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Agenda No. 6**Saltash Lidl s106 overview**

November 2017

Saltash Town Council is responsible for this budget and the original allocation was £200,000. With the withdrawal of the War memorial project the commitment currently stands at £193,045, thus leaving £6,955 to be allocated.

There are two projects that have underspent, namely:

Pop up shops – underspend £6,975

Saltash station – underspend £65,500

The applicant for each project was asked for an update with regard to:

- ☐ How the funding will be utilised and whether there is any change to the original application?
- ☐ What the timeframe is to spend the remaining funding?

The responses from the applicants were as follows:

Pop up shops:

As you may be aware we have achieved our first success with this project as the pop-uppers have now taken an agreement direct with the landlord. We are now working on the next phase of the project which could be one/two of several options. I hope to report to the next Board meeting of the CIC which will be held on 30th October 2017.

Saltash station:

The £65,500 award from the s106 is a vital component in bringing this project to a successful conclusion. An update was provided to Saltash TC members which outlines the current situation, gives a funding summary, and shows the projected timeline of events. Further to the publication of this update a couple of weeks ago, RIO has been appointed to carry out the Options Appraisal, and this work is now progressing. Five quotations have also been received from local architects to carry out the first phase of architecture work through to RIBA stage 3, which will deliver designs to Planning Application standard.

There are also three projects seeking Saltash s106 funding support from the Lidl budget and the consideration of these projects has been on hold pending the outcome of the financial review. These projects are:

Saltash football club – seeking £12,000 for floodlights

Livewire –seeking £5,888 for external improvements

The Core – seeking £9,977 for Café work based training programme

Saltash TC's approval of which project, or elements of more than one project, is requested which will be followed by an assessment by the s106 panel.

Saltash Section 106 Funding Deployment Panel**Application Form****A. Overview**

1. Name & Address of Organisation _____
The Core Youth Centre,
Saltash College Campus, Church, Road, Saltash, PL12 4EA

2. Title of Project Café at the Core Work Based Training Programme

3. Brief Description of Project The café is based at The Core Youth Project and is a not for profit community café which is open to the general public and Cornwall College students 5 days a week. The café was first open to ensure sustainability of the youth work at The Core and to bring in much needed revenue to the centre.
4. Total Funding Requested £ 9,977
5. Dates/instalments that funding is Required It is hoped that the programme would start as soon as possible.
6. Please tick to indicate that the following documents have been enclosed
Copy of Accounts (except for public bodies) ☐
Copy of Standing Orders (except for public bodies) ☐
Copy of Insurance for this project (if applicable) ☐

B. Declaration

I confirm that all of the details on this form, including any attachments, are correct to the best of my knowledge, and understand that false or inaccurate information on the form may result in funding being refused or withdrawn

Project Contact Charlotte Carpenter

Date 18th Sept 2017

C. About the applicant organisation

1. Brief description of aims of organisation _____
The Core is a fantastic community asset, which provides a great deal of services and support to our local community. Whilst youth work is
-

at the heart of what we do, we have also developed into a community space for all ages from babies to the elderly. Our aim is to provide a safe space for young people to grow, socialise and get involved and this ethos runs through all the work that we do. For this reason we want to enhance our volunteering experience so that we can not only support adults to move onto work and gain essential skills, but support young people to take on more responsibility and develop their skills in the café whilst also partaking in national accreditations and courses. Our community café provides a great resource to Saltash and to people from all walks of life.

2. Status of organisation

Charity ☒ Public Body ☐ Community Organisation ☐
CIC ☐ Other ☐

3. Date founded October 2015

4. Project Contact name Charlotte Carpenter

Position Senior Youth Worker / Centre Manager

Contact tel.

Email

5. Senior Contact name James Shepherd

Position Chair

Contact tel.

Email

6. Please give a brief description of other projects delivered by the organisation; particularly those of a similar nature to the project you are bidding for In addition to the café The Core also runs a comprehensive programme of activities and support for young people to include; youth nights, after school drop-in's, advice and information drop-in's, boxing club, climbing club and a volunteering incentive scheme. We also hire the space to local community groups and clubs 7 days a week.

7. In the event that your organisation ceased to exist, what would happen to its resources and assets? _____
Resources and assets would be transferred to another charity providing support services for young people in Saltash

D. About the Project / Project Element

1. Title of Project / Project Element Café@The Core Work Based Training programme.

2. Description _____
The Café @ the Core will provide real work experience, practical training and personal support for adults and young people. As the café is small and situated within the youth centre, it provides a nurturing environment so that each person taking part will be supported, not just to gain practical skills and qualifications, but to overcome any barriers that may reduce their chances of succeeding.

This training differs from the catering courses offered at Cornwall College as it is focused on people getting the practical skills and experience they require that will enable them to find employment or gain skills, while still looking to develop their futures.
We are able to offer food hygiene training, first aid and all volunteers will be required to undertake a DBS check.

3. Please tick to indicate which priorities your project (element) meets, and explain how it meets them

- i) Town Centre Regeneration ☐

- ii) Generation of Employment Space ☒

The project will provide valuable employment training for adults and young people resident in Saltash and will support a small charitable business in Saltash. The café already has 2 volunteers who are single parents and who are gaining valuable work experience and skills to assist them back into employment.

iii) Other Community Benefit

✓

The Café@The Core provides a valuable community space for people of all ages to meet up and relax. The café is a friendly, welcoming environment and its customer base includes parents with pre-schoolers, a knit and knatter group, college students and it helps to reduce social isolation and loneliness. Income from the café supports the running of The Core and the provision of support services for young people in Saltash.

4. Details of volunteer time involved in project _____

The Café@the Core benefits from four adult volunteers totalling over 15 hours per week. Young people also volunteer and account for a further 10 hours per week.

By providing a more comprehensive training programme and work based training it is hoped that we can increase the amount of volunteer hours through this funding stream.

5. Details of other sources/amounts of funding secured _____

The other funding secured is the income generated by running the café. This varies from month to month but during term time is around £800-£1,000 per month after costs (excluding staff).

6. Details of other sources/amounts of funding pending _____

The Café@The Core is predominantly self-funded through income the café makes from sales to its customers. This is the most sustainable form of income but does not provide sufficient income to fully meet the time and support required to run a training programme in addition to running the café.

