

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Tuesday 18th July 2017 at 6:15pm

PRESENT: Councillors: R Bickford, J Brady, G Challen, C Cook, J Dent, S Miller, W Phillips, A Pinckney, J Rance, G Taylor – late arrival, S Thorn, D Yates.

ALSO PRESENT: 1 Members of the Press, 4 Members of the Public, J Diamond, J Ward, J McKay and P Spence – Waterfront and Town Wardens, R Lane - Town Clerk, S Burrows – Administration Officer.

APOLOGIES: Councillors: M Parker, G Taylor – late arrival, C Warrington.

HEALTH AND SAFETY ANNOUNCEMENTS

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

J Diamond introduced the three newly appointed Waterfront and Town Wardens to members.

178/17/18 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

None.

179/17/18 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.

Councillor	Agenda Item	Pecuniary/Non-Pecuniary	Reason
Bickford	9	Pecuniary	CIC Board Member

180/16/17 To note an on-going dispensation for Councillor Rance to act as Chairman of the Saltash Team for Youth and Commissioning of Youth Work.

It was **RESOLVED** to note.

181/17/18 **QUESTIONS FROM THE PUBLIC**

A member of the public asked a question in opposition to PA17/05569.

182/17/18 **PLANNING**

- a. 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.

Councillor Taylor joined the meeting.

- b. Applications for consideration:

PA17/05259

Mr Dale Brett – **Unit 3 Gilston Road Carkeel PL12 6TW**
Construction of extension to Industrial unit.

Ward: North

Date received: 26.06.2017

It was resolved to **RECOMMEND APPROVAL**

PA17/05268

Mr Dale Brett – **Unit 2 Gilston Road Carkeel PL12 6TW**
Construction of an extension to Light Industrial Unit.

Ward: North

Date received: 26.06.2017

It was resolved to **RECOMMEND APPROVAL**

PA17/05366

Mr W J Dolan – **Land belonging to Honeysuckle Farm accessed via Longlands Lane Burraton Coombe**

Retrospective change of use from disused stables into a 1-bedroom residential accommodation.

Ward: West

Date Received: 27.06.2017

It was resolved to **RECOMMEND APPROVAL**

PA17/05524

Mr Peter Lovick – **33 St Georges Road PL12 6EH**

Conversion of attic to form bedroom, with gable extension.

Ward: North

Date Received: 27.06.2017

It was resolved to **RECOMMEND APPROVAL**

PA17/05569

Mr Darren Bennets – **Former Toc H Community Hall Warraton Close PL12 4JA**

Demolition of existing Toc H building and erection of two residential dwellings with off street parking

Ward: North

Date Received: 28.06.2017

It was **RESOLVED** that North Ward members arrange a site visit prior to any decision.

PA17/06037

Mr and Mrs Dinham - **Tinkhams Farm House, Carkeel PL12 6PH**

Two storey rear extension.

Ward: North

Date received: 07.07.2017

It was resolved to **RECOMMEND APPROVAL**

PA17/06109

Mr and Mrs A Cross – **25 Bishops Close PL12 6HP**

Conversion of integral garage to provide additional living accommodation and associated works.

Ward: East

Date received: 10.07.2017

It was resolved to **RECOMMEND APPROVAL**

PA17/06230

Mr and Mrs M Rawlings - **20 Tincombe, St Stephens PL12 4PY**

Construction of a balcony to the rear of the property.

Ward: West

Date received: 07.07.2017

It was resolved to **RECOMMEND APPROVAL**

- c. 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.

183/17/18

PRE-PLANNING APPLICATION CONSULTATION – EXISTING MAST AT BARN PARK, TOR HENDRA, SALTASH, CORNWALL, PL12 4QG

It was **RESOLVED** to note. (Appendix A)

184/17/18 CONSIDERATION OF LICENCE APPLICATIONS

None.

185/17/18 APPROVAL OF THE MINUTES OF THE FOLLOWING COMMITTEES

Please see a copy of the minutes on STC website or request to see a copy at the Guildhall.

The minutes of the meeting of the Extraordinary Staffing Committee held on Monday 10th July 2017 were confirmed and signed as a correct record and all recommendations resolved as listed:

Staffing

It was unanimously **RECOMMENDED** that:

1. The post as from the appointment date be uplifted from a permanent 25 hours per week post to a permanent full-time post at 37 hours per week.

Any additional costs to be met from the Staffing EMF.

It was **RESOLVED** to approve the uplift to a permanent full-time post at 37 hours per week.

2. An offer from the outgoing Finance Officer to provide on a self-employed basis telephone and office based assistance, advice, sickness and holiday cover be adopted.

It was **RESOLVED** to approve the offer from the outgoing Finance Officer to provide on a self-employed basis telephone and office based assistance, advice, sickness and holiday cover.

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

3. An office at Belle Vue to accommodate the Finance Officer and up to one other be rented off the CIC.

The Town Clerk to obtain further details and costs.

It was **RESOLVED** to approve the rented accommodation at Belle Vue for the Finance Officer and up to one other.

Councillor Bickford was invited and returned to the meeting.

186/17/18 **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.

187/17/18 **CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

Recording of Public Committee Meetings

It was **RESOLVED** to:

1. Adopt the CALC policy Guidelines for broadcasting or using social media at Parish Council Meetings and amend Standing Orders accordingly.
2. Provide a report to P&R on the options for the recording of committee meetings administered by the council – Councillor Bickford.

188/17/18 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**
It was **RESOLVED** that the public and press be re-admitted to the meeting.

189/17/18 **URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

None.

190/17/18 **PRESS RELEASES**

None.

191/17/18 **DATE OF NEXT MEETING**

Thursday 3rd August 2017 at 7:00pm

192/17/18 **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: 19:00

Signed: _____
Chairman

Dated: _____