



Saltash Town Council

Konsel An Dre Essa

The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk

27th January 2017

Dear Councillor,

I write to summon you to a meeting of **Saltash Town Council** to be held at the Guildhall on **Thursday 2nd February 2017 at 7.00pm.**

Planning applications can be viewed by Members of the Council immediately prior to the meeting or by arrangement with the Town Clerk. Please note that the applications may also be seen on the Cornwall Council's website www.cornwall.gov.uk.

Members of the public may view planning applications during normal working hours of 9.30 am – 4.30 pm daily at the Guildhall or at Saltash Library on Saturday mornings. Any member of the public wishing to speak during the meeting must complete a slip and hand to the Town Clerk prior to the meeting.

Yours sincerely,

R Lane
Town Clerk

To:

Saltash North	Saltash South	Saltash East	Saltash West
J Brady	M Coot	R Bickford	R Austin
J Ellison	Mrs H Frank	Mrs J Rance	Mrs G Challen
W Phillips	Mrs S Hooper MBE	D Holley	Mrs J Dent
VACANCY	A Killeya	J Shepherd	D Yates

Agenda

1. Health and safety announcements
2. Recording of meetings – please notify the Chairman if you are intending to record this meeting
3. Prayers
4. Apologies
5. Declarations of Interest:
 - a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
 - b. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting
 - c. To consider dispensations required
 - d. To Note an ongoing dispensation for Councillor Shepherd to act as Chairman of the Saltash Team for Youth.
 - e. To note a dispensation to all Committees and Full Council to allow setting of budgets and the precept without the dispensation the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of the business.
6. Chairman's Report with guest – 1st Saltash Senior Section, Girlguiding Saltash
7. Monthly Crime Figures
8. Rear Admiral M Wood CBE DL JP – The Honours System
9. Report by Saltash Gateway Community Interest Company (CIC)
 - a. To receive report and consider any actions arising
10. Cornwall Council Report
11. CNA report for noting or matters arising
12. Questions:

A 15 minute period when members of the public may ask questions of Members of the Council.
13. To approve the Minutes of the Meetings held on 5th January 2017 and 17th January 2017
14. To consider matters arising from the Minutes

15. Finance:

a. To advise the following receipts in:

i. December 2016

	Details	Net	VAT	Gross	S106
Allotment Income		£1,350.00	£0.00	£1,350.00	
Barclays	Loyalty Reward	£5.44	£0.00	£5.44	
Blackwell Bate	Christmas Event Income	£50.00	£0.00	£50.00	
China Fleet Club	Christmas Event Income	£50.00	£0.00	£50.00	
Earl of Plymouth	Cemetery Fees	£930.00	£0.00	£930.00	
Guildhall Income		£589.38	£0.00	£589.38	
Pengellys	Cemetery Fees	£1,860.00	£0.00	£1,860.00	
Photocopying Fees		£4.00	£0.80	£4.80	
Public Sector Deposit Fund	Interest	£46.43	£0.00	£46.43	
Quickstore	Christmas Event Income	£50.00	£0.00	£50.00	
St. Stephens	Burial Fees - November 2016	£2,160.00	£0.00	£2,160.00	

b. To advise the following payments in:

i. December 2016

Supplier	Details	Net	VAT	Gross	S106
Amazon	Stationery	£203.74	£40.75	£244.49	
Backbone Media	Christmas Event Expenses	£450.00	£0.00	£450.00	
Backbone Media	Town Messenger]	£300.00	£0.00	£300.00	
Barclays	Bank Charges	£21.73	£0.00	£21.73	
CALC	Consultation	£950.00	£190.00	£1,140.00	
Cecil Arms	Community Toilet Scheme	£300.00	£0.00	£300.00	
Celebration Pyrotechnics	Christmas Event Expenses	£600.00	£120.00	£720.00	
Chubb	Fire Extinguishers - Rental Fees	£31.92	£6.38	£38.30	
Consortium	Stationery	£119.00	£0.00	£119.00	
Cormac Solutions Ltd	Longstone Toilets - Cleaning Charges	£700.47	£140.09	£840.56	

Cormac Solutions Ltd	Belle Vue Toilets - Cleaning Charges	£423.07	£84.61	£507.68	
Cormac Solutions Ltd	Waterside Toilets - Cleaning Charges	£608.00	£121.60	£729.60	
Cormac Solutions Ltd	Longstone Toilets - Repairs	£162.57	£32.51	£195.08	
Cornish T Shirt Company	Flags	£48.32	£9.66	£57.98	
Cornwall Council	Pension - November 2016	£2,886.78	£0.00	£2,886.78	
Cornwall Council	Guildhall - Rates	£690.00	£0.00	£690.00	
Cornwall Council	Waterside Toilets - Rates	£85.00	£0.00	£85.00	
Cornwall Council	Maurice Huggins - Rates	£79.00	£0.00	£79.00	
Cornwall Council	S106 – highway repayment	£8,600.00	£0.00	£8,600.00	S106 Lidl
Cornwall Farmers	Replace Equipment - Churchtown Cemetery	£47.10	£9.42	£56.52	
Cornwall Farmers	Replace Equipment - Churchtown Cemetery	£49.14	£9.83	£58.97	
Cube Services Ltd	Air Conditioning Service	£60.00	£12.00	£72.00	
EDF - Christmas Lights - Point 1	Electricity - Festive Lights	£18.88	£3.78	£22.65	
EDF - Christmas Lights - Point 2	Electricity - Festive Lights	£18.33	£3.67	£22.00	
EDF - Christmas Lights - Point 3	Electricity - Festive Lights	£17.01	£3.40	£20.41	
EDF - Christmas Lights - Point 4	Electricity - Festive Lights	£17.26	£3.45	£20.71	
EDF - Christmas Lights - Point 5	Electricity - Festive Lights	£17.50	£3.50	£21.00	
EDF - Christmas Lights - Point 6	Electricity - Festive Lights	£18.13	£3.63	£21.76	
Encore	Christmas Event Expenses	£75.00	£0.00	£75.00	
Ftas Group	Christmas Event Expenses	£511.88	£102.38	£614.25	
Glendale Grounds Maintenance	Grounds Maintenance	£1,403.91	£280.78	£1,684.69	
Hine Brothers	MPG Expenses	£600.00	£0.00	£600.00	
HMRC	PAYE Payment - November 2016	£2,798.18	£0.00	£2,798.18	

ICOM	Telephone Charges - Guildhall	£59.78	£11.96	£71.73	
IRQ Systems Ltd	IT Monthly Maintenance	£240.25	£48.05	£288.30	
Mayors Allowance		£320.00	£0.00	£320.00	
Parish Online	Neighbourhood Plan Expenses	£476.00	£95.20	£571.20	
Petty Cash		£271.22	£0.00	£271.22	
Richer Sounds	Remote control for TV	£69.95	£13.99	£83.94	
Saltash Cards	Saltash Parking Refund	£29.00	£0.00	£29.00	S106 Waitrose
Saltash DIY	Misc Guildhall Repairs	£60.14	£12.03	£72.17	
Saltash DIY	Christmas Event Expenses	£300.00	£60.00	£360.00	
Saltash Town Band	Christmas Event Expenses	£200.00	£0.00	£200.00	
Saltash Window Cleaning	Window Cleaning	£45.00	£0.00	£45.00	
Screwfix	Guildhall Repairs - Fire Doors	£210.08	£42.02	£252.10	
Simeon Dignam-Crotty	Christmas Event Expenses	£300.00	£0.00	£300.00	
South West Water	Belle Vue Toilets - Water	£179.61	£0.00	£179.61	
South West Water	Waterside Toilets - Water	£339.07	£0.00	£339.07	
Staff Salaries		£10,713.42	£0.00	£10,713.42	
Tamar Medical Services	Christmas Event Expenses	£180.00	£0.00	£180.00	
TAVATA	Subscription	£50.00	£0.00	£50.00	
The Bookshelf	Saltash Parking Refund	£40.00	£0.00	£40.00	S106 Waitrose
The Bookshelf	Saltash Parking Refund	£32.00	£0.00	£32.00	S106 Waitrose
The Christmas Decorators	Christmas Decorations	£2,400.00	£480.00	£2,880.00	
The Core	Youth Work	£5,000.00	£0.00	£5,000.00	
The Flowery	Remembrance Sunday Expenses	£40.00	£0.00	£40.00	
UK Fuels Ltd	Purchase Payment	£39.98	£8.00	£47.97	
WPS Insurance	Insurance	£658.75	£0.00	£658.75	

- c. Urgent and essential works actioned by the Clerk under Financial Regulation 3.4 of the Town Council's Standing Orders
 - d. To note that bank reconciliations up to 31st December 2016 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk
16. To approve the minutes of the following committees:
Services Committee held on 11th January 2017
Staffing Committee held on 17th January 2017
Policy and Resources Committee held on 24th January 2017
17. To receive and approve committee budgets for 2017/18
18. To set and approve the precept for 2017/18
19. 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:

PA17/00155
Mr and Mrs P Bebbington – **8 Mote Park PL12 4JX**
Conversion and enlargement of the garage to provide a sitting room, utility room and WC.
Ward: West
Date received: 19.01.2017
<http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=OJIG5RFG1OU00>
 - 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
20. Consideration of License Applications - none

21. To consider tenders and the appointment of a contractor for refurbishment works to the Heritage Building

22. Correspondence

- a. Events in Saltash– Councillor Coot
- b. Saltash Short Story Competition – Councillor Coot
- c. Three Rivers Race – Caradon Pilot Gig Club

23. Meet your Councillors:

- a. Arrangements for future meetings

24. Discussion of the Station Building Site

25. Public Bodies (Admission to Meetings) Act 1960

To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

26. To consider any items referred from the main part of the agenda

27. Public Bodies (Admission to Meetings) Act 1960

To resolve that the public and press be re-admitted to the meeting.

28. To consider urgent non-financial items at the discretion of the Chairman

29. Press releases

30. Dates of next meetings: Tuesday 21st February 2017 at 6.15pm
 Thursday 2nd March 2017 at 7.00pm
 Tuesday 21st March 2017 at 6.15pm
 Thursday 6th April 2017 at 7.00pm
 Tuesday 18th April 2017 at 6.15pm
 Thursday 27th April 2017 (if required – time to be confirmed)

Please note there is no meeting on Thursday May 4th 2017 as this is the date of the Town Council and Cornwall Council Elections.

31. Common Seal:

To Order that the Common Seal of the Council be affixed to all Deeds and Documents necessary to give effect to the foregoing Acts and Proceedings