7. Breakdown of costs

Item	Cost	Source of cost (including estimate)
Part of Salary of Café Manager/Trainer	£8,177	This equates to two thirds of the salary of the café manager
Youth Worker support time	£1500	100 hours of support time for

		young people volunteering in the café. Equates to 2 hours per week.
Accredited course fees	£300	Food hygiene training @ £30 per head for 10 volunteers.
TOTAL		£9,977

8. Total costs requested from Section 106 Funding £9,977 _____
9. If approved, when would the project begin? Nov 2017
10. When would the project be complete? Nov 2018
11. What ongoing maintenance would be required, and how would this be funded (including if it is part of the bid)? _____
After year 1 of the project The Core will look to secure other grant funding to support the training aspect of the Café.
12. Do you require insurance for this project? Yes ☒ No ☐
 If yes, please give details _____
Café@The Core is covered by The Core's insurance policy
13. Does the project require work valued at £2,500 or above from any individual supplier? Yes ☐ No ☒
 If yes, please note that submitting this form commits you to obtain three quotations for any such piece of work.
14. Does the project require work valued at £25,000 or above from any individual supplier? Yes ☐ No ☒
 If yes, please note that submitting this form commits you to carry out a full tender process for any such piece of work.
15. Do you require any further permission(s) for this work, including planning permission? If so, please indicate the permissions required and current stage NO
-

16. Please provide a brief summary of any project risks and how they will be mitigated:

Risk Item	Severity	Proposed Mitigation
Lack of take up by volunteers	moderate	

NOTE: A FURTHER SECTION D SHOULD BE SUBMITTED FOR EACH DISCRETE PROJECT OR PROJECT ELEMENT. Please number as D1, D2 etc.

E. Project Management

1. Project Manager name Charlotte Carpenter
 Position Senior Youth Worker / Centre Manager
 Contact tel.
 Email

2. Breakdown of Project Management Costs

Item	Cost	Source of cost (inc. estimate).	included in Section D estimates?
Total	£		

F. Total Costs requested from Section 106 Funding

1. Costs from Section D1 £_____
2. Costs from Section D2 £_____
3. Costs from Section E £_____
4. TOTAL COSTS £_____

G. Treatment of Value Added Tax

Please note that the grants under this scheme are provided net of VAT.

Saltash Section 106 Funding Deployment Panel**Application Form****A. Overview****1. Name & Address of Organisation**

Livewire Youth Project

2. Title of Project_

Improvements to exterior of building

3. Brief Description of Project

To remove remains of old damaged mural from front of building and replace with Di-bond boards coloured pale blue with down lighting. Decorate the whole front and north side of building taking care with existing mural.

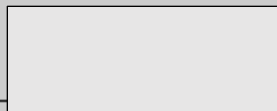
4. Total Funding Requested £ 5888.00**5. Dates/instalments that funding is Required**

As soon as possible.

6. Please tick to indicate that the following documents have been enclosedCopy of Accounts (except for public bodies) ☐ availableCopy of Standing Orders (except for public bodies) ☐ availableCopy of Insurance for this project (if applicable) ☐ available**B. Declaration**

I confirm that all of the details on this form, including any attachments, are correct to the best of my knowledge, and understand that false or inaccurate information on the form may result in funding being refused or withdrawn

Project Contact



Date

10 August 2017

C. About the applicant organisation**1. Brief description of aims of organisation**

Youth music project for young people aged between 8 and 21 (25 if with special needs). Providing youth work support and information, advice and guidance. Providing music and signing lessons plus training in use of sound and lighting technology and stage management. Opportunities to practice and play on our professionally equipped stage and recording studios.

2. Status of organisation

Charity ☒ Public Body ☐ Community Organisation ☐
CIC ☐ Other _____ ☐

3. Date founded 1946**4. Project Contact name** Andy Rance

Position Youth Work Coordinator

Contact tel.

Email

5. Senior Contact name Steve Warnes

Position Chair of Trustees

Contact tel.

6. Email**7. Please give a brief description of other projects delivered by the organisation; particularly those of a similar nature to the project you are bidding for**

Services to young unemployed

Services to young people with mental health issues

We have been upgrading this old building for the last few years. We have almost completed the interior work of decoration and reducing energy consumption. We are undertaking work at the back of the building during this summer and we will be decorating the rest of the building during the autumn. The work applied for here will complete most of the improvements excepting a disabled ramp at front.

8. In the event that your organisation ceased to exist, what would happen to its resources and assets?

The assets would be liquidated and donated to groups with similar aims to ours. This would be required and overseen by the Charity Commission and our constitution and articles requires this.

D1. About the Project / Project Element

1. Title of Project / Project Element

Improvement of 1960s building on Saltash Waterside - Panelling and down lighting.

2. Description

-

Removal of old front mural and installation of Dibond aluminium composite sheeting in subtle blue shading - installation of LED down-lighting to new front.

Decoration of front and sides of building plus improvement and decoration to rear storage areas being undertaken as part of this project and already funded by Livewire from independent sources.

3. Please tick to indicate which priorities your project (element) meets, and explain how it meets them

- i) Town Centre Regeneration ☒

We understand that the regeneration of the town centre has now been extended to the historic Waterside district. The Livewire building is a key part of this area and is easily viewed from the bridges, the river and the far shore. These improvements will allow the building to be used by a wider range of community groups and visitors. The building provides a live music venue as well as a range of facilities for young people.

Moreover, the southern end of the waterside will be aesthetically improved and when the old Waterside pub is redeveloped the whole area should be an attraction. This is in keeping with the medium term plans for the area.

ii) Generation of Employment Space ☒

Livewire currently employs approx 10 part time youth workers, musicians and music technicians. The further development of the project could include more activities in the live music venue and in the recording studios which have recently been enhanced by very significant investment by a well know music world personality. Whilst these facilities are to be principally used by young people there will be the creation of employment opportunities. We currently also rent out desk space to other people working with young peoples' issues. From next April we will be employing staff to work on a new project working with young people and their mental health issues.

iii) Other Community Benefit ☒

Livewire participates in local activities on the Waterside and is keen to be involved in the further development of the area both for the general population and visitors. Our mission is to work with young people and with music making.

4. Details of volunteer time involved in project

We anticipate that the in-kind contribution of volunteer time to decorate the entire building will equate to over £2700.

5. Details of other sources/amounts of funding secured

Livewire will provide the funds for the decoration of the building including access equipment and materials. Also the funding to repair and improve the storage sheds at the rear has been secured and will take place over the summer of 2017.

6. Details of other sources/amounts of funding pending

The master plan for the redevelopment of the building inside and outside includes internal redecoration, which is now almost complete plus an overhaul of insulation, heating and ventilation the building. Much of this has been done with the support of the Howton Solar Farm Community Fund and that of volunteers. Two outstanding items include air conditioning/heating units upstairs in the building and the provision of a disabled access/security ramp to the front. We are currently making applications for this to identified funds.

