

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 7<sup>th</sup> January 2016**

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

**ALSO PRESENT:** Rev M Parkman, 1 member of the public, 2 members of the press, R Lane – Town Clerk.

**APOLOGIES:** Councillors: A Killeya, Mrs J Rance, Mr P Thistlethwaite – CIC.

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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.

### **377/15/16     RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

#### **PRAYERS**

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

### **378/15/16     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>
Bickford	PA15/10452		Non Pecuniary	Sailing Club Member

**379/15/16    TO NOTE AN ON-GOING DISPENSATION FOR COUNCILLOR SHEPHERD TO ACT AS CHAIRMAN OF THE SALTASH TEAM FOR YOUTH**

It was **RESOLVED** to note.

**CHAIRMAN'S REPORT**

*Since the last meeting, the Mayor has attended the following:*

Saturday 5 <sup>th</sup> December	The Elms Care Centre Christmas Fete.
Saturday 5 <sup>th</sup> December	Saltash Christmas Festival.
Saturday 5 <sup>th</sup> December	RWindband Concert at the Wesley Church.
Monday 7 <sup>th</sup> December	Girlguiding Saltash District Annual Carol Service.
Tuesday 8 <sup>th</sup> December	Saltash.net School Production of "Annie".
Wednesday 9 <sup>th</sup> December	Bishop Cornish School Christmas Production.
Wednesday 9 <sup>th</sup> December	SHADO Centre.
Thursday 10 <sup>th</sup> December	Saltash Age Concern Christmas Lunch at Burraton Community Centre.
Friday 11 <sup>th</sup> December	Blessing of the Crib at St. Barnabas Hospital.
Tuesday 15 <sup>th</sup> December	Christmas Visit to Malvern House.
Wednesday 16 <sup>th</sup> December	Christmas Visit to Rowan House.
Friday 18 <sup>th</sup> December	HMS Raleigh, Torpoint, Passing Out Parade and Lunch.
Saturday 19 <sup>th</sup> December	CHICKS Charity Christmas Concert at St. Nicholas & St. Faith Church.
Thursday 24 <sup>th</sup> December	Babcock Christmas Carol Service at HM Dockyard
Friday 25 <sup>th</sup> December	Christmas morning visit to St. Barnabas Hospital.

*The Deputy Mayor has attended:*

Friday 4 <sup>th</sup> December	Bishop Cornish School Christmas Fayre.
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Saturday 12<sup>th</sup> December

Cresta Abbeyfield Shortbread and Sherry Morning.

Tuesday 15<sup>th</sup> December

Bishop Cornish School Christingle Service at St. Stephen's Church.

It was **RESOLVED** to note.

## **POLICE REPORT**

### a. Police Report

Hello and best wishes for 2016!

As you may well expect with the inclement weather over the last week or so, much of our time has recently been spent assisting people at weather related incidents. Whilst we continue to have poor weather, please take appropriate precautions when out and about in it.

New Year's Eve was relatively peaceful across the area, with the following incidents reported in Saltash –

One young person failed to return home as expected – he was safe and well;  
A drunk female reported a suspicious male in the Liskeard Road area – nobody suspicious located.

Two domestic incidents were also attended by police – no arrests were made.  
Sgt Angela Crow

#### **New domestic abuse campaign – 'You are not alone'**

Devon and Cornwall Police has launched a new campaign designed to raise awareness of how domestic abuse can affect anyone and takes many forms such as intimidation, financial control, and psychological abuse. The campaign highlights the fact that domestic abuse can happen to anyone, at any age, in any kind of relationship.

Domestic abuse survivor, Kate Bolsover, describes her experience: "My abuser made me feel as if I was the one in the wrong, that I deserved the abuse and that everything was my fault. As well as abusing me physically and sexually, he manipulated and controlled me psychologically with intimidation and threats. Many victims of abuse question their own sanity and often feel they won't be believed if they speak out or seek help. It is so important that people understand that domestic abuse can affect anyone and that it's not just physical."

