

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 7<sup>th</sup> August 2014 at 6.30 pm**

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

**ALSO PRESENT:** Prebendary Brian Anderson, P Thistlewaite – CIC Chairman, Sergeant Chilcott – Saltash Police, 5 Members of the public, 2 Members of the press, R Lane – Town Clerk

**APOLOGIES:** Councillors: A Killeya, L Russell.

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### **HEALTH AND SAFETY ANNOUNCEMENTS**

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

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

MA Griffin Associates gave a public presentation regarding proposals for a development at Hole Farm, Kingsmill Road, Carkeel (Copy on file.)

### **PRAYERS**

Prebendary Brian Anderson - Mayors Chaplain led prayers.

The Chairman welcomed Councillor Mathew Coot the newly elected member for Saltash South.

### **148/14/15 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

<b>Councillor</b>	<b>Agenda Item</b>	<b>Pecuniary/Non Pecuniary</b>	<b>Reason</b>
Gee	PA14/06798	Non Pecuniary	Finance Director SWRA
Hooper	13 B/1	Non Pecuniary	Expenses paid for Calc representative
Dent	P & R Festival Fund	Non Pecuniary	Member of RBL
Ellison	PA14/06798	Non Pecuniary	Manager Committee Livewire
	PA14/06720	Non Pecuniary	Neighbour directly affected
	30 Grounds Tender	Non Pecuniary	SWRA/Regatta has commissioned work from both contractors
Challen	PA14/06065	Non Pecuniary	Friend
	PA14/06720	Non Pecuniary	Friend
Yates	18. Policy & Resources Minutes 15.07.14.	-	-
Yates	26. Public Amenity Recreation Field	-	-

## **CHAIRMAN'S REPORT**

### **a. Chairman's Report**

Friday 11 <sup>th</sup> July Rotary	St. Stephen's School Summer Fair and opening of Garden.
Saturday 12 <sup>th</sup> July	Burraton Methodist Chapel Fun Day.
Sunday 13 <sup>th</sup> July	Saltash Town Band Craft and Fun Day at Ince Castle.
Tuesday 15 <sup>th</sup> July	Trematon WI 50 <sup>th</sup> Anniversary Afternoon Tea at Saltash Baptist Church.
Saturday 19 <sup>th</sup> July	League of Friends of St. Barnabas Hospital Summer Fete at the hospital.
Saturday 19 <sup>th</sup> July Saltash.	Pixielands Day Nursery "Graduation" Ceremony,

Saturday 19 <sup>th</sup> July	Discovery Day at Churchtown Farm Nature Reserve.
Wednesday 23 <sup>rd</sup> July	Cornwall in Bloom judging around the Town.
Wednesday 23 <sup>rd</sup> July Presentation	Tamar Trotters Junior Athletics Club Awards at saltash.net Community School.
Saturday 2 <sup>nd</sup> August	“Joseph and his Amazing Technicolour Dreamcoat” production by Youngstagers at Burraton Community Centre.
Sunday 3 <sup>rd</sup> August	The Saltash Branch of the Royal British Legion and the Royal Naval Association Church Service to commemorate the start of World War I, at SSN&F Church.
Monday 4 <sup>th</sup> August	“Cornwall Remembers” Commemoration of the outbreak of World War I, at County Hall, Truro.
Monday 4 <sup>th</sup> August	RWindband Centenary Concert at the Saltash Wesley Church.

The Deputy Mayor attended

Sunday 13 <sup>th</sup> July	Torpoint Town Council Civic Service.
Sunday 13 <sup>th</sup> July	Sea Sunday Church Service at the Minster Church of St. Andrew, Plymouth.
Saturday 2 <sup>nd</sup> August	Saltash Ladies Choir Concert at SSN&F Church.
Monday 4 <sup>th</sup> August	Commemoration of the outbreak of World War I at St. Columb Major.

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

**POLICE REPORT**

a. Police Report

Please find below my police report for the 7<sup>th</sup> August 2014 :-

Total number of crimes committed between the 3<sup>rd</sup> July and 6<sup>th</sup> August 2013 – **78**

Total number of crimes committed between the 3<sup>rd</sup> July and 6<sup>th</sup> August 2014 - **50**

### **Crime of note.**

- 7 Cannabis warnings have been issued by the local team.

5 of the warnings were issued on the same evening. PCSO Lee Smith stop checked a group of 7 males under the Tamar Bridge. Police officers attended to assist Lee with searching all the males for drugs and 5 out of the 7 males had Cannabis on them. The group of 5 males also received Anti Social Behaviour warning letters.

- On the 13<sup>th</sup> July 3 persons entered Lynher Court and stabbed the occupant several times. 2 persons have been arrested in connection with the offence and are on police bail.