In terms of revenue funding we have significant contracts with training and education providers for work that we do for them. We have a new contract starting in April 2018 to provide support for young people with mental health issues. We are also involved in a bid for funds to provide extended Advice and Guidance support for young people.

7. Breakdown of costs

Item	Cost	Source of cost (including estimate)
Re-panelling of front with Dibond panels and installation of down-lighting	5888.00	Contractors
Refurbishment of rear area storage	3187.20	Livewire to fund
Decoration	4100	Livewire to fund
TOTAL	13175.20	

8. Total costs requested from Section 106 Funding £5888

9. If approved, when would the project begin? ASAP

10. When would the project be complete? Within 3 months of start

11. What ongoing maintenance would be required, and how would this be funded (including if it is part of the bid)?

As a part of our ongoing building maintenance programme

12. Do you require insurance for this project? Yes ☒ No ☐

If yes, please give details All contractors will have suitable insurance as overseen by our contract manager. All volunteer work is covered by our own insurance.

13. Does the project require work valued at £2,500 or above from any individual supplier? Yes ☒ No ☐

If yes, please note that submitting this form commits you to obtain three quotations for any such piece of work.

14. Does the project require work valued at £25,000 or above from any individual supplier? Yes ☐ No ☒

If yes, please note that submitting this form commits you to carry out a full tender process for any such piece of work.

15. Do you require any further permission(s) for this work, including planning permission? If so, please indicate the permissions required and current stage

All planning permissions already gained

16. Please provide a brief summary of any project risks and how they will be mitigated:

Risk Item	Severity	Proposed Mitigation
Physical danger to members during work	High but not likely	All contractors to be briefed and expected to take measures
Sequencing of work	Medium but low likelihood	Discussion between contractor and volunteer force
Use of volunteers	Medium	Briefing and

		oversight of volunteers by project staff
Opposition to funding of project by council members or committee members	Unknown	Invite members down to see plan and discuss issues

NOTE: A FURTHER SECTION D SHOULD BE SUBMITTED FOR EACH DISCRETE PROJECT OR PROJECT ELEMENT. Please number as D1, D2 etc.

E. Project Management

1. Project Manager name Steve Warnes or Andy Rance

Position Chair of trustee - Youth Work Co-ordinator

Contact tel.

Email

2. Breakdown of Project Management Costs

Item	Cost	Source of cost (inc. estimate).	included in Section D estimates?
Oversight and management of project by Andy Rance, Steve Warnes or Geoff Peggs	£0	Time volunteered by SW and GP and time of AR paid for by Livewire	No
Total	£0		

F. Total Costs requested from Section 106 Funding1. Costs from Section D1 £ 5888

2. Costs from Section D2 £ _____

3. Costs from Section E £ _____

4. TOTAL COSTS £ 5888**G. Treatment of Value Added Tax -**

Please note that the grants under this scheme are provided net of VAT.

Saltash Section 106 Funding Deployment Panel**Application Form****A. Overview**

1. Name & Address of Organisation _____
Saltash United Football Club Kimberley Stadium, Callington Road
Saltash. PL12 6DX

2. Title of Project *Floodlight Refurbishment*

3. Brief Description of Project
To replace faulty floodlight wiring and heads for reliability and power
saving

4. Total Funding Requested *£12000.00* _____
5. Dates/instalments that funding is Required *As soon as possible*

6. Please tick to indicate that the following documents have been enclosed
Copy of Accounts (except for public bodies) ☐
Copy of Standing Orders (except for public bodies) ☐
Copy of Insurance for this project (if applicable) ☐

B. Declaration

I confirm that all of the details on this form, including any attachments, are correct to the best of my knowledge, and understand that false or inaccurate information on the form may result in funding being refused or withdrawn

Project Contact *Mr Steve Morley* _____

Date *01/08/2017* _____

C. About the applicant organisation

1. Brief description of aims of organisation

SUFC is a community club and an integral part of ongoing sport and welfare in Saltash for adults and children.

2. Status of organisation

Charity ☒ Public Body ☐ Community Organisation ☒
 CIC ☐ Other _____ ☐

3. Date founded 1946 _____

4. Project Contact name Mr Steve Morley_____

Position Club Secretary _____

Contact tel. 07928 200107_____

Email aardvark21@btopenworld.com_____

5. Senior Contact name Mr Colin Phillips_____

Position Club Chairman_____

Contact tel. 07904 678184_____

Email colmar@hotmail.co.uk____

6. Please give a brief description of other projects delivered by the organisation; particularly those of a similar nature to the project you are bidding for *we have been directed by the English Football Association to upgrade our facilities including working floodlights. We have already increased the sizes of our dugouts, changed the composition of our spectator area to increase safety for spectators and players, put up new fencing and walling around the pitch.* _____

7. In the event that your organisation ceased to exist, what would happen to its resources and assets? *The assets would return to Cornwall County Council. Saltash would lose 6 of the towns football teams, and the town would lose a free meeting place for many of the charities and organisations who use the venue free of charge.* _____

D. About the Project / Project Element

1. Title of Project / Project Element

To refurbish the floodlights of Saltash United Football Club.

2. Description____

The heads that contain the lamps are old and leak which in turn shorts the worn cables and causes them to cease working. Because of this we cannot use the lights in the rain. If we cancel games because of this we face having to leave the league. The team finished 2nd in the top league in Cornwall and South West Devon last season and brings pride to the town

3. Please tick to indicate which priorities your project (element) meets, and explain how it meets them

i) Town Centre Regeneration ☒

The club is in the centre of the town and provides football facilities to children and men of all ages in a very safe environment. The success of the football teams bring teams and supporters to Saltash who in turn spend money within the town.

ii) Generation of Employment Space ☒

We employ 3 staff to work in the club on a part time basis.

iii) Other Community Benefit ☒

We offer the facilities of our club to many organisations in the town, a few are listed here: 6 football teams including 1 under 18 and 1 veteran side, these teams play at the expense of SUFC. We support 2 Charity bingo nights a week, Saltash United Juniors committee, Childrens Halloween and Christmas parties for local children, disabled discos, Charity nights for Childrens South West Hospice, childrens football tournaments, Tamar Trotters Mayfair half marathon, RNLI and Royal Naval Association meetings, Charity funday for The Heart Foundation and many many more events. We also have a venue that supplies small and lost cost weddings and parties for those who have to work on a smaller budget.

4. Details of volunteer time involved in project _____

The club is run on a non profit making organisation as per the rules of our lease, by a volunteer committee. These people give their time to run the club giving around 150 hours of their time per week.

