

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 5th February 2015.

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

ALSO PRESENT: Mr P Thistlethwaite – CIC Chairman, 7 Members of the public, 2 Members of the press, R Lane - Town Clerk.

APOLOGIES: Councillors: M Gee, L Russell, D Yates. Prebendary Brian Anderson – Mayors Chaplain.

HEALTH AND SAFETY ANNOUNCEMENTS

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

367/14/15 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

PRAYERS

In the absence of Prebendary Brian Anderson – Mayors Chaplain, Councillor D Holley led prayers.

368/14/15 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	PA14/11961	Non Pecuniary	Friend

CHAIRMAN'S REPORT

Since the last meeting the Mayor has attended:

Thursday 8th January

Saltash U3A Showcase at Saltash Wesley Church

Friday 23 rd January	RNLI SOS (Serve our Soup) at the Sailing Club
Friday 23 rd January	Saltash Sailing Club Presentation Evening.
Monday 26 th January	Opening of the Saltash Music, Speech & Drama Festival.
Monday 26 th January	Opening of the Mayor's Drama Awards for Saltash Music, Speech & Drama Festival. Saltash Wesley.
Monday 4 th February	Visitors to saltash.net Community School having a tour of the Guildhall.

It was **RESOLVED** to note.

POLICE REPORT

Monthly figures

Between 0001hrs 01/01/15 and 2359hrs 31/01/15, the Control Room recorded **178 calls** from the public in Saltash and the surrounding rural parishes. A small number of these were duplicate incidents. Police attended a number of domestic 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. Calls included **27** incidents of anti-social behaviour reported to us across the area. These included reports about neighbour disputes, rowdy individuals, noise and nuisance vehicles.

These calls also included the **58** crimes recorded as being committed across Saltash and the surrounding rural areas over this period. Crime types by parish area

Saltash - 47- 20 thefts (all categories incl fraud & make off without payment), 8 criminal damages, 5 assaults (all categories incl domestic and sexual), 5 burglaries, 3 public order offences, 1 robbery, 1 drugs offence, 1 communications offences, 2 animal-related offences and 1 driving offence.

Notter - 0

Tideford - 1 (theft)

St Dominick - 0

Hatt - 0

Trematon - 1 (criminal)

Landrake - 2 (1 burglary, 1 animal-related offence)

St Mellion - 0

Pillaton - 5 (1 burglary, 1 animal-related offence, 1 depositing of waste, 1 handling of stolen goods and 1 drugs offence)

St Germans - 2 (1 criminal damage & 1 communications offence)

Botus Fleming - 0

Trerulefoot - 0

POLICE REPORT

Special Constabulary Operation

This month, colleagues from the Special Constabulary organised an Operation and conducted vehicle checks in Saltash. A total of 39 vehicles were stopped which resulted in 1 driver being summonsed for road-related offences, 1 driver being instructed to produce driving documents within 7 days, 5 drivers issued with Vehicle Defect Rectification Forms, 3 drivers advised that their details would be forwarded to the Central Ticket Office for further consideration. A further 2 vehicles were searched using police powers with 1 driver given a warning for possession of cannabis.

It was **RESOLVED** to note.

REPORT BY SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

- a. To receive report and consider any actions arising

1. Maurice Huggins Room

I am delighted to report that the facility is being used 6 days per week during the trial period. It is opened on weekdays by Saltash Creative Space for a variety of activities including special workshops on some evenings; and on Saturdays by Cross-Over for informal drop-in. U3A has also made bookings.

I have drafted an Understanding between Gateway CIC and the Town Council to govern the trial period to the end of March. In turn, the CIC has a formal Agreement with Saltash Creative Space. The Mayor, Deputy Mayor and Town Clerk have given their support to these arrangements.

Assuming all continues to go well, Gateway CIC will attempt to produce a viable business plan during March for the continuing use of the facility. This would then be presented to the Town Council.

2. Saltash Hopper

We are planning a full-scale review of community transport during this month. Town Councillors are invited to submit their thoughts about the way forward, as soon as possible.

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

Directors of the CIC have approved a draft business plan which has now been submitted to officers of Cornwall Council for consideration. In doing this, Directors

have satisfied themselves that financial risks can be managed satisfactorily, bearing in mind the formal expressions of interest we have received from potential tenants. Our aim is to bring the building into full use during 2015, reversing its decline and creating a vibrant community hub.