- We have had 2 Burglaries

Overnight on the 27<sup>th</sup> July a unknown person entered a garage to the front of an address and stole garden tools and audio equipment, enquires are ongoing.

Between 1230 – 1300 hours on the 4<sup>th</sup> August an unknown person entered an insecure front door whilst the home owner was working in the back garden and stole jewellery. Enquires are ongoing.

Kind regards

Chris Chilcott.

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

### **REPORT BY SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)**

- a. Receive Report and consider any actions arising

#### **Saltash Gateway CIC Report For August 2014**

**Saltash Gateway Community Interest Company 4 Fore Street, Saltash PL12 6JL**

[www.communityenterprisespl12.co.uk](http://www.communityenterprisespl12.co.uk) email:  
[chair@communityenterprisespl12.co.uk](mailto:chair@communityenterprisespl12.co.uk)

**Report to Saltash Town Council, August 7 2014**

Below is my review of the year, as presented at our AGM last week. Members elected one new Director, Mrs Rose Edwards, who will lead the further development of our Volunteering Service. I may not be able to be present at your meeting to answer questions, but I will do my best to be back in Saltash in time.

This is my first report as Chair. It covers a period in which three new Directors also had their first year, with each taking on a role which had not been established before in the company. Consequently, the role of Company Secretary has been developed significantly to strengthen our governance; we have put massive emphasis on publicity and marketing, with a lead Director; and we have consolidated the opportunities we had created at 4 Fore Street by managing it through an individual Director. Throughout, attendance at Directors' meetings has been high, debates have been stimulating and creative, and individuals have been generous with their time. As Chair, I am very grateful for this support to the company.

During the year we lost Colin Brown, one of the company's founder Directors, who felt it was the right time to move on. Colin will be remembered as the pioneer of community transport initiatives and the Hopper bus. This would never have come into existence without Colin's persistence and determination.

There is no doubt in my mind that the company has benefitted greatly through a presence in Fore Street in the last year. It is a priority for us to secure a continuation of our current lease at "number 4" when it expires during 2015.

### *Governance and profile*

There was some inevitable introspection during a year which was likely to see changes in style and emphasis. This started with a workshop last September which generated the following conclusions:

The company should not stand still. We should seek to expand, and take all opportunities to lead new initiatives and acquire assets
The company must be seen as responsive to local needs
We need to move on from the original Community Strategic Action Plan which drove the formation of the company
Some current processes may benefit from closer adherence to the company's Mem & Arts – but these may also need updating.
Directors to review old CIC Business Plan and consider whether a new one is needed
Large projects to have their own strategic plans
All websites to be improved and rationalised, incorporating "branding"

This became an Agenda for action in the last year, which was undertaken with the maximum community consultation possible.

We discovered that we had never formally approved a business plan, and so we created together a statement of Strategic Priorities 2014/16, which included re-clarification of our Mission and Values, our Aims, and Key Current Issues – the basis of a future business plan. This led directly to a redefinition of our Memorandum of Association, which now puts major emphasis on our engagement with the public to ascertain local needs and potential solutions, and therefore the need to boost our membership. This focus is already delivering results, with membership having increased by 150% due to our efforts to increase public knowledge of the company, and granting new members a free SaltashCard. This feels like a winning and integrative approach for us all.

We also worked from the start on developing a new brand for the company which



turned out as:

This was achieved not without difficulty, particularly on whether we should restrict our brief to Saltash (which we didn't) and on the actual notion of "community enterprises" (which didn't click with everyone initially). Nevertheless, the mention of "enterprises" can be seen to give proper weight to the business like provider of services we wish to be, and "community" the right sense of local ownership and control. As Chair, I do sincerely hope that in future we develop a wider range of increasingly ambitious enterprises which can have a positive impact on life in the Saltash and surrounding area.

The new brand was then used as the foundation of a new integrated website design. We were in a strong enough financial position to commission a professional firm to do this, and we are pleased with the results. It is now up to us to develop the content further, keep everything up-to-date, and ensure we achieve a strong return on our investment over time. We have established regular monthly mailings to members and key partners through it. Helen Neville and Christina Dixon in particular deserve great praise for their efforts on this.

### *Enterprises*

The *Community Market* has been an unexpected success, establishing itself as a permanent feature of Fore Street, yet responding innovatively to new opportunities and challenges. Some stallholders have moved on to bigger things, having experimented initially in the market. With the monthly Local Food Market we also seem to be creating an enviable institution in the town, which I hope can be a platform for further initiatives. We are well set up to do this given the grant of £4700 received from the Howton Solar Farm Fund run by Cornwall Community Foundation, which we have focussed on promoting sustainable local shopping under the banner *I Shop For Saltash*. This includes encouraging and supporting young people to try retailing their own goods and services. I want to pay tribute to Rosie Waters for her enthusiastic management of this enterprise. She has been

consistently supported in administration by volunteer Sue Bishop – to whom thanks are due.