Devon and Cornwall Police has trained officers who can advise and help domestic abuse victims. We work very closely with partner agencies as we understand that people don't always want to approach police in the first instance.

Help and support are available from many people and organizations across Devon and Cornwall.

Take the first step by clicking on the link: <http://goo.gl/cKmQ4H>

### **Monthly figures**

Between **0001hrs 01/12/15** and **2359hrs 31/12/15**, the Control Room recorded **232 calls** from the public in Saltash and the surrounding rural parishes. A number of these were duplicate incidents; 66 were road-related incidents; 29 were concerns for welfare of individuals; 5 people were reported missing and 23 were domestic incidents. This shows just some of the variety of calls police attended. **29** incidents of anti-social behaviour were reported to us across the area. This represents a drop in reported anti-social behaviour from the previous month when much work was completed with partners to identify young people believed to be involved. These 232 calls also include the **61** crimes recorded as being committed across Saltash and the surrounding rural areas over this period. Crime types by parish area as below –

**Landrake & St Erney - 3** (1 burglary non-dwelling, 1 arson, 1 drugs offence)

**Notter - 0**

**St Germans/Polbathic - 3** (2 thefts, 1 indecent images)

**Tideford - 0**

**St Mellion - 2** (1 theft, 1 public order offence)

**St Dominick - 0**

**Botus Fleming - 0**

**Hatt - 0** (theft)

**Pillaton - 1** (assault)

**Quethiock - 0** (theft)

**Landulph/Cargreen - 0**

### **Community Speedwatch**

I thought you might be interested to know that in 2015, your community speedwatch volunteers went out on a number of different occasions at various locations around Saltash and also in Polbathic. During these sessions, they monitored 3070 vehicles and noted the details of 210 vehicles exceeding the speed limit at the different sites. They do a fantastic job and their very presence encourages most drivers to adhere to the speed limit, and this promotes better road safety. If you are interested in becoming a community speedwatch volunteer, please get in touch for more information about the application process.

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 note.

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

- a. To receive report and consider any actions arising.

No report.

## **380/15/16    CORNWALL COUNCIL REPORT**

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

### **PROVISIONAL LOCAL GOVERNMENT FUNDING SETTLEMENT**

On 17th December 2015, the Government delivered the provisional Local Government Funding Settlement for 2016/17. The Settlement is unprecedented in its complexity and sets out significant changes in the way local government will be funded in the future. Cornwall Council officers have been carrying out a detailed analysis of the figures. There will be an All-Member briefing next Tuesday followed by a series of PAC meetings to discuss the changes. Initial analysis suggests that, while the overall level of cuts in funding from the Government by the end of this Parliament are broadly in line with previous assumptions, the cuts are being made deeper and earlier than anticipated. The Settlement does, however, include additional support for rural authorities. It also includes the offer from Government of setting an indicative 4-year settlement, giving the ability to plan ahead.

The Government has also confirmed the Council Tax referendum threshold at 2%. In addition, it proposed an extra 2% precept on Council Tax to be used solely on Adult Social Care. If Cornwall Council decides to levy this increase it would raise circa £4.7m in 2016/17 to be spent on Adult Social Care.

The Government also announced several consultations on the future of the local government finance system, including a proposed change to enable local authorities to retain 100% of business rates. It is the government's stated aim that by 2020 councils will be 100% funded by Council Tax, business rates and other local revenues. These changes are complex and until the outcomes of these are known the full picture for Cornwall remains unclear.

### **BT CONTRACT**

At the High Court on 21st December Mr. Justice Knowles found in favour of Cornwall Council. This judgment confirms the Cornwall Council argument that BT Cornwall had been in material breach of the contract due to their failure to carry out services to the required contractual standards. The ruling also means that the Council will be seeking payment of its costs from BT Cornwall as well as damages incurred. The process of transferring staff and services from BT Cornwall to Cornwall Council and Public Sector Partners has already begun and will be completed as quickly and smoothly as possible. This will involve approximately 250 members of staff.

