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**Agenda No. 6**

*Since the last meeting the Mayor has attended:*

Wednesday 8 <sup>th</sup> November	Placing the repaired statue of Brunel on Saltash Waterside.
Friday 10 <sup>th</sup> November	The Federation of Plymouth & District ex-Services Associations Remembrance Festival at Plymouth Pavillions.
Saturday 11 <sup>th</sup> November	Armistice Day two minutes silence on Fore Street.
Sunday 12 <sup>th</sup> November	Annual Remembrance Service & Parade Saltash Wesley Church and St. Nicholas & St. Faith Church War Memorial.
Monday 20 <sup>th</sup> November	The League of Friends of St. Barnabas Hospital AGM at St. Nicholas & St. Faith Church Rooms.
Saturday 25 <sup>th</sup> November	Saltash Sailing Club Annual Dinner Dance at the China Fleet Club, Saltash.
Wednesday 29 <sup>th</sup> November	Saltash & District Age Concern Social Club Christmas Lunch at Burraton Community Centre.
Thursday 30 <sup>th</sup> November	Saltash District Girlguiding Christmas Fayre
Friday 1 <sup>st</sup> December	Saltash Town Youth Council 25 <sup>th</sup> Anniversary Celebrations at Saltash Social Club.
Saturday 2 <sup>nd</sup> December	Christmas Bake-Off Event, The Bookshelf, Fore Street.
Saturday 2 <sup>nd</sup> December	Saltash Christmas Festival Lantern Parade, Fore Street.
Wednesday 6 <sup>th</sup> December	St. Luke's Hospital "Light Up A Life" Service Saltash Wesley Church.

*The Deputy Mayor has attended:*

Saturday 4<sup>th</sup> November

Saltash Rugby Club lunch and game against  
Bude RFC at Moorlands Lane, Saltash.

Saturday 4<sup>th</sup> November

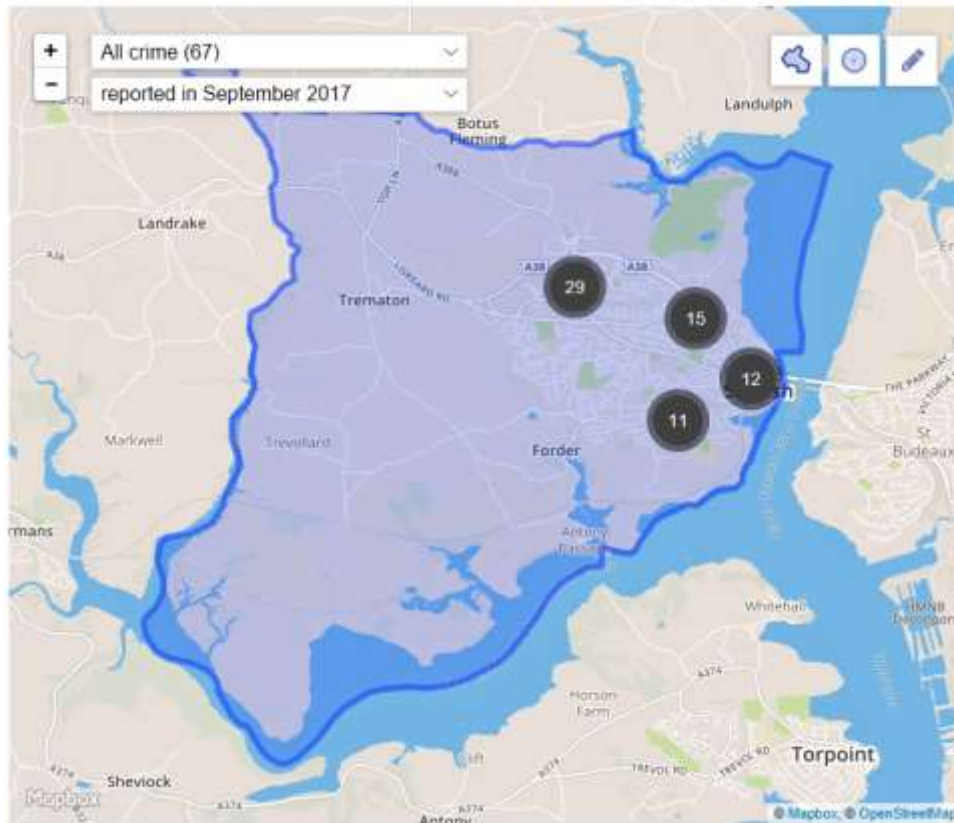
Kalan Gwav Festival at Warfelton Field,  
Saltash.

Saturday 25<sup>th</sup> November

Autumn Serenade Concert at Saltash  
Guildhall.

Saturday 2<sup>nd</sup> December

Saltash Christmas Festival Lantern Parade.

