

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 3<sup>rd</sup> December 2015.**

**PRESENT:** Councillors: W Phillips, (Chairman), R Austin, R Bickford, J Brady, Mrs G Challen, M Coot, J Ellison, D Holley, Mrs S Hooper MBE, A Killeya, Mrs J Rance, L Russell, D Yates.

**ALSO PRESENT:** 3 Members of the public, 2 Members of the press, Reverend M Parkman, Mr P Thistlethwaite - CIC, R Lane – Town Clerk.

**APOLOGIES:** Councillors: Mrs Jean Dent, Mrs. H Frank, A Killeya (late), J Shepherd.

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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.

Prior to the commencement of the meeting the Chairman welcomed Councillor Mrs J Rance the newly co-opted member for the East Ward.

### **340/15/16     RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

#### **PRAYERS**

Reverend Michelle Parkman, Mayor's Chaplain, led the prayers.

### **341/15/16     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>
Ellison	PA15/09710	Non Pecuniary	Neighbour to the development.
Challen	PA15/09710	Non Pecuniary	Long time friend.
Hooper	22 b – 76/15/16 b	Pecuniary	General Secretary Saltash Music Speech and Drama Festival.

**342/15/16     TO NOTE AN ON-GOING DISPENSATION FOR COUNCILLOR SHEPHERD TO ACT AS CHAIRMAN OF THE SALTASH TEAM FOR YOUTH**

It was **RESOLVED** to note.

**343/15/16     PRESENTATION OF GUEST BOOK AND WORKING PORTFOLIO OF THE MEMORIAL PEACE GARDEN PROJECT BY COUNCILLOR MRS S HOOPER M.B.E. TO THE MAYOR ON BEHALF OF THE WORKING GROUP**

It was **RESOLVED** the Guest Book and Working Portfolio will be located in the Mayor's Parlour until the completion of phase 2 works whereupon it will be transferred to the Heritage Centre.

**CHAIRMAN'S REPORT**

Since the last meeting, the Mayor has attended:

Sunday 8 <sup>th</sup> November	Saltash Town Council Remembrance Church Service, Saltash Wesley Church.
Wednesday 11 <sup>th</sup> November	Two minutes silence outside The Brunel, Fore Street.
Monday 16 <sup>th</sup> November	League of Friends of St. Barnabas Hospital AGM.
Sunday 22 <sup>nd</sup> November	Opening of the Memorial Peace Garden, Alexandra Square, Saltash.
Friday 27 <sup>th</sup> November	St. Anne's Care Home "Bake Off" Prize Giving Ceremony.
Saturday 28 <sup>th</sup> November	Saltash Chronicles Embroidery Project Presentation of work.
Saturday 28 <sup>th</sup> November	SHADO Centre re-launch.

Saturday 28<sup>th</sup> November                      Saltash Sailing Club Prize Giving & Dinner Dance at the China Fleet Country Club.

Wednesday 2<sup>nd</sup> December                      Girlguiding Saltash District Christmas Fair at Guides HQ, Warfelton Field, Saltash.

The Deputy Mayor has attended:

Thursday 3<sup>rd</sup> December                      Christmas event at Ashley's Hairdressers, Saltash.

It was **RESOLVED** to note.

## **POLICE REPORT**

### a. Police Report

As you may have seen on the news last week, the chancellor outlined the next stages of the comprehensive spending review in his autumn statement. His comment about police budgets was unexpected. You may also have seen our Chief Constable Shaun Sawyer giving his response: "This appears, at first hearing, more positive than any previous indication from the government. We await the detail of the settlement as it affects this force."

As always, your local policing team will continue to focus on delivering the best service we can to our local communities and I will keep you updated with any important changes.

I hope you have a safe and happy festive season - my next bulletin will be in the New Year!  
Sgt Angela Crow

#### **Don't let thieves steal your Christmas**

Police are recommending that people follow these simple precautions when out and about Christmas shopping:

- ☐ Lock your vehicles and close windows.
- ☐ Park your vehicle in a safe and well lit area. Use secure car parks.
- ☐ Leave nothing on display in your vehicle. Remove items such as satnav and cradle, tools, mobiles, and money.

