

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 6th October 2016 at 7.00 p.m.

PRESENT: Councillors: Mrs Hilary Frank, (Chairman), R Austin, R Bickford, Mrs Jean Dent, J Ellison, Mrs S Hooper MBE, D Holley, A Killeya, W Phillips, L Russell, D Yates.

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

APOLOGIES: Councillors: Mrs G Challen, M Coot, J Brady, Mrs J Rance, J Shepherd.

HEALTH AND SAFETY ANNOUNCEMENTS

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

258/16/17 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

PRAYERS

Reverend Michelle Parkman led the prayers.

259/16/17 DECLARATIONS OF INTEREST

- a. Declarations from Members of any registerable (5A of the Interim Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
- b. Declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting.
- c. Dispensations required.

Councillor	Agenda Item	Pecuniary/Non Pecuniary	Reason
None			

CHAIRMAN'S REPORT INCLUDING GUEST VISITORS – BRUNEL HARMONY CHORUS

Since the last meeting, the Mayor has attended:

Saturday 3 rd September	Saltash Bump, Baby & Toddler Fair.
Sunday 4 th September	Saltash Rotary Club Real Ale Festival
Thursday 8 th September	Saltash Heritage Event at Saltash Guildhall attended by H.R.H. The Duchess of Gloucester
	Livewire Youth Project Anniversary Celebration
Saturday 10 th September	Landulph Craft Ale Festival
Wednesday 14 th September	Receiving new community bus at China Fleet Club
Thursday 15 th September	Presentation of a defibrillator for Saltash outside Bloom Hearing, Fore Street
Friday 16 th September	Toboggan run in aid of Dementia PL12 at Plymouth Ski Centre
Sunday 18 th September	RAF Associations Service of Thanksgiving for the Battle of Britain at St. Andrew's Minster, Plymouth
Monday 19 th September	Re-opening of the garden at "The Zone", saltash.net
Saturday 24 th September	Raffle at St. Stephen's Church Craft and Gift Fair
Tuesday 27 th September	Bulb planting with Bishop Cornish School in Coombe Woods
Friday 30 th September	MacMillan Coffee Morning at Abbeyfield, Callington Road
	Visit from the Mayor of Urawysu to the Guildhall
Saturday 1 st October	Saltash Rugby Club Sponsors' Lunch

50th Anniversary Celebrations of
Forder Community Association

Sunday 2nd October

Torpoint Town Council 19th
Anniversary Parade of giving the
Freedom of Torpoint to HMS Raleigh

Silver Sunday Service at Saltash
Wesley Church

It was **RESOLVED** to note.

MONTHLY CRIME FIGURES

The Chairman reported that no figures were available again this month on the police website and they had not been updated since July despite a request being sent to the Office of the Police and Crime Commissioner to update the figures and make them available.

It was **RESOLVED** that the Mayor write to the Office of the Police and Crime Commissioner to request the figures be updated on the website and made available on a monthly basis.

Councillor Russell joined the meeting.

REPORT BY COMMUNITY ENTERPRISES PL12

a. To receive report and consider any actions arising.

Since your last meeting, our new bus has been delivered and it can now be seen around town. A little ceremony took place, generously hosted by the China Fleet Club, to receive the bus, and we were grateful to the Mayor for her support on this occasion.

Directors met last week, and were - not surprisingly - mainly focused on the task of setting up the planned Derriford service which will start running once we have recruited drivers, formally publicised the service timetable etc, and completed a vast range of other tasks - this is our most ambitious initiative so far! We are looking for "community minded drivers" to take jobs with us, and will be hiring local firm Backbone Media to help us with publicity and administration.

Otherwise, things are stable in the company. Other enterprises are going strongly, and our financial position remains strong at the end of the first Quarter.

The new Fruit and Vegetable enterprise at 4 Fore Street (Thurs-Sat) is generating a nice surplus each week, which we will be re-investing into new community developments over the coming year. We have a small team of new volunteers helping with this. One of them Averil Pinkney, has come up with a new idea of selling small bags of chopped and frozen vegetables “just for one” after a lady called at the stall and said she was no longer able to cut up swedes - which was done for her there and then. There is a lot of potential with this enterprise, maybe linked in future to the FoodBank at Belle Vue. [More details in Love Saltash, forthcoming.]

Big new issue for the immediate future:

The NHS in Cornwall must produce a Sustainability and Transformation Plan (STP) in order to rein in its overspending and modernise its approaches. This is bound to affect service provision in Saltash. Public engagement has been promised, and, as a company, we will support involvement by the Patient Participation Groups at the Health Centre and Port View Surgery.

But I wonder if the Council could consider initiating some wider public engagement in the town, and involving our MP?

