



Saltash Town Council

Konsel An Dre Essa



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

24th February 2017

Dear Councillor,

I write to summon you to a meeting of **Saltash Town Council** to be held at the Guildhall on **Thursday 2nd March 2017 upon the rising of the Annual Meeting with Parishioners.**

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
6. Chairman's Report and presentation of cheques to the Mayor's Charities, represented by Wendy Child, Girlguiding District Commissioner and Sharon Berry OBE, founder of Storybook Dads
7. Churchtown Farm - Introduction of new warden, Natalie Mitchell
8. Monthly Crime Figures
9. Report by Saltash Gateway Community Interest Company (CIC)
 - a. To receive report and consider any actions arising
10. Cornwall Council Report
11. S106 application – Saltash Events Team
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 Thursday 2nd February 2017 and Tuesday 21st February 2017
14. To consider matters arising from the Minutes
15. Finance:
 - a. To advise the following receipts in:
 - i. January 2017

	Details	Net	VAT	Gross	S106
Allotment Income	Sales Receipt	£710.00	£0.00	£710.00	
Barclays	Loyalty Reward	£4.29	£0.00	£4.29	
Diverse Events	Stall Income	£1,078.20	£0.00	£1,078.20	
Guildhall Income		£195.50	£0.00	£195.50	
Martin & Sons	Churchtown Cemetery Fees	£150.00	£0.00	£150.00	
Pengellys	Churchtown Cemetery Fees	£700.00	£0.00	£700.00	
Public Sector Deposit Fund	Interest	£43.77	£0.00	£43.77	
St. Stephens	Cemetery Fees - Dec 2016	£930.00	£0.00	£930.00	
Zurich	Insurance Payment	£1,406.00	£0.00	£1,406.00	

b. To advise the following payments in:

i. January 2017

Supplier	Details	Net	VAT	Gross	S106
Anthony Taxi's	Staff Travelling Expenses	£72.00	£0.00	£72.00	
Bakers Coffee Shop	Community Toilet Scheme	£100.00	£20.00	£120.00	
Barclays	Bank Charges	£17.14	£0.00	£17.14	
British Gas	Gas - Guildhall	£713.68	£142.73	£856.41	
British Gas	Belle Vue Toilets - Electricity	£61.96	£3.09	£65.05	
Chubb Fire Ltd	Rental Fees	£31.92	£6.38	£38.30	
Consortium	Cleaning Products	£110.85	£22.17	£133.02	
Cormac Solutions Ltd	Repairs - Belle Vue Toilets	£103.96	£20.80	£124.76	
Cormac Solutions Ltd	Repairs - Waterside Toilets	£134.02	£26.80	£160.82	
Cormac Solutions Ltd	Cleaning - Waterside Toilets	£390.40	£78.08	£468.48	
Cormac Solutions Ltd	Cleaning - Belle Vue Toilets	£271.66	£54.33	£325.99	
Cormac Solutions Ltd	Cleaning - Longstone Toilets	£449.78	£89.96	£539.74	
Cornwall Council	Pension - December 2016	£2,882.41	£0.00	£2,882.41	
Cornwall Council	Pension - January 2017	£2,914.93	£0.00	£2,914.93	
Cornwall Council	Rates - Guildhall	£690.00	£0.00	£690.00	