Here are some top tips to help prevent your home from being burgled this Christmas:

- ☐ Keep gifts out of sight.
- ☐ Keep all windows and doors closed and locked.
- ☐ Don't leave keys in locks especially near letterboxes or cat flaps (where burglars can get their hand through).
- ☐ Mark any valuable equipment appropriately (advice on <http://www.devon-cornwall.police.uk/crime-prevention/>) and register it on [www.immobilise.com](http://www.immobilise.com).

Further information and advice about protecting your home and car this Christmas can be found at: <http://bit.ly/1M61QqW>. Should you have property stolen, please call or email 101 (999 in an emergency).

### **Online lost and found property reporting service**

Please remember that the ReportMyloss website allows you to log your **lost** property using an online form, which registers the item on a police-approved, national database without the need to contact the police directly. There is a simple form to fill in, which allows you to review or edit the report as and when you need to.

Lost property reports generate a reference number that can be used on insurance claims. For further details or to report a loss online visit: [www.reportmyloss.com](http://www.reportmyloss.com).

### **Monthly figures**

Between **0001hrs 01/11/15** and **2359hrs 31/11/15**, the Control Room recorded **255 calls** from the public in Saltash and the surrounding rural parishes. A number of these were duplicate incidents; 80 were road-related incidents; 27 were concerns for welfare of individuals; 3 people were reported missing and 25 were domestic incidents. Police also attended 3 non-suspicious deaths. This shows just some of the variety of calls police attended. **45** incidents of anti-social behaviour were reported to us across the area. These included multiple reports about nuisance youths around the Culver Road / Keast Mews area. Identifying this group and addressing the ASB around the town is currently our priority, as you may have seen on social media, on our police website and in local newspapers.

These calls also include the **68** crimes recorded as being committed across Saltash and the surrounding rural areas over this period. Crime types by parish area as below –

**Saltash - 64** - 14 thefts (all categories), 16 criminal damages, 1 arson, 12 assaults (all categories incl domestic and assault police), 3 sexual offences (including 2 exposures), 5 burglary non-dwellings (incl attempts), 3 burglary dwellings (incl attempts), 2 harassment / public order offence, 1 communications offence, 1 drugs offence, 3 drink driving offences, and 3 animal-related incidents. A 33yr old male was arrested and bailed for a number of burglaries committed on 8-9 November. Those remain under investigation at this time. A 15yr old male, who cannot be named for legal reasons, was also charged with 2 exposure offences and he will appear at the Youth Court on 18 December.

<b>Landrake &amp; St Erney</b>	- <b>2</b> (1 theft, 1 criminal damage)
<b>Notter</b>	- <b>0</b>
<b>St Germans/Polbathic</b>	- <b>2</b> (1 assault, 1 public order offence)
<b>Tideford</b>	- <b>0</b>
<b>St Mellion</b>	- <b>0</b>
<b>St Dominick</b>	- <b>0</b>
<b>Botus Fleming</b>	- <b>0</b>
<b>Hatt</b>	- <b>0</b> (theft)
<b>Pillaton</b>	- <b>0</b> (sexual assault)
<b>Quethiock</b>	- <b>0</b> (theft)
<b>Landulph/Cargreen</b>	- <b>0</b>

**Would you know what to do in a roadside emergency?** Visit Learn2Live to download a FREE smartphone app which provides information about; what to do first, basic emergency first aid and important information the emergency services will want from you. The PANIC app is designed to help you in the first few moments if you are involved in, or witness, a car crash.

**P:** protect yourself **A:** assess the scene **N:** number of casualties **I:** injuries **C:** call for help.

The app also includes some other useful features including ICE (In Case of Emergency) details, an area that stores your medical details along with emergency contact details should you be the person that is injured.