Peter Thistlethwaite,
Chair
October 1 2016

It was **RESOLVED** that:

1. The Mayor write to the Kernow Clinical Commissioning Group and Cornwall Council to request a meeting be held with interested parties to discuss the Sustainability and Transformation Plan.
2. The Mayor write to the volunteers of Community Enterprises PL12 to thank them on behalf of the council for their continuing work in the community.
3. The Mayor write to the drivers of the Hopper Bus on behalf of the council to thank them for their work in the community.

260/16/17 CORNWALL COUNCIL REPORT

- a. To receive report from Saltash Cornwall Councillors.

STRUCTURAL REORGANISATION

The structure of Cornwall Council has been rearranged in to the following four directorates:

Children, Families and Adults	(Strategic Director: Trevor Doughty)
Neighbourhoods	(Strategic Director: Paul Masters)
Economic Growth and Development	(Not yet appointed)
Customer and Support Services	(Not yet appointed)

ALLOCATIONS DEVELOPMENT PLAN

A public consultation has been launched to ask for views on the Allocations Development Plan Document, which sets out a strategy for the future development of 10 towns and two Eco Community sites within Cornwall, and examines how infrastructure can be improved so that proposed growth can be supported and managed. One of the areas covered by the Allocations DPD is Saltash. The Allocations DPD will be an important tool in helping to determine future planning applications, so please respond to the consultation. The documents and questionnaire can be viewed at Saltash Library, or on the Cornwall Council website (search for Allocations DPD). The public consultation runs for six weeks, starting on Monday 3rd October. The deadline for response is Monday 14th November.

GREG

Full council on 6th October will debate the report of the independent Governance Review External Group (GREG), which was established by Cornwall Council to provide advice and evidence on proposals for how the Council should be governed in the future, how and where decisions should be made and the wider question of how partners should work together to lead Cornwall.

The Report was published on 16th September. Amongst its findings & recommendations are:

- * The creation of a new Leadership Board for Cornwall, to be chaired by the Council Leader, bringing together senior representatives of public services, businesses and the voluntary and community sectors
- * At the present time, there is no compelling argument to introduce a directly elected Mayor for Cornwall.
- * The report strongly advises that the Council works hand in hand with town and parishes to reform the present Community Network and locality working arrangements.
- * Merging and reducing the number of committees undertaking policy development and scrutiny functions within the Council.
- * That the overwhelming evidence available from all quarters shows the passion, commitment and hard work of the Council's 123 elected Members. But whilst elected Members are hard-working, they appear to be spending a disproportionate amount of their time dealing with the symptoms of issues as they crop up at a local level, at the expense of taking a more strategic approach to addressing the underlying causes.
- * Encouraging more young people to get involved in the civic life of Cornwall

ELECTORAL REVIEW PANEL

Full council on 6th October will also debate the initial proposal of the Electoral Review Panel regarding the optimum number of Cornwall Councillors. Cornwall Council was established as a unitary authority on 1 April 2009 following the amalgamation of the former County Council and the six district and borough councils. As a result of this change the number of principal authority Councillors representing Cornwall was reduced from 331 to 123. Last year, the Local Government Boundary Commission for England (LGBCE) announced it was carrying out a review of electoral divisions in Cornwall, with any changes being applied at the 2021 election.

Members of the Electoral Review have put forward an initial proposal of between 105 and 115 Councillors. This is the first of three submissions on the size of the Council that the authority will make to the LGBCE before the final decision is announced on 16 May 2017, immediately after the unitary Council elections. The second draft submission must be made by 16 December, with the final submission due on 3 March 2017.

The Chairman of the Review Panel, John Wood, said: "This has involved looking in detail at the role of a Cornwall Councillor, as well as taking in account issues such as the geography and size of Cornwall, and the impact of future changes in governance and further devolution – both from the Government to Cornwall, and from Cornwall Council to town and parish councils. The reductions in staffing levels and in some services which have taken place as a result of cuts in our funding from the Government have seen a significant increase in the workload of Members – from an average of 19 hours a week at the time of the last review in 2008 to more than double that for many Councillors today."

CORNWALL COUNCIL ANNUAL REPORT

The Council's Annual Report for 2015/2016 is now available on the Cornwall Council website. Eight key areas Cornwall Council is focusing were highlighted in last year's Strategy and Business Plan. This Annual Report shows the work being carried out to deliver in these areas, together with some interesting facts and figures about services.

SURVEY ON HOUSEHOLD RUBBISH COLLECTIONS AND CLEANING

Cornwall Council has launched a survey in to household rubbish and recycling collections as well as street and beach cleaning. It takes about 10 minutes to complete. Please take the time to respond to the survey and put pressure on Cornwall to expand the range of items that can be recycled. Search for Biffa on the Cornwall Council website.

