since setting up in Saltash.

### **10-MINUTE PANTOMIME**

Burraton Community Players gave 2 fine performances that were well received by everyone.

### **PANTOMIME HORSE RACE**

The Race generated a lot of publicity. Together with donations in buckets on the night we managed to raise nearly £250 for the Mayor's Charity (the Saltash Children's Appeal).

### **CIVIC PARADE**

All went smoothly.

### **LANTERN PARADE**

Lantern workshops were held in all the Saltash primary schools. The community workshop at the Guildhall was fully subscribed. Local artist Jill Hudson and a group of volunteers have agreed to take on the school workshops for the Lantern Parade next year. They participated in this year's workshops to learn the skills needed. It is anticipated that this will lead to a reduction of £750 in next year's expenditure, and will also help embed the Parade even further into the community.

### **BUDGET**

Thanks to a huge amount of time and expertise given voluntarily, it looks like we have managed to stay within budget. Details will be reported to the next Services Committee. FROST is grateful to the following organisations and businesses for financial support:

Saltash Town Council	Blackwell Bate	Quickstore
China Fleet Club	Nicholls & Sainsbury	Saltash Chamber of Commerce
Petit Pain	UK Teck	Noakes & Habermehl

### **'ROLL OF HONOUR' of GROUPS THAT HELPED OUT**

Page2Stage	Saltash Town Band	Police
Air Cadets	Guides and Brownies	St. Anne's Residential Home
Satash Rotary	Twinnings' Association	Burraton Community Players
Saltash Baptist Church	Church of St. Nicholas	Wesley Church
Saltash Rugby Club	Tamar Protection Society	SEA
Bishop Cornish School	Brunel School	Burraton School
St. Stephen's School	Blood Bikes	Saltash Heritage Museum
CIC	Maitlands	

As you can see, the Christmas Festival was an event that brought a wide range of the community on to Fore Street. Many people have commented on the excellent community atmosphere. Well done Saltash !

Councillor Mrs Frank asked Members to contact her if they have any ideas for the event this year that she could take to FROST.

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

**99/14/15     FESTIVE LIGHTS**

Councillor Mrs Frank reported that funding for the Festive Lights will be debated at the next FROST meeting. It was noted that it was hoped to extend the lighting to include Lower Fore Street.

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

**100/14/15     GRITTING AND SNOW CLEARING ARRANGEMENTS**

The Chairman circulated his report on the Town Council owned grit bins. (Copy on file.) He reported that two bins had gone missing, one for the second time. Should this happen again the bins will not be replaced.

It was **RESOLVED** to purchase nine grit bins including two replacement bins.

**101/14/15     ALLOTMENTS**

It was reported that the three new plots in Grenfell Avenue are currently being allocated. All other sites are full and reports of untended plots are being followed up.

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

**102/14/15     ROUNABOUTS**

The Chairman confirmed that it would not be viable to pursue the sponsorship scheme on roundabouts due to the strict guidelines enforced by CORMAC.

It was **RESOLVED** to note and remove the item from the agenda.

**103/14/15     MOORLANDS LANE SIGNAGE**

Councillor Ellison reported that he has been working with Mr Sticker on a design for a double sided sign to be located outside Mr Kuets.

It was **RESOLVED** that the sign is ordered and installed under the Chairman's delegated authority.

**104/14/15     MILESTONES AND BOUNDARY STONES**

A letter from Mr Peter Clements was reported requesting that the Town Council consider taking on the responsibility for the maintenance of the Milestones and Boundary Stones in the parish.

It was **RESOLVED** to ask Mr Clements to survey the stones and the committee will then consider how to further the request.

**105/14/15     OTHER AREAS THAT THE SERVICE COMMITTEE IS RESPONSIBLE FOR**

The following items will be taken upon notification by members to the Chairman prior to the meeting with a short written report summary.

- Street furniture
- Community Toilet Scheme
- Community clean up projects/other environmental issues
- Additional litter bins in outer areas
- Increased toilet cleaning
- Bus shelters & stops
- Industrial estate issues
- Footpaths and environment
- Play areas/playgrounds
- Elwell Woods/Cornish Cross
- Notice boards

**106/14/15     PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960: To resolve that Pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.**

**107/14/15     AS REQUIRED OR IF NECESSARY**

None.

**108/14/15     PUBLIC BODIES (Admission to Meetings) Act 1960: To resolve that the public and press be re-admitted to the meeting.**

**109/14/15     URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

- a. Buses

Members raised the issue of the number of buses that are being scheduled so closely together that they are causing congestion problems in Fore Street.

It was **RESOLVED** to add an item to the next full Town Council agenda:

‘Bus scheduling in Fore Street and routing’.

b. Industrial estates

Councillor Ellison reported that there are still issues with parking in Avery Way. Yellow lining is being considered but a possible temporary measure is the use of traffic cones to prevent congestion.

c. Elwell Woods

Councillor Ellison requested permission for SWRA to undertake some work in the woods, clearing brambles etc. The Chairman agreed that this could take place.

**110/14/15    PRESS RELEASES OR ARTICLES REQUIRED**

None.

**111/14/15    DATE OF NEXT MEETING**

Wednesday 11<sup>th</sup> March 2015

Councillor Austin offered his apologies for this meeting as he will be unable to attend.

Rising at 9.40pm

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

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