

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 1st December 2016 at 7.00 p.m.

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

ALSO PRESENT: 2 Members of the Press, 5 Members of the Public, P Thistlethwaite - CIC, R Lane - Town Clerk, Mrs S Burrows - Administration Officer.

APOLOGIES: Councillors: J Brady, Mrs G Challen, M Coot, A Killea, L Russell, J Shepherd.

HEALTH AND SAFETY ANNOUNCEMENTS

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

337/16/17 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

PRAYERS

Councillor Holley led the prayers.

Councillor Yates left the meeting.

338/16/17 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
Austin	PA16/10126	Non Pecuniary	Friend
Holley	PA16/10126	Non Pecuniary	Friend

339/16/17 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 WITH GUEST VISITOR – MR DAVID WILDE

Since the last meeting, the Mayor has attended:

5 th November	Kalan Gwav Festival at Warfelton Field.
10 th November	Launch of Kingsleigh House development.
11 th November	Two minutes silence on Fore Street.
11 th November	Federation of Plymouth & District Ex-Services Associations Festival of Remembrance at Plymouth Pavilion.
13 th November	Saltash Town Council Civic Service of Remembrance.
21 st November	St. Barnabas League of Friends AGM.
25 th November	Lantern Workshop at Burraton Primary School.
26 th November	Lantern Workshop at Saltash Guildhall.
26 th November	Saltash Old Cornwall Society Winter Festival at Saltash Wesley Church.
26 th November	Saltash Sailing Club Dinner Dance at The China Fleet Club.
28 th November	Lantern Workshop at Brunel School.
29 th November	Lantern Workshop at St. Stephen's School.
30 th November	Lantern Workshop at Bishop Cornish School.
30 th November	Saltash & District Age Concern Monthly Social Club Christmas Luncheon at Burraton Community Centre.
30 th November	MKC Burraton Heroes at Burraton Primary School.

30th November Girlguiding Saltash Christmas Fair at Guide HQ, Saltash.

1st December Christmas lights at Ashley's Hairdressers.

The Deputy Mayor has attended:

16th November Team from Babcock cleaning the beach at Saltash Waterside.

18th November Lantern Workshop at Burraton Primary School.

Councillor Yates returned to the meeting.

The Chairman reported that over 10 years ago a small group of Saltash residents including David Wilde got together in order to fund the cost of extra lamp posts to allow the installation of festive lights in Fore Street.

The Mayor presented David Wilde with a certificate of recognition, and paid tribute to David for continuing to volunteer with the annual installation of the town's festive lights and for his outstanding commitment to the community.

It was **RESOLVED** to note the Council's thanks to David Wilde for his outstanding commitment to the community.

MONTHLY CRIME FIGURES

Monthly Crime Figures (September 2016)

Crime types reported:

Anti-social behaviour	30
Bicycle theft	0
Burglary	7
Criminal damage and arson	5
Drugs	0
Other crime	1
Possession of weapons	0
Public order	2
Robbery	0
Shoplifting	3
Theft from the person	0
Vehicle crime	0
Violence and sexual offences	19

Total crime: 75

Data taken from www.police.uk

It was **RESOLVED** that the Mayor writes to the Police to:

1. Query the geographical area covered by the statistics.
2. Express the Council's concern regarding the level of anti-social behaviour in town and to request a higher police presence.
3. Thank the Police for investigating and apprehending the culprit who stole the Poppy Appeal charity box from St Barnabas Hospital.

REPORT BY COMMUNITY ENTERPRISES PL12

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

Report to Saltash Town Council, December 1 2016

Directors met last night for their bi-monthly meeting, so a quick summary of progress is all I can manage this time. I'll be able to speak in more detail at the meeting.

- Local Food Market is being held as usual on Friday - please come along.
- All members and officers are invited to call in at 4 Fore Street during the events on Fore Street this Saturday. Meet Directors, and enjoy free warming refreshments from 4pm.
- Saltash Card is to become multi-purpose: in addition to shopping discount, it will serve as our membership card, and eligibility to use community transport. Long-standing card users have been informed, and new people will have the benefit from the start. We will have some sort of re-launch in the New Year.
- We have started a programme of improving our general administration, including website management, communication with members, and publicity.
- Dementia Voice PL12 is to become formally one of our Community Enterprises, although with its separate committee. This will enable it to apply more easily for grant aid.
- We are not yet quite ready for publicity about when the Derriford Bus service can be launched, but we are making a lot of progress on the detailed arrangements.
- We have been doing well with our Volunteer Service in recent months, with an increase in people offering time, and in recruitment to jobs.