REFERENDUM PRINCIPLES

Since 2012/13 the Government has applied a core Council Tax referendum principle of 2% on principal authorities, such as Cornwall Council. If an authority wished to increase its Council Tax above that level, it would be required to carry out a referendum of its residents.

These referendum principles have not been applicable to local precepting authorities such as Saltash in the past, but the Government has now indicated that it is minded to apply the referendum principles to 'higher spending' Town and Parish Councils in 2017/18.

A higher spending council is defined in the consultation paper as one whose Band D charge in 2016/17 was higher than £75.46 (equivalent to the Band D charge for the lowest charging District Council) and which had a precept in 2016/17 of more than £500,000.

However the Government has also said that it wants to ensure that parishes continue to have the flexibility to be able to take on responsibilities from other tiers of local government.

So a degree of complexity has been added to the proposal, in that the referendum principles would not apply where there has been a transfer of responsibilities and where the following three conditions are satisfied:

1. The parish council and a principal council covering the area of the parish council have each resolved that a particular function carried out by the principal council in relation to the parish council's area in the financial year 2016-17 is to be carried out instead by the parish council in the financial year 2017-18.
2. The parish council and the principal council have agreed the reasonable cost of the exercise of that particular function in the parish council's area by the parish council in the financial year 2017-18.
3. That the agreed cost would take the parish council over the threshold of a 2% or £5 increase on the previous year.

Based on the 2016/17 precept information, Saltash would be affected, alongside Bodmin, Bude-Stratton, Camborne, Falmouth, Newquay, Penzance and Truro.

LOCALISM SUMMIT AND BUDGET EVENT

Monday 31 October at the Royal Cornwall Pavilion Centre, Wadebridge

Localism Summit 12pm to 5pm

Budget, Priorities and Resources event 5pm to 8pm

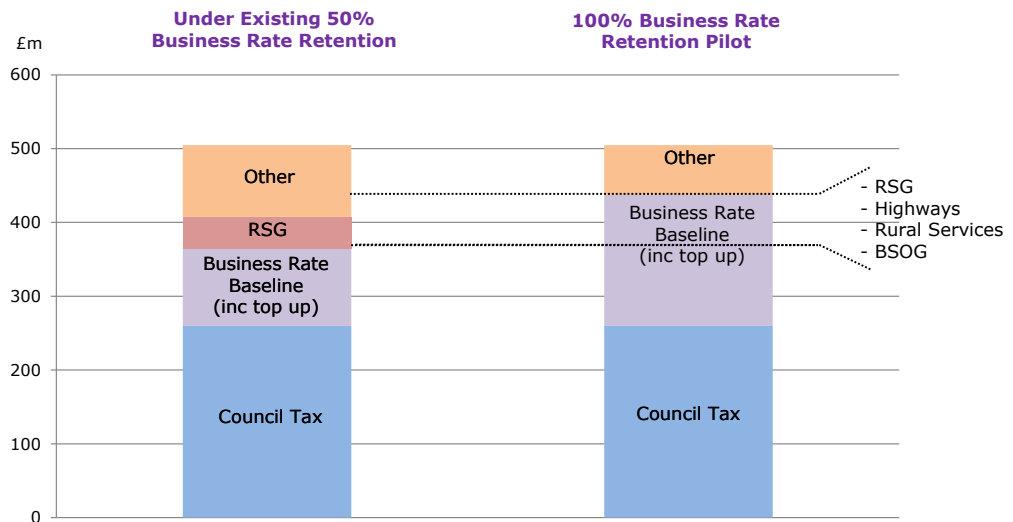
Topics for discussion include:

- * Cornwall Council's procurement plan.
- * Work being done to address the potential impact of Brexit in Cornwall.
- * Cornwall Council's financial and business plans for 2017/18.
- * Update on Cornwall's Devolution Deal with central government.
- * Council's Governance and Electoral reviews.
- * Sustainability Transformation Programme.

Confirm your attendance by email to :
communities.devolution@cornwall.gov.uk

BUSINESS RATES 100% PILOT

Currently, local authorities retain 50% of business rates, but the Chancellor announced the Government's intention to move to 100% retention. Discussions have been taking place between Cornwall Council and DCLG, and it looks like Cornwall will be one of the pilot areas, with implementation probably starting in April 2017. The pilot will run for 2-3 years until the national scheme is implemented in either 2019/20 or 2020/21.



TOWN AND PARISH COUNCILS LEARNING HUB

The online Learning Hub is a one stop shop for the learning and development of Cornwall Council staff and its partners. Town and Parish Councils can have access to Cornwall Council's online Learning Hub, which has a large range of online e-learning courses and offers information about face to face courses on topics such as Basic IT and Safeguarding. One log-on per local council is provided free of charge, with further log-ons costing £10 each.