5. Details of other sources/amounts of funding secured _____

Our only sponsor at present is Bond Timber who do not give us money but assist with the pitch care costs by supplying us with goods required. They pay invoices and keep receipts.

6. Details of other sources/amounts of funding pending ____

We have no other grants pending at present.

We have applied for many grants but have been generally unsuccessful. To gain grants it often requires match funding.

7. Breakdown of costs

Item	Cost	Source of cost (including estimate)
12 light fittings replaced with Philips optivision mvp 507 mhn-la2000w/842	£9584.64	J.A.H Electrical services
Supply and install 6 Philips control gear units and GPR Box	£4428.54	J.A.H Electrical services
Hire of MEWP, collection and delivery of MEWP	£597-50	J.A.H Electrical services
Test and Certification on completion	£50	J.A.H Electrical services
TOTAL	£14660.68 Ex VAT	

8. Total costs requested from Section 106 Funding £ 12000

9. If approved, when would the project begin?

As soon as possible

10. When would the project be complete?

11. Within 4 weeks of start

12. What ongoing maintenance would be required, and how would this be funded (including if it is part of the bid)?

Annual preventative maintenance by club officials would be carried out paid for by the club and is not a part of the bid.

13. Do you require insurance for this project? Yes ☐ No ☒

If yes, please give details _____

14. Does the project require work valued at £2,500 or above from any individual supplier? Yes ☒ No ☐

If yes, please note that submitting this form commits you to obtain three quotations for any such piece of work.

15. Does the project require work valued at £25,000 or above from any individual supplier? Yes ☐ No ☒

If yes, please note that submitting this form commits you to carry out a full tender process for any such piece of work.

16. Do you require any further permission(s) for this work, including planning permission? If so, please indicate the permissions required and current stage None

17. Please provide a brief summary of any project risks and how they will be mitigated:

Risk Item	Severity	Proposed Mitigation
<i>Refurbishment or replace light heads and wiring</i>	<i>Low to Med</i>	<i>Risk assessment from contractor</i>
<i>Put in new switch gear</i>	<i>Low</i>	<i>Risk assessment from contractor</i>

NOTE: A FURTHER SECTION D SHOULD BE SUBMITTED FOR EACH DISCRETE PROJECT OR PROJECT ELEMENT. Please number as D1, D2 etc.

E. Project Management

1. Project Manager name Brian Pinkham
 Position Premises Manager _____
 Contact tel. 07842233370 or 01752319779
 Email pinkone@talk21.com _____

2. Breakdown of Project Management Costs

Item	Cost	Source of cost (inc. estimate).	included in Section D estimates?
Project management	£0		
Total	£0		

F. Total Costs requested from Section 106 Funding

1. Costs from Section D1 £0 _____
 2. Costs from Section D2 £12,000 or estimate price
 3. Costs from Section E £0 _____
 4. TOTAL COSTS £12,000 or estimate price

G. Treatment of Value Added Tax

Please note that the grants under this scheme are provided net of VAT.

Agenda No. 8

My ref: DE/DC/PP
Date: 3 November 2017

Dear Sir/Madam

Planning Conferences for Local Councils

Your council is invited to send representatives to the planning conferences for Local Councils. Please see below times, dates and locations of when the workshops will be taking place:

1. **Tuesday 28 November 2017 at Chy Trevail Office, Bodmin at 4.30pm**
2. **February 2018 - west location – date and time to be confirmed**

The conferences will be covering the below subjects/content;

- Workshops on a range of planning related topics (see the next page for details)
- The opportunity to meet with Officers from various teams across the Planning and Sustainable Development service
- Opportunity to meet with peers from across Cornwall
- Market stalls with information and leaflets from different parts of the Council

These planning conferences, similar to last year's events, have replaced the individual Planning Training for Local Councils that have taken place in previous years and are not a duplication of the planning induction training held earlier this year.

The draft format for the conferences is as follows:

- | | |
|--------|--|
| 4:30pm | Registration with tea and coffee
Introduction, welcome and service update

Workshop 1 (choice of three, see next page)
Break with refreshments

Workshop 2 (choice of three, see next page)

Question, answer and feedback session with Planning Committee Chair and Vice Chairs |
| 8:30pm | Finish |



Cornwall Council
Room 105, 39 Penwinnick Road, St Austell One
stop Shop



There is a charge of £12 per delegate to attend (please see the next page for payment details). Places will be allocated on a first come first served basis with no restrictions on the number of delegates from each Council.

Please fill in your delegate details and choose the preferred workshops on the reply slip and return to David Coulthard at david.coulthard@cornwall.gov.uk or the address below.

Please send your responses as soon as possible.

Yours sincerely

Phil Mason
Service Director – Planning & Sustainable Development
Economic Growth & Development



Cornwall Council
Room 105, 39 Penwinnick Road, St Austell One
stop Shop



Workshops - Topics as suggested by the Planning Partnership and the Cornwall Association of Local Councils.

Please choose 2 workshops and 2 alternatives should your choice not be available and enter them on the reply slip. If there are a number of you from the same Town/ Parish Council please can you ensure that you each choose a different workshop.

Workshops - Session 1

- a) **Local provision of Affordable Housing**
Gain a greater understanding of how affordable housing is delivered locally and the importance of viability in the negotiations.
- b) **Cornwall Local Plan, Neighbourhood Plans and Community Infrastructure Levy update**
The latest in the ever changing Local Planning Policy landscape, from thoughts on the implementation of the Cornwall Local Plan nearly a year after adoption and the timetable for the Local Plan Review, to updates on Neighbourhood Development Plans, the Allocations Development Plan Document (DPD), the Minerals Safeguarding DPD and the Community Infrastructure Levy (CIL).
- c) **Quality Design-Jointly creating better quality design in Cornwall**
We all recognise examples of "good" and "bad" design in our local areas but what makes design good or bad and how we can work together to improve design quality across Cornwall.

Workshops - Session 2

- d) **Sharing good practice-including pre-apps and Pre-Application Community Engagement (PACE)**
Cornwall Planning Partnership led workshop on good practice in local council engagement with the planning process, including at the pre-application stage, to help shape development in your area.
- e) **Compliance with Approved Plans and future post-decision community engagement**
A session on compliance with approved plans and thoughts on how the local community could become more engaged in monitoring developments after planning permission has been granted.
- f) **Strategic and Local Highways matters**
Highways issues are often a key consideration in the assessment of planning applications. This session is aimed at raising awareness of how highways officers consider development proposals at the strategic and local levels.