Demand for market stalls has to some extent squeezed the planned development of a *community hub* at 4 Fore Street. It has nevertheless over the year become an established source of community information, particularly on voluntary sector activities; and, thanks to volunteers Lynda Burden, Rose Edwards and latterly Delyth Roberts we are building a Volunteering Service which can put local volunteers in touch with organisations needing help. This has been done with the active support of Volunteer Cornwall. I am very grateful to all involved in this. The Saltash area is a big enough place to deserve its own local approach.

The *Hopper Bus* and the *SaltashCard* are two established enterprises which have continued well throughout the year, and both are well set up to expand in the next year. Thanks are due to Tony Parry and his team of volunteer drivers who are the backbone of the transport enterprise, supported again by Sue Bishop in administration. The management of the SaltashCard is now wholly integrated into the Community Market – which seems a logical and potentially powerful step. Its creator, Richard Bickford, still retains his lead for what is our longest running enterprise.

This has been a quieter year for the *Health and Social Care Network*. Whilst Directors monitor developments in the NHS, opportunities for action have been limited because of organisational change in the NHS. We have had to put effort into supporting the development of Patient Participation Groups at the three local GP surgeries – this is now the model of public or consumer engagement preferred by the government. Saltash Health Centre remains the least developed Group. We expect a lot of public involvement in coming months on the new out-of-hours services we are being promised for 2015.

### *Partnerships*

I have no doubt that our relationship and easy communication with members and officers of Saltash Town Council, and with our four local County Councillors, is the key element of our capacity to develop as a company. In the last year this was enhanced when David Yates, our co-opted councillor, was Town Mayor; and I personally have kept up the tradition of my predecessor in reporting to each and every Town Council meeting. The partnership can be typified by the role that Director Bob Austin plays for us as both Town and County Councillor – his ability to make connections between people and policies across the county has been a great support to me in this first year. We have now been trusted by STC to produce a business plan to secure the future of the now-threatened CAB building in Belle Vue Road, and are working with Cornwall Council officers on this now. If we can come up with an effective plan, it would be the sort of ambitious next step for the company I mentioned earlier.

Directors have also participated in key local collaborations like the Town Centre Improvement Group (STIG) and the Community Network. Such activity is important for the company to undertake.

#### *Finance Director role*

In the absence of a Director able to take on this role, I continued to oversee our finances in the last year. This is not overly burdensome, except perhaps in recent weeks when I have had to work with our Accountants to prepare our Annual Financial Statements. It helps that we have put and maintained ourselves in a strong financial position generally, ie there has been no need for crisis management. However, it is a priority for me that the role moves to someone else as soon as possible, especially since more ambitious enterprises will demand more financial management proficiency within the company. We also need to be raising money for smaller initiatives, through grant applications, eg for developing volunteering.

Peter Thistlethwaite

28 July 2014

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

#### **149/14/15     CORNWALL COUNCIL REPORT**

Cornwall departments are all preparing defences of their financial positions and requirements for 2015/16 and also indicating how they will contribute to savings necessary over the next four years (about £190 Million).

The Government has granted cash to repair the storm damage to Penzance sea pool.

All councils including Cornwall Council have financial concerns about their funding positions when the government proposals to limit capital draw – down from citizens entering residential care to £72,000.

Cormac will repair the road surface at the east end of North Road (the approach to the Bridge).

The Cornwall Council planning portal website has been having problems.

Councillor D Holley.

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



**150/14/15      QUESTIONS FROM THE PUBLIC**

A resident of Saltash reported he had experienced late night disturbance in Fore Street and enquired if the police and members had any similar experience or received reports on this type of activity.

Sergeant Chillcott and members responded that they had no experience or received any reports in relation to this type of activity.

Sergeant Chillcott stated that if anybody experienced such a problem they should call the police who will respond.

**151/14/15      MINUTES**

The minutes of the meetings held on 3<sup>rd</sup> July 2014 and 15<sup>th</sup> July 2014 were confirmed and signed as a correct record

**152/14/15      MATTERS ARISING FROM THE MINUTES**

None

**153/14/15      FINANCE:**

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

i.     June 2014

Churchtown Farm Allotment Association	300.00	Contribution towards water trough
Guildhall hire	1983.78	

ii.    July 2014

Guildhall hire	837.80	
Photocopying	0.70	
Saltash Festival Lights Committee	5562.26	Donation for purchase of Christmas lights
Saltash Girls Choir	129.09	Refund of donation
St Stephens PCC	250.00	Burial fees June 2014

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

i.     June 2014

Anderson/Green	40.00		Professional services
Barclaycard Commercial	75.00		Staff travel to CPD