POP-UP TRADE CONCESSIONS ON LONGSTONE PARK & BRUNEL GREEN

Cornwall Council is about to open a tender process for trade concessions in various green spaces owned by Cornwall Council. Two of these sites are Longstone Park and Brunel Green. The intention is to find new and exciting ideas for concessions that are not in direct competition with existing traders in the immediate area. Any trade concessions that are awarded will commence on 1 April 2017 and last for one year. The Saltash Cornwall Councillors will be consulted as part of the tender process.

The aim is to encourage more users to Cornwall Council's environment assets, to provide opportunities for new and existing businesses to trade without being tied into long-term leases, and to raise funds to help protect and maintain Cornwall's open spaces.



Blue dot shows location of proposed pop-up on Brunel Green

It was **RESOLVED** to note.

261/16/17 CNA REPORT

1. CNA report for noting or matters arising.

The Mayor reminded the meeting that the next meeting of the CNA is in the evening of 27th October, at Millbrook.

262/16/17 QUESTIONS FROM THE PUBLIC

None.

263/16/17 MINUTES

The minutes of the meetings of the Town Council on Thursday 1st September 2016 and Tuesday 20th September 2016 were confirmed and signed as a correct record.

264/16/17 MATTERS ARISING FROM THE MINUTES

None.

265/16/17 FINANCE

- a. To advise the following receipts in:
 - i. August 2016

	Details	Net	VAT	Gross	S106
Allotment Fees		£16.70	£0.00	£16.70	
Barclays	Loyalty Reward	£7.65	£0.00	£7.65	
Cornwall Council	S106 - 18 Belle Vue	£3,500.00	£0.00	£3,500.00	S106 Waitrose
Guildhall Income		£626.80	£0.00	£626.80	
Public Sector Deposit Fund	Interest	£71.93	£0.00	£71.93	
Zurich	Insurance Claim - Notice Board	£885.85	£0.00	£885.85	

b. To advise the following payments in:

i. August 2016

Supplier	Details	Net	VAT	Gross	S106
AHGTC	Town Crier Competition Membership	£35.00	£0.00	£35.00	
Amazon	Wireless Mouse & Keyboard	£21.65	£4.33	£25.98	
Barclays	Bank Charges	£30.59	£0.00	£30.59	
CALC	Staff Training	£44.00	£8.80	£52.80	
Chubb Fire Ltd	Fire Extinguisher - Rental Fees	£86.17	£17.23	£103.40	
Coop	Saltash Parking Refund Scheme	£280.00	£0.00	£280.00	S106 Waitrose
Cormac	Repairs to Longstone & Waterside Toilets	£173.93	£34.79	£208.72	
Cormac	Longstone Toilets - Cleaning	£533.29	£106.66	£639.95	
Cormac	Waterside Toilets - Cleaning	£445.59	£89.12	£534.71	
Cormac	Belle Vue Toilets - Cleaning	£401.43	£80.29	£481.72	
Cornwall Council	Pension - July 2016	£3,027.54	£0.00	£3,027.54	
Cornwall Council	Rates - Guildhall	£690.00	£0.00	£690.00	
Cornwall Council	Rates - Waterside	£85.00	£0.00	£85.00	
Cornwall Farmers	Work Gloves	£29.16	£5.83	£34.99	
Cornwall Farmers	Mulch Kit & Oil	£104.11	£20.82	£124.93	

CRC Ltd	Community Payback Scheme	£431.00	£17.00	£448.00	
Crown Copiers	Photocopier Maintenance	£220.58	£44.12	£264.70	
Cube Services	Air Conditioning Service	£60.00	£12.00	£72.00	
D C Ryland	Hanging Baskets	£1,220.00	£0.00	£1,220.00	S106 Lidl
Devon Contract Waste	Bin Bags	£85.00	£17.00	£102.00	
Driftwood	Saltash Parking Refund Scheme	£14.40	£0.00	£14.40	S106 Waitrose
EON	Electricity - Guildhall	£242.69	£48.54	£291.23	
EON	Electricity - Churchtown	£13.77	£0.69	£14.46	
Gear 4 Music	Sound Equipment - Guildhall	£88.12	£17.62	£105.74	
Gear 4 Music	Sound Equipment - Guildhall	£168.74	£33.75	£202.49	
Glendale	Grassmere Way - Tree Works	£660.00	£132.00	£792.00	
Glendale	Grounds Maintenance	£1,403.91	£280.78	£1,684.69	
Good Directions Ltd	Town Clock Works	£400.00	£80.00	£480.00	
Hamilton	Neighbourhood Plan Expenses	£917.00	£183.40	£1,100.40	
HMRC	PAYE - July 2016	£2,987.17	£0.00	£2,987.17	
ICOM	Telephone Charges	£60.72	£12.14	£72.86	
IRQ Systems Ltd	Monthly IT Maintenance	£240.25	£48.05	£288.30	
IRQ Systems Ltd	Windows 10 Upgrade	£150.00	£30.00	£180.00	
Junkyard Skatepark	Crime Reduction Donation	£5,000.00	£0.00	£5,000.00	
Martin Luck	Office Chair	£320.00	£64.00	£384.00	
Mayors Allowance		£320.00		£320.00	
NDF	Cherry Picker - Town Clock	£220.00	£0.00	£220.00	
OTIS	Lift Maintenance	£491.26	£98.25	£589.51	
PWLB	Loan Payment - Churchtown	£10,692.33	£0.00	£10,692.33	
Road Safety Committee	Road Safety Grant	£200.00	£0.00	£200.00	
Royal British Legion	Festival Fund	£432.00	£0.00	£432.00	

Saltash DIY	Various Repairs - Guildhall	£49.96	£9.99	£59.95	
Saltash Observer	Summer Arts Festival	£575.00	£0.00	£575.00	
Saltash United	Community Chest	£1,000.00		£1,000.00	
Saltash Window Cleaning	Window Cleaning	£45.00	£0.00	£45.00	
South West Water	Water Charges - Belle Vue	£54.67	£0.00	£54.67	
South West Water	Water Charges - Guildhall	£110.15	£0.00	£110.15	
Staff Salaries		£10,389.76		£10,389.76	
The Bookshelf	Saltash Parking Refund Scheme	£176.00	£0.00	£176.00	S106 Waitrose
Tony Barry Ltd	Saltash Parking Refund Scheme	£38.40	£0.00	£38.40	S106 Waitrose
Trainline	Staff Travelling Expenses	£24.73	£0.00	£24.73	
UK Fuels Ltd	Petrol - Ride on Mower	£75.12	£15.02	£90.14	
Westcare	Stationary	£32.45	£6.49	£38.94	
Western Web	Website Maintenance	£45.00	£9.00	£54.00	
WPS	Personal Insurance	£531.88	£0.00	£531.88	

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

None

- d. To note that bank reconciliations up to 31st August 2016 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk.

It was **RESOLVED** to note.

266/16/17 **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:

None.

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

PA16/07469

Mr R Winhill – **Cloud Break Surf Ltd, Callington Road PL12 6LX.**

Advertisement consent to display a roof advertisement.

Ward: North

Date received: 18.08.2016.

At the Town Council Meeting on 1st September 2016 it was resolved to RECOMMEND refusal on the grounds that it will, by distracting drivers where two lanes merge into one, have a deleterious impact on highway safety.

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

Stick with our original position and request call-in	1 vote
Accept the Officer's position	8 votes
Abstain	2 votes

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

It was **RESOLVED** to note.

267/16/17 CONSIDERATION OF LICENSE APPLICATIONS

Premises name and address: Land at Marjorie Court, Burraton Road, Saltash, PL12 6AY
Applicant: Mr Andrew Lilley
Application accepted: 21st September 2016
Application Type:
Licensable Activities: To serve fresh food to the public
Ref:
Representations Deadline: 13th October 2016
Case Officer: Kathryn Woodfinden, Bodmin

It was **RESOLVED** to note.

268/16/17 CORRESPONDENCE

None

269/16/17 APPROVAL OF THE MINUTES OF THE FOLLOWING COMMITTEES

The minutes of the meeting of the Burial Authority held on 14th September 2016 were confirmed and signed as a correct record. With reference to Burial Board Minute BB/30/16/17, it was agreed to insert the following sentence before the reports: "To note the reports are independent and do not reflect the view of the Burial Board or Saltash Town Council". The Minutes of the Burial Board held on 14th September 2016 were then confirmed and signed as a correct record. The Minutes of the Services Committee held on 14th September 2016 and the Staffing Committee held on 20th September 2016 were confirmed and signed as a correct record and noted as all resolved items.

270/16/17 TO CONSIDER THE TECHNICAL CONSULTATION ON THE 2017/18 LOCAL GOVERNMENT FINANCE SETTLEMENT

Briefing note

Council Tax Referendum Principles for Town and Parish Councils
29 September 2016



Background

On 15 September 2016 the Department for Communities and Local Government issued a technical consultation paper on the 2017/18 Local Government Finance Settlement.

Chapter 3 of the consultation paper 'Changes to Local resources' includes a section on Council Tax referendum principles for local authorities. The proposals contained within this chapter could have a

significant effect on major Town and Parish Councils – and potentially on all Town and Parish Councils.

Summary

Since 2012/13 the Government has applied a core Council Tax referendum principle of 2% on major authorities, such as Cornwall Council. If an authority wished to increase its Council Tax above that level (excluding the Adult Social Care precept that was introduced in 2016/17) it would be required to carry out a referendum of its residents.

These referendum principles have not been applicable to local precepting authorities such as Town and Parish Councils, although the Government has always indicated that it would keep this under review.

The national increase in the average Band D Council Tax levels set by Town and Parish Councils in 2016/17 was 6.1%, which was markedly higher than in previous years.

	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
Parishes	2.3%	3.9%	5.2%	4.3%	3.3%	6.1%

Due to this, the Government has now indicated that it is minded to apply the referendum principles to 'higher spending' Town and Parish Councils in 2017/18.

A higher spending council is defined in the consultation paper as one whose Band D charge in 2016/17 was higher than £75.46 (equivalent to the Band D charge for the lowest charging District Council) **and** which had a precept in 2016/17 of more than £500,000.

Such parishes would face the same referendum principles as shire districts; increases of less than 2%, or up to and including £5 on the Band D charge (whichever is higher).

However the Government has also said that it wants to ensure that parishes continue to have the flexibility to be able to take on responsibilities from other tiers of local government.

Therefore a degree of complexity has been added to the proposal, in that the referendum principles would not apply where there has been a transfer of responsibilities and where the following **three** conditions are satisfied:

- i. the parish council and a principal council covering the area of the parish council have each resolved that a particular function carried out by the principal council in relation to the parish council's area in the financial year 2016-17 is to be carried out instead by the parish council in the financial year 2017-18

- ii. the parish council and the principal council have agreed the reasonable cost of the exercise of that particular function in the parish council's area by the parish council in the financial year 2017-18
- iii. that the agreed cost, if collected by way of the parish council precept, would take the parish council over the threshold of a 2% or £5 increase on the previous year.

Impact on Cornish Town and Parish Councils

Based on the 2016/17 precept information, eight of the Town Councils in Cornwall would be affected by the above proposal:

Bodmin, Bude-Stratton, Camborne, Falmouth, Newquay, Penzance, Saltash and Truro.

Importantly however, it should also be noted that the final two paragraphs of chapter 3 of the consultation paper state:

A large proportion of parishes are modest in size – for example, around 4,000 parishes have precepts of £25 or less. However, the Government is aware that increases in these precepts continue to concern local tax payers and **is therefore prepared to consider extending referendums to all parishes.**

We recognise that issues of proportionality, practicality and cost could be raised by such a step, and would welcome views on this.

Responses to the consultation paper must be made by **28th October 2016.**

Contacts

Andy Brown, Interim Head of Business Planning & Development
01872 322537
abrown@cornwall.gov.uk

Anthony Humphreys, Corporate Finance Strategy Manager
01872 324506
ahumphreys@cornwall.gov.uk

Peter Hockin, Business Analyst
01872 324494
phockin@cornwall.gov.uk

Further Information

The 2017/18 Local Government Finance Settlement - Technical Consultation Paper

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/553819/Post_Publication-Draft_Settlement_Summer_Consultation.pdf

It was **RESOLVED** that Councillor Killeya draft a response to be submitted to all consultations being conducted.

271/16/17 TO CONSIDER THE HACKNEY CARRIAGE AND PRIVATE HIRE DRIVER POLICY REVIEW

It was **RESOLVED** to note.

272/16/17 TO CONSIDER A DRAFT REPORT ON PROPOSED PARLIAMENTARY BOUNDARIES (COUNCILLOR KILLEYA)

Report to Saltash Town Council on draft parliamentary boundaries proposals

Executive Summary

The draft parliamentary boundary proposals would create a cross-border seat of Launceston, Bideford and Bude, which does not directly affect Saltash. Saltash would lie within a proposed larger South East Cornwall seat which adds the Cornwall Council wards of Stoke Climsland and Altarnun.

This report outlines the history behind this proposal, and recommends the position that Saltash Town Council take during the current public consultation on it.

Recommendations

1. Saltash Town Council reiterates its long held opposition to the principle of a cross-border seat between Devon & Cornwall which disregards historical, cultural, economic, social and linguistics considerations.
2. Saltash Town Council resolves to support the move by Cornwall Council to legally challenge the cross border seat.
3. Points 1 and 2 notwithstanding, Saltash Town Council makes no specific recommendations to change the proposed draft boundaries.
4. Saltash Town Council appoint a representative to make representations to the Boundary Commission on its behalf, either in writing or in person, on the lines of points 1-3 above.

Detailed commentary

- Parliament passed the Parliamentary Constituencies and Voting Act in 2011 which resolved that, with a small number of exceptions, all parliamentary constituencies must be within 5% of the average size.
- This law makes a cross-border seat between Devon & Cornwall inevitable now and for the foreseeable future.

- Saltash Town Council supported an unsuccessful cross-border campaign ('Keep Cornwall Whole'), convened by the then Mayor, to amend the bill in order to prevent a cross-border seat.
- As part of this campaign there was a rally of around 500 people on the Waterside on 10th October 2010 with extensive press and television coverage.
- The boundaries proposed under this act were rejected by Parliament in 2013.
- The boundary commission has now produced new boundaries as the first stage of a legally new and separate review, but using the same rules.
- These rules in practice require the commission to recommend 5 full constituencies in Cornwall, with one further constituency crossing the Devonian border in either the North or South.
- The draft proposal crosses the border in the North – as a Bideford, Bude and Launceston Seat, with is approximately 40,000 Devonian electors and 30,000 Cornish electors.
- The report states that 'We consider that the most suitable point at which to cross the boundary is in the north of both counties, rather than traversing the River Tamar between Plymouth and Saltash, at which point the river, notwithstanding the bridge, presents a far more significant boundary between the two counties.'
- The remaining proposed seats in Cornwall are an expanded St Ives seat (adding including Hayle and St Ives Bay), Falmouth & Camborne (losing those areas from 'Camborne and Redruth', but adding Falmouth and Newlyn), Truro and Newquay (essentially swapping Newquay for the loss of Falmouth from the existing 'Truro and Falmouth' seat), Bodmin and St Austell (adding Wadebridge and well as Bodmin, plus surrounds, into the remainder of the previous 'St Austell and Newquay seat') and an expanded South East Cornwall seat.
- The proposed South East Cornwall seat adds the parishes of Stoke Climsland and Alturnun to the existing seat, making it one of the least changed in seats Cornwall.
- Any changes to the current proposals have to keep the seat within the 5% rule. At present it has 71,138 voters within an acceptable range of 71,031-78,507. Bodmin and St Austell has 72,531 and Bideford Bude and Launceston 71,465, so there is no possibility of either losing or gaining a complete ward (approx. 3,000 voters), and few sensible suggestion possibilities to 'swap' wards.

Timeline moving forwards:

- Initial proposals published on 13 September 2016.
- Twelve weeks of public consultation, including holding public hearings in each region of England.

- Feedback from the initial consultation will then be published in early 2017, followed by a four-week consultation period during which the public are invited to comment on that feedback.
- The Commission will then review all comments from the initial and secondary consultation to revise the proposed boundaries.
- In late 2017/early 2018 there will be a third period of consultation lasting eight weeks, where the public will be invited to comment on the revised proposals.
- After looking at whether any more changes need to be made, in September 2018 the Commission will make final recommendations in a report published and presented to the Parliament.

Parliament will then decide whether or not to accept the proposals.

It was **RESOLVED** Councillor Killeya submit a response to reflect the views of Saltash Town Council.

273/16/17 TO CONSIDER THE APPOINTMENT OF WATERFRONT AND TOWN WARDENS

Job Description

J & K - WATERFRONT & TOWN WARDEN

Post commences on: 3rd January 2017 and is subject to an end date of 31st March 2018

Hours: 25 hours per week seasonal variable as required over 7 days

NJC scale: SP 15-17

Responsible to: Town Clerk

Purpose of job: The position combines the two responsible positions of Waterfront and Town Warden.

The main role will be to manage Saltash Town Council's Waterfront assets devolved from Cornwall Council, the secondary role will be to look after the council's interests in the Town Centre.

The position requires extensive communication and interaction with users of the waterfront and members of the general public in town.

The ability to communicate effectively and sometimes under stressful conditions is paramount.

This position requires balancing public enjoyment, regulation and health and safety in the town and waterfront often at times independently.

Ability to work variable extended hours during the peak season including weekends.

TASKS.

1. To manage Town Council areas of the Waterfront, and to assist in developing a long term plan for the area.
2. To provide a service and maintenance role in the town centre and waterfront.
3. Assist with the management of toilet facilities.
3. Daily (seasonal) checking of the Jubilee Green Pontoon and collection of mooring fees.
4. Oversee the management of the Jubilee Green Boat Park, Jubilee Green Car Park, Dinghy Racks and Long Trailer bays and to deal with unauthorised use.
5. To liaise with Third Party companies in dealing with unauthorised use of Town Council facilities, for example, organising the removal of boats and cars where necessary.
6. To act as the eyes and ears for the community, highlighting and dealing with problems such as graffiti and other damage caused by anti-social behaviour.
7. To implement and enforce bye laws and STC regulations as required and trained for in a fair manner.
8. To act as a focal point for members of the public and to be able to give them any relevant information required.
9. Daily security, maintenance and health and safety inspections and monitoring litter collection at:

- Jubilee Green Boat Park
 - Jubilee Garages
 - Jubilee Green Car Park
 - Jubilee Green Pontoon
 - Waterside Station Play Park
 - Slipway
 - Pier
 - Old quay
 - Sand quay beach
 - Brunel Green beach
 - Beacon
10. Report and monitor maintenance issues to Cornwall Council where necessary.
 11. Regular inspection of all town furniture and flower beds.
 12. Maintenance of a daily occurrence/defect log.
 13. Conduct routine maintenance as required.
 14. To assist with town events as required.
 15. To render any emergency first aid and/or treatment, or call the appropriate emergency services.
 16. Maintain all equipment in good order and liaise with the Building and Premises Manager for re-stocking of supplies and equipment. Maintain a daily Log Book indicating weather conditions and any important information relating to the day to day running of the Waterfront public rescue equipment.
 17. To carry out other duties from time to time as required by the Town Clerk.
 18. To deal with customer's complaints in accordance with the Council's complaints process, advising customers of the applicable procedures, proactively resolving wherever possible or escalating if required.
 19. To operate in accordance with the diverse needs of the community to ensure equal access to service.
 20. To represent the Council in Court as a witness if and when required.

Person Specification

TOWN & WATERFRONT WARDEN

	Essential:	Desirable:
Qualifications:	<p><i>GCSE English or equivalent.</i></p> <p><i>GCSE Mathematics or equivalent.</i></p>	<p><i>1ST Aid certificate.</i></p> <p><i>RLSS certificate.</i></p> <p><i>RYA certificate</i></p> <p><i>Health and safety certificate.</i></p> <p><i>Fire Safety certificate.</i></p> <p><i>Driving license.</i></p>
Occupational experience:	<p><i>Knowledge and or experience of watercraft and water/coastal activities.</i></p> <p><i>General building inspection and maintenance.</i></p> <p><i>Risk assessments, COSHH, Inspections and record keeping.</i></p> <p><i>IT competent</i></p>	<p><i>Evidence of being tidy and systematic.</i></p> <p><i>Fire Safety Trained.</i></p> <p><i>Staff supervision.</i></p> <p><i>Building supervision.</i></p>
Personal qualities:	<p><i>Ability to communicate effectively at all levels.</i></p> <p><i>Able to work flexible hours and weekends as required.</i></p> <p><i>A willingness to learn new tasks.</i></p> <p><i>Ability to work unsupervised.</i></p> <p><i>Self motivated as a lone worker.</i></p>	<p><i>Ability to think laterally.</i></p> <p><i>Proactive.</i></p> <p><i>Ability to anticipate client needs and building requirements and take action in advance.</i></p>
Physical requirements:	<p><i>General wellbeing and physically able bodied.</i></p>	<p><i>Low absence record.</i></p>

It was **RESOLVED**:

1. To appoint two Waterfront and Town Wardens at 25 hours per week on pay scale point 15 with an end of employment date of 31st March 2018.
2. That the Waterfront and Town Warden Working Party work up an S106 application for accommodation, equipment, the uplift in hours and associated expenses required to fund the appointments.

274/16/17 TO RECEIVE THE CALC REPORT AND APPOINT MEMBERS TO THE TASK AND FINISH GROUP

It was **RESOLVED** to appoint the Mayor, Deputy Mayor and Councillors Brady, Mrs S Hooper M.B.E. and Killeya to a Task Group to review the documents prior to submission and consideration by Full Council.

275/16/17 MEET YOUR COUNCILLORS:

- a. Arrangements for future meetings.

It was **RESOLVED** that Councillors Mrs J Dent and Yates attend the meeting to be held in Fore Street on Saturday 8th October 2016.

276/16/17 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.

277/16/17 CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

None.

278/16/17 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

279/16/17 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

None.

280/16/17 PRESS RELEASES AND FUTURE ARTICLES REQUIRED

It was **RESOLVED** to issue the following press releases:

1. Proposed Parliamentary Boundaries – Councillor Killea.
2. Development Plan Document – Councillor Yates.
3. Brunel Harmony Chorus – Councillor Mrs H Frank.

281/16/17 DATE OF NEXT MEETING

Tuesday 18th October 2016 at 6.15 p.m.
Thursday 3rd November 2016 at 7.00 p.m.

282/16/17 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 8.50 pm

Signed: _____
Chairman

Dated: _____