Please note that all workshop presentations will be available to you electronically.



Cornwall Council
Room 105, 39 Penwinnick Road, St Austell One
stop Shop



Payments

The cost to attend a planning conference is £12 per delegate and includes the cost of refreshments.

Please submit a cheque **made payable to Cornwall Council** with your reply slips and send to:

David Coulthard
Cornwall Council
Planning and Sustainable Development
Room 105
39 Penwinnick Road
St Austell One Stop Shop
St Austell
PL25 5DR

If you have any queries please contact David Coulthard at
david.coulthard@cornwall.gov.uk or telephone 01726 223445

Refreshment options

Tea and Coffee will be provided as well as a main selection of Cornish pasties and various cakes and biscuits. Please place your main refreshment choice when choosing your workshops on the page entitled **Planning Conferences Workshop Options** (the last box on the last page)

1. Large Steak Pasty
2. Large Cheese and Onion pasty
3. Large Vegetarian Pasty
4. Salad or Special dietary option

Please state (on the order form) if you have any Special Dietary requirements and a member of the team will be in contact to arrange suitable refreshments of your choice.



Cornwall Council
Room 105, 39 Penwinnick Road, St Austell One
stop Shop



Planning Conferences Workshop Options

Please return one of these slips for each delegate to:

david.coulthard@cornwall.gov.uk or to David Coulthard, Planning and Sustainable Development, Room 105, 39 Penwinnick Road St Austell One Stop Shop PL25 5DR.)

Tuesday 28 November 2017 at Chy Trevail Office, Bodmin at 4.30pm

Name of local council:	
Name of representative:	
Position within the local Council (ie Clerk):	
Workshop choice 1	
Workshop choice 2	
1 st alternative	
2 nd alternative	
Email address: or Address and post code:	
Telephone number:	
Dietary requirements/Refreshment order	

Book early to avoid disappointment

Please enclose a cheque payment of £12 per delegate made payable to Cornwall Council.



Cornwall Council
Room 105, 39 Penwinnick Road, St Austell One
stop Shop

Agenda No. 9c

Mr Ray Lane
Clerk To Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

Your ref:
My ref: PA17/08894
Date: 7 November 2017

Dear Mr Lane

Application	PA17/08894
Proposal	Advertisement consent for various signage at proposed McDonalds Unit
Location	(Proposed McDonald's Unit) Former Sanford Suzuki Garage Saltash Industrial Estate Gilston Road Carkeel
Applicant	n/a Quora (Saltash) Ltd
Grid Ref	241399 / 59995

The above-mentioned application has been received by the Planning and Sustainable Development Service and is available for you to view and submit comments through the "Consultee Access Site".

1. You can access the application on which we are inviting your comments using the following link: <http://planning.cornwall.gov.uk/online-applications>
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If your response is likely to be longer than the equivalent of one side of A4 paper, please also submit a short executive summary of your comments.

If you are unable to submit comments online, any views you may have on the application should be emailed to planning@cornwall.gov.uk quoting reference number PA17/08894 by 28 November 2017.

In accordance with Section 47 of the Copyright, Design and Patents Act 1988 Cornwall Council, as the Local Planning Authority, gives permission for Town and Parish Councils to reproduce planning applications if they are to be used in any format at their meetings (projecting paperless plans or hard copy).

Kind regards

Steve Jefferson
Development Officer
Planning and Sustainable Development Service
Email: planning@cornwall.gov.uk

S Jefferson – Tel: 01579 341427

Planning and Sustainable Development Service
Cornwall Council
Chy Trevail Beacon Technology Park Bodmin Cornwall PL31 2FR
planning@cornwall.gov.uk
Tel: 0300 1234 151 www.cornwall.gov.uk



Mr Ray Lane
Clerk To Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

Your ref:
My ref: PA17/09445
Date: 12 October 2017

Dear Mr Lane

Application	PA17/09445
Proposal	Proposed conservatory
Location	1 Back Hill St Stephens PL12 4DJ
Applicant	Mr Read
Grid Ref	241494 / 58498

The above-mentioned application has been received by the Planning and Sustainable Development Service and is available for you to view and submit comments through the "Consultee Access Site".

1. You can access the application on which we are inviting your comments using the following link: <http://planning.cornwall.gov.uk/online-applications>
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If you are unable to submit comments online, any views you may have on the application should be emailed to planninghouseholder@cornwall.gov.uk quoting reference number PA17/09445 by 2 November 2017.

In accordance with Section 47 of the Copyright, Design and Patents Act 1988 Cornwall Council, as the Local Planning Authority, gives permission for Town and Parish Councils to reproduce planning applications if they are to be used in any format at their meetings (projecting paperless plans or hard copy).

Kind regards

Sarah Stevens
Development Officer
Planning and Sustainable Development Service
Email: planninghouseholder@cornwall.gov.uk
Tel: 01579 341439

Planning and Sustainable Development Service
Cornwall Council
Chy Treveil Beacon Technology Park Bodmin Cornwall PL31 2FR
planninghouseholder@cornwall.gov.uk
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Mr Ray Lane
Clerk To Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

Your ref:
My ref: PA17/09486
Date: 19 October 2017

Dear Mr Lane

Application	PA17/09486
Proposal	Conversion and alterations to Saltash Health Centre to create additional consulting rooms with alterations to the west elevation.
Location	Saltash Health Centre Callington Road Saltash Cornwall
Applicant	Dr Morris and Broadhead
Grid Ref	242291 / 59009

The above-mentioned application has been received by the Planning and Sustainable Development Service and is available for you to view and submit comments through the "Consultee Access Site".

1. You can access the application on which we are inviting your comments using the following link: <http://planning.cornwall.gov.uk/online-applications>
2. Retrieve the application by entering the reference quoted above and then clicking the "Search" button.
3. Details can then be found by clicking the "Documents" tab and then selecting "View Associated Documents".
4. If possible we would prefer that comments are submitted online by registering then selecting the "submit comments" icon and completing the online form which will immediately update our database and ensure that your comments are made available to the public.

If your response is likely to be longer than the equivalent of one side of A4 paper, please also submit a short executive summary of your comments.

If you are unable to submit comments online, any views you may have on the application should be emailed to planning@cornwall.gov.uk quoting reference number PA17/09486 by 9 November 2017.

In accordance with Section 47 of the Copyright, Design and Patents Act 1988 Cornwall Council, as the Local Planning Authority, gives permission for Town and Parish Councils to reproduce planning applications if they are to be used in any format at their meetings (projecting paperless plans or hard copy).