A draft of the lease which CIC would have with Cornwall Council is currently at an advance stage of negotiation.

4. Health and Social Care Network

Gateway CIC is providing support and encouragement to Patient Participation Groups in the two local surgeries, with the group at Port View recently involved in the Care Quality Commission inspection there, and about to promote an event on Dementia on March 6 at 2pm for patients and carers at both surgeries.

Two Directors are engaged in initiatives with other surgeries across East Cornwall, including:

- Joining the Kernow Commissioning Group's project to establish a new Out-of-Hours service in the county...which we hope will bring a more accessible service to the town [announcement expected any time now]
- Assisting the roll-out of the Cornwall Age UK *Living Well* project in the town, where it is hoped local voluntary services can be coordinated and deployed effectively to support individuals in the community referred by their GPs. An open event will be held in March to promote this.

Peter Thistlethwaite
Chair
January 31 2014

It was **RESOLVED** that:

1. The CIC Chairman and Mayor write to the Regional Health Authority requesting the minor injuries clinic at St Barnabus be reopened as soon as possible.
2. The Services Committee consider the issue of transport provision to Derriford Hospital in conjunction with the CIC.

369/14/15 CORNWALL COUNCIL REPORT

TRO's

The four County Councillors are collecting information on yellow lining for Saltash. It is far more prudent to do a collective TRO for the whole of Saltash than individual requests. Therefore if any councillor has a need for yellow lining in their respective wards would you please email the details to the ward CC for onward consideration.

A38

Last week the four CC's attended a meeting with the Highways Agency (about to change their name to "Highways England") and Cornwall Highways with other CC's in SE Cornwall to discuss the possibilities of road improvements from Saltash to Bodmin.

1. There were many points made for the need for a dual carriageway between Saltash and Trerulefoot roundabout and again from Dobwalls through the Glyn Valley. This was dismissed by "Highways England" as far too expensive and is not being proposed in the near future. They are however willing to talk to local Councillors (a lot more than they have in the past so they say!) on smaller schemes e.g. the Menheniot junction and the Landrake/Tideford by pass and any other concerns that local councillors have.
2. As we all know they have now started the pedestrian bridge at Carkeel and will be working on the new lane structure on the roundabout. This will be the first stage as they are now looking at controlling the traffic with lights and changing the shape of the roundabout as well as moving it slightly towards the north west.
3. Talks are still continuing with Broadmoor Farm developers CEG, Highways England and Cornwall highways on the Stoketon Cross roundabout and the way they are going to divert the traffic from Roodes corner, this has to be solved and installed before the development on Broadmoor starts.

Parking Charges Consultation

CC has replied on the parking charges (see below) with a counter proposal. I have negotiated to delay the reply till Friday morning.

Meanwhile I have sent an email to all STIG asking for their comments which I will have by Thursday meeting. I would appreciate a steer from the Town Council.

Once this has been agreed I propose to go back to the STIG committee to determine how we can use the 106 monies to use the new coupon system to try and compensate for this and help the footfall through the shops - next Tuesday.

Cllr Bob Austin

Dear Cllr Austin,

Thank you for your feedback which I have discussed with my senior manager and our legal advisor.

Whilst we're appreciative of what you and STIG are trying to achieve we have some reservations about how much we can change the tariffs particularly the 50p on the longer stay tariffs, we believe that we have a little room for manoeuvre on our tariff proposals so would like to offer the following 2 counterproposals to you:

Option A:

1 hour – 60p

2 hours - £1.40

All other tariffs remain as proposed

Option B:

1 hour – 50p

2 hours - £1.60

All other tariffs remain as proposed

If either of these options are amenable to you as both Local Member and Chairman of STIG then please let me know, unfortunately we do need to move quite quickly on ordering the software for the ticket machine so a prompt response would be appreciated.

I am out of the office all day tomorrow but will have access to my emails and voicemail should you need to contact me.