## **FREE CHRISTMAS TREE COLLECTION**

Real Christmas trees will be collected for free in the weeks starting 11<sup>th</sup> and 18<sup>th</sup> January. Put your tree out on your normal rubbish collection day on the alternate week to your recycling collection. The trees will be shredded and composted.

## **LOCAL PLAN**

On 15th December last year, members agreed to propose changes to the draft Cornwall Local Plan following recommendations made by the inspector appointed by the Secretary of State. The key changes agreed by full Council are:

- \* • To increase the overall housing target to 52,500 (from 47,500)
- \* • To review how many affordable houses can be expected based on what is viable

Existing permissions and houses that have been built since 2010 will count against the headline figure. This means that nearly 31,500 of the proposed 52,500 homes required have already been built or have planning permission. An average of 33% of all homes built are affordable homes. The proposed changes will soon go out for a 6-week public consultation, with the examination by the Inspector due to resume in Spring this year.

## **THE CORNWALL AND ISLES OF SCILLY GROWTH PROGRAMME**

The Growth Programme is the European economic regeneration programme for the region. Running from 2014-2020 it will contribute to the EU ambition to deliver smart, sustainable and inclusive growth. The Cornwall and the Isles of Scilly Growth Programme is worth €603.7m and is made up of two main funding streams: the European Regional Development Fund (ERDF), which makes up 75% of the Programme allocation and the European Social Fund (ESF), which makes up the remaining 25%. For details (including the Call Timetable – the timetable for organisations to submit a proposal against a published specification) visit : [www.erdconvergence.org.uk](http://www.erdconvergence.org.uk)

## **REGULATORY BUSINESS ADVICE HUB**

On 4 January 2016, Cornwall Council launched a new business advice service offering a single point of contact for bespoke regulatory business support across environmental health, trading standards and licensing. The aim is to make it simpler, quicker and easier for businesses to get expert regulatory advice as well as any licenses or permissions necessary. Call 01872 324444 or send an email to [businessadvice@cornwall.gov.uk](mailto:businessadvice@cornwall.gov.uk)

## **REFUGEES FROM SYRIA**

A multi-agency partnership has been working to prepare for Syrian refugee families to be resettled here. Cornwall has now officially offered resettlement to Syrian families travelling to the UK under the Government's Syrian Vulnerable Persons Relocation Scheme. As part of a 5-year resettlement programme an initial 2 or 3 families could be resettled in Cornwall as early as March. For more information,

including how you can help, visit [www.cornwall.gov.uk/syrianrefugees](http://www.cornwall.gov.uk/syrianrefugees)

### **NEW CHIEF EXECUTIVE**

Kate Kennally's first day on the job as Chief Executive of Cornwall Council is 11th January.

Councillor Hilary Frank

It was **RESOLVED** to note.

### **381/15/16    QUESTIONS FROM THE PUBLIC**

None

### **382/15/16    MINUTES**

The minutes of the meetings of the Town Council on Thursday 3rd December 2015 and Tuesday 15<sup>th</sup> December 2015 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

### **383/15/16    MATTERS ARISING FROM THE MINUTES**

None

### **384/15/16    FINANCE**

a. To advise the following receipts in:

i. November 2015

	<b>Details</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	<b>S106</b>
Allotment Fees	Sales Receipt	£12.00	£0.00	£12.00	
Barclays	Loyalty Reward	£7.90	£0.00	£7.90	
Guildhall Income	Sales Receipt	£1,288.95	£0.00	£1,288.95	
Pengellys	Churchtown Fees	£930.00	£0.00	£930.00	
Photocopying Fees	Fees	£21.16	£4.24	£25.40	
Public Sector Deposit Fund	Interest	£68.27	£0.00	£68.27	