Kind regards

James Hills
Senior Development Officer
Planning and Sustainable Development Service
Email: planning@cornwall.gov.uk

J Hills – Tel: 01579 341454

Planning and Sustainable Development Service
Cornwall Council
Chy Treveil Beacon Technology Park Bodmin Cornwall PL31 2FR
planning@cornwall.gov.uk
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Mr Ray Lane
Clerk To Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

Your ref:
My ref: PA17/09661
Date: 18 October 2017

Dear Mr Lane

Application	PA17/09661
Proposal	First floor extension to provide a bedroom, en-suite bathroom and study.
Location	31 Maybrook Drive St Stephens Saltash Cornwall
Applicant	Mr And Mrs Kinsman
Grid Ref	241654 / 58785

The above-mentioned application has been received by the Planning and Sustainable Development Service and is available for you to view and submit comments through the "Consultee Access Site".

1. You can access the application on which we are inviting your comments using the following link: <http://planning.cornwall.gov.uk/online-applications>
2. Retrieve the application by entering the reference quoted above and then clicking the "Search" button.
3. Details can then be found by clicking the "Documents" tab and then selecting "View Associated Documents".
4. If possible we would prefer that comments are submitted online by registering then selecting the "submit comments" icon and completing the online form which will immediately update our database and ensure that your comments are made available to the public.

If your response is likely to be longer than the equivalent of one side of A4 paper, please also submit a short executive summary of your comments.

If you are unable to submit comments online, any views you may have on the application should be emailed to planninghouseholder@cornwall.gov.uk quoting reference number PA17/09661 by 8 November 2017.

In accordance with Section 47 of the Copyright, Design and Patents Act 1988 Cornwall Council, as the Local Planning Authority, gives permission for Town and Parish Councils to reproduce planning applications if they are to be used in any format at their meetings (projecting paperless plans or hard copy).

Kind regards

Sarah Stevens
Development Officer
Planning and Sustainable Development Service
Email: planninghouseholder@cornwall.gov.uk
Tel: 01579 341439

Planning and Sustainable Development Service
Cornwall Council
Chy Trevaill Beacon Technology Park Bodmin Cornwall PL31 2FR
planninghouseholder@cornwall.gov.uk
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Mr Ray Lane
Clerk To Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

Your ref:
My ref: PA17/09668
Date: 1 November 2017

Dear Mr Lane

Application	PA17/09668
Proposal	Change of use of section of agricultural land to residential curtilage of Wivelscombe Cottage, with the formation of new outside swimming pool
Location	Wivelscombe Cottage Road From Elmgate Crossways To Greeps Elmgate Saltash
Applicant	Mr Mark Wilson
Grid Ref	239976 / 57128

The above-mentioned application has been received by the Planning and Sustainable Development Service and is available for you to view and submit comments through the "Consultee Access Site".

1. You can access the application on which we are inviting your comments using the following link: <http://planning.cornwall.gov.uk/online-applications>
2. Retrieve the application by entering the reference quoted above and then clicking the "Search" button.
3. Details can then be found by clicking the "Documents" tab and then selecting "View Associated Documents".
4. If possible we would prefer that comments are submitted online by registering then selecting the "submit comments" icon and completing the online form which will immediately update our database and ensure that your comments are made available to the public.

If your response is likely to be longer than the equivalent of one side of A4 paper, please also submit a short executive summary of your comments.

If you are unable to submit comments online, any views you may have on the application should be emailed to planning@cornwall.gov.uk quoting reference number PA17/09668 by 22 November 2017.

In accordance with Section 47 of the Copyright, Design and Patents Act 1988 Cornwall Council, as the Local Planning Authority, gives permission for Town and Parish Councils to reproduce planning applications if they are to be used in any format at their meetings (projecting paperless plans or hard copy).

Kind regards

Steve Jefferson
Development Officer
Planning and Sustainable Development Service
Email: planning@cornwall.gov.uk

Planning and Sustainable Development Service
Cornwall Council
Chy Trevaill Beacon Technology Park Bodmin Cornwall PL31 2FR
planning@cornwall.gov.uk
Tel: 0300 1234 151 www.cornwall.gov.uk

S Jefferson - Tel: 01579 341427



Mr Ray Lane
Clerk To Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

Your ref:
My ref: PA17/09669
Date: 1 November 2017

Dear Mr Lane

Application Proposal	PA17/09669 Listed Building Consent: Change of use of section of agricultural land to residential curtilage of Wivelscombe Cottage, with the formation of new outside swimming pool
Location	Wivelscombe Cottage Road From Elmgate Crossways To Greeps Elmgate Saltash
Applicant	Mr Mark Wilson
Grid Ref	239976 / 57128

The above-mentioned application has been received by the Planning and Sustainable Development Service and is available for you to view and submit comments through the "Consultee Access Site".

1. You can access the application on which we are inviting your comments using the following link: <http://planning.cornwall.gov.uk/online-applications>
2. Retrieve the application by entering the reference quoted above and then clicking the "Search" button.
3. Details can then be found by clicking the "Documents" tab and then selecting "View Associated Documents".
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If your response is likely to be longer than the equivalent of one side of A4 paper, please also submit a short executive summary of your comments.

If you are unable to submit comments online, any views you may have on the application should be emailed to planning@cornwall.gov.uk quoting reference number PA17/09669 by 22 November 2017.

In accordance with Section 47 of the Copyright, Design and Patents Act 1988 Cornwall Council, as the Local Planning Authority, gives permission for Town and Parish Councils to reproduce planning applications if they are to be used in any format at their meetings (projecting paperless plans or hard copy).

Kind regards

Steve Jefferson
Development Officer
Planning and Sustainable Development Service

Planning and Sustainable Development Service
Cornwall Council
Chy Trevail Beacon Technology Park Bodmin Cornwall PL31 2FR
planning@cornwall.gov.uk
Tel: 0300 1234 151 www.cornwall.gov.uk

S Jefferson – Tel: 01579 341427



Mr Ray Lane
Clerk To Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

Your ref:
My ref: PA17/09822
Date: 1 November 2017

Dear Mr Lane

Application	PA17/09822
Proposal	Formation of new porch linking house to garage and new decking area to rear elevation.
Location	21 Deacon Drive Forder Saltash Cornwall
Applicant	Mr And Mrs J Pengelly
Grid Ref	242790 / 58265

The above-mentioned application has been received by the Planning and Sustainable Development Service and is available for you to view and submit comments through the "Consultee Access Site".

1. You can access the application on which we are inviting your comments using the following link: <http://planning.cornwall.gov.uk/online-applications>
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If you are unable to submit comments online, any views you may have on the application should be emailed to planninghouseholder@cornwall.gov.uk quoting reference number PA17/09822 by 22 November 2017.