Kind regards,
Simon Clark

It was **RESOLVED** that:

1. Cornwall Council Parking Consultation be notified that this council supports its own option for a fee of 50p for 1 hour and £1.50 for 2 hours parking as opposed to the options proposed by Cornwall Council.
2. Cornwall Council be requested that this council receive copies of all notes of meetings held between CEG and Cornwall Councillors regarding the Broadmoor Farm Development.

370/14/15 QUESTIONS FROM THE PUBLIC

None

371/14/15 MINUTES

The minutes of the meetings of the Town Council on the 8th January 2015 and 20th January 2015 were confirmed and signed as a correct record.

372/14/15 MATTERS ARISING FROM THE MINUTES

It was **RESOLVED** that a formal response be submitted to Cornwall Council regarding PA14/11376 Churchtown Farm for a site meeting with the Highways Officer, Environmental Officer and Heritage Officer.

373/14/15 FINANCE

a. To advise the following receipts in:

i. December

Details	Net	VAT	Gross	S106
Allotment Fees	£1,407.00	£0.00	£1,407.00	
Barclays -Loyalty Reward	£9.05	£0.00	£9.05	
Guildhall Hire	£904.70	£0.00	£904.70	
Photocopying Fees	£1.67	£0.33	£2.00	
S106 Cinema Income	£69.17	£13.83	£83.00	S106 Waitrose
S106 Funding	£1,961.91	£0.00	£1,961.91	S106 Waitrose
S106 Funding	£7,239.00	£0.00	£7,239.00	S106 Waitrose
St. Stephens - Burial Fees Nov 2014	£930.00	£0.00	£930.00	
Xmas Event Donation	£166.00	£0.00	£166.00	
Xmas Stalls Income	£50.00	£0.00	£50.00	

ii. January

Details	Net	VAT	Gross	S106
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Allotment Fees	£129.00	£0.00	£129.00	
Guildhall Hire	£110.59	£0.00	£110.59	
Xmas Event Donation	£200.00	£0.00	£200.00	

b. To advise the following payments in:

i. December

Supplier	Details	Net	VAT	Gross	S106
	Petty Cash	£169.64	£0.00	£169.64	
Barclays	Bank Charges - 13th Oct - 12th Nov	£36.20	£0.00	£36.20	
Barclaycard	Credit Card Payment - Nov 2014	£221.56	£44.31	£265.87	S106 Waitrose
Backbone Media	Advert for Free Parking	£20.00	£0.00	£20.00	S106 Waitrose
Celebration Pyrotechnics	Xmas Lights Fireworks	£500.00	£100.00	£600.00	
Christmas Decorators	Xmas Decorations	£2,999.00	£599.80	£3,598.80	
Chubb	Rental Fees - Dec 2014	£34.37	£6.87	£41.24	
Consortium	Stationary and Cleaning	£194.78	£38.99	£233.77	
Consortium	Stationary and Cleaning	£58.00	£11.61	£69.61	
Cormac	Waterside Cleaning - Sept 2014	£332.12	£66.42	£398.54	
Cormac	Waterside Cleaning - Oct 2014	£332.12	£66.42	£398.54	
Cormac	Road Closure - Xmas Event	£298.34	£59.67	£358.01	
Cornwall College	Overpayment of Guildhall Hire	£196.00	£0.00	£196.00	
Cornwall Council	Rates - Guildhall	£671.00	£0.00	£671.00	
Cornwall Pension Fund	Pensions - November 2014	£1,971.83	£0.00	£1,971.83	