- NHS Sustainability and Transformation Plan - two Directors represented the two local practices at an East Cornwall meeting of Patient Groups, at which a presentation about the Plan was given by Kernow CCG. There was a large turnout, and at the end the feeling was that the Plan seemed sound in and of itself, but that it would not be capable of implementation because of the huge financial deficit in the county. Saltash, and East Cornwall generally, also seem to get insufficient attention given that the pattern of service hereabouts is different from the rest of Cornwall (ie with secondary care provided across the Tamar). Older community hospitals remain specifically under threat. We are convinced that Kernow CCG should be invited to meet local people here during the consultation period (to Jan 20); and that local people should also be urged to comment via:
- <http://cornwall.us3.list-manage2.com/track/click?u=81f0f5b15cc407aa5b5f9b50a&id=af9b5aedac&e=1598884031>
- Other enterprises are ticking over nicely.

Peter Thistlethwaite, Chair
December 1 2016

It was **RESOLVED** to note and congratulate Dementia PL12 for their hard work over the past 18 months and success in being short listed for a national Dementia Friendly Award.

340/16/17 CORNWALL COUNCIL REPORT

- a. To receive report from Saltash Cornwall Councillors.

CORNWALL COUNCIL REPORT Electoral Review - How many Cornwall Councillors in future?

At present there are 123 Cornwall Councillors (Saltash has four) and in response to Government, an Electoral Review is being carried out into the future number, starting from the 2021 election (not next year). Popular opinion probably thinks that 123 is too many and that shedloads of money could be saved. The Conservative group on Council certainly does and unsuccessfully proposed just 70 at yesterday's Full Council meeting. In the end, Cornwall Council voted for an interim number between 105 and 115, figures that are meant to be evidence-based, but seem to be also plucked out of the air

- If the objective nationally is that each Councillor should represent about 5,000 voters, then Cornwall is already unfairly under-represented. We are fifth nationally in the number of voters per councillor.

- Before Cornwall became unitary, there were 82 Cornwall County Councillors, but also over 240 Councillors on Caradon, Penwith, Kerrier Councils etc, all paid, so Cornwall Council has already made considerable savings.
- The local casework workload is considerable, particularly for urban councillors. We have all just completed a typical week's survey, and for me at least, it amounts to about three and a half days per week – in addition to meetings on sub committees and town committees, there are housing, estate maintenance and above all, parking problems. This is why, most Cornwall Councillors are retired or elderly – who else would take on almost a full-time job for £12,000 per year, and be subject to frequent criticism?
- However next May, Saltash needs to elect four Councillors. Derek, Bob, Hilary and I would be delighted to help and advise anyone who feels the urge towards candidacy for public service.....

Council Tax continues to rise

The Conservative government austerity cuts continue to bite. During the last four years, Cornwall Council has made savings of £107 million, by efficiencies, staff cuts, and cuts in services, such as public toilets. Another service saving (by drastic reduction of subsidy) announced this week has been that all 26 leisure centres, including Saltash, have been hived off to a national company called GLL, instead of the present operator, Tempus Leisure. As you know, Saltash Town Council is soon to take on management of the Waterside and its assets and during 2017, will almost certainly have to take on Saltash Library. Such devolution is happening throughout Cornwall, and often, it's Hobsons Choice.

At November Council it was agreed that the 2017/18 budget will be £492 million, which will once again mean a council tax increase of 3.9%, the same as last year. Under the Medium Term Financial Plan, the same increase is likely for the next two years too.

The Government continues to impose a 2% cap, and progressively withdraw the Rate Support Grant, which will be zero by 2020. However to enable local authorities to cope with the ever-escalating costs of Adult Social Care, a further 2% increase is allowed earmarked for this purpose.

The net result of this cap on council tax has been that the larger town and many parish councils, including Saltash, have seen considerable increases in their precepts over the last two years. It's seen as the only way to maintain services or carry out essential projects and enforced devolution at a local level. But it is probable that DCLG (Department of Communities and Local Govt) will impose a similar 2% cap on local councils in 2018, so we can expect more of the same to come!