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Kind regards

Sarah Stevens
Development Officer
Planning and Sustainable Development Service
Email: planninghouseholder@cornwall.gov.uk

S Stevens – Tel: 01579 341439

Planning and Sustainable Development Service
Cornwall Council
Chy Trevaill Beacon Technology Park Bodmin Cornwall PL31 2FR
planninghouseholder@cornwall.gov.uk
Tel: 0300 1234 151 www.cornwall.gov.uk



Mr Ray Lane
Clerk To Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

Your ref:
My ref:
Date:

PA17/09993
27 October 2017

Dear Mr Lane

Application	PA17/09993
Proposal	Two storey extension to the rear of the dwelling.
Location	11 Lockyer Terrace Elwell Road Saltash Cornwall
Applicant	Mr And Mrs J Ellison
Grid Ref	243074 / 58988

The above-mentioned application has been received by the Planning and Sustainable Development Service and is available for you to view and submit comments through the "Consultee Access Site".

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2. Retrieve the application by entering the reference quoted above and then clicking the "Search" button.
3. Details can then be found by clicking the "Documents" tab and then selecting "View Associated Documents".
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If you are unable to submit comments online, any views you may have on the application should be emailed to planninghouseholder@cornwall.gov.uk quoting reference number PA17/09993 by 17 November 2017.

In accordance with Section 47 of the Copyright, Design and Patents Act 1988 Cornwall Council, as the Local Planning Authority, gives permission for Town and Parish Councils to reproduce planning applications if they are to be used in any format at their meetings (projecting paperless plans or hard copy).

Kind regards

Sarah Stevens
Development Officer
Planning and Sustainable Development Service
Email: planninghouseholder@cornwall.gov.uk
Tel: 01579 341439

Planning and Sustainable Development Service
Cornwall Council
Chy Trevaile Beacon Technology Park Bodmin Cornwall PL31 2FR
planninghouseholder@cornwall.gov.uk
Tel: 0300 1234 151 www.cornwall.gov.uk



Mr Ray Lane
Clerk To Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

Your ref:
My ref: PA17/10078
Date: 13 November 2017

Dear Mr Lane

Application	PA17/10078
Proposal	Reconstruction and conversion of redundant barn to dwelling with annexe and associated works, as previous consent PA14/03547 to match in every respect
Location	Court Volland Farm The Linney Court Volland Farm Trematon
Applicant	Mr Bob Simpson BMS Building Contractors Ltd
Grid Ref	238840 / 58569

The above-mentioned application has been received by the Planning and Sustainable Development Service and is available for you to view and submit comments through the "Consultee Access Site".

1. You can access the application on which we are inviting your comments using the following link: <http://planning.cornwall.gov.uk/online-applications>
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3. Details can then be found by clicking the "Documents" tab and then selecting "View Associated Documents".
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If your response is likely to be longer than the equivalent of one side of A4 paper, please also submit a short executive summary of your comments.

If you are unable to submit comments online, any views you may have on the application should be emailed to planning@cornwall.gov.uk quoting reference number PA17/10078 by 4 December 2017.

In accordance with Section 47 of the Copyright, Design and Patents Act 1988 Cornwall Council, as the Local Planning Authority, gives permission for Town and Parish Councils to reproduce planning applications if they are to be used in any format at their meetings (projecting paperless plans or hard copy).

Kind regards

Steve Jefferson
Development Officer
Planning and Sustainable Development Service
Email: planning@cornwall.gov.uk

Planning and Sustainable Development Service
Cornwall Council
S Jefferson – Tel: 01579 341427 Chy Trevail Beacon Technology Park Bodmin Cornwall PL31 2FR
planning@cornwall.gov.uk
Tel: 0300 1234 151 www.cornwall.gov.uk



Mr Ray Lane
Clerk To Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

Your ref:**My ref:****Date:**

PA17/10121

27 October 2017

Dear Mr Lane

Application	PA17/10121
Proposal	Extension to existing property
Location	5 Bluebell Close Saltash PL12 6XH
Applicant	Mr Justin Lusher
Grid Ref	241638 / 59721

The above-mentioned application has been received by the Planning and Sustainable Development Service and is available for you to view and submit comments through the "Consultee Access Site".

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Kind regards

Sarah Stevens
Development Officer
Planning and Sustainable Development Service
Email: planninghouseholder@cornwall.gov.uk
Tel: 01579 341439

Planning and Sustainable Development Service
Cornwall Council
Chy Trevaile Beacon Technology Park Bodmin Cornwall PL31 2FR
planninghouseholder@cornwall.gov.uk
Tel: 0300 1234 151 www.cornwall.gov.uk

Agenda No 9d

Mr Ray Lane
Clerk To Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

Your ref:**My ref:****Date:**

PA17/10325

7 November 2017

Dear Mr Lane

Application Proposal	PA17/10325 Works to trees covered by a Tree Preservation Order - namely T1 - Eucalyptus - fell and replant and T2 - Oak - Crown lift foliage to give 4 metres clearance above roadway. Maximum diameter cuts 50mm.
	Reason for Works:
	T1 - Eucalyptus See report X1670_Saltash_College_231017.pdf
	T2 - Oak See report X1670_Saltash_College_231017.pdf
Location	Annexe To Saltash College Of Further Education Church Road Saltash PL12 4AE
Applicant	Mr R Cooper
Grid Ref	241791 / 58658

The above-mentioned application has been received by the Planning and Sustainable Development Service and is available for you to view and submit comments through the "Consultee Access Site".

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If you are unable to submit comments online, any views you may have on the application should be emailed to planninghouseholder@cornwall.gov.uk quoting reference number PA17/10325 by 28 November 2017.