S R Petipher	Refund	£669.60	£0.00	£669.60	
S106 Cinema Income	Hocus Pocus Income	£14.16	£2.84	£17.00	<b>S106 Waitrose</b>
St Stephens	Burial Fees - October 2015	£3,390.00	£0.00	£3,390.00	
Christmas Event Income	Christmas Stalls	£100.00	£0.00	£100.00	

ii. December 2015

	<b>Details</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	<b>S106</b>
Allotment Fees	Rent	£630.00		£630.00	
Guildhall Income	Hall Hire	£63.50	£0.00	£63.50	
Pengellys	Churchtown Fees	£930.00	£0.00	£930.00	
S106 Cinema Income	Polar Express	£101.67	£20.33	£122.00	<b>S106 Waitrose</b>

b. To advise the following payments in:

i. November 2015

<b>Supplier</b>	<b>Details</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	<b>S106</b>
Backbone Media	Town Messenger	£300.00	£0.00	£300.00	
Barclaycard	Credit Card Payment - Amazon	£9.98	£0.00	£9.98	
Barclays	Bank Charges	£31.57	£0.00	£31.57	
Christmas Decorators	Christmas Decorations	£687.50	£137.50	£825.00	
Chubb Fire Ltd	Rental Fees - Fire Extinguishers	£31.92	£6.38	£38.30	
Consortium	Stationery	£38.84	£7.77	£46.61	
Consortium	Stationery	£158.27	£31.65	£189.92	
Cormac	Waterside Cleaning Charges	£332.25	£66.45	£398.70	
Cormac	Trailer Repairs	£1,006.18	£201.24	£1,207.42	
Cormac	Bus Shelter Vandalism Clean	£85.00	£17.00	£102.00	
Cormac	Christmas Event Road Closure	£300.00	£60.00	£360.00	



Cornwall Council	Pensions - October 2015	£2,356.01	£0.00	£2,356.01	
Cornwall Council	Rates - Guildhall	£684.00	£0.00	£684.00	
Cornwall Council	Rates - Waterside	£84.00	£0.00	£84.00	
Cornwall Council	Parking Charges	£6,371.54	£1,274.31	£7,645.85	<b>S106 Waitrose</b>
Cornwall Council	Reserved Parking Space	£284.17	£56.83	£341.00	
Cory Environmental	Waste Bags	£300.00	£60.00	£360.00	
Crown Copiers	Photocopier Maintenance	£193.21	£38.64	£231.85	
D C Ryland	Hanging Baskets	£1,000.00	£0.00	£1,000.00	<b>S106 Waitrose</b>
David Orr Consultancy	Neighbourhood Plan	£5,602.00	£32.40	£5,634.40	
David Wilson Partnership	CCT Grant Expenditure	£700.00	£140.00	£840.00	
Devon and Cornwall CRC Ltd	Community Payback Scheme	£410.67	£37.33	£448.00	
Ellis Wittham	H&S & Employment Subscription Fees	£2,350.00	£470.00	£2,820.00	
EON	Electricity - Guildhall	£250.69	£50.14	£300.83	
EON	Electricity - Cemetery	£15.37	£0.77	£16.14	
Field Leisure	Christmas Event Expenditure	£300.00	£60.00	£360.00	
Glendale Grounds Maintenance	Ground Maintenance - October 2015	£1,403.91	£280.78	£1,684.69	
Glendale Grounds Maintenance	Ground Maintenance - November 2015	£1,403.71	£280.78	£1,684.49	
Hine Bros	Memorial Peace Garden Expenditure	£4,980.00	£0.00	£4,980.00	
HMRC	PAYE - October 2015	£2,383.69	£0.00	£2,383.69	
ICOM	Telephone - Guildhall	£67.20	£13.44	£80.64	