BNP Paribas Ltd	513.84	428.20	Copier lease
BTE Services Ltd	62.40	52.00	Waste disposal
Cardiac Science	12.00	10.00	Delivery charge
Copp A	400.00		Brunel Inn – Community Toilet Scheme
Cormac Ltd	400.45	333.71	Cleaning – Waterside PC April 2014
Cormac Ltd	960.00	800.00	Signs – Cornish Cross
Cornwall Council	671.00		Guildhall rates
Cornwall Council Pensions	946.73		
Cube Services Ltd	2580.00	2150.00	Supply & install A/C system
EDF Energy	68.60	61.05	Lighting – Hadlo Pillar
EDF Energy	26.00	24.76	Christmas lights SP5
EDF Energy	17.00	16.19	Christmas lights SP3
EDF Energy	23.00	21.90	Christmas lights SP2
EDF Energy	22.00	20.95	Christmas lights SP1
EDF Energy	18.00	17.14	Christmas lights SP4
EDF Energy	19.00	18.09	Christmas lights SP4
Eon	327.68	273.07	Electricity - Guildhall
Eon	14.16	13.49	Electricity - cemetery
Grant Thornton	1200.00	1000.00	Audit fees
Hays	324.72	270.60	Temporary staff
Hays	276.01	230.01	Temporary staff
Hays	259.78	216.48	Temporary staff
Hine Brothers	220.00		Removal of dead/fallen trees
Hine Brothers	1040.00		Grounds maintenance May 2014
Hine Brothers	1400.00		Grass cutting - churchyard
Hine Brothers	1020.00		Grass cutting - churchyard
HMRC	2083.90		PAYE/NIC
Hooper Mrs S	24.30		Expenses re conference
ICOM SW Ltd	74.10	61.75	Telephone bill
Information Commissioner's Office	35.00		Data protection registration
IRQ Systems Ltd	219.60	183.00	IT support/maintenance
Mayor's Allowance	320.00		
Saltash Rail Users Group	227.40	226.08	Train timetables
Saltash Regatta Committee	160.00		Rental of storage space

Saltash Window Cleaning	180.00		Guildhall windows/bus shelters cleaning
South West Water	18.66		Water/sewage charges Waterside PC
Staff salaries	7572.37		
Tartendown Nursery	180.00	150.00	Christmas tree – Victoria Gardens
Tartendown Nursery	180.00	150.00	Plants (refresh) Fore Street
Tartendown Nursery	330.00	280.00	Shrubs/plants/bark
Tartendown Nursery	1252.80	1044.00	Hanging baskets
UK Fuels Ltd	.60	.50	Card charge
WesternWeb Ltd	54.00	45.00	Domain renewal

ii. July 2014

Petty cash	67.85		
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It was **RESOLVED** to note

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

The Chairman reported that she had authorised that the bunting in Fore Street be removed and the fencing adjacent to Huntley Gardens be repaired on Health and Safety Grounds.

It was **RESOLVED** to endorse the Chairman's actions and expenditure on Health and Safety grounds.

- d. Bank reconciliations up to 30<sup>th</sup> June 2014 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk

It was **RESOLVED** to note

**154/14/15 PLANNING**

- a. It was noted that Cornwall Councillors will vote upon the information before them at this meeting but in the light of subsequent information received at Cornwall Council, Councillors may vote differently at that meeting.
- b. It was noted that in the event that the Cornwall Council officer wishes to recommend opposite to the Town Council's view they will contact the Town Council by email. In light of time constraints the

Town Council will then hold an online poll of Councillors to determine whether to accept the officers' view or to ask for the application to be called into committee. The results of these polls will be read into the record at the next town council meeting. Members of the public may request, via the clerk, to be copied into any correspondence.

c. Applications for consideration:

**PA14/04935**

A Bloomfield Ltd - **166 Callington Road**

Demolition of single storey dwelling and construction of proposed 2 no 2/3 bed detached dwellings with garages.

**Ward: North**

Date received: 14.07.2014

It was resolved to **RECOMMEND APPROVAL NOTING THAT THE FENCE ADJACENT THE ROAD IS TOO HIGH AND SHOULD BE 1 METRE HIGH OR OF THE HIT AND MISS TYPE IF NOT THEN THIS APPLICATION SHOULD BE REFERRED BACK TO STC FOR FURTHER CONSIDERATION.**

Prior to the next application Councillor Mrs G Challen declared an interest and left the meeting.

**PA14/06065**

D Bennetts - **28 Long Park Road**

Existing single storey bungalow amended to dormer bungalow.