You can report anti-social behaviour online at [www.safercornwall.co.uk](http://www.safercornwall.co.uk)

You can contact Crimestoppers anonymously on 0800 555 111 or via [www.crimestoppers-uk.org](http://www.crimestoppers-uk.org)

It was **RESOLVED** to notify the police that Saltash Town Council support and appreciate the efforts of the police to apprehend those responsible for the recent outbreak of vandalism and anti-social behaviour around the town.

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

a. To receive report and consider any actions arising.

Our energies have naturally been mostly devoted to the refurbishment of the Belle Vue building in the last month, and on sorting out all the tenancies. There is nothing of great significance to report on other enterprises, which are all going well, but please note the following:

- No news on the delivery of the new bus, but the old **Hopper** is working hard at present.
- We have received a small grant from Waitrose to enable us to continue to support **Volunteering** from 4 Fore Street.
- We are continuing to be involved in **Dementia Voice PL12** which is progressing rapidly - please visit its stall at the Christmas Festival this Saturday to learn more. Naturally, the news of a Community Chest grant from the Town Council has been very well received by the steering group, chaired by Tim Parkman. I will report regularly on its progress to the Town Council.
- The **Community Market** is still open from Tuesday to Saturday – and please visit the **Local Food Market** on Friday.
- The **Pop-Up Shop** project is not able to start until the New Year, and we hope to have a good working link with the Community Market from the start.

## **BELLE VUE**

December 1 2015 was the start date for our 2-year tenancy of the building. The first tenant, CFD Architects, is moving in from Trerulefoot over the period 3-6 December. We hope that the people currently occupying the Lower Ground Floor (two Cornwall social workers, Groundwork and British Rowing) will be able to move upstairs during next week. We are also delighted that an established local business (Hemsley Fraser) has taken the tenancy of the top-floor room to accommodate expanding staff numbers. In fact, they have responded very positively to the social mission we are promoting for our take-over of the building, and they consequently offered to take responsibility for the renovation and decoration of their office entirely – a marvellous and unexpected gesture which is a great help to us. Their staff also seem likely to adopt the Foodbank and other local community enterprises as part of their corporate social responsibility programme.

Once we have the Lower Ground Floor cleared, we will start remodelling it to become the home of the Saltash Foodbank, with occupation expected during January. This work will again be done via the Probation Community Payback scheme. We have met some skilled and enthusiastic people undertaking community service who have done a very good job for us. One even brought a special van over and cleaned all the outside windows and gutters. We think it reflects well on the way the Courts are dealing with offenders these days, and on the imagination of the Probation Service.

In relation to our Business Plan which councillors may have been able to read recently, this is the way the project outcomes are shaping up:

- We have secured the continuity of Citizens Advice in the town
- We will be enabling the Saltash Foodbank to integrate its service on a single convenient site in the centre of the town...
- ...opening the possibility of the Foodbank and Citizens Advice providing jointly a more comprehensive response to the needs of vulnerable individuals
- We have brought a professional business from the wider East Cornwall area into the heart of the town
- We have provided a base for the managers of a local not-for-profit organisation, who might otherwise have gone elsewhere
- We have enabled a strong local business to expand in the town centre
- We have preserved office bases for local social workers...
- ...and similarly for the regional officer of British Rowing

We will attempt to consolidate this progress during 2016 and to establish financial sustainability. In the following year, we will have to work out the long-term plan for the building along with all stakeholders, including the Town Council.

We hope there will be some publicity about all this soon. We are also planning a formal “opening”, probably in February.

Peter Thistlethwaite  
Chair  
November 30 2015

It was **RESOLVED** to note.

## 344/15/16 CORNWALL COUNCIL REPORT

- a. To receive report for noting or matters arising.

We are now at the time of the year when all government organisations, from central to local, set their budgets for the next financial year of 2016/17. George Osborne started the process with the Autumn Statement, Cornwall Council will shortly start the process that will determine next year's rates, and Saltash Town Council will set the local Precept over the next month.