**Agenda No. 7****All crime (67)****Crime types**

- Anti-social behaviour (15)
- Bicycle theft (0)
- Burglary (3)
- Criminal damage and arson (6)
- Drugs (1)
- Other crime (1)
- Other theft (6)
- Possession of weapons (0)
- Public order (2)
- Robbery (0)
- Shoplifting (9)
- Theft from the person (0)
- Vehicle crime (6)
- Violence and sexual offences (18)

**Agenda No. 9****Notes**

<b>Meeting:</b>	Cornwall Gateway Community Network Panel
<b>Date:</b>	Tuesday 12 September 2017
<b>Time:</b>	6.30pm
<b>Location:</b>	Committee Room, Torpoint Town Council

<b>Present</b>	<b>Title/Representing</b>
Derek Holley	Cornwall Councillor – Saltash East (Chairman)
Sheila Lennox-Boyd	Cornwall Councillor – Saltash North
Hilary Frank	Cornwall Councillor – Saltash South
Jesse Foot	Cornwall Councillor – St Germans and Landulph
Gary Davis	Cornwall Councillor – Torpoint East
John Crago	Cornwall Councillor – Torpoint West
John Tivnan BEM	Torpoint Town Council
Jean Dent	Mayor of Saltash, Saltash Town Council
Trevor Aughey	Botus Fleming Parish Council
Nicky Roberts	Millbrook Parish Council
Nigel Witton	St Germans Parish Council
Steve Barnes	St Germans Parish Council
Diana Lester	Sheviok Parish Council
Chris Wilton	Chairman, Maker with Rame Parish Council
Martin Worth	Chairman, Landulph Parish Council
Inspector Julian Morris	Sector Inspector, Devon and Cornwall Police
Tim Fleckney	Member of Public
Nigel May	Member of Public
Tish Roberts	Programme Manager, Superfast Cornwall (min no 4)
Simon Mould	Head of Community Safety and Localism, Cornwall Council
Catherine Thomson	Community Link Officer, Cornwall Council
Lisa Grigg	Communities Support Assistant, Cornwall Council
<b>Apologies for absence:</b>	
Cornwall Councillor George Trubody (Rame Peninsula)	
Cornwall Councillor Sam Tamlin (Saltash West)	
Paul Walker – Service Director, Resilient Cornwall, Cornwall Council	
Tony Parry – Saltash CIC	

<b>Item</b>	<b>Key/Action Points</b>	<b>Action by:</b>
<b>1.</b>	<b>Welcome and Introductions</b> Cornwall Councillor Derek Holley, Chairman of the Community Network Panel welcomed all presented and invited everyone to introduce themselves.	
<b>2.</b>	<b>Public Participation</b> Mr Fleckney spoke under agenda item 3; Air Quality in Tideford.  Mr May spoke under agenda item 4; Superfast Cornwall.	

3.	<p><b>Cornwall Gateway Community Network Panel Priorities</b></p> <p><b>Air Quality in Tideford</b></p> <p>Catherine Thomson (CT), Community Link Officer reported that the Network Panel agreed at its previous meeting to consider air quality as one of its priorities. It was agreed that a local Focus Group would be established to work collectively on this issue.</p> <p>CT updated that a meeting with key partners including Cornwall Council, St Germans Parish Council and Highways England took place in August. It was recognised that there needed to be a partnership approach and agreed that a working group would be formed. St Germans Parish Council will be the lead organisation and will formally invite key organisations to join the working group and will arrange future meetings.</p> <p>The group will look further at potential solutions and investment opportunities. Outcomes will feed into the work and consultations already underway to develop the Highways England Road Investment Strategy (RIS) covering the period post 2020.</p> <p>Councillor Witton highlighted that there is an objective as part of the RIS, to look not only at Tideford but the section of road stretching from Marley Head through the Glynn Valley to Bodmin.</p> <p>It was queried whether other affected neighbouring Councils should be invited to join the group. In response, CT explained there is a wider A38 issue and that there is likely to be a separate action group which will run in parallel with the Tideford group.</p> <p>Mr Fleckney referred to a complaint made to Cornwall Council, and subsequently with the Local Government Ombudsman, that the action by Cornwall Council in announcing consideration of compulsory purchasing devalued his property. The decision of the Ombudsman found the property had devalued but this was not due to Cornwall Council declaring the area as an Air Quality Management Area which legally it was obliged to do. However, Cornwall Council was found to be at fault on inadequate consultation on the Clean Air for Cornwall Strategy and revised Action Plan.</p> <p>It was agreed that the Tideford air quality issue will be an agenda item for future Panel Meetings.</p>	CT
4.	<p><b>Superfast Cornwall Update</b></p> <p>Tish Roberts, Project Manager for Superfast Cornwall was welcomed to the meeting. Tish gave an update on the current position with the project and the next phase. Please see full update attached to these notes.</p> <p>Tish outlined that there are 15,825 premises registered in the Cornwall Gateway network area. 624 premises are getting less than 15mbps and 886 premises less than 30mbps.</p> <p>A number of weak areas were highlighted by panel members. An indicative list of postcodes which could be feasible for an upgrade will be published by Superfast Cornwall by the end of September.</p> <p>Tish explained that it is not possible to set any priorities for individual areas. With such large numbers of premises and businesses that could</p>	