**Ward: South**

Date received: 11.07.2014

It was resolved to **RECOMMEND APPROVAL HOWEVER IT SHOULD BE NOTED RE-SUBMITTED APPLICATIONS SHOULD LIST AND DETAIL THE CHANGES THAT HAVE TAKEN PLACE ON THE PLANS.**

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

**PA14/06118**

Mrs S Hansford - **9 Mortimore Close**

First floor extension over garage and single storey replacement extension to rear.

**Ward: South**

Date received: 14.07.2014

It was resolved to **RECOMMEND APPROVAL**

**PA14/06166**

Mr and Mrs R Didymus – **32 Longview Road**

Proposed alterations to roof plus a rear dormer. (Revision to previous application PA14/01436 approved 09.04.2014.)

**Ward: North**

Date received: 21.07.2014

It was resolved to **RECOMMEND APPROVAL**

**PA14/06300**

N Frier – **Ground floor office, 21 Lower Fore Street**

Application for a Lawful Development Certificate for an existing use of ground floor as self-contained residential flat.

**Ward: East**

Date received: 18.07.2014

It was resolved to **RECOMMEND DEFERRED AS THIS APPLICATION WAS COMMENTED UPON SEVERAL YEARS AGO BY THIS COUNCIL IN RELATION TO GROUND FLOOR RETAIL UNITS BEING USED FOR RESIDENTIAL USE. FURTHER INVESTIGATION AND CLARIFICATION SHOULD BE SUBMITTED FOR THIS APPLICATION**

Prior to the next application Councillors Mrs G Challen and Ellison declared an interest and left the meeting.

**PA14/06720**

D Bennetts – **The Sheds, Elwell Road**

Erection of 4 no. detached dwellings on the land adjacent to the cadets' centre formerly known as The Sheds.

**Ward: East**

Date received: 28.07.2014

It was resolved to **RECOMMEND APPROVAL SUBJECT TO NO DELIVERIES OR WORK TAKING PLACE BEFORE 0730 AND AFTER 1800 HOURS WEEKDAYS, AFTER 1300 HOURS ON A SATURDAY AND NONE ON A SUNDAY.**

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

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

**PA14/06798**

The Trustees, Livewire Youth Project - **Livewire Youth Project, Brooke Close** – External improvements to existing property.

**Ward: East**

Date received: 31.07.2014

It was resolved to **RECOMMEND APPROVAL**

Councillors Ellison and Gee were invited and returned to the meeting.

d. Tree applications/notifications:

i. Applications

None

ii. Notifications

**30 Callington Road**

Confirmation of Tree Preservation Order

It was **RESOLVED** to note.

e. Notice of Public Inquiry:

**PA12/11003**

Land belonging to Honeysuckle Farm accessed via Longlands Lane, St Stephens

It was **RESOLVED** to note.

f. Decisions taken by Cornwall Council where the decisions reached were contrary to the recommendations made at the Town Council meeting or a poll taken:

**PA14/04135 - Land Adj 15 Essa Road**

On 03.07.2014 STC **RESOLVED TO RECOMMEND REFUSAL.**

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

Stick with our original position and request call-in	5 VOTES
Accept the officer's position	0 VOTES
Abstain	3 VOTES

Therefore the council has voted to stick with our original position and request call-in

**PA14/04031 - Ice Warm Lounge Bar – 137 Fore Street**

On 05.06.2014 STC **RESOLVED TO RECOMMEND REFUSAL**

On 27.06.2014 Cornwall Council sent this decision: **WITHDRAWN**

**PA14/03703 – Land South of Fairway**

On 17.06.2014 STC **RESOLVED to RECOMMEND REFUSAL**

On 22.07.2014 CC sent this decision: **WITHDRAWN**

It was **RESOLVED** to note.

**155/14/15      CONSIDERATION OF LICENSE APPLICATIONS**

None

**156/14/15     SALTASH NEIGHBOURHOOD PLAN**

**a.     Update**

The Neighbourhood Plan Steering Group has reviewed the Draft Site Allocation Plan and made the following suggestions for amendments:

Page 6 : Housing Growth – Further clarity was required on the “windfall allowance” and how this is related to the 5 year land supply.

Page 7 : Reference should be made to Stoketon Cross (and Roods Cross for completeness) as a Highway issue.

Page 8 : As previously requested a plan of the proposed Stoketon Cross (adding the Roods Cross junction might also be helpful for completeness) improvement scheme should be incorporated into the diagram. It was suggested that the scheme drawing from the Local Enterprise Partnership proposals could be incorporated.

Page 12 : Education

(A) study was commissioned by Cornwall Council and produced by HLM Consultants. Current capacity was shown to be 1350 pupils, however in examining four options to reconfigure the premises the existing site could accommodate 1600 pupils. There was also the potential to move to 1800 pupils if adjoining land could be made available for ancillary parking and sports uses. Scope for 1600 pupils would allow for the demand generated by more than 2000 new homes over the plan period. BA indicated that presently 120 pupils came from Plymouth. It was agreed that Page 12 should be updated to reflect the feasibility study findings and also to refer to the additional impact (from additional numbers) arising from “windfall sites.”