Cornwall Local Plan (CLP)

After over eight years work, at Truro it was also agreed to meet the lengthy list of final modifications required by the Government Inspector to allow the CLP to be adopted. This will be a relief to all who sit on the East, Central, West or Strategic Planning Committees, as up to this point, the default planning standard has been the National Planning Policy Framework, which can be variously vague, over-prescriptive or often just inappropriate.

The requirement to approve applications without material grounds for refusal, backed up by developer appeals to the Planning Inspectorate in Bristol, is often seen as a developers' charter and Cornwall legal fees in respect of appeals cost £475,000 last year. Now at last, the Cornwall Local Plan, to which our planners have contributed and formulated, will take precedence.

Of course the over-riding condition is that Cornwall has to accept 52,500 new houses in the county whether we think we actually need them or not over the period from 2010 to 2030, and we must demonstrate a five year land supply. It should be pointed out that the headline number also includes many houses already built or already approved – in the case of Saltash, it includes 1,200 houses at Broadmoor Farm, which SHOULD meet our foreseeable housing needs. It is also anticipated that 38,000 sorely-needed new jobs should be provided in the same period.

Resilience – what resilience?

This month, the trackbed of the main train line north of Exeter has been washed away again and a disaster similar to 2014 may well happen once again on the Dawlish section of the line. Cornwall is effectively cut off from the rest of England by our totally inadequate infrastructure and the £600 million announced in the Autumn Statement pales into significance compared to the cost of the immense vanity project of HS2.

Also the A38, one of our only two trunk roads through Cornwall, is frequently shut owing to road accidents. The section from Carkeel to Bodmin Carminow Cross has about a dozen accident black spots, yet no work will be implemented before 2020 at the earliest by Highways England.

As Cornwall Councillors, our ability to influence rail and road infrastructure is almost negligible. Yet we have six Conservative MPs in Cornwall with the ear of Government Ministers, and the remainder of MPs in the South West are of a similar political stance.

Councillor Joe Ellison

It was **RESOLVED** to note.

341/16/17 COMMUNITY NETWORK AREA REPORT

- a. Community Network Area Report of the meeting of 27th October 2016 for noting or matters arising.

It was **RESOLVED** to note.

- b. Date of next meeting.

It was **NOTED** that the meeting will be held at the Guildhall on the 12th January 2017 at 6:30 p.m. to discuss NHS Sustainability and Transformation Plan options and raise concerns relating to St Barnabas Hospital.

342/16/17 QUESTIONS FROM THE PUBLIC

None.

343/16/17 MINUTES

The minutes of the meetings of the Town Council held on Thursday 3rd November 2016 and Tuesday 15th November 2016 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

344/16/17 MATTERS ARISING FROM THE MINUTES

None.

345/16/17 FINANCE

- a. To advise the following receipts in:

- i. October 2016

	Details	Net	VAT	Gross	S106
Barclays	Loyalty Reward	£2.75	£0.00	£2.75	
Guildhall Income		£960.88	£0.00	£960.88	
HMRC	VAT Refund	£0.00	£9,482.23	£9,482.23	
Photocopying Fees		£2.42	£0.48	£2.90	
Public Sector Deposit Fund	Interest	£50.14	£0.00	£50.14	
St. Stephens	Burial Fees - Sept 2016	£300.00	£0.00	£300.00	

The Cooperative Funeralcare	Churchtown Burial Fees	£930.00	£0.00	£930.00	
Zurich	Insurance - Replace Equipment	£3,779.40	£0.00	£3,779.40	

b. To advise the following payments in:

i. October 2016

Supplier	Details	Net	VAT	Gross	S106
April Bryant	Minute Taker - STIG & ASBO	£100.00	£0.00	£100.00	
Bakers Coffee Shop	Community Toilet Scheme	£100.00	£20.00	£120.00	
Barclaycard	Credit Card Payment	£124.15	£0.00	£124.15	
Barclays	Bank Charges	£11.00	£0.00	£11.00	
British Gas	Electricity - Belle Vue Toilets	£41.47	£8.30	£49.77	
British Gas	Electricity - Belle Vue Toilets	£40.35	£8.07	£48.42	
Bull Finch	Rose Beacon	£495.00	£99.00	£594.00	
Chris Wells	Talking Bench Expenses	£30.00	£0.00	£30.00	S106 Waitrose
Chubb Fire Ltd	Fire Extinguisher - Rental Fees	£31.92	£6.38	£38.30	
Consortium	First Aid Kits	£28.18	£5.64	£33.82	
Consortium	Stationery	£239.95	£24.19	£264.14	
Consortium	Poster Frames - Toilets	£176.94	£35.39	£212.33	
Cormac	Weed Spraying	£3,292.56	£658.51	£3,951.07	
CORMAC	Toilet Repairs	£200.80	£40.16	£240.96	
Cornwall Council	Rates - Guildhall	£690.00	£0.00	£690.00	
Cornwall Council	Rates - Waterside	£85.00	£0.00	£85.00	
Cornwall Council	Parking Refund Scheme Expenses	£1,245.00	£249.00	£1,494.00	
Crown Copiers	Purchase Payment	£385.47	£77.09	£462.56	
D & C Probation	Community Payback Scheme	£373.33	£74.67	£448.00	
Diverse Events	Event Management - Christmas Festival	£450.00	£0.00	£450.00	
DLJ Electrical	Electrical Repairs - Guildhall	£35.00	£0.00	£35.00	