	<p>benefit from an upgrade, the roll out of the programme needs to be determined by a financial/engineering model that provides value for money by maximising the number of premises upgraded.</p> <p>Tish highlighted that for properties not included in the upgrade areas, there will be a grant scheme available for residents to apply for up to £1700 to connect their property in another way e.g. mobile connection or satellite. Details of the scheme are still being finalised but it is expected to be launched in January 2018.</p> <p><i>Questions and Answers</i></p> <p><b>Q.</b> What is the definition of 'Superfast'?</p> <p><b>A.</b> 30mbps and below.</p> <p><b>Q.</b> How will people know if their property is included in the upgrade area?</p> <p><b>A.</b> Superfast Cornwall will publish a list of all the postcodes on their website by the end of September. A notification postcard will also be sent to the properties concerned. An update will also be sent to the Community Link Officer to circulate.</p> <p><b>Q.</b> How can I check the speed of my broadband connection?</p> <p><b>A.</b> Through the BT Performance Test website;  <a href="https://www.bt.com/help/home/broadband/speedtest/">https://www.bt.com/help/home/broadband/speedtest/</a></p> <p><b>Q.</b> We are currently running on copper wire on a 2mile stretch from the exchange. There is continual disruption to the service due to lines being in isolated rural areas and being affected by trees etc. Other rural areas must experience similar problems. What contact have you got with BT and Open Reach to maintain a decent copper wire service let alone Superfast?</p> <p><b>A.</b> We manage the tender on behalf of Cornwall Council. We record all issues reported to us from members of the public which we escalate to BT. We acknowledge the old technology is working at capacity but there is only a limited amount of funding available.</p> <p>TR to provide Mr May with the detailed exchange map for Tideford to Quethiock.</p> <p>Simon Mould, Head of Community Safety and Localism, Cornwall Council highlighted the importance of engaging with all customers. As part of the National Customer Service and Get On Line Week, Cornwall Council will be promoting its services and showing customers how to access them online with volunteers at various locations to speak to customers and give demonstrations.</p>	<b>TR</b>
<b>5.</b>	<p><b>Strengthening Community Networks</b>  Please see presentation attached.</p> <p>CT reported that at the Cabinet Meeting held on the 6<sup>th</sup> September, proposals to strengthen Community Networks were agreed. A summary of the proposals were circulated. Please see copy attached to these notes. The proposals will be introduced in stages over the next few months and there will be further engagement through the Community Network Panels (CNPs) and the proposed Localism Summits.</p> <p>As part of the proposals, representatives from the Council Leadership Team</p>	



<p>(CLT) have been appointed to CNPs. CT introduced Simon Mould (SM), Head of Community Safety and Localism who was representing Paul Walker, Director of Resilient Cornwall.</p> <p>CT outlined the proposed improvements to be implemented between September-December 2017 and sought views from the panel;</p> <p><b>Frequency of Meetings</b> Panel agreed to continue with the current arrangement of quarterly meetings with the AGM forming part of one of the four meetings.</p> <p><b>Member Feedback and Town and Parish Council Updates</b> Panel agreed that CT/LG will ask for any feedback/updates from Members and Town and Parish Councils in advance of the panel meetings. The list of issues will then be circulated with the agenda. There will be a 15-minute agenda item for anyone to ask questions.</p> <p><b>Town and Parish Council Presentations</b> Panel agreed that Town and Parish Councils can notify CT/LG if they have any specific issues they would like added to CNP agendas.</p> <p><b>Partner Updates</b> Panel agreed to continue with the current arrangement of inviting the police to attend CNP meetings. Panel also agree to continue inviting other partners as and when relevant depending on issues being discussed.</p> <p><b>Geography</b> The Panel considered the proposals and suggested;</p> <ul style="list-style-type: none"> <li>• <b>Geographical sub-groups</b> – formalise the Rame Cluster.</li> <li>• <b>Cross-CNA task and finish groups</b> – A38.</li> <li>• <b>Joint meetings of CN Panels</b> – if the need arises.</li> </ul> <p><b>Community Chest 'Celebration/Cheque Presentations' at CNP Meetings</b> The Panel considered this was a role for individual Councillors rather than the CNP.</p> <p><b>Local Reporting Lines</b> Each CNP is asked to consider if they need to take any steps to improve reporting links with local partnership bodies. The panel felt that this would be addressed through the priority setting process.</p> <p>The panel generally welcomed the proposals as a positive step forward as it gives more weight and recognition to the CNPs.</p> <p>SM explained that in relation to Highways, it is proposed that CNPs are the local key point of contact for engagement and consultation for major capital transport schemes in or affecting their CNA. It is also proposed that CNPs can make recommendations to the Portfolio Holder for Transport on the prioritisation of transport schemes. A Task and Finish Group has been established to develop a process for this. The proposed process will be reported back to Cabinet Members and final arrangements will be agreed in consultation with CNPs.</p> <p>It was queried whether CNPs would be able to employ external contractors if they had their own budgets. SM to follow up and report back.</p>	<p>CT/LG</p> <p>SM</p>
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	With proposals to introduce more powers, it was queried what additional resources will be given to Community Networks. SM explained that options are being explored including additional staff resources, looking at how best to utilise links to emergency management, changing organisational structures to align with CNAs, introducing CLT representatives to support CNPs and working with colleