

## SALTASH TOWN COUNCIL

### Minutes of a Meeting of Saltash Town Council held in The Guildhall on Tuesday 21<sup>st</sup> March 2017 at 6.15 p.m.

**PRESENT:** Councillors: Mrs H Frank (Chairman), R Austin, R Bickford, J Brady, Mrs G Challen, M Coot, Mrs J Dent, J Ellison, D Holley, Mrs S Hooper MBE, A Killeya, W Phillips, Mrs J Rance, J Shepherd, D Yates.

**ALSO PRESENT:** 2 Members of the Public, R Lane - Town Clerk, Mrs S Burrows, Administration Officer.

**APOLOGIES:** Councillors: None.

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### **HEALTH AND SAFETY ANNOUNCEMENTS**

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

**491/16/17** **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

**492/16/17** **DECLARATIONS OF INTEREST**

- a. 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. Declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting.
- c. Dispensations required.

<b>Councillor</b>	<b>Agenda Item</b>	<b>Pecuniary/Non Pecuniary</b>	<b>Reason</b>
Holley	PA17/01875	Non Pecuniary	Know applicant well.
Mrs H Frank	PA17/01565	Non Pecuniary	Applicants are personal friends
Mrs G Challen	PA17/0138		Personal friend

**493/16/17** To note an ongoing dispensation for Councillor Shepherd to act as Chairman of the Saltash Team for Youth.

It was **RESOLVED** to note.

**494/16/17**    **QUESTIONS FROM THE PUBLIC**

None.

**495/16/17**    **PLANNING**

- a. It was noted 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. It was noted 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:

**PA17/00960**

V Babolhavaeji – **11 Wesley Lane, PL12 6TT.**

8 sq.m extension of first floor flat, erection of a fence and reduction in height of an existing wall and change window to door.

**Ward: East**

Date received: 15.02.2017

It was resolved to **RECOMMEND APPROVAL**

**PA17/01314**

Tesco Stores Ltd – **Unit 10 and part Unit 13, Gilston Road, Carkeel, PL12 6LF.**

Certificate of lawfulness for existing works undertaking accordance with planning permission PA10/04741.

**Ward: North**

Date received: 28.02.2017

It was resolved to **RECOMMEND APPROVAL**

Councillor Mrs G Challen declared an interest in the next agenda item and left the meeting.

**PA17/01381**

Lord Boyd – **Land adj Voss Cottage, Voss Road, Trematon, PL12 4RX.**

Erection of a machinery store.

**Ward: West**

Date received: 23.02.2017

It was resolved to **RECOMMEND APPROVAL**

Councillor Mrs G Challen was invited and returned to the meeting.

**PA17/01472**

Mr Sullivan – **12 Clover Walk, PL12 4UU.**

Proposed side extension and conversion of garage.

**Ward: West**

Date received: 17.02.2017

It was resolved to **RECOMMEND APPROVAL**

**PA17/01473**

Mr Dunsford – **2 Carey Court, PL12 6UN.**

Demolition of existing conservatory and formation of proposed garden room.

**Ward: North**

Date received: 17.02.2017

It was resolved to **RECOMMEND APPROVAL**

**PA17/01563**

D Honey, Westcountry Skip Hire – **Westcountry Skip Hire, Kingsmill Road, Carkeel, PL12 6LD.**

Rebuilding of workshops and repositioning of offices.

**Ward: North**

Date received: 09.03.2017

It was resolved to **RECOMMEND APPROVAL**

Councillor Mrs H Frank declared an interest in the next agenda item and left the meeting.

Councillor Mrs J Dent in the Chair.

**PA17/01565**

Mr and Mrs P Hutchings – **Warraton House, Warraton Lane, PL12 4AA.**

Erection of a single storey and two storey rear extension.

**Ward: South**

Date received: 22.02.2017

It was resolved to **RECOMMEND APPROVAL**

Councillor Mrs H Frank was invited and returned to the meeting.

Councillor Mrs H Frank in the Chair.

**PA17/01567**

P Turner – **Land adjacent to Marina Villa, Adit Lane, South Pill, PL12 6HS.**

Alterations to dwelling (as approved decision PA14/12182) unit 2 to include new garden room and new rear dormer to master bedroom to match front dormer.

**Ward: North**

Date received 08.03.2017

It was resolved to **RECOMMEND APPROVAL**

**PA17/01703**

C Saxby – **1 Bronsley Villas, Fairmead Road, PL12 4JQ.**

Rear extension and alterations to existing dwelling; reduction in works previously approved (PA16/00203).