Identity Design	Memorial Peace Garden Expenditure	£150.00	£30.00	£180.00	
IRQ Systems Ltd	IT Support & Battery Replacement	£284.25	£56.85	£341.10	
Maitland's	Pillmere - Land Valuation	£350.00	£70.00	£420.00	
Mayors Allowance	Payment	£320.00	£0.00	£320.00	
Mr Sticker	Parking Banner	£70.00	£14.00	£84.00	<b>S106 Waitrose</b>
NALC	Local Council Award Scheme	£25.00	£5.00	£30.00	
Nicholls & Sainsbury	Professional Fees - Pillmere	£838.00	£70.00	£908.00	
OTIS	Lift Maintenance	£481.63	£96.32	£577.95	
Pertemps	Temp Sen. Admin Officer	£248.00	£49.60	£297.60	
Pertemps	Temp Sen. Admin Officer	£198.40	£39.68	£238.08	
Pertemps	Temp Sen. Admin Officer	£248.00	£49.60	£297.60	
Pertemps	Temp Sen. Admin Officer	£204.60	£40.92	£245.52	
Pertemps	Temp Sen. Admin Officer	£99.20	£19.84	£119.04	
Pertemps	Temp Sen. Admin Officer	£254.20	£50.84	£305.04	
Petty Cash	Bank Transfer	£100.00	£0.00	£100.00	
Plan Support	Neighbourhood Plan	£1,204.54	£0.00	£1,204.54	
Plymouth City College	Excel Course - Admin Officer	£237.50	£47.50	£285.00	
RBS Software	Cemetery Training	£35.00	£7.00	£42.00	
Royal British Legion	Wreath - Memorial Peace Garden	£25.00	£0.00	£25.00	
Royal British Legion	Wreath - Remembrance Sunday	£100.00	£0.00	£100.00	
Royal British Legion	Wreath - 2 min silence	£25.00	£0.00	£25.00	
Royal Mail	Neighbourhood Plan	£31.92	£6.38	£38.30	
Saltash CIC	S106 Payment - Belle Vue	£18,500.00	£0.00	£18,500.00	<b>S106 Lidl</b>

Saltash DIY	Cemetery Tools	£74.00	£14.80	£88.80	
Saltash DIY	Bench Repairs	£20.94	£4.19	£25.13	
Saltash DIY	Cemetery Clothing	£172.62	£34.53	£207.15	
Saltash DIY	Cemetery Repairs/Sundries	£64.00	£12.80	£76.80	
Saltash DIY	Cemetery Repairs/Sundries	£14.44	£2.89	£17.33	
Saltash DIY	Cemetery Repairs/Sundries	£5.93	£1.19	£7.12	
Saltash Observer	Christmas Festival Advert	£85.00	£0.00	£85.00	
Saltash Observer	Christmas Festival Advert	£250.00	£0.00	£250.00	
Saltash Window Cleaning	Window Cleaning	£45.00	£0.00	£45.00	
Screw Fix	Cemetery Tools	£4.16	£0.83	£4.99	
South West Water	Water - Fairmead Allotments	£96.55	£0.00	£96.55	
Staff Salaries	Salaries	£10,524.20	£0.00	£10,524.20	
Staff Travelling Expenses	Expenses	£82.18	£0.00	£82.18	
Tartendown Nursery	Memorial Peace Garden Expenditure	£366.67	£73.33	£440.00	
The Flowery	Remembrance Flowers	£40.00	£0.00	£40.00	
TV License	TV License	£145.50	£0.00	£145.50	
UK Fuels	Petrol - Ride on Mower	£36.36	£7.27	£43.63	
Uskate CIC	Christmas Festival	£200.00	£0.00	£200.00	
Viking	Stationery	£61.56	£12.31	£73.87	
Zurich	Pillmere - Insurance	£1,115.14	£0.00	£1,115.14	

i. December 2015

Supplier	Details	Net	VAT	Gross	S106
DLJ Electrical	Repairs - Guildhall	£197.00	£0.00	£197.00	
S & A Plastering	Repairs - Guildhall	£34.00	£0.00	£34.00	
The MNA	Flag Expenses	£79.60	£0.00	£79.60	

It was **RESOLVED**:

1. To note.

2. The exhibition trailer be marketed to other councils and groups for hire.
  3. The exhibition trailer undergo a condition survey every 4 years (at the commencement of a newly elected council) to determine its ongoing cost benefit to the council.
- 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 30<sup>th</sup> November 2015 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk

It was **RESOLVED** to note.