Cornwall Council	Rates - Waterside Toilets	£85.00	£0.00	£85.00	
Cornwall Council	Rates - Maurice Huggins	£79.00	£0.00	£79.00	
Cornwall Farmers Ltd	Ride on Mower	£4,500.00	£900.00	£5,400.00	
Cornwall Farmers Ltd	Coat - Cemetery Warden	£27.00	£5.40	£32.40	
CRC DDC Ltd	Community Payback Scheme	£746.66	£149.33	£895.99	
CRC DDC Ltd	Community Payback Scheme	£373.33	£74.67	£448.00	
Crown Copiers	Photocopying Charges	£385.95	£77.19	£463.14	
Devon Contract Waste	Refuse Collection - Guildhall	£255.00	£51.00	£306.00	
Driftwood	Saltash Parking Refund	£32.00	£0.00	£32.00	S106 Waitrose
Duchy Cemeteries	Cemetery Works	£165.00	£0.00	£165.00	
EDF	Elwell Woods - Electricity	£59.75	£2.99	£62.74	
Eldreds Auctioneers & Valuers	Valuation - Paintings & Furniture	£150.00	£30.00	£180.00	
EON	Electricity - Guildhall	£367.48	£73.50	£440.98	
EON	Churchtown - Electricity	£19.55	£0.98	£20.53	
Eric Distin	Station - Legal Fees	£350.00	£70.00	£420.00	
FD Builders	Works - Cemetery Hut	£1,185.00	£237.00	£1,422.00	
Glendale Grounds Maintenance	Grounds Maintenance	£1,403.91	£280.78	£1,684.69	
Glendale Grounds Maintenance	Tree Works - Pilmere	£1,520.00	£304.00	£1,824.00	
Glendale Grounds Maintenance	Tree Works - Allotments	£600.00	£120.00	£720.00	
Gordon Morris	Sound System Report	£348.75	£69.75	£418.50	
HMRC	PAYE - December 2016	£2,835.09	£0.00	£2,835.09	
HMRC	PAYE - January 2017	£2,839.92	£0.00	£2,839.92	
ICOM	Reception Telephone	£140.00	£28.00	£168.00	

ICOM	Telephone Charges - Guildhall	£59.77	£11.96	£71.73	
IRQ Systems Ltd	Monitor	£150.00	£30.00	£180.00	
IRQ Systems Ltd	Monthly IT Maintenance	£240.25	£48.05	£288.30	
Jill Hudson	Christmas Event Expenses	£1,700.00	£0.00	£1,700.00	
Junkyard	Youth Work	£3,500.00	£0.00	£3,500.00	
Livewire	Youth Work	£5,000.00	£0.00	£5,000.00	
Mayors Allowance		£320.00	£0.00	£320.00	
Mike Angear	Works - Beacon	£56.50	£0.00	£56.50	
Public Works Loan Board		£10,692.33	£0.00	£10,692.33	
Quickstore	Heritage - Storage	£207.80	£41.56	£249.36	
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Saltash CIC	Derriford Hopper Bus	£5,000.00	£0.00	£5,000.00	S106 Lidl
Saltash DIY	Various DIY - Guildhall	£17.98	£3.60	£21.57	
Saltash Observer	Christmas Event Expenses	£350.00	£0.00	£350.00	
Saltash Window Cleaning	Window Cleaning	£45.00	£0.00	£45.00	
Saphira Jewellers	Saltash Parking Refund	£11.20	£0.00	£11.20	S106 Waitrose
SECTA	Subscription	£50.00	£0.00	£50.00	
Siemens	Photocopier Rental Charges	£429.75	£85.95	£515.70	
South West Water	Water Charges - Belle Vue	£196.97	£0.00	£196.97	
South West Water	Water Charges - Waterside	£534.68	£0.00	£534.68	
Staff Salaries		£10,693.91	£0.00	£10,693.91	
UK Fuel Ltd	Petrol - Ride on Mower	£20.15	£4.03	£24.18	
Western Web	Website Maintenance	£60.00	£12.00	£72.00	

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 January 2017 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk

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:

PA17/01276

Mr and Mrs J Trinick – **10 Larch Close, Latchbrook PL12 4XT**

Two storey extension to side of property.

Ward: West

Date received: 16.02.2017

<http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=OL5XQDFGJNY00>

- 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

17. Consideration of License Applications - none

18. Correspondence

- a. Support for a NHS Careers Day – Cllr Armand Toms, Mayor of Looe

19. To approve the minutes of the following committees:

Policy and Resources Committee held on Tuesday 21st February 2017

20. Update on the situation at St Barnabas and the Cornwall and Isles of Scilly Sustainability and Transformation Plan

21. To note the appointment of a Town and Waterfront Warden from 01.03.2017

22. To receive a tender report and appoint a contractor for Guildhall Maintenance works.

23. To consider designating the parade at Saltash Regatta (17th and 18th June) a Civic Parade (Councillor Bickford)

24. Meet your Councillors:
- a. Arrangements for 4th March
 - b. Proposed Arrangements for April (8th, 29th) May (none) and June (3rd)

25. Update on Station building

26. 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.

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

28. Public Bodies (Admission to Meetings) Act 1960

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

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

30. Press releases

31. Date of next meeting: Tuesday 21st March 2017 at 6.15pm

32. 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