The likelihood is that Cornwall will set a rate up to the level (2%) capped by the Government, as last year. Before the final decision is taken, the Leader of the Council, together with the Lib Dem leader and Portfolio Holder Adam Paynter, is embarking on a series of Public Meetings around Cornwall to consult the general public. **One of his first meetings is here at Saltash Guildhall at 18.30 next Wednesday December 9<sup>th</sup>, and I urge all councillors to come and raise your questions, concerns and suggestions.**

John Pollard was recently named in the top quartile of the 100 most influential UK local government leaders. He is an extremely independent and approachable Leader, and constructive suggestions will be taken seriously and evaluated.

Adult Social Care.

The first fruits of the Deal for Cornwall, reached last year with the government, are now becoming apparent. The Government has committed to support the Integration of Health and Social Care, which will be under the strategic and operational control of a new integrated programme team drawn from Cornwall, Scilly, NHS Kernow and Kernow Commissioning Group.

Work has already started on the strategic plan, due to be implemented by April 2016 to produce locally relevant joint commissioning. Look out for a number of local information events to be held in January through March.

Devolution

At the lower level of Devolution of assets and services from Cornwall to Saltash Town Council, productive negotiations continue to be held with our working group, now led by Jean Dent. Overall, progress has been slower than expected, often due to legal details of ownership. However, there is confidence that during the next financial year, the town will take on a number of services and assets on the Waterside, all the toilets, and Belle Vue Rd as both a commercial and community hub.

Negotiations have also started on local ownership and management of children's play areas. This has been accelerated by the recent acquisition of all the Green Open Space at Pillmere from the Receivers to Coftons, the original Pillmere developer. Saltash now holds legal title to virtually all open space on the estate, and will take on the responsibilities that go with it.

## European Funding

As a member of the SE Local Action Group, I can report the launch of the LEADER funding programme, and that expressions of interest for agricultural projects are now being taken by the appointed Programme Manager, Caroline Hanlon. Some 90 projects have come forward already, ranging from craft workshops to forestry to new uses for farm buildings.

The parameters for grants, mainly £35 – 50k, have been set by DEFRA, and one rule that is a distinct disadvantage to Saltash (and Bodmin) is that these two towns are considered as non-rural. Consequently farms located in these parishes are not eligible for grant funding.

Councillor Joe Ellison

Councillor Brady questioned the validity of the legal ownership considered to be held by Cornwall Council for former Saltash Borough Land and premises.

It was **RESOLVED** to investigate the validity of ownership that Cornwall Council considers it has for former Saltash Borough land and premises.

### **345/15/16     QUESTIONS FROM THE PUBLIC**

A resident of Saltash enquired what action is being taken by the police to address the vandalism taking place in Keast Mews.

It was **RESOLVED** that the Chairman will seek a response from the police Inspector to the query and ascertain what measures were taken against the persons recently apprehended in Kingsley House.

### **346/15/16     MINUTES**

The minutes of the meetings of the Town Council on Thursday 5<sup>th</sup> November 2015 and Tuesday 17<sup>th</sup> November 2015 were confirmed and signed as a correct record.

It was **RESOLVED** to approve.

### **347/15/16     MATTERS ARISING FROM THE MINUTES**

None

Councillor Killeya joined the meeting.

### **348/15/16     FINANCE**

a. To advise the following receipts in:



i. October 2015

	Details	Net	VAT	Gross	S106
Barclays	Loyalty Reward	£5.99	£0.00	£5.99	
Commonwealth War Memorial		£72.00	£0.00	£72.00	
Cornwall Council	Paperless Planning Grant	£700.00	£0.00	£700.00	
Cornwall Council	CCT Grant	£10,000.00	£0.00	£10,000.00	
Guildhall Income	Sales Receipt	£801.20	£0.00	£801.20	
HMRC	VAT Refund	£0.00	£8,102.08	£8,102.08	
Photocopying Fees	Photocopying Fees	£3.33	£0.67	£4.00	
Public Sector Deposit Fund	Interest	£72.52	£0.00	£72.52	
St Stephens	Burial Fees - Sept 2015	£2,820.00	£0.00	£2,820.00	

ii. November 2015

	Details	Net	VAT	Gross	S106
Allotment Fees		£12.00		£12.00	
Co-operative Funeral Services	Burial Fees - Churchtown	£400.00	£0.00	£400.00	
Guildhall Income		£268.00	£0.00	£268.00	
Pengellys	Burial Fees - Churchtown	£930.00	£0.00	£930.00	
Photocopying Fees		£21.17	£4.23	£25.40	
S R Petipher	Refund of Overpaid Invoice	£669.60	£0.00	£669.60	
S106 Cinema	Hocus Pocus Income	£14.17	£2.83	£17.00	<b>S106 Waitrose</b>
St Stephens	Burial Fees - September 2015	£3,390.00	£0.00	£3,390.00	
Christmas Event	Stalls Income	£100.00	£0.00	£100.00	

b. To advise the following payments in:

i. October 2015

<b>Supplier</b>	<b>Details</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	<b>S106</b>
123 Reg	S106 Cinema Website	£43.06	£0.00	£43.06	<b>S106 Waitrose</b>
Backbone Media	Town Messenger	£300.00	£0.00	£300.00	
Barclaycard	Credit Card Payment	£449.00	£0.00	£449.00	
Barclays	Bank Charges	£23.94	£0.00	£23.94	
Chubb Fire Ltd	Rental Fees - Fire Extinguishers	£31.92	£6.38	£38.30	
Codec Ltd	Memorial Peace Garden	£1,176.66	£235.33	£1,411.99	
Community Chest	Groundwork South - Saltmill Park	£500.00	£0.00	£500.00	
Community Chest	JunkYard Skatepark	£750.00	£0.00	£750.00	
Consortium	Stationery	£319.65	£40.54	£360.19	
Consortium	Stationery	£8.36	£1.67	£10.03	
Cormac	Waterside - Cleaning	£332.25	£66.45	£398.70	
Cornwall Council	Pension - September 2015	£2,140.20	£0.00	£2,140.20	
Cornwall Council	Rates - Guildhall	£684.00	£0.00	£684.00	
Cornwall Council	Rates - Waterside	£84.00	£0.00	£84.00	
Cornwall Farmers	Grass Cutting Equipment	£1,902.00	£380.40	£2,282.40	
Crown Copiers	Photocopier Maintenance	£253.74	£50.75	£304.49	
EDF	Unmetered Supply	£74.08	£14.82	£88.90	
EON	Electricity - Guildhall	£264.66	£52.93	£317.59	
EON	Electricity - Cemetery	£12.10	£0.61	£12.71	
Festival Fund	The Royal British Legion Poppy Appeal	£414.50	£0.00	£414.50	
Furniture World	Office Chair	£179.00	£35.80	£214.80	
Glendale Management	Ground Maintenance	£1,403.91	£280.78	£1,684.69	
HMRC	PAYE - September 2015	£2,222.58	£0.00	£2,222.58	

Hudson Accounting	Internal Audit	£325.00	£0.00	£325.00	
ICOM	Telephone Charges	£63.76	£12.75	£76.51	
JC Whitlock	Street Entertainment - Summer Arts	£90.00	£0.00	£90.00	<b>S106 Waitrose</b>
Little Harbour Hospice	Donation of Councillors Allowance	£80.00	£0.00	£80.00	
Mayors Allowance		£320.00	£0.00	£320.00	
Page 2 Stage	Purchase Payment	£50.00	£0.00	£50.00	
Petty Cash		£107.75	£0.00	£107.75	
Richard Bickford	Reimbursement of S106 Expenses	£355.34	£0.00	£355.34	<b>S106 Waitrose</b>
S R Petipher	Final Admin Fees	£335.25	£67.05	£402.30	
S R Petipher	Overpaid Invoice	£669.60	£0.00	£669.60	
Saltash Observer	Pop Up Shops Advert	£50.00	£0.00	£50.00	<b>S106 Waitrose</b>
Saltash Window Cleaning	Window Cleaning	£45.00	£0.00	£45.00	
Siemens	Photocopier Rental Fees	£379.75	£75.95	£455.70	
South West Water	Water Charges - Waterside	£327.22	£0.00	£327.22	
South West Water	Water Charges - Guildhall	£90.36	£0.00	£90.36	
Staff Salaries		£10,102.23	£0.00	£10,102.23	
Staff Travelling Expenses		£29.90	£0.00	£29.90	
Tamar Medical Services	Christmas Event	£175.00	£0.00	£175.00	
Truly Scrumptious	HDMI DVD Player	£39.00	£0.00	£39.00	<b>S106 Waitrose</b>
UK Fuels	Petrol - Ride on Mower	£13.00	£2.60	£15.60	

