

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 5<sup>th</sup> October 2017 at 7.00 p.m.**

**PRESENT:** Councillors: R Bickford, J Brady, G Challen, C Cook, J Dent (Chairman), S Miller, M Parker, W Phillips, A Pinckney, J Rance, P Samuels, G Taylor, S Thorn, C Warrington, D Yates.

**ALSO PRESENT:** Reverend M Parkman, 3 Members of the public, P Thistlethwaite – CIC Chair, S Lennox-Boyd – Cornwall Councillor, 2 Members of the press, R Lane - Town Clerk, Mrs A-J Thomas – Senior Administration Officer.

**APOLOGIES:** 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.

### **301/17/18 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

The Senior Administration Officer declared that the meeting would be recorded.

### **PRAYERS**

Reverend Michelle Parkman led the prayers.

### **302/17/18 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. To consider dispensations required:

<b>Councillor</b>	<b>Agenda Item</b>	<b>Pecuniary/Non Pecuniary</b>	<b>Reason</b>
Bickford	13	Non Pecuniary	SRUG - Secretary

**303/17/18** 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.

**304/17/18** To note an on-going dispensation for Councillors Challen and Miller for Full Council and all associated Committees in relation to their roles as representatives of Saltash Town Council on the Chamber of Commerce.

It was **RESOLVED** to note.

**305/17/18** **CHAIRMAN'S REPORT**

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

**306/17/18** **MONTHLY CRIME FIGURES**

It was **RESOLVED** to note and that Devon and Cornwall Police be requested to provide separate statistics for criminal damage and arson. (Appendix B)

**307/17/18** **REPORT BY COMMUNITY ENTERPRISES PL12**

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

**308/17/18** **CORNWALL GATEWAY COMMUNITY NETWORK AREA REPORT FOR NOTING OR MATTERS ARISING**

It was **RESOLVED** to note.

**309/17/18** **QUESTIONS FROM THE PUBLIC**

A member of the public spoke expressing concern about the deterioration of the land and facilities at Saltpool.

The Chairman informed the member of the public that the land and facilities are the responsibility of Cornwall Council as owners.

Cornwall Councillor Lennox-Boyd informed the meeting that there is currently a GI4G improvement scheme underway for Cornwall Council owned land that incorporates works at Saltpool and other land within Saltash.

Councillor Brady informed the meeting that the STC GI4G Working Party are currently identifying and progressing potential improvement works at Saltmill with the GI4G Officer and that the Services Committee is working up an initiative to improve town wide environmental and facility standards.

The Chairman announced that agenda item 14 would be taken as the next item of business.

**310/17/18**    **s106**

a. Lidl

It was **RESOLVED** that:

1. The CIC be requested to consider the under spend for pop up shops and report to the next s106 meeting proposals for its committed use or return of the under spend to the fund.
2. To note that the Saltash Station underspend is committed within the ongoing programme of the development.
3. The War Memorial project be withdrawn, the under spend returned to the fund and any future project be funded by STC.
4. The fund be closed to any new requests for support.

b. Waitrose

To note the fund stands at circa £48K and the key date for this budget is commitment by 7<sup>th</sup> June 2019.

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

**311/17/18**    **MINUTES**

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

Following consideration of a request received from a member of the public to amend a minute of the Extraordinary Meeting held on 11th September 2017 and a vote that declined the request, the minutes of the meetings of the Town Council held on Thursday 7<sup>th</sup> September 2017, Monday 11<sup>th</sup> September 2017 and Tuesday 19<sup>th</sup> September 2017 were confirmed and signed as a correct record.

**312/17/18**     **MATTERS ARISING FROM THE MINUTES**

It was **RESOLVED** that all future questions submitted by the public are to be in writing and responded to in writing subject to a policy being established.

**313/17/18**     **FINANCE**

- a. To advise receipts and payments in August 2017.

It was **RESOLVED** to note.

- b. Urgent and essential works actioned by the Clerk under Financial Regulation 3.4 of the Town Council's Standing Orders.

None.

- c. To note that bank reconciliations up to 31<sup>st</sup> August 2017 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk.

It was **RESOLVED** to note.

**314/17/18**     **TO CONSIDER THE TENANCY AT WILL FROM CORNWALL COUNCIL FOR ALEXANDRA SQUARE PUBLIC CONVENIENCES**

It was **RESOLVED** to approve. (Appendix E)

**315/17/18**     **TO CONSIDER THE HEADS OF TERMS LEASE FROM CORNWALL COUNCIL FOR LONGSTONE PARK GARAGE AND STORE**

It was **RESOLVED** to approve. (Appendix F)

Councillor Warrington left the meeting.

**316/17/18**     **CORRESPONDENCE**

- a. Office of Police and Crime Commissioner – Councillor Advocate Scheme.

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

- b. Local Government Boundary Commission for England – Consultation on new division boundaries for Cornwall.

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

Councillor Warrington returned to the meeting.

**317/17/18 TO APPROVE 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 meetings of the Services Committee held on Wednesday 13<sup>th</sup> September 2017 and the Staffing Committee held on Tuesday 19<sup>th</sup> September 2017 were confirmed and signed as a correct record.

**318/17/18 TO APPROVE THE MINUTES OF THE FOLLOWING SUB 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 Business Strategy and Forward Planning Sub-Committee held on Monday 11<sup>th</sup> September 2017 and the Station Property Sub Committee held on Wednesday 27<sup>th</sup> September 2017 were confirmed and signed as a correct record.