EDF	Unmetered Supply - Street Lighting	£74.08	£14.82	£88.90	
EON	Electricity - Guildhall	£226.81	£45.36	£272.17	
EON	Electricity - Cemetery	£12.37	£2.47	£14.84	
Glendale Grounds Maintenance	Monthly Grounds Maintenance	£1,403.91	£280.78	£1,684.69	
Glendale Grounds Maintenance	1st Cut - Carkeel	£2,016.00	£403.20	£2,419.20	
Glendale Grounds Maintenance	2nd Cut - Carkeel	£1,328.00	£265.60	£1,593.60	
Grant Thornton	External Audit 2016	£1,300.00	£260.00	£1,560.00	
HeartSafe	Defib - Annual Fee	£295.00	£59.00	£354.00	
HMRC	PAYE - September 2016	£2,775.32	£0.00	£2,775.32	
HMRC	Pension - September 2016	£2,923.63	£0.00	£2,923.63	
ICOM	Telephone Charges - Guildhall	£57.13	£11.43	£68.55	
ICOM	Rewiring of Office Phones	£105.00	£21.00	£126.00	
IRQ Systems Ltd	Monthly IT Maintenance	£240.25	£48.05	£288.30	
Livewire	Summer Arts Festival Expenses	£400.00	£0.00	£400.00	S106 Waitrose
Mayors Allowance	Hilary Frank	£320.00	£0.00	£320.00	
Petty Cash		£104.27	£0.00	£104.27	
Plan Support	Neighbourhood Plan Expenses	£1,136.00	£0.00	£1,136.00	
RDC Plumbing	Plumbing Repairs - Guildhall	£35.00	£0.00	£35.00	
S & S Nicholas Church	Hall Hire - MPG	£100.00	£0.00	£100.00	
Saltash CIC	Pop Up Shops Expenses	£1,000.00	£0.00	£1,000.00	S106 Lidl
Saltash Window Cleaning	Window Cleaning	£45.00	£0.00	£45.00	
Siemens	Photocopier Lease	£379.75	£75.95	£455.70	
South West Water	Water - Fairmead	£69.39	£0.00	£69.39	
Staff Salaries		£10,930.13	£0.00	£10,930.13	
Staff Travelling Expenses		£78.47	£0.00	£78.47	
Them Couriers Ltd	Snow Machine - Christmas Event	£575.00	£115.00	£690.00	

UK Fuels Ltd	Purchase Payment	£56.98	£11.40	£68.37	
Western Web	Website Maintenance	£45.00	£9.00	£54.00	
WPS Insurance	Insurance	£7,613.17	£0.00	£7,613.17	
Zurich	Repayment of VAT from Claim - Notice Boards	£0.00	£164.31	£164.31	

- 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 October 2016 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk.

It was **RESOLVED** to note and that Mr P Thistlethwaite will provide a breakdown of the S106 Lidl fund spend for the pop up shop expenses.

346/16/17 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:

PA16/09533

Mrs J McKeegan – **416 New Road PL12 6HW**

Alteration of the existing decking, relocate stairs and install 1.8 metre screen.

Ward: North

Date received: 10.11.2016

It was resolved to **RECOMMEND APPROVAL**

Councillor Holley and Austin declared an interest and left the meeting.

PA16/10126

M Oakes – **58 Pondfield Road, Latchbrook PL12 4UA**

Retrospective permission to remove the existing conservatory and erect a new orangery style extension with a glass roof as a conservatory.