Cornish Times	Advert for Saltash Cinema	£56.00	£11.20	£67.20	S106 Waitrose
Cornwall Council	Charges for Free Parking	£12,509.56	£2,501.91	£15,011.47	S106 Waitrose
Crown Copiers	Quarterly Maintenance - Sept-Dec	£95.17	£19.03	£114.20	
Design Studio	Leaflets for Xmas Event	£70.00	£0.00	£70.00	
DW Electrics	Repairs to Ann Glanville	£135.42	£27.08	£162.50	S106 Waitrose
EDF	Xmas Lights - Point 2	£4.74	£0.90	£5.64	
EDF	Xmas Lights - Point 4	£7.37	£0.97	£8.34	
EDF	Xmas Lights - Point 6	£5.83	£0.00	£5.83	
EDF	Elwell Woods - Electricity	£57.61	£2.88	£60.49	
EDF	Maurice Huggins Room - Electricity	£2.92	£0.14	£3.06	
EON	Guildhall Electricity	£247.67	£49.53	£297.20	
EON	Cemetery Electricity	£11.65	£0.58	£12.23	
Filmbank	Frozen - Cinema	£154.00	£30.80	£184.80	S106 Waitrose
Glendale	Rebuild of Stone Corner	£257.00	£51.40	£308.40	
Glendale	Grounds Maintenance - Nov 2014	£1,403.91	£280.78	£1,684.69	
HMRC	PAYE - November 2014	£3,550.96	£0.00	£3,550.96	
ICOM	Telephone - Nov 2014	£53.58	£10.72	£64.30	
IRQ Systems	IT Support/Maintenance	£183.00	£36.60	£219.60	
Jackman Peckover	Heating Fault	£69.25	£13.85	£83.10	
JW Plant	Commonwealth Flag	£58.00	£11.60	£69.60	
Kelvin Wood	Xmas Stalls Refund	£20.00	£0.00	£20.00	
Local World	Recruitment Advert	£349.00	£69.80	£418.80	
Morris Leslie	Water Bowser Hire (Last Inv)	£12.00	£2.40	£14.40	

OTIS	Lift Maintenance - Dec - Feb 2015	£460.89	£92.17	£553.06	
Party Project	Snow Machine	£350.00	£0.00	£350.00	
Powerline	Annual Maintenance - Intruder Alarm	£58.65	£11.73	£70.38	
Powerline	Annual Maintenance - Fire Alarm	£273.71	£54.74	£328.45	
Saltash Window Cleaning	Window Cleaning + Bus Stops	£135.00	£0.00	£135.00	
Saltash Observer	Advert for Xmas Festival	£350.00	£0.00	£350.00	
Saltash Observer	Advert for Cinema	£50.00	£0.00	£50.00	S106 Waitrose
Screwfix	Drill	£75.00	£14.99	£89.99	
SES	Fault with Fire Alarm	£36.80	£7.36	£44.16	
Shaun Libby	Works In Guildhall	£224.70	£44.94	£269.64	
South West Water	Waterside Toilets	£607.73	£0.00	£607.73	
Staff Salaries	Dec-14	£9,491.65	£0.00	£9,491.65	
Toozaali	Lattern Workshops	£3,325.00	£0.00	£3,325.00	
UK Fuels	Petrol - Ride On Mower	£36.35	£7.27	£43.62	
Uskate CIC	Entertainment - Xmas	£150.00	£0.00	£150.00	
Viking	Stationary	£51.36	£10.27	£61.63	
Zurich	Ride on Mower Insurance	£265.00	£0.00	£265.00	

ii. January

Supplier	Details	Net	VAT	Gross	S106
Judy Whitlock	Street Entertainment	£40.00	£0.00	£40.00	S106 Waitrose

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.

374/14/15 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:

Prior to the next item on the agenda Councillor Mrs G Challen declared a non-pecuniary interest and left the meeting.

PA14/11961

D Bennetts – 28 Long Park Road, St Stephens

Application to vary condition 2 (approved plans) to replace PL004A, PL005A, PL006A, PL007A with revision B of all drawings to create new room in roof. Application no PA14/08489 dated 11/11/14 relates. (Material amendment.)

Ward: South

Date received: 19.01.2015

It was resolved to RECOMMEND REFUSAL DUE TO LOSS OF LIGHT TO NEIGHBOURING PROPERTIES AND OVER DEVELOPMENT OF THE SITE.

Councillor Mrs G Challen was invited and returned to the meeting.

PA15/00090

I Chapman – 159 Callington Road

Excavation of front garden, re-positioning of existing entrance steps and provision of external access ramp.

Ward: North

Date received: 23.01.2015

It was resolved to RECOMMEND APPROVAL.

PA15/00163

Mr and Mrs M Goodwin – **11 Hillside Road**

Proposed 2 storey extension to rear of dwelling and loft conversion. (Resubmission of previous application PA14/10581 withdrawn 17.12.2014).

Ward: East

Date received: 26.01.2015

It was resolved to RECOMMEND REFUSAL DUE TO OVELOOKING HOUSES IMMEDIATELY BELOW ON DEER PARK AND THE END OF HILLSIDE.

IT WAS NOTED THAT THE A COMMENT BY COUNCILLOR HOLLEY REFERRED TO IN A LETTER OF OBJECTION RELATED TO A PREVIOUS PLANNING APPLICATION AND NOT THIS ONE.

PA15/00423

Ms M Trendall – **Yellow Tor Villa, Fairmead Road**

Proposed construction of garage with ancillary accommodation over for Yellow Tor Villa (resubmission).

Ward: West

Date received: 22.01.2015

It was resolved to RECOMMEND APPROVAL ON THE BASIS THAT THE PUBLIC RIGHT OF WAY BE KEPT CLEAR AND UNOBSTRUCTED AT ALL TIMES DURING AND AFTER BUILDING WORKS.

PA15/00684

Mr and Mrs Taylor – **11 Lower Port View**

Single storey side extension and infill extension at first floor level.

Ward: East

Date received: 30.01.2015

It was resolved to RECOMMEND APPROVAL.

d. Tree applications/notifications:

i. Applications

None

ii. Notifications

PA15/00697

A Parry – **The Barn, Road from St Stephens Hill to Castle Hill Forder**

Felling of two Fir trees and one Sycamore tree.

Ward: West

Date received: 30.01.2015

It was resolved to RECOMMEND THE TREE OFFICER INVESTIGATE WHETHER HE FEELS A T.P.O. SHOULD BE APPLIED AND IF SO THIS COUNCIL WILL SUPPORT HIS DECISION.

- 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:

PA14/09565

A Horton, Courtvolland Estates Ltd – **Court Volland Farm, Trematon**
Demolition of Unit 4 (Barn 3) and reconstruction to form replacement dwelling, exactly as extant consent PA14/03547.

Ward: West

Date received: 14.11.2014

On 4th December 2014 Saltash Council resolved to RECOMMEND APPROVAL

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

Stick with our original position and request call-in	1 vote
Accept the Officer's position	4 votes
Abstain	1 vote

THEREFORE THE COUNCIL HAS VOTED TO ACCEPT THE OFFICER'S POSITION AND REFUSE THE PLANNING APPLICATION.

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

At the Town Council Meeting on 16th December 2014 it was resolved to DEFER TO THE MEETING TO BE HELD ON 8TH JANUARY 2015.

At the Town Council Meeting on 8th January 2015 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.

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

Stick with our original position and request call-in	6 votes
Accept the Officer's position	6 votes
Abstain	1 vote

IN LINE WITH PROTOCOL, A TIED-VOTE INDICATES THAT THE COUNCIL WILL REVERT TO ITS ORIGINAL DECISION AND WILL THEREFORE REFUSE THE PLANNING APPLICATION.

(Councillor Hilary Frank is in contact with the Planning Officer).

PA14/11376

T Carew-Pole – Churchtown Farm, Farm Lane, St Stephens

Outline application for up to 25 dwellings with all matters reserved apart from access.

Ward: West

Date received: 15.12.2014

At the Town Council Meeting on 20th January 2015, it was resolved to RECOMMEND REFUSAL DUE TO:

The application fails to adequately address the grounds for refusal of the previous application with respect to:

- 1. Impact on the AONB and heritage assets.**
- 2. Unsatisfactory access arrangements and cumulative highways impact on the St Stephens Road area.**
- 3. Unsatisfactory arrangements for ameliorating the adverse impacts on education, amenity space etc.**

A site meeting is requested with the Highways Officer, Environmental Officer and Heritage Officer.

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	5 votes
Abstain	1 vote

THEREFORE THE COUNCIL HAS VOTED TO STICK WITH OUR ORIGINAL POSITION AND REFUSE THE PLANNING APPLICATION.

PA14/12092

D Taylor – 12 St Georges Road

Formation of rooms in roof.

Ward: East

Date received: 09.01.2015

At the Town Council Meeting on 20th January 2015 it was resolved to RECOMMEND REFUSAL AS OVERLOOKING AND OVERBEARING.

Having held a poll on this Planning Application the result is:

Stick with our original position and request call-in	6 votes
Accept the Officer's position	4 votes
Abstain	0 votes

THEREFORE THE COUNCIL HAS VOTED TO STICK WITH OUR ORIGINAL POSITION AND REFUSE THE PLANNING APPLICATION.