**Business Strategy and Forward Planning Sub-Committee held on Monday 11th September 2017**

It was **RESOLVED** to:

1. Approve the plans for the Maurice Huggins Room utilising the LDF funding plus up to £6000 from reserves.
2. Approve the submission of an application to conduct the works to Cornwall Council for landlords consent.
3. Approve the submission of a planning application upon receipt of consent to conduct works from Cornwall Council.

**Station Property Sub Committee held on Wednesday 27<sup>th</sup> September 2017**

It was **RESOLVED** that the S106 group be requested to consider that any underspend of S106 funds at the end date of the fund be committed to the Saltash Station development project.

**319/17/18**     **TO RECEIVE THE NOTES AND RECOMMENDATIONS OF THE FOLLOWING WORKING PARTY**

The notes of the Civic Regalia Review Working Party held on Wednesday 20<sup>th</sup> September 2017 were confirmed and signed as a correct record. (Appendix I)

It was **RESOLVED** that:

1. Up to £1000 be allocated from reserves to fund the following:
  - a. The badge of office for the Deputy Mayor is mounted on a dark blue velvet collar.
  - b. The badge of office for the Deputy Mayoress remains on the current ribbon.
  - c. The Mayor's Consort badge of office that is currently used is:
    - i. Mounted on a velvet collar.
    - ii. The Senior Administration Officer researches the names of the Consorts who have worn the badge since 2000 and pins with their names and dates are added to the collar.

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

**320/17/18**     **TO CONSIDER A REQUEST FROM DIVERSE EVENTS TO USE THE TOWN COUNCIL PREMISES LICENCE FOR MAY FAIR AND SALTASH REGATTA**

It was **RESOLVED**:

1. To decline the request.
2. That STC will only receive applications from Saltash Community Groups to use its Premises Licence.

Councillor Bickford was invited and returned to the meeting.

**321/17/18**     **TO CONSIDER MAKING NOVEMBER 11<sup>TH</sup> AN ANNUAL CIVIC EVENT ORGANISED BY THE SALTASH ROYAL BRITISH LEGION**

It was **RESOLVED** to approve the Civic attendance of the Mayor at the event.

**322/17/18**     **TO NOTE THE RESIGNATION OF COUNCILLOR THORN AS REPRESENTATIVE ON SALTASH REGATTA COMMITTEE AND APPOINT A NEW REPRESENTATIVE**

It was **RESOLVED** to note and that Councillor Warrington be appointed.

**323/17/18**     **PILLMERE DEVELOPMENT – PROPOSED TRANSFER OF TWO PARCELS OF LAND**

It was **RESOLVED** to defer to the next meeting pending further information on the land.

**324/17/18**     **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.

- b. Applications for consideration:

**PA17/08030**

Mr Murphy - **Crannog House, Barkers Hill, St Stephens, PL12 4QB.**

Construction of 2 x 3 bedroom dwellings with double garages and new access drive.

**Ward: West**

Date received: 06.09.2017

**Pursuant to FTC 19.09.2017 Minute no. 292/17/18**

It was resolved to **DEFER** pending a site visit by all appropriate Planning Officers and Statutory Consultees with ward councillors due to a conflict of information received regarding paragraph 103 of the Local Plan.

It was **RESOLVED** to **NOTE** that the application has been withdrawn.

**PA17/08642**

Longmeadow Properties Ltd – **Land north east of Tamar View Nurseries, Carkeel, PL12 6PH.**

Residential development for 4 dwellings.

**Ward: North**

Date received: 20.09.2017

It was resolved to **RECOMMEND REFUSAL** due to:

1. The land being a critical drainage area.
2. No flood risk assessment has been conducted.
3. Highway safety.

c. Tree applications/notifications:

- i. Applications – None.
- ii. Notifications.

**PA17/08747**

M Knipe – **Dartana, Forder, PL12 4QR.**

Works to trees in a Conservation Area, namely remedial works to groups of trees G1, G2, and G3.

**Ward: West**

Date received: 20.09.2017

It was resolved to **RECOMMEND APPROVAL subject to agreement by the Tree Officer.**

- d. 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.

**325/17/18     CONSIDERATION OF LICENSE APPLICATIONS**

None.

**326/17/18     MEET YOUR COUNCILLORS:**

- a. Arrangements for future meetings

It was **RESOLVED** Councillors Dent, Phillips, Warrington and Taylor will attend the next meeting to be held on 7<sup>th</sup> October 2017 in Fore Street.

**327/17/18     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.

**328/17/18     CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**



**329/17/18 SALTASH LIBRARY**

It was **RESOLVED** that STC continue with an expression of interest and conduct further negotiations with Cornwall Council.

**330/17/18 TO CONSIDER A REQUEST TO MAKE MAY FAIR 2018 A CIVIC EVENT**

It was **RESOLVED** to defer the request pending further information on the request from the Mayfair Committee.

**331/17/18 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

**332/17/18 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

The Chairman informed members of an NHS Sprint Meeting being held at the Guildhall on Friday 6<sup>th</sup> October 2017.

**333/17/18 PRESS RELEASES**

None.

**334/17/18 DATE OF NEXT MEETING**

Tuesday 17<sup>th</sup> October 2017 at 6.15 p.m.

**335/17/18 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 9.26 p.m.

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

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