Ward: West

Date received: 16.11.2016

It was resolved to **RECOMMEND APPROVAL**

Councillor Holley and Austin 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.

347/16/17 CONSIDERATION OF LICENSE APPLICATIONS

None.

348/16/17 S106 – TO CONSIDER AN APPLICATION FROM SALTASH MAY FAIR COMMITTEE

It was **RESOLVED** that STC are minded to support this in principle but ask that STIG members send their comments to the Chair of STIG and that the Chair of STIG send the responses to the Town Clerk by 18th December to forward to the S106 Panel for their consideration.

349/16/17 CORRESPONDENCE

a. Mrs F de Rijke Winter – Letter of retirement as Voluntary Tree Warden.

It was **RESOLVED** that the Mayor has already written to express the Council's regret at the news of Mrs F De Rijke Winter's retirement as the Voluntary Tree Warden. At a future Town Council meeting the Mayor will present Mrs F de Rijke Winter with a civic print for her hard work and commitment over the years.

350/16/17 APPROVAL OF THE MINUTES OF THE FOLLOWING COMMITTEES

The minutes of the meeting of the Services Committee held on Wednesday 9th November 2016 and the Staffing Committee held on Tuesday 15th November 2016, were confirmed and signed as a correct record and all recommendations resolved as listed:

SERVICES COMMITTEE

1. Finance Recommendations

a. Committee budget for 2017/18 and budget structure changes.

- i. Transfer Waterside Maintenance funds of £32,350 to General Reserves.

It was **RESOLVED** to approve the transfer of funds to General Reserves.

- ii. Transfer from General Reserves the sum of £32,350 to Waterside Capital Works.

It was **RESOLVED** to approve the transfer of funds to Waterside Capital Works.

STAFFING COMMITTEE

1. Staffing Recommendations

- a. The Guildhall be closed during Christmas from Friday 23rd December 2016 to reopen on Tuesday 3rd January 2017 to include the Mayor's Saltash Day Award on the 30th December 2016.

It was **RESOLVED** to:

- 1. Approve the Mayor's Saltash Day Award on the 30th December 2016.
- 2. That the Guildhall will remain open for functions and bookings on the 28th 29th and 30th December 2016.

2. Town Crier

- b. The Chairman informed members that the Town Crier had submitted his resignation.

It was **RESOLVED** to present the Town Crier with a civic print at a future Town Council meeting.

3. Finance

- a. Staff on scale point 13 be moved on to point 14.

It was **RESOLVED** to approve.

- b. Staff on scale 13-15 be rescaled to 14-15.

It was **RESOLVED** to approve.

351/16/17 UPDATE ON ELECTIONS POLICY FOLLOWING CALC REVIEW

It was **RESOLVED** unanimously to adopt Option 3 as the policy for the election of Mayor and Deputy Mayor going forward for Saltash Town Council.

352/16/17 TO RECEIVE AN UPDATE FROM DOG ON LDF FUNDING

Report on the current progress of the Local Devolution Fund in Saltash

The Local Devolution Fund is a pot of money offered by Cornwall Council to support the devolution process.

Our 4 line application consists of

- **The library survey for which we asked £4,500 and was costed in at £1,500.**
- **£2,500 for Duchy Mooring Fee.**
- **To uplift the Belle Vue and Longstone Park toilets £10,000. Still awaiting costings.**
- **Refurbishment of the Maurice Huggins Room £5,000.**

The first 2 are taken care of and the toilets are awaiting ideas and costs. However we need to think in particular about the way forward for the MH Room. We have had 3 different ideas at present.

1. **To replace the roof.**
2. **To make the Room DDA compliant within Victoria Gardens and refurbish the interior.**
3. **To remove the front of the building and replace this with shutters and a canopy to make this into a possible cafe for letting out to a business during the summer months.**

The Council's Building Surveyor has given his estimates for Option No 2 as follows.....

1. Provision of facilities to make access to, and the building itself DDA compliant:

The building is accessed via paths through Victoria Gardens and gates off Callington Road (upper and lower), St Stephens Road, and immediately opposite the top of Fore Street. To be fully compliant with DDA and the relevant parts of the Building Regulations access gates into the gardens should have a minimum width of 1100mm, pathways should be at least 1100mm wide with protection each side to prevent wheelchairs from slipping off path, and gradients of pathways should not exceed 1:12.

The gate to the upper entrance off Callington Road is barely 1100mm in width but with locking plates reducing that width by approximately 100mm. They can be adjusted at relatively low cost. The pathway immediately to the front of the building requires widening so that a ramped access into the building can be formed allowing wheelchair access.

The lower entrance off Callington Road has a similar problem with the gate. The pathway from this gate leads to a short flight of steps. In order to become compliant there will be a need for a new pathway from the gate to the upper level of gardens in giving access to the building. This includes removing part of the stairs giving access to the upper level of Garden and extending the 1:12 pathway to the upper level. The gates to the entrance opposite the top of Fore Street are fully compliant regarding width. However the pathway will require improvement and there is then the same problem of a ramped access to the upper level.

The access off St Stephens Road has the same problem as that off the lower entrance from Callington Road. The gate can be simply improved but the pathway and steps will require re-forming at the correct gradient.

I suggest that wheelchair access to the gardens is limited to the upper entrance off Callington Road. A suggested budget for this work is **£2 500.00** to include work to the gate, ramp to entrance door to the building, and widening of the pathway in front of the building.

There may also be a need to alter the entrance door and threshold into the building to ensure wheelchair fully compliant access.

The access to the building, itself, can be made compliant by replacing the existing threshold. Provided that the pathway leading to the entrance can be made wide enough to allow a wheelchair to turn, the existing entrance should be sufficient.

Within the building, partial wheelchair access is not a problem to achieve subject to alterations to the wall between the main room and the corridor giving access to the toilet facilities. It is not possible, however, to form a new wheelchair access to the kitchen and a new compliant toilet facility without demolishing the internal parts of the building and re-designing the layout of the building.

By having a unisex disabled facility - perfectly acceptable - and a unisex able bodied toilet, compliance can be achieved. This will require moving the door to the corridor further along the wall towards the kitchen, conversion of one of the existing toilets to an accessible facility and alterations to electric mains intake.

I suggest that, subject to a detailed survey and drawings proving the layout can be achieved, a budget of around **£10 000.00** be considered.

2. Baby change facility:

This can provided, if the accessible toilet facility is formed, by the simple addition of a wall hung baby change unit within the accessible toilet. A similar situation has been provided in the Guildhall. A budget cost of **£750.00** should be added to the cost of the accessible facility.

3. Upgrade kitchen:

The kitchen is dated, has poor quality fitments and minimal catering equipment. To upgrade the kitchen I suggest that it be stripped back to bare walls, new fitments installed, new white goods provided, mechanical ventilation installed, services generally upgraded and the area fully tiled and decorated. A budget should be allowed of around **£7 500.00**.

4. Upgrade furniture:

Furniture is 'dated' and, if anything is to be done to attract potential users of the building, it is suggested that all furniture be replaced in a more modern style. Costs for this can vary tremendously and without some type of guidance on potential users and the quality required it is not possible to provide costs at this time.

5. Internal decorations:

Since the premises were decorated a relatively short time ago it is surprising that they have been allowed to deteriorate to the extent that they have. Items have been stuck to walls using blue tack or similar, walls are marked and, therefore, a full internal decoration is recommended in line with the type of furniture to be purchased. I suggest a budget cost of **£1 500.00** be allowed to redecorate.

6. Extension:

It may be that a purpose built accessible toilet could be constructed as an extension to the existing building on the Callington Road elevation. This would have the advantage of being able to leave the internal layout of the building as existing and simply re-decorating the main room and upgrading of the kitchen to be done. An extension of this type with internal access from the main room will cost approximately £7 500.00 subject of course to the need for building regulation approval and possibly planning permission.

As you can see we could mix and match for option 2 within this for the amount of money we have available.

We have no costings at present on Option No 3.

There is a possibility to move some of the money within the application. For example the fact that the library survey comes in at less than we bid for (£4.5k - £1.5k = £3.0k) could leave us another £3k to spend on the MHR.

I would like a steer on which of these options you want me to put onto the application.

It is important that we move this process on quickly as we only have a short time before we need to submit all the supporting documents (decisions on exactly what we want, costings etc) to CC to get it through the system in order to release the money before the end of the financial year....or we will probably lose the money altogether.

It was **RESOLVED** to:

1. Delegate authority to the Devolution Options Group to decide the individual works and cost distribution allocation and submit the LDF funding application.
2. Refurbish the Maurice Huggins Room to be DDA compliant and other internal improvements to the maximum level of funding available from the LDF.

353/16/17 TO RECEIVE TENDERS FOR REFURBISHMENT WORKS AT ALEXANDRA SQUARE TOILETS AND APPOINT A CONTRACTOR

Councillors Mrs J Dent and Brady attended the opening and scoring of Alexander Square Toilets.

It was **RESOLVED** to award the contract to the lowest tenderer DCMS for the value of £17,578.

**354/16/17 CORNWALL MINERALS SAFEGUARDING DEVELOPMENT PLAN
DOCUMENT (DPD) PRE-SUBMISSION CONSULTATION
(NOVEMBER 2016) (REGULATION 19 CONSULTATION)**

Cornwall Minerals Safeguarding Development Plan Document (DPD) Pre-Submission Consultation (November 2016) (Regulation 19 Consultation)

Cornwall Council is publishing the above document for a six week consultation period. Your representations are invited between **Monday 7 November and 5pm Monday 19 December 2016**.

The consultation document proposes to safeguard mineral resources and infrastructure within Mineral Safeguarding Areas identified on the pre-submission policy map. The inclusion of land within a Mineral Safeguarding Area carries no presumption that mineral development would be acceptable or that planning permission would be forthcoming. Nor would the policy represent a veto on other forms of development taking place; it would enable development to be undertaken where it can be demonstrated that one or more of the policy criteria can be met.

Copies of the document, supporting evidence and Representation Form can be downloaded from www.cornwall.gov.uk/mineralsDPD from 7 November 2016.

Hard copies of the Cornwall Minerals Safeguarding DPD Pre-Submission Consultation document, Sustainability Appraisal and Habitat Regulations Assessment Screening Report will also be made available for inspection upon request at the following locations:

- Cornwall Council One Stop Shops – for locations and opening times please see <http://www.cornwall.gov.uk/council-and-democracy/contacting-the-council/one-stop-shops/>
- Cornwall Libraries (not including micro libraries) – for locations and opening times please see <http://www.cornwall.gov.uk/default.aspx?page=24073>
- New County Hall reception in Truro between 8am and 5pm Monday to Friday – for location please see <https://www.cornwall.gov.uk/council-and-democracy/contacting-the-council/county-hall-truro/>

Printed copies of the Cornwall Minerals Safeguarding DPD Pre-Submission Consultation document can be purchased at a cost of £20 (including postage & packaging) by contacting the Local Plans Team at the postal/email address or contact number overleaf. Supporting documents and other formats such as large print are also available.

Representations should be made using the Representation Form which is available to download from the website and returned by post, email or hand as follows:

By post:
Cornwall Council
Local Plans Team
Pydar House
Pydar Street
Truro
TR1 1XU

By email: localplan@cornwall.gov.uk

By hand: At New County Hall reception (Truro) or any Cornwall Council One Stop Shop

The responses received will inform the preparation of the submission version of the document for the Secretary of State and subsequent examination in public. You will be notified when the emerging Minerals Safeguarding DPD has been submitted to the Secretary of State.

If you have any other queries regarding the consultation please contact a member of the Local Plans Team by phoning 01872 224283 or by emailing localplan@cornwall.gov.uk.

It was **RESOLVED** that Saltash Town Council have no comment.

355/16/17 REPAIR TO MAYOR'S CHAIN AND PENDANT - UPDATE

Councillor Frank informed members that on advice from the jewellers the chain had been repaired and polished but that the proposed safety clip did not get attached to the Mayor's chain and pendant as advised by the appointed jewellers.

It was **RESOLVED** to note.

356/16/17 TOUR OF BRITAIN – TO CONSIDER SUPPORT FOR CORNWALL HOSTING A STAGE OF THE RACE

Introduction

I am writing to each of the Town and Parish Councils in Cornwall to gauge interest in Cornwall hosting a stage of the Tour of Britain cycling race.

The Tour of Britain is British cycling's premier road cycling event and the UK's national Tour.

Held annually, it is a multi-stage race that takes place on British roads over a week in early September. This year 21 teams, each consisting of 6 riders departed Glasgow and after 7 stages covering England and Wales, completed the race in London. The world's governing body in the sport, the Union Cycliste Internationale (UCI) classifies the race in a category second only to the top category that includes races such as the Tour de France. As such, it attracts some of the best teams and riders in the World including this year, Team Sky, Mark Cavendish and Sir Bradley Wiggins.

The Tour of Britain is recognised as one of the most significant sporting events in the UK. It has recently been shortlisted at the Global Sport Tourism Awards in the category, Sport Tourism Major Event alongside other events such as the Rugby World Cup.