**Ward: North**

Date received: 27.02.2017

It was resolved to **RECOMMEND APPROVAL**

**PA17/01723**

Ms L Clark – **Lynher House, Antony Passage, St Stephens, PL12 4QT.**

Proposed alterations to existing internal walls, doors and windows; proposed addition of new doors, windows and balconies; proposed new bridge to garden, and new porch.

**Ward: West**

Date received: 28.02.2017

It was resolved to **RECOMMEND APPROVAL**

Councillor Holley declared an interest in the next agenda item and left the meeting.

**PA17/01875**

M Anstey – **26 Deer Park, PL12 6HE.**

Construction of first floor conservatory over existing balcony.

**Ward: East**

Date received: 03.03.2017

It was resolved to **RECOMMEND APPROVAL**

Councillor Holley was invited and returned to the meeting.

**PA17/01986**

K Stevens – **19 Moorland View, PL12 6BZ.**

Formation of single storey rear extension.

**Ward: East**

Date received: 14.03.2017

It was resolved to **RECOMMEND TO DEFER THIS APPLICATION UNTIL SALTASH TOWN COUNCIL ARE PROVIDED WITH FURTHER INFORMATION ON THE CONSERVATION AREA.**

d. Tree applications/notifications:

i. Applications – none.

ii. Notifications

**PA17/01986**

K Stevens – **19 Moorland View PL12 6BZ**

Formation of single storey rear extension. (Includes notification for works to trees in a Conservation Area.)

**Ward: East**

Date received: 14.03.2017

It was resolved to **RECOMMEND TO DEFER THIS APPLICATION UNTIL SALTASH TOWN COUNCIL ARE PROVIDED WITH FURTHER INFORMATION ON THE CONSERVATION AREA.**

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.

**496/16/17**     **CONSIDERATION OF LICENCE APPLICATIONS**

None

**497/16/17**     **SALTASH PUBLICITY LOCAL ACTION TEAM – TO CONSIDER OPTIONS AND PRICES FOR PRODUCING A SALTASH TOWN GUIDE (COUNCILLOR BICKFORD)**  
**(Pursuant to Policy and Resources Committee 21.02.2017 Minute no. 137/16/17)**

See appendix A to the minutes.

It was **RESOLVED** to:

1. Appoint Cornerstone Vision for the design and content of the Saltash Town Guide 2017 at a cost of £500.00 from the SPLAT budget.
2. Appoint Moorprint for the 4000 printed copies at a cost of £776.00 from the SPLAT budget subject to meeting quality standards.

**498/16/17**     **TO CONSIDER QUOTES FOR THE CLEANING AND OPERATION OF THE PUBLIC TOILETS**

See appendix B to the minutes.

It was **RESOLVED** to:

1. Re-appoint Cormac on a one year contract 2017/18 for the cleaning and operation of the public toilets.
2. Approve the quote of £23,542.51 from Public Toilets (Operational Costs) budget.
3. To set aside Financial Regulations for tendering the contract due to the select nature of the contract relating to this council's policy to pay the Living Wage Foundation rate of pay.

**499/16/17**     **CARKEEL ROUNDABOUT (FEATURE) – TO CONSIDER COMMISSIONING A FIRST PHASE DESIGN AND ROAD SAFETY AUDIT**

See appendix C to the minutes.

It was **RESOLVED** to note the Council's thanks to Councillor Austin and Chris Wells the Artist for their hard work throughout the first phase of this project.

It was **RESOLVED** that:

1. STC commission the first phase of the Carkeel Roundabout design and road safety audit up to a maximum value of £5,000.00.
2. Funding be allocated to Public Art & Maintenance budget.
3. This item be delegated to the Town Clerk to ensure the continuation of the project until a lead member is appointed and for the inclusion on future town council agendas.
4. The Chairman to issue a letter of thanks to Chris Wells.

**500/16/17 TO CONSIDER QUOTES FOR BUNTING**

See appendix D to the minutes.

It was **RESOLVED** to:

1. Appoint the Christmas Decorators to purchase, install, maintain and conduct health and safety checks for bunting on Fore Street and the Waterfront.
2. Purchase black and gold bunting for Fore Street and red, white and blue bunting for Jubilee and Brunel Greens.
3. Fund up to a value of £2,000.00 from General Reserves.

**501/16/17 STATION BUILDING**

No Report.

**502/16/17 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.

**503/16/17 CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

**504/16/17 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

**505/16/17 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

None.

**506/16/17 PRESS RELEASES**

It was **RESOLVED** to issue press releases regarding:

1. The Saltash Rugby Club Quarter Finals Match.

**507/16/17 DATE OF NEXT MEETING**

Thursday 6<sup>th</sup> April 2017 at 7.00 p.m.

508/16/17 **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: 19:35

Signed: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_