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 votes
Accept the officer's position	2 votes
Abstain	2 votes

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

Ward councillors are in touch with the Planning Officer.

It was **RESOLVED** to note.

375/14/15 CONSIDERATION OF LICENSE APPLICATIONS

None

376/14/15 SALTASH NEIGHBOURHOOD PLAN

a. Update

Members received an update report from Councillor Yates.

The main business since the last report to the Town Council has been the start of setting up arrangements to ensure robust financial management of the project as requested by the Town Council at the last meeting.

In summary these include:

a) A summary of estimated costs provided by the consultants relating to each of the 8 steps in the Neighbourhood Plan preparation process to be used as a starting point for proposals for project financial control.

b) The following consultant control and management arrangements were agreed:-

- 1) A review of the allocation of costs across the 8 steps to be produced.
- 2) A brief monthly financial report to be produced to monitor actual and anticipated spend against budget.
- 3) Appropriate ordering and expenditure arrangements to be agreed to ensure compliance with Town Council Standing Orders and Financial Regulations.
- 4) The Neighbourhood Plan Steering Group Chairman to be notified when budget spend hits 80% of agreed budget allocation at each of the 8 steps;
- 5) Subject to the advice of the Town Clerk the Neighbourhood Plan Project Manager to be granted delegated authority to a limit of £250.
- 6) The Neighbourhood Plan Project Manager to notify the Neighbourhood Plan Steering Group Chairman who shall consult with nominated Town Council members of the Steering Group for approval on items of expenditure exceeding £250 or where corrective budget management/action is required.
- 7) A Budget Review will be held at the end of Steps 2, 4 and 6 of the 8 step SNP preparation process.

c) The Town Clerk to agree the requisite Consultant Contracts.

It was **RESOLVED** to note and approve the controls.

377/14/15 CORRESPONDENCE

Correspondence – to note, previously circulated:

- a. Cornwall Council
Kingsleigh House

It was **RESOLVED** to note.

- b. Cornwall Council
Re.Draft Renewable Energy Supplementary Planning Document
Consultation

It was **RESOLVED** that Councillor Holley draft a response.

- c. Caradon Pilot Gig Club
Three Rivers Race

It was **RESOLVED** that the Mayor write and thank the Gig Club for the notification.

- d. Office of the Police and Crime Commissioner
Police and Crime Plan

It was **RESOLVED** to note.

378/14/15 APPROVAL OF THE MINUTES OF THE FOLLOWING COMMITTEES

The minutes of the meeting of the **Services Committee held on 14th January 2015** were confirmed and signed as a correct record.

The minutes of the meeting of the **Burial Board Committee held on 19th January 2015** were confirmed and signed as a correct record.

It was **RESOLVED** that the Town Clerk receive delegated authority to resolve burial fees for any non Saltash residents under 18 years old until the fees are finalised by the Burial Board.

The minutes of the meeting of the **Staffing Committee held on 20th January 2015** were confirmed and signed as a correct record subject to:

1. Minute 79/14/15 b. to read Recommended and not Resolved.
2. Minute 83/14/15 paragraph two to read Resolved not Recommended.

It was **RESOLVED** that:

1. Minute 79/14/15 c ii be referred back to Staffing Committee.
2. Minute 81/14/15 parts a and b be considered under the Public Bodies (Admission to Meetings) Act 1960.

The minutes of the meeting of the **Burial Board held on 2nd February 2015** were confirmed and signed as a correct record.

The minutes of the meeting of the **Policy and Resources Committee held on 3rd February 2015** were confirmed and signed as a correct record subject to:

Minute 87/14/15 a. to read Resolved not Recommended.

It was **RESOLVED** that:

1. EMF Youth Work be re-titled “Youth Work and funding youth provision in Saltash” and that the budget be increased to £40000

for the 2015/16 budget with inflationary increases for years thereafter.

2. To note that the fees and charges, budget and precept for 2015/16 (as attached) were unanimously approved by the council.