Media interest is substantial with daily live TV coverage and a highlights show. The race was also widely reported across international and national press. It also received substantial online interest including many social media followers.

As a result of conversations I have had with the Tour organisers, it is considered that Cornwall could host a stage and a bid from the County would be considered for either 2019 or 2020. Constraints imposed by Tour organisers necessitate a finish in or around either Plymouth or Exeter. Whilst the geography of Cornwall normally provides challenges in many areas of everyday life, it is the perfect shape to host a day of top-class racing and an opportunity to showcase the County to the World. In 2015, coverage of the Tour was broadcast in 129 countries.

Facts and Figures

To give some understanding regarding the impact of the event, the following are stats from the 2015 Tour of Britain:

- Eurosport and ITV4: Shown live, plus daily 1hr highlights
- BBC Radio 5Live and local BBC and commercial coverage
- 8.2 million viewers on ITV
- Broadcast in 129 countries
- 116.5 million potential worldwide TV audience
- Extensive editorial features in cycling press
- 154,000 average spectators per stage
- 18% of visitors stayed overnight
- 67% of spectators inspired to cycle more often
- Press coverage: 33 international titles, 13 national newspapers, 33 regional titles
- Online coverage: 4,300,000 page views, 110,000 social media followers
- £4.1m – average net economic impact per stage

Considerations

There are many issues to consider when delivering such a prestigious event. However, at this stage I want to address two key issues that I think will be at the core of peoples thinking when considering support for this project:

- Disruption
- Funding

To minimise disruption to the local infrastructure and road-users, the Tour of Britain uses a policy of rolling-road closures. Roads are temporarily closed to allow the race to pass through. Typical periods of closure are between 15–40 minutes.

Such an event does not come for free. It is expected that the core cost of hosting a stage of the Tour of Britain in 2019 will be c£200k. As the stage would have to finish outside the County, it is anticipated that this cost will be shared with the authority hosting the finish of the stage. Whilst there will be additional costs in hosting a stage of the Tour of Britain, it should be emphasised that the average net economic impact for a stage in the 2015 Tour was £4.1m.

Summary

Gauging interest and securing funding are essential elements when considering such an event. At Town and Parish Council level, I believe what we can bring to the table is a statement of support that the event would be welcomed to Cornwall. A strong statement of support would very clearly say to Cornwall Council (CC) that the people would like the County to host a stage of the Tour of Britain and that their Council should work towards delivering this project.

I hope this gives you a flavour of what a significant event the Tour of Britain is to the UK sport and tourism market and that you are enthused enough to support the proposal. It is an opportunity to showcase Cornwall's unique culture and spectacular landscape, whilst extending the tourist season and providing a much-needed boost to the economy.

I have written this letter to ask each of the Town and Parish Councils in Cornwall to align themselves with one or more of the following statements:

- We support the Tour of Britain cycling race coming to Cornwall
- We support the Tour of Britain cycling race passing through our Parish or Town
- We do not support the Tour of Britain cycling race passing through our Parish or Town
- We do not support the Tour of Britain cycling race coming to Cornwall

Please feel free to add any other statements that you consider represent your views on this subject but please make a clear statement of support or otherwise. Once Town and Parish Councils have responded I will write to CC outlining the collective view.

Kind regards
Councillor Dave Potter - Helston Town Council

It was **RESOLVED** that in principle Saltash Town Council give their formal support of the Tour of Britain to come to Cornwall and through the town and that the letter is also copied to STIG and Saltash Chamber of Commerce for their information.

357/16/17 MEET YOUR COUNCILLORS:

a. Arrangements for future meetings.

It was **RESOLVED** that Councillors Mrs J Dent, Yates and Phillips attend the meeting to be held in Fore Street on Saturday 3rd December 2016.

358/16/17 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.

359/16/17 CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

None.

360/16/17 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

361/16/17 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

Happy Birthday

The Mayor informed members that it is Martin Lister's birthday.

It was **RESOLVED** that the Council wish Martin Lister many happy returns.

362/16/17 PRESS RELEASES AND FUTURE ARTICLES REQUIRED

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

1. David Wilde - Fore Street Festive Lights – The Mayor.

363/16/17 DATE OF NEXT MEETING

Tuesday 13th December 2016 at 6.15 p.m.

364/16/17 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: 21:10

Signed: _____
Chairman

Dated: _____