ii. November 2015

No cheques to report.

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

No report.

- d. To note that bank reconciliations up to 31<sup>st</sup> October 2015 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk.

It was **RESOLVED** to note that the payment of £39.00 made to Truly Scrumptious for an HDMI player was a re-imbursement of expenditure for the purchase of STC property to facilitate the film club's operation.

**349/15/16     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:

**PA15/10270**

Mr A Murton – **Land Adjacent To The Barn, Longlands Lane, St Stephens.**

Application for approval of reserved matters following outline approval PA15/03398 for construction of detached dwelling.

**Ward: West**

Date received: 18.11.2015.

It was resolved to **RECOMMEND APPROVAL WITH THE CONDITION APPROPRIATE MATERIALS TO BE AGREED WITH THE PLANNING OFFICER.**

**PA15/06115**

Miss M Trendall – **Yellow Tor Villa Fairmead Road, Saltash.**

Extend width of existing entrance by approximately 6 feet to allow for disabled use.

**Ward: West**

Date received 19.11.2015.

It was resolved to **RECOMMEND APPROVAL SUBJECT TO CORNWALL HIGHWAYS AGREEMENT OF THE SUITABILITY AND SAFETY OF THE TWO ACCESS POINTS AND ANY IMPROVEMENTS RECOMMENDED TO IMPROVE VISIBILITY.**

**PA15/06118**

Miss Maria Trendall – **Yellow Tor Villa Fairmead Road, Saltash.**

Extend width of existing entrance by approximately 1 foot.

**Ward: West**

Date received 20.11.2015.

It was resolved to **RECOMMEND APPROVAL SUBJECT TO CORNWALL HIGHWAYS AGREEMENT OF THE SUITABILITY AND SAFETY OF THE TWO ACCESS POINTS AND ANY IMPROVEMENTS RECOMMENDED TO IMPROVE VISIBILITY.**

**PA15/08858**

Ms E Waters – **Asheborough Nursing Home, St Stephens Road, Saltash.**

Erection of temporary disabled access to nursing home.

**Ward: South**

Date received 19.11.2015.

It was resolved to **RECOMMEND DEFERRED.**

**PA15/08859**

Ms E Waters – **Asheborough Nursing Home, St Stephens Road, Saltash.**

Listed building Consent for erection of temporary disabled access to nursing home.

**Ward: South**

Dated received 19.11.2015.

It was resolved to **RECOMMEND DEFERRED.**

**PA15/10518**

Mr Nicholas Wood Ideal Developments Ltd – **Boisdale House, 78 North Road, Saltash.**

Single storey rear extension and internal redesign to previously approved building development (PA14/07408) – Change of use of former residential care home into 9 no. self-contained apartments).

**Ward: East**

Date received 25.11.2015.

It was resolved to **RECOMMEND APPROVAL SUBJECT TO WINDOW OVERLOOKING FLAT ROOF TO REMAIN AS FIXED WINDOW OR JULIET BALCONY.**

**PA15/09868**

Mr Peter Wychocki – **Land adjacent to Odyssey Homer Park, Saltash, Cornwall.**

New dwelling at Land Adjacent to 'The Odyssey'.

**Ward: North**

Date received 04.11.2015.

Deferred from Full Council 17<sup>th</sup> November 2015.  
It was resolved to **RECOMMEND APPROVAL**

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

**PA15/09710**

Mr Darren Bennetts – **Old Drill Hall, Elwell Road, Saltash, Cornwall**  
Erection of five number apartments.

**Ward: East**

Date received: 05.11.2015.

Deferred from Full Council 17<sup>th</sup> November 2015

It was resolved to **RECOMMEND APPROVAL SUBJECT TO:**

1. **ONE UNIT SHOULD BE AN AFFORDABLE UNIT RATHER THAN A FINANCIAL CONTRIBUTION.**
2. **LIGHT COLOURED WALL TILES ON N.E. STAIRWELL EXTERIOR WALL.**
3. **2<sup>ND</sup> FLOOR ARRANGEMENT OF ROOMS TO HAVE LIVING ROOMS ON NORTH ROAD SIDE AND BEDROOMS FACING LOCKYEAR TERRACE.**
4. **HOURS OF WORKING TO BE WORKING DAYS AND NO LONGER THAT 1 PM SATURDAYS, NO WORKING SUNDAYS OR BANK HOLIDAYS.**
5. **NO DELIVERIES BEFORE 9 AM IN MORNING.**
6. **ANY FENCING TO LANE AT REAR TO NOT OVERBEAR THE BACK GARDENS OF LOCKYEAR TERRACE.**

Councillors Mrs G Challen and Ellison were invited and returned to the meeting.

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:

None

**350/15/16      CONSIDERATION OF LICENSE APPLICATIONS**

**Premises name and address:** Saltash Social Club, The Mansion,  
Fore Street, Saltash, PL12 6JL

**Applicant:** Saltash Social Club Ltd.

**Application Accepted:** 19<sup>th</sup> November 2015

<b>Application Type:</b>	Full premises licence – formally club premises certificate.
<b>Licensable Activities:</b>	To serve non members.
<b>Ref:</b>	LI15_008811
<b>Case Officer:</b>	Linda Edmunds - Bodmin – (01579) 341324

It was **RESOLVED** to note and respond with no comment.

**351/15/16     TO APPOINT A MEMBER TO THE STAFFING COMMITTEE**

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

**352/15/16     TOWN FORUM – TO RECEIVE A REPORT FROM COUNCILLOR BRADY**

It was **RESOLVED** to defer for one month to allow Councillors Brady, Yates and Austin to consider the forum's terms of reference and how it will interact and fit with the neighbourhood plan, Stig and the council's committee structure.

**353/15/16     DOG – UPDATE**

**Notes of the Devolution Options Group Meeting held on 27th November 2015  
at 4.30 pm in the Guildhall.**

Present: Councillors Mrs J Dent (Chairman), Bickford, Coot, Ellison, Phillips, and Lane – Town Clerk.

Apologies: None.

1. To elect a Chairman.

Councillor Mrs J Dent was unanimously elected as Chairman.

2. Toilets.

I. Longstone

It was **NOTED** that the transfer is progressing as Leasehold for the toilets only with no association to the bowls club.

II. Alexandra Square

It was **NOTED** that the transfer is progressing as Freehold and that a budget will be required to conduct a drain survey to determine the viability for re-use as toilets.

It was **AGREED** to check the existing agreement with the Heritage Centre to look at the feasibility of operating the block as part unisex toilet and part Heritage storage.

III. St Stephens

It was **NOTED** that the transfer is progressing as Freehold and that an existing agreement is in place for use as storage by the church.

IV. Callington Road

It was **NOTED** that the transfer is progressing as Freehold. It was **AGREED** to investigate the feasibility of a sub-lease with the Rugby Club at peppercorn rent with full repair and maintenance responsibility.

V. Waterfront

It was **NOTED** that the toilets are now being operated by STC.

It was **AGREED** to investigate the transfer of the long stay parking bays to address the problem of long term boat parking.

VI. Belle Vue

It was **NOTED** that the transfer is progressing as Leasehold.