Page 13 : Utilities

Is it possible to add in further detail here perhaps from the Infrastructure Development Plan.

Page 15 : Although referred to under SLT1 - The Broadmoor Urban Extension, should reference also be made to the 40% Affordable Housing provision policy be tied back to the Page 6 Section on Housing Growth?

The Site Allocation Plan is expected to be presented to the Town Council by the end of this month.

**b. Update on consultant tender**

Consultant appointment

Advertisements have been placed inviting tenders for a consultant in support of the Neighbourhood Plan.

The tender closes on Friday 29 August at noon.

By Wednesday at 1600 four requests for further information had been received.

Submissions will be examined by the Steering Group and recommendation(s) forwarded to the Town Council for consideration at the September Town Council Meetings via the Neighbourhood Plan Sub Committee.

The timing of any appointment will depend on the number and quality of the tenders received.

Regards  
David Yates

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

#### **157/14/15      CORRESPONDENCE**

- a. Cornwall Council  
Saltash Transport Strategy

Members considered a proposal by Cornwall Council for the use of S106 funds to provide cycling improvements to the Tamar Bridge.

It was **RESOLVED** to refer the proposal to the Sustainable Transport Working Party.

- b. Cornwall Council  
Cornwall Council 2014/15 Budget Consultation

The Chairman notified members that due to the geographical nature of the Cornwall Gateway CNA and in agreement with Cllr Alex Folkes additional meetings have been arranged for the 2014/15 budget consultation events in October as listed below.

Tuesday 7th October at 6.30 pm –Torpoint Town Council offices.

Wednesday 22nd October at 3 pm – Saltash Town Council offices

It was **RESOLVED** to note

- c. Cornwall Council  
Review of Polling Districts and Polling Places – further consultation

It was **RESOLVED** to refer to the Neighbourhood Working Party to respond.



**158/14/15     APPROVAL OF THE MINUTES OF THE FOLLOWING COMMITTEES:**

Services Committee held on 9<sup>th</sup> July 2014

The minutes of the Services Committee held on 9<sup>th</sup> July 2014 were confirmed and signed as a correct record and all recommendations therein resolved subject to:

**Minute 30/14/15** It was **RESOLVED** that the Weed Spraying recommendation be referred back to Services Committee to prepare a specification and obtain quotations for conducting the works 3 times a year within the current town boundaries as of 1<sup>st</sup> April 2015.

**Minute 34/14/15** It was **RESOLVED** that the item be taken under Public Bodies (Admission to Meetings) Act 1960.

Policy & Resources Committee held on 15<sup>th</sup> July 2014

Councillor Yates declared an interest in minute 26/14/15 a 179 and left the meeting for the duration of the business.

Councillor Dent declared an interest in minute 26/14/15 b 57 and left the meeting for the duration of the business.

The minutes of the Policy & Resources Committee held on 15<sup>th</sup> July 2014 were confirmed and signed as a correct record and all recommendations therein resolved.

Staffing Committee held on 28<sup>th</sup> July 2014

The minutes of the Staffing Committee held on 28<sup>th</sup> July 2014 were confirmed and signed as a correct record and all recommendations therein resolved.

**159/14/15     NOMINATE ONE MEMBER TO:**

a. Services Committee

It was **RESOLVED** that Councillor Shepherd be appointed.

b. Staffing Committee

It was **RESOLVED** that Councillor Yates be appointed.

**160/14/15     FESTIVAL FUND APPLICATION FROM THE RIVER TAMAR PROJECT (REFERRED FROM POLICY & RESOURCES COMMITTEE)**

It was **RESOLVED** that £700 be awarded as a contribution to events in Saltash subject to them taking place.

**161/14/15     PEDESTRIAN IMPROVEMENTS AT CARKEEL – CONSULTATION (STATEMENT FROM COUNCILLOR BRADY)**

Installation of Pedestrian Refuge and Extension of Kerbs A388 Carkeel, Saltash. Ref. EDG0384

I have asked the Town Clerk to put this item on the agenda for full Town Council 07/08/2014.

The outlined proposal if implemented will have a devastating effect on the lives of the residents of Carkeel now and into the foreseeable future. This one proposal will reverse any desire of the residents to walk or cycle to Tamar View Industrial Estate, Saltash or indeed Broadmoor Farm if it goes ahead.

As a Town Council you resolved in April 2014 to confirm the Broadmoor application dated 03 April 2014 subject to additional comments. The Council also noted this application to be premature in that it is not in accord with the local plan. However, because STC had fully considered and decided upon Broadmoor Farm as its preferred site STC was happy to make recommendation in this case. 6 recommendations were attached. It is at this point I am asking Town Council to address proposal ref. No.EDG0384, in that the proposal does not adequately fall within Highways provision which complements a development of this size.