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Kind regards

S Stevens – Tel: 01579 341439

Planning and Sustainable Development Service
Cornwall Council
Chy Trevel Beacon Technology Park Bodmin Cornwall PL31 2FR
planninghouseholder@cornwall.gov.uk
Tel: 0300 1234 151 www.cornwall.gov.uk

Agenda No 10a

Premises Name and Address	Applicant	Application Accepted	Application Type	Licensable Activities	Ref	Representations Deadline	Case Officer
The Brunel Inn, 92 Fore Stret, Saltash PL12 6AE	Star Pubs and Bars Ltd	09/11/2017	Variation	Amend opening hours, Licensable Activities and Remove Conditions	00322PL14P	07/12/2017	Kath Woodfinden, Bodmin - (01208) 893212

Application is made to :-

- Add performance of dance between 12:00 – midnight Sunday to Thursday and 12:00 – 01:00 on a Friday and Saturday.
- Amend the hours for live music to 12:00 – midnight daily
- Amend the hours for recorded music to 12:00 – midnight Sunday to Thursday and 12:00 – 01:00 on a Friday and Saturday.
- Amend the hours for late night refreshment to 23:00 – midnight daily
- Amend the hours for the supply of alcohol to 10:00 – midnight Monday to Thursday, 10:00 – 01:00 Friday and Saturday and 12:00 – midnight on a Sunday.
- Amend the opening hours to 08:00 to 00:30 Sunday to Thursday and 01:30 on a Friday and Saturday, (opening hours to enable non-licensable activities)
- Amend the non-standard timings for the sale of alcohol to 01:00 on a Sunday preceding a statutory bank holiday Monday and on Christmas Eve and Boxing Day. (New Year's Eve hours to remain as detailed in the embedded conditions)
- To amend the non-standard opening hours to 02:00 on Christmas Eve and until 01:30 on a Sunday preceding a statutory bank holiday Monday and Boxing Day. (New Year's Eve hours to remain as detailed in the embedded conditions).
- To add those conditions agreed with police licensing which accompany the application.
- To remove all the embedded restrictions and conditions from the current Licence which are now considered no longer necessary or appropriate in light of the new conditions to be added. A copy of the old conditions to be removed also accompanies this application.
- To remove the embedded non-standard hours for Christmas Day and Easter Sunday.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

Premises Name and Address	Applicant	Application Accepted	Application Type	Licensable Activities	Ref	Representations Deadline	Case Officer
B & M Stores, Tamar View Industrial Estate, Avery Way, Carkeel, Saltash PL12 6LD	B & M Retail Limited	03/11/2017	Variation	Extend hours for sale by retail of alcohol	LI13_008167	01/12/2017	Linda Edmunds, Bodmin - (01579) 341324

Application to vary a premises licence under the Licensing Act 2003**PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST**

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We **B & M Retail Limited**

(Insert name(s) of applicant)

being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number
LI13_008167

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description B&M STORES, TAMAR VIEW INDUSTRIAL ESTATE, AVERY WAY, CARKEEL, SALTASH,			
Post town	CORNWALL	Postcode	PL12 6LD

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£635 application fee

Part 2 – Applicant details

Daytime contact telephone number	c/o 020 7580 5721		
E-mail address (optional)	c/o corinne.h@joelsonlaw.com		
Current postal address if different from premises address	The Vault Dakota Drive Estuary Commerce Park Speke		
Post town	Liverpool	Postcode	L24 8RJ

Part 3 - Variation

Please tick as appropriate

Do you want the proposed variation to have effect as soon as possible? ☒ Yes

☐
No

If not, from what date do you want the variation to take effect?

DD	MM	YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1) ☐ Yes ☒ No

Please describe briefly the nature of the proposed variation (Please see guidance note

To vary the hours for the sale of alcohol and opening from 07.00 to 22.00 hours Monday to Sunday.

[Note that the premises will at all times comply with relevant Sunday Trading legislation restricting store opening hours on a Sunday. The inclusion of Sunday opening/alcohol sales between 07.00 to 22.00 allows for flexibility, should there be any future change to Sunday Trading legislation]

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend:

Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Provision of regulated entertainment (Please see guidance note 3)	Please tick all that apply
a) plays (if ticking yes, fill in box A)	<input type="checkbox"/>
b) films (if ticking yes, fill in box B)	<input type="checkbox"/>
c) indoor sporting events (if ticking yes, fill in box C)	<input type="checkbox"/>
d) boxing or wrestling entertainment (if ticking yes, fill in box D)	<input type="checkbox"/>
e) live music (if ticking yes, fill in box E)	<input type="checkbox"/>
f) recorded music (if ticking yes, fill in box F)	<input type="checkbox"/>
g) performances of dance (if ticking yes, fill in box G)	<input type="checkbox"/>
h) anything of a similar description to that falling within (a), (f) or (g) (if ticking yes, fill in box H)	<input type="checkbox"/>

Provision of late night refreshment (if ticking yes, fill in box I) ☐

Supply of alcohol (if ticking yes, fill in box J) X

In all cases complete boxes K, L and M

J

Supply of alcohol Standard days and timings (please read guidance note 8)			Will the supply of alcohol be for consumption – please tick (please read guidance note 9)	On the premises	<input type="checkbox"/>
				Off the premises	x
				Both	<input type="checkbox"/>
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 6)		
Mon	07:00	22:00			
Tue	07:00	22:00			
Wed	07:00	22:00			
Thur	07:00	22:00	Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 7)		
Fri	07:00	22:00			
Sat	07:00	22:00			
Sun	07:00	22:00			

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 10).

NONE

Please tick as appropriate

- I have enclosed the premises licence ☒
- I have enclosed the relevant part of the premises licence ☐

If you have not ticked one of these boxes, please fill in reasons for not including the licence or part of it below

M Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 11)

All existing conditions and restrictions attached to the current Premises Licence in relation to the promotion of the licensing objectives will continue to be in effect and will apply to the provision of licensable activities as appropriate.

b) The prevention of crime and disorder

All existing conditions and restrictions attached to the current Premises Licence in relation to the promotion of the licensing objectives will continue to be in effect and will apply to the provision of licensable activities as appropriate.

c) Public safety

All existing conditions and restrictions attached to the current Premises Licence in relation to the promotion of the licensing objectives will continue to be in effect and will apply to the provision of licensable activities as appropriate.

d) The prevention of public nuisance

All existing conditions and restrictions attached to the current Premises Licence in relation to the promotion of the licensing objectives will continue to be in effect and will apply to the provision of licensable activities as appropriate.

e) The protection of children from harm

All existing conditions and restrictions attached to the current Premises Licence in relation to the promotion of the licensing objectives will continue to be in effect and will apply to the provision of licensable activities as appropriate.

Checklist:


Please tick to indicate agreement

- I have made or enclosed payment of the fee; or x
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy. ☐
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☐
- I understand that I must now advertise my application. x
- I have enclosed the premises licence or relevant part of it or explanation. x
- I understand that if I do not comply with the above requirements my application will be rejected. x

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

Part 5 – Signatures (please read guidance note 12)

Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	3 November 2017
Capacity	Joelson JD LLP Solicitors for and on behalf of the applicant.

Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent (please read guidance note 14). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 15)

Corinne Holloway
Joelson Solicitors
30 Portland Place

Post town	London	Post code	W1B 1LZ
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			
corinne.h@joelsonlaw.com			