379/14/15 TO APPROVE REVISED STANDING ORDERS (DEFERRED FROM 08.01.2015.) SUBJECT TO THE APPROVAL OF MAYOR CHOOSING ARRANGEMENTS TO BE CONSIDERED BY THE POLICY AND RESOURCES COMMITTEE

It was **RESOLVED** that the revised standing orders be approved subject to Mayor Choosing arrangements being considered by the Policy and Resources Committee.

380/14/15 BUS SCHEDULING IN FORE STREET AND ROUTING (REFERRED FROM SERVICES COMMITTEE.)

It was **RESOLVED** that the bus companies be written to regarding their scheduling effect on the town centre and to request the issues be further taken into account when considering their scheduling of services in April.

381/14/15 TRANSPORT FOR CORNWALL. REPRESENTATION TO CORNWALL COUNCIL RE A38 BETWEEN SALTASH AND TRERULEFOOT

It was **RESOLVED** that Councillor Holley respond to the Cornwall Council transport consultation requesting an upgrade for the route.

382/14/15 S106

- a. Saltash Arts Festival.

It was **RESOLVED** that:

1. The application be adopted.
2. The application be approved.

- b. Youth Work in Saltash (Councillor Shepherd).

It was **RESOLVED** that this item had been considered under minute 378/14/15 Policy and Resources Minutes of the meeting held on 3rd February 2015.

383/14/15 SALTASH MAY FAIR –LICENCE REQUEST

It was **RESOLVED** that the May Fair Committee be granted permission under the Town Council 'streets and open spaces' premises licence for

this year's Saltash Lions May Fair to be held at Wharefelton Field over the weekend of 2nd & 3rd May 2015.

384/14/15 TO CONSIDER NOMINATIONS FOR MAYOR ELECT 2015/16

It was **RESOLVED** unanimously that Councillor Mr W Phillips be elected Mayor Elect for 2015/16

385/14/15 TO CONSIDER NOMINATIONS FOR DEPUTY MAYOR ELECT 2015/16

It was **RESOLVED** that Councillor Mrs H Frank be elected Deputy Mayor Elect for 2015/16

386/14/15 MEET YOUR COUNCILLORS:

a. Arrangements for future meetings

It was **RESOLVED** that Councillors Dent, Killeya, Coot and Holley will attend the next meeting to be held on Saturday 7th February 2015 in Fore Street.

387/14/15 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.

388/14/15 TO RECEIVE AND UPDATE REPORT FROM THE DEVOLUTION OPTIONS GROUP

Members considered a report from Councillor Killeya.

It was **RESOLVED**

1. To submit two non-binding proposals to Cornwall Council for devolution of services and assets, as outlined in confidential session.
2. To reaffirm the Devolution Option Groups authority to advance these matters up to the point where a formal decision is required from full council.
3. To include an EMF of £5,000 in the 2015/16 precept for 'ex-toilet blocks'.

389/14/15 CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

Minutes of the meeting of the Staffing Committee held on 20th January 2015

Minute 81/14/15 part a. Staff Pay

It was **RESOLVED** to approve:

1. Option C and that employees who are remaining in their current posts move to the equivalent point on the scale.
2. Casual posts remain on a single point at the bottom of the equivalent scale.
3. The Cemetery Warden as a new role start on the bottom of the scale.
4. The council seeks accreditation with the living wage foundation.

Prior to the next item the Town Clerk declared a pecuniary interest and left the meeting.

Minute 81/14/15 part b Town Clerk's Pay

It was **RESOLVED** to approve:

- i. Option A from section B with regard to the scale of the Town Clerk post.
- ii. The recommendation in Section C with regard to current incumbent.

The Town Clerk was invited and returned to the meeting.

390/14/15 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

391/14/15 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

The Chairman notified members that Lady Seccombe had extended her thanks to all those that had attended Sir Vernon Seccombe's funeral.

It was **RESOLVED** to note.

392/14/15 PRESS RELEASES AND FUTURE ARTICLES REQUIRED

1. The implementation of the living wage.
2. The precept for 2015/16
3. Bus scheduling in the town centre

393/14/15 DATE OF NEXT MEETING

Tuesday 17th February 2015 at 5.30 p.m.
Thursday 5th March 2015 following the Annual Meeting with Parishioners
at 7.00 p.m.

394/14/15 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 10.05 p.m.

Signed: _____
Chairman

Dated: _____