It is abundantly clear Cornwall Highways are going for the Cheapest Option without regard for the concerns of the residents or for the long term. We are all aware there is no Transport/Highways strategy.

For those Councillors who are NOT knowledgeable of the geography of Carkeel this proposal will totally isolate our residents from Tamar View, Broadmoor facilities and Saltash.

Why is this? For a number of years due to the ever increasing number of large estates being established to the North of Carkeel, traffic has increased to such a degree that access across the road to the footpath on the west side has become extremely HAZARDOUS. No-one in their right mind attempts the crossing or a walk to the shops. There is NO enforceable speed limit in place. To make matters worse

the Ministry of Transport announced on Thursday 24 July 2014 that the speed limit for Lorries will be lifted from 40mph to 50mph. On top of all this CC are not maintaining the existing footpath on the West side. I e-mailed the Town Clerk yet again Monday 21/07/2014 to report a HSAW breach.

All Councillors need to witness first hand the problems experienced by the residents of Carkeel caused by traffic so I am inviting you to experience first hand the sheer scale of the problem before the next Town Council meeting. Please call me and I will escort you.

A footpath on the East side is of paramount importance before any approvals for development are considered/given.

At the next Council meeting I will be PRESENTING further information to support refusal of Proposal REF EDG 0384.

John Brady.

It was **RESOLVED** that the item be deferred pending a site meeting with Cornwall Council Highways on the issue and speed management measures.

#### **162/14/15     REPORT ON THE MAURICE HUGGINS ROOM (COUNCILLOR GEE)**

##### **History**

In the 1950's the Mayor of Saltash, Maurice Huggins organized fund raising for the construction of a building for the use of the whole of the town. In 1956 the building was completed in Victoria Gardens on Saltash Borough Council land. . A management committee was formed to arrange income and outgoings. As far as can be discovered the annual lease seems to be £1 per annum. No formal documentation can be found of the leasing in Cornwall County Records Office, Cornwall Council records or Saltash Town records. In 1974 Victoria Gardens was transferred to Caradon District Council and In 2009 Victoria Gardens was transferred to Cornwall Council. In 2012 the committee chairman, Mrs Hazel Greeves, indicated that the committee was no longer functioning and would dissolve. Saltash Town Council tried on numerous occasions to communicate with Cornwall about leasing to no avail. There is still no agreement and the officer we deal with has indicated that no senior person is interested in formalizing an arrangement. In 2013 the management committee was dissolved and its monies given away to charities (as per the Committees constitution). Saltash Town Council has taken over the building and running costs.

##### **Building**

The building consists of one meeting room (18 feet by 11 feet) with direct access by the main door. In addition, there is a small kitchen and two toilets.

### **Current state of building**

The exterior rendering and painting, and the roof are in good order as confirmed by Mr. G. Peggs our surveyor.

The interior has been redecorated. Saltash Town Council staff has cleaned all areas and removed any rubbish.

The health and safety inspection has revealed that the toilets are not Disability Discrimination Act (DDA) compliant.

The fire inspection has confirmed that the fire extinguishers need the annual inspection and there is a need for some signage. The building has a maximum capacity of 60.

There are currently three electricity meters causing relatively high bills because of the standing charge.

### **Work to be completed**

All fire inspectors comments are to be completed by mid August.

The electricity suppliers are visiting to arrange for one meter in lieu of the current three.

The DDA compliant comments will only need to be satisfied if this is a Council run building.

### **Proposal**

A formal reopening by the Mayor in September

Advertising to form a management committee who will have its aim to benefit the people and organisations of Saltash not for the exclusive use of one particular group.

A formal contract with the committee and the Town Council is to be written.

It was **RESOLVED** that Councillor Gee approach the CIC to request they form a management committee to run the room for an initial period of 12 months to promote its use.

## **163/14/15 REPORT ON TOC H (COUNCILLOR AUSTIN)**

Councillor Austin updated members on the situation to date.

It was **RESOLVED** that the item be deferred to the next meeting.

## **164/14/15 UPDATE ON THE CINEMA PROJECT (COUNCILLOR AUSTIN)**

### **Saltash Town Improvement Group (STIG)**

#### **Has just voted on a new cinema project for Saltash.**

STIG has been discussing this idea with project lead Danielle Frith (Shop owner of Truly Scrumptious). The idea being something for the children to do on a Saturday afternoon once a month starting on the 25<sup>th</sup> October with a Halloween favourite Henry Sellick's "Coraline" and alternate weeks there will be an adult classic movie afternoon showing films such as "Breakfast at Tiffany's" all for a small nominal fee yet to be decided.