**385/15/16    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:

**PA15/11247**

Mr Jason Melia – **5 Beaumont Terrace, Pill Lane, North Pill, Saltash**  
Rear kitchen extension

**Ward: East**

Date received: 15.12.2015

It was resolved to **RECOMMEND APPROVAL.**

**PA15/11746**

Mr Irish – **55 Hillside Road, Saltash, Cornwall, PL12 6EY**  
Proposed Balcony

**Ward: East**

Date received 21.12.2015

It was resolved to **RECOMMEND APPROVAL.**

**PA15/11305**

Mrs H Wilson – **4 Deacon Close, St Stephens, Saltash, Cornwall**

Extension to the rear of the existing bungalow

**Ward: South**

Date received 21.12.2015

It was resolved to **RECOMMEND APPROVAL SUBJECT TO THE TWO WINDOWS OVERLOOKING PROPERTY TO THE NORTH BE OBSCURE GLASS.**

Councillor Bickford declared an interest in the next application and left the meeting.

**PA15/10452**

Mr Neville Devonport Hon Sec Saltash Sailing Club – **Saltash Sailing Club (Former Gas Station) Tamar Street, Saltash**

To integrate a former gas works site with the existing Saltash Sailing Club site. To include removal of temporary (portakabin) buildings and erection of new club cadet building.

**Ward: East**

Date received 22.12.2015

It was resolved to **RECOMMEND APPROVAL SUBJECT TO ALL ENVIRONMENT ASSESSMENTS BEING SATISFACTORY.**

Councillor Bickford was invited and returned to the meeting.

**PA15/11420**

Mr & Mrs O'Neil - **Land North of 4 Smiths Way, Latchbrook, Saltash, PL12 4TP**

Application for removal of Section 52 Agreements dated 13/03/1988 and variations dated 19/06/1989 and 16/06/1997

**Ward: West**

Date received 21.12.2015

It was resolved to **NOTE.**

d. Tree applications/notifications:

i. **Notifications:**

1 Elmside, Marina Villas, Saltash  
Tree Preservation Order  
Received 16<sup>th</sup> December 2015

It was resolved to **NOTE.**

ii. **Applications – 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:

**PA15/07425**

Mr Niall and Rachel Thurlow – **Manor Barn (Unit 4), Manor Farm, Trematon, Saltash.**

Alterations to approved design of Manor Barn (Unit 4) under conversion from barn to dwelling (decision PA12/02864).

**Ward: West**

Date Received: 21.10.2015.

**At the Town Council Meeting on 17<sup>th</sup> November 2015 it was resolved to RECOMMEND APPROVAL SUBJECT TO CONDITIONS THAT:**

- 1. Construction materials be of local stone**
- 2. The public footpath be kept clear and unobstructed at all times.**

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

Stick with our original position and request call-in	2 votes
Accept the Officer's position	11 votes
Abstain	1 vote

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

On 11.12.15. Cornwall Council sent this decision: **REFUSED.**

It was **RESOLVED** to note.

**PA15/11265**

Mr Matthew Bryant – **Manor Farm, Trematon, Saltash, Cornwall, PL12 4RS**

Non-material amendment for change of conditions from stated timber windows and doors, to authentic looking oak effect UPVC windows to (PA14/02315) construction of new dwelling and associated works and carhouse style garage.

**Ward: West**

Date received: 09.12.2015

Deferred from Full Council 15<sup>th</sup> December 2015

Cornwall Council sent this decision on 18.12.15: **WITHDRAWN**

It was **RESOLVED** to note.

**386/15/16     CONSIDERATION OF LICENSE APPLICATIONS**

None

**387/15/16     REGISTRAR SERVICE – TO RECEIVE A REPORT FROM COUNCILLOR AUSTIN**

Councillor Austin updated members on the current status of the service and its relocation into the library building.

It was **RESOLVED** to note.

**388/15/16     SALTASH SUSTAINABLE TRANSPORT S106 & TRO's**

Councillor Holley updated members on the current status of the application.

It was **RESOLVED** to note.