3. Waterfront – Report from Waterside Coastal Communities Team  
Members considered a report from Councillor Ellison

It was **NOTED** that the Waterside Coastal Communities Team propose to establish a CIC to manage and run the Waterfront and that no staff or administration resources will be required from STC.

4. Pillmere

It was **NOTED** that the land has now been transferred to STC and that an inspection will be conducted to determine immediate safety maintenance works required.

5. Library

It was **AGREED** to formally express an interest with Cornwall Council.

6. Cornwall Council – Local Devolution Fund Consultation

**NOTED**

7. A.O.B.

Councillor Ellison requested members consider taking over all play areas from Cornwall Council in 2017/18.

It was **AGREED** Ward Councillors be requested to identify all play areas in their wards with a view to taking them over in 2017/18.



Councillor Ellison requested members consider inviting Catherine Thomson - Cornwall Gateway Community Link Officer as a non-voting co-opted member of DOG.

It was **AGREED** to invite Catherine Thomson - Cornwall Gateway Community Link Officer as a non-voting co-opted member of DOG.

Councillor Coot requested the group recruit another councillor to replace Councillor Brady who had left the group.

It was **AGREED** the Chairman will seek a replacement at the next Full Council meeting.

Rising at 5.45 p.m.

It was **RESOLVED** that:

1. Councillor Brady be appointed to the group.
2. STC formally register its interest in the library.
3. The Cornwall Gateway Community Link Officer be appointed as a consultee and not as a non-voting co-opted member.

#### **354/15/16    SALTASH NEIGHBOURHOOD PLAN**

##### **a.    Update**

The Theme Teams:

"Moving about"  
"Making community"  
"Live, play and grow" and  
"Invest work and learn"  
are now meeting.

The intention is for each of the teams to have 2 meetings prior to Christmas with report writing starting in January

After review the "Waterfront" theme team's functions have been shared out between the 4 teams listed in order to reduce duplication of effort and simplify administration.

Total expenditure to date on the Neighbourhood Plan is £17,974.40

Councillor David Yates

It was **RESOLVED** to note.

**355/15/16     CORRESPONDENCE**

**TESCOS COMMUNITY FUND APPLICATION INVITATION**

Councillor Yates informed members about the opportunity to bid for community projects and schemes funding from a Tesco community fund.

It was **RESOLVED** that members submit proposals to Councillor Yates.

**LETTER FROM SHERYLL MURRAY MP**

The Chairman informed members he had received a letter from Sheryll Murray MP acknowledging and thanking him for keeping her informed of a letter sent to the leader of Cornwall Council regarding potential cuts to the town's Neighbourhood Police service and budget.

It was **RESOLVED** to note.

**356/15/16     APPROVAL OF THE MINUTES OF THE FOLLOWING COMMITTEES**

The minutes of the meeting of the Services Committee on 11<sup>th</sup> November 2015 and the Policy and Resources Committee on 17<sup>th</sup> November 2015 were confirmed and signed as a correct record.

It was **RESOLVED** to approve.

Councillor Mrs S Hooper MBE declared an interest and left the meeting for item 22 b – 76/15/16 b - Festival Fund Application for Saltash Speech and Drama Festival application. She was invited and returned to the meeting upon its conclusion.

**357/15/16     MEET YOUR COUNCILLORS:**

a. Arrangements for future meetings

It was **RESOLVED** that Councillors Yates, Coot, Mrs J Rance and Phillips will attend the next meeting to be held on Saturday 5<sup>th</sup> December 2015 in Fore Street.

**358/15/16     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.

**359/15/16     CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None

**360/15/16     PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

**361/15/16     URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

None

**362/15/16     PRESS RELEASES AND FUTURE ARTICLES REQUIRED**

It was **RESOLVED** to issue a press release regarding the public consultation visit to Saltash by the Leader of Cornwall Council.

**363/15/16     DATE OF NEXT MEETING**

Tuesday 15<sup>th</sup> December 2015.

**364/15/16     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 9.10 pm

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

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