



# Saltash Town Council

Konsel An Dre Essa



The Guildhall  
12 Lower Fore Street  
Saltash  
PL12 6JX  
Telephone: 01752 844846  
[www.saltash.gov.uk](http://www.saltash.gov.uk)

31<sup>st</sup> March 2017

Dear Councillor,

I write to summon you to a meeting of **Saltash Town Council** to be held at the Guildhall on **Thursday 6<sup>th</sup> April 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](http://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:

<b>Saltash North</b>	<b>Saltash South</b>	<b>Saltash East</b>	<b>Saltash West</b>
J Brady	M Coot	R Bickford	R Austin
J Ellison	Mrs H Frank	D Holley	Mrs G Challen
W Phillips	Mrs S Hooper MBE	Mrs J Rance	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
7. Presentation of Civic Prints to Flok de Rijke Winter & Brian Whipp
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. Correspondence from Cornwall Council - Lidl s106 money
12. S106 Application - War Memorial Research
13. S106 Application - Saltash Events Team
14. Questions:

A 15 minute period when members of the public may ask questions of Members of the Council.
15. To approve the Minutes of the Meetings held on Thursday 2<sup>nd</sup> March 2017 and Tuesday 21<sup>st</sup> March 2017
16. To consider matters arising from the Minutes

17. Finance:

a. To advise the following receipts in:

i. February 2017

	<b>Details</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	<b>S106</b>
Allotment Fees		£445.00	£0.00	£445.00	
Ashtorre Rock	Waterfront Lights Donation	£565.56	£0.00	£565.56	
Barclays	Loyalty Reward	£18.57	£0.00	£18.57	
Cornwall Council	LDF Grant - Saltash Library	£1,500.00	£0.00	£1,500.00	
Cornwall Council	LDF Grant - Belle Vue & Longstone Toilets	£9,188.00	£0.00	£9,188.00	
Cornwall Council	Public Footpath Grant	£414.25	£0.00	£414.25	
Guildhall Income		£696.46	£0.00	£696.46	
HMRC	VAT Refund	£0.00	£6,742.99	£6,742.99	
Misc Income	Replacement Mayors Badge	£23.33	£4.67	£28.00	
Public Sector Deposit Fund	Interest	£46.08	£0.00	£46.08	
Rotary Club of Saltash	Flower Boat Sponsorship	£75.00	£0.00	£75.00	
Saltash Chamber of Commerce	Christmas Event Donation	£250.00	£0.00	£250.00	

b. To advise the following payments in:

i. February 2017

<b>Supplier</b>	<b>Details</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	<b>S106</b>
Amazon	Stationery	£104.93	£20.99	£125.91	
Amazon	Computer Monitor	£84.20	£16.84	£101.04	
April Bryant	Minute Taker	£33.33	£0.00	£33.33	
Barclays	Bank Charges	£74.25	£0.00	£74.25	
Chubb Fire Ltd	Fire Extinguisher - Rental Fees	£31.92	£6.38	£38.30	
Cormac	Longstone Toilets - Cleaning	£449.77	£89.95	£539.72	
Cormac	Belle Vue Toilets - Cleaning	£271.65	£54.33	£325.98	
Cormac	Waterside Toilets - Cleaning	£390.40	£78.08	£468.48	

Cornwall Farmers	Strimmer Maintenance Costs	£20.00	£4.00	£24.00	
Cornish Kilts	Town Piper Kilt	£422.00	£0.00	£422.00	
Cornish Times	Staff Recruitment Advert	£197.50	£39.50	£237.00	
Cornwall Council	Pension Payment - February 2017	£2,875.56	£0.00	£2,875.56	
Cornwall Council	Rates - Maurice Huggins Room	£79.00	£0.00	£79.00	
Cornwall Council	Legal Fees	£312.89	£62.58	£375.47	
CRC Ltd	Community Payback Scheme	£373.33	£74.67	£448.00	
Crown Copiers	Copier Maintenance	£306.55	£61.31	£367.86	
DCK Beavers Ltd	VAT annual assessment	£780.00	£156.00	£936.00	
DLJ Electrical	Repairs - Guildhall	£50.00	£0.00	£50.00	
EON	Electricity - Guildhall	£293.54	£58.71	£352.25	
EON	Electricity - Cemetery	£16.23	£0.81	£17.04	
Furniture @ Work	Office Chair	£169.00	£33.80	£202.80	
Glendale Grounds Maintenance	Grounds Maintenance	£1,403.91	£280.78	£1,684.69	
Hine Brothers	Replica Railway Bridge installation	£1,145.00	£0.00	£1,145.00	
HMRC	PAYE Payment - February 2017	£2,834.19	£0.00	£2,834.19	
IRQ Systems Ltd	Monthly IT Maintenance	£240.25	£48.05	£288.30	
Living TR	Christmas Event Expenses	£71.00	£0.00	£71.00	
Mayors Allowance		£320.00	£0.00	£320.00	
NDF	Hire of Equipment	£50.00	£0.00	£50.00	
Petty Cash		£44.95	£0.00	£44.95	
Saltash CIC	Summer Arts Festival Expenses	£150.00	£0.00	£150.00	<b>S106 Waitrose</b>
SLCC	Training	£125.00	£25.00	£150.00	
South West Water	Water Rates - Guildhall	£133.98	£0.00	£133.98	
South West Water	Water Rates - Fairmead Road	£61.88	£0.00	£61.88	
Staff Salaries		£10,667.22	£0.00	£10,667.22	
The Core	Christmas Event Expenses	£200.00	£0.00	£200.00	
The Core	Youth Work	£5,000.00	£0.00	£5,000.00	

UK Fuels Ltd	Petrol - Ride on Mower	£61.13	£12.23	£73.36	
WCE	Uniform	£37.00	£7.40	£44.40	
WCE	Uniform	£18.50	£3.70	£22.20	
Westcare	Cleaning - Guildhall	£65.98	£13.20	£79.17	

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 28<sup>th</sup> February 2017 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk

18. 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 officer's 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:

**PA17/01986**

K Stevens – 19 Moorland View PL12 6BZ

Formation of single storey rear extension.

**Ward: East**

Date received: 14.03.2017

<http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=OM6QPHFGKH300>

(Deferred from TC 21.03.2017)

d. Tree applications/notifications:

- i. Applications
- ii. Notifications

To note that Cornwall Council sent the following application in error and it should be disregarded.

**PA17/01986**

K Stevens – 19 Moorland View PL12 6BZ

Notification for works to trees in a Conservation Area.

Ward: East  
Date received: 14.03.2017

- 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
- f. To consider a non-material amendment:

**PA17/02683**

Ben Winchester, Kier Living - Land Off Briansway, Churchtown Value, St Stephens PL12 4BA

Non material amendment (1) for removal of Oak tree to the east of the main access road to residential development of PA16/03993.

**Ward: West**

Date received: 29.03.17

<http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=ON64JAFG1LP00>

19. Consideration of License Applications

20. To receive a report on the Saltash Neighbourhood Plan and approve Services for Technical Writing

21. Correspondence

- a. Cornwall Council – Request for views on draft Customer Promise
- b. Phil Confue, Chief Executive of Cornwall Partnership NHS Foundation Trust – St Barnabas Hospital

22. To approve the minutes of the following committees:

Services Committee held on 8<sup>th</sup> March 2017  
Staffing Committee held on 21<sup>st</sup> March 2017

23. May Fair – Civic Parade (Councillor Coot)

24. Station building

25. Meet your Councillors:

- a. Arrangements for future meetings

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 18<sup>th</sup> April 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