**389/15/16     2016 PARKING ORDER – TARIFF ALTERATIONS PRE-CONSULTATION COMMENTS**

It is proposed to amend the short stay tariffs in some of the Council's car parks to reduce the steps in tariffs, whilst promoting longer stays. In the car parks within the towns listed in the attached document, the 1<sup>st</sup> hour is comparatively low in comparison with other towns across Cornwall; it is therefore proposed to take the first step in addressing this whilst reducing the other short stay tariffs to promote longer stays within the towns. Promoting longer stays within the towns has been a common theme, raised during the recent parking review meetings, held with Cornwall Councillor Bert Biscoe.

The consultation for the new parking order will begin on or around the 13<sup>th</sup> January, so I have written to you before this date in order to obtain any initial feedback.

**Tariff Alterations for the 2016 Parking Order**

It is proposed to amend the short stay tariffs in some car parks to reduce the steps in tariffs, whilst promoting longer stays. In the car parks within the following towns the 1<sup>st</sup> hour is comparatively low in comparison with other towns across Cornwall; it is therefore proposed to take the first step in addressing this whilst reducing the other short stay tariffs to promote longer stays within the towns. Promoting longer stays within the towns has been a common theme, raised during the recent parking review meetings, held with Bert Biscoe.

Bodmin –

<b>Current</b>	<b>Proposed</b>
£0.60 – 1 hour	£0.70 – 1 hour
£2.00 – 2 hours	£1.90 – 2 hours
£3.10 – 3 hours	£2.90 – 3 hours

Cawsand –

<b>Current</b>	<b>Proposed</b>
£0.60 – 1 hour	£0.70 – 1 hour
£2.10 – 2 hours	£1.90 – 2 hours

Saltash -

<b>Current</b>	<b>Proposed</b>
£0.50 – 1 hour	£0.60 – 1 hour
£1.60 – 2 hours	£1.60 – 2 hours
£3.20 – 3 hours	£2.90 – 3 hours

Torpoint -

<b>Current</b>	<b>Proposed</b>
£0.50 – 1 hour	£0.60 – 1 hour
£2.00 – 2 hours	£1.90 – 2 hours
£3.00 – 3 hours	£2.90 – 3 hours

It was **RESOLVED** that the Chairman send a response to the consultation on behalf of the council.

**390/15/16    STIG – S106 CAR PARKING – UPDATE FROM COUNCILLOR AUSTIN**

It was **RESOLVED** that the item had been covered under minute 389/15/16.



**391/15/16     TOWN FORUM – COUNCILLORS BRADY, YATES & AUSTIN TO CONSIDER THE FORUM’S TERMS OF REFERENCE**

It was **RESOLVED** to defer the item to the next meeting.

**392/15/16     DOG – TO APPOINT A REPLACEMENT REPRESENTATIVE TO REPLACE COUNCILLOR BRADY**

It was **RESOLVED** that Councillor Brady remain a member of DOG.

**393/15/16     CALC – TO RECEIVE THE RESIGNATION OF COUNCILLOR MRS S HOOPER M.B.E. AS A REPRESENTATIVE AND APPOINT A REPLACEMENT REPRESENTATIVE FOR THE COUNCIL**

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

**394/15/16     SALTASH NEIGHBOURHOOD PLAN**

a.    Update

**Neighbourhood Plan Report 31 /12/2015**

The last Neighbourhood Plan Steering Group meeting reviewed the progress made by the four “Theme Teams”.

**Theme Team A – Moving About. (Cllr. B Austin)**

**Theme Team B – Making Community. (Cllr. M. Coot)**

**Theme Team C – Live, Play and Grow. (Cllr. L. Russell)**

**Theme Team D – Invest, Work and Learn. (Cllr. D Yates)**

Full details of the meeting are available on the Website but to summarise some of the main points discussed:

1. It is vital that the various groups work to the Neighbourhood Plan Brief and prioritise. As an example while there is agreement that bus routes will play an important part in the future development of Saltash the Neighbourhood Plan, as it affects the various Theme Teams, will concentrate on planning and infrastructure (for example transfer hubs, road widths and layout and the ability to recharge electric or hybrid vehicles). Operational matters such as frequency and routes are more Cornwall Council issues. The running of Community Transport was seen as Town Council and Community Interest Company responsibilities.
2. There is a need to write into the Neighbourhood Plan a section addressing “Building a Community,” and recognising that this was not merely about buildings, development and land-use.

3. The nature of the future “Heart” of the town and the possibility of a Historic “Downtown Market Centre” an “Out-of-town Commercial Centre co-existing.
4. Use of GIS (Geographical Information System Mapping.) was viewed as an essential tool to support the whole Neighbourhood Planning Process.
5. There is a need to protect existing employment land to prevent it being used up for housing if existing buildings are demolished.
6. Better connectivity between Fore Street and the Waterside is crucial to development of the Waterside and wider waterfront.
7. The rural economy needs special attention with a number key issues to be addressed such as transport links, the use of redundant farm buildings and the issues involved with development in protected areas.

It is intended that the Theme Teams will prepare an overview for the next meeting (28<sup>th</sup> January 2016) allowing February to engage in policy writing and confirming objectives prior to a planned Visioning Workshop.

It was **RESOLVED** to note.

### **395/15/16     CORRESPONDENCE**

The chairman informed members a letter had been received from a resident regarding the Parking Refund Scheme.

It was **RESOLVED** the letter be referred to STIG for a response.

### **396/15/16     APPROVAL OF THE MINUTES OF THE FOLLOWING COMMITTEES**

#### Minutes of the meeting of the Burial Board and Burial Authority on the 14<sup>th</sup> December 2015.

It was **RESOLVED** to note the minutes of the meeting of the Burial Board and Burial Authority on the 14th December 2015 were confirmed and signed as a correct record.

It was **NOTED** the recommendation for Burial Authority minute 82/15/16 was carried by a vote of 7 for 6 against and 1 abstention and recorded that Councillor Mrs S Hooper M.B.E. voted against the recommendation.

#### Minutes of the meeting of the Staffing Committee on 15th December 2015

It was **RESOLVED** to note the minutes of the meeting of the Staffing Committee on 15th December 2015 were confirmed and signed as a correct record subject to:

Minute 59/15/16 to read:

It was **RECOMMENDED** to increase pay to reflect the living wage and increase subsequent pay points for all staff to maintain differentials as of October 2015.

Minute 60/15/16 to read:

1. The establishment of a Deputy or Assistant Town Clerk full time post be deferred to the Full Council Planning meeting to be held on Tuesday 19<sup>th</sup> January 2016.
2. Responsibility for minute taking at meetings be included in the job description for a Deputy or Assistant Town Clerk post.
3. The Receptionists' hours be increased by half an hour each day to accommodate an increasing work load and allow for the Guildhall to open from 9 a.m. to 5 p.m. from 1<sup>st</sup> April 2016.
4. The post of Handyman/Caretaker be made full time, retitled Grounds and Premises Warden and be upgraded two spinal points from point 11 to 13 from 1st April 2016.
5. Staff members using their own vehicles to transport council petrol and machinery receive payment to cover the upgrade of their insurance from social domestic and pleasure to include business use.

**397/15/16    MEET YOUR COUNCILLORS:**

- a. Arrangements for future meetings

It was **RESOLVED** that Councillors Mrs J Dent, Mrs G Challen, Ellison and Bickford attend the meeting to be held in Fore Street on 9<sup>th</sup> January 2016.

**398/15/16    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.

**399/15/16    CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

Minutes of the meeting of the Staffing Committee on 15th December 2015

Members considered items relating to staff structure and personnel.

**400/15/16     PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

**401/15/16     URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

Services Committee Budget

Councillor Yates requested any members with budget proposals for the Services Committee attend the next meeting to be held on Wednesday 13<sup>th</sup> January 2016.

**402/15/16     PRESS RELEASES AND FUTURE ARTICLES REQUIRED**

It was **RESOLVED** to issue a press release notifying that the Chairman will be writing to bus companies regarding the recent rescheduling and cancellation of some services.

**403/15/16     DATE OF NEXT MEETING**

Tuesday 19<sup>th</sup> January 2016 at 6.15 p.m.

**404/15/16     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 9.20 p.m.

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

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