This will be held in the Guildhall upper room at a set up cost of around £3,000 for six months. The money will be requested from the S106 fund paid for by Waitrose and Lidl. Confirmation of this will be

announced shortly after agreement with the Town Council and the S106 committee.

One of the main advantages of having a cinema at this time will help our Traders by increasing the footfall during a normal quiet period for the town, it will also give an opportunity for the traders to advertise their business on a local basis, also used cinema tickets may be used as a discount voucher in the Town Centre shops. There will be advertisements going out for the cinema via a website, Facebook & Twitter which will be announced closer to the launch date.

Anyone wishing to contact Danielle for further details email:-

[daniellefrith@googlemail.com](mailto:daniellefrith@googlemail.com)

Any businesses wishing to join the STIG group please contact Bob Austin email:-[bobjack@hotmail.co.uk](mailto:bobjack@hotmail.co.uk)

It was **RESOLVED** that the proposal be approved.

**165/14/15     REQUEST FROM SALTASH POLICE FOR £1000 FROM THE CRIME REDUCTION EMF FOR CONTINUED FUNDING OF THE LOCAL FOOTBALL PROJECT**

It was **RESOLVED** that £1000 be approved.

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

**166/14/15     PUBLIC AMENITY RECREATION FIELD – BOTTOM OF BROADWALK (COUNCILLOR HOLLEY)**

It is important that we note the status for the future of the public amenity recreation field at the bottom of Broadwalk on the south side.

The school has needs to expand and I am very keen to help the school in every way possible but I am also keen and I think we should all be, to maintain this field as it was originally intended which was a recreational area for the Beatrice Broadwalk Uplands Lynher and Deacon population in recognition of the distance from them of any other suitable area. That is what it was purchased for and I think that is what we should maintain it as.

At this schools number meeting I raised this question and the officer confirmed that this was indeed its status and it was not actually part of the schools area.

However I think we should note this for the future at a full council meeting so it is recorded in the minutes.

Could we do this please Madam Mayor.

The above is a written report submitted by Councillor Holley in his absence.

It was **RESOLVED** to note.

Councillor Yates was invited and returned to the meeting.

**167/14/15     THE ANNUAL INVESTMENT STRATEGY REVIEWED BY THE CHAIRMAN OF POLICY & RESOURCES COMMITTEE AND THE TOWN CLERK AND FORMALLY REAPPROVE THE POLICY**

It was **RESOLVED** to re-approve the policy.

**168/14/15     MEET YOUR COUNCILLORS**

- a. Arrangements for future meetings

It was **RESOLVED** that Councillors Yates, Mrs J Dent (part), Coot and Mrs H Frank (part) attend the next meeting to be held on Saturday 9<sup>th</sup> August 2014 in Fore Street.

**169/14/15     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.

**170/14/15     ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

Councillor Brady left the meeting.

**Services Committee minute 34/14/15 Grounds Maintenance Tenders**

Members considered the recommendation of the Services Committee “that the three year contract tender to the value of £16,846.85 be awarded to Glendale Management Ltd”.

Following a recorded vote.

For: 8 - Councillors Coot, Shepherd, Gee, Yates, Phillips, Mrs H Frank, Bickford, Mrs J Dent.

Against: 5 - Councillors Mrs G Challen, Ellison, Austin, Mrs S Hooper MBE, Holley

Abstentions: None.

It was **RESOLVED** that the contract be awarded to the lowest tenderer Glendale Grounds Management Ltd to the value of £16,846.86.

**171/14/15     PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

**172/14/15     URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

1.     To set a date for the Annual Priority Review Meeting in September.

It was **RESOLVED** that the Chairman set the date and notify members.

2.     Cornwall Council Leisure Provision Options Consultation Document

The Chairman informed members of the opportunity to comment on the document via the survey (previously emailed to members).

It was **RESOLVED** to note.

3.     Planning Applications Referred to Cornwall Planning East

Councillor Yates requested that hearing dates for planning applications referred to the Cornwall Council East Sub-Area Planning Committee be put on the council web page.

It was **RESOLVED** that the request be approved.

4.     Service of Welcome for the new Superintendent of the Saltash Methodist Circuit

Councillor Holley informed members that they are welcome to attend the service to be held on 31<sup>st</sup> August 2014 at 3pm at the Wesley Church.

It was **RESOLVED** to note.

**173/14/15     PRESS RELEASES AND FUTURE ARTICLES REQUIRED**

None

**174/14/15     DATE OF NEXT MEETING**

Tuesday 19<sup>th</sup> August 2014 at 5.30pm (if required)  
Thursday 4<sup>th</sup> September 2014 at 7.00pm

175/14/15 **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 10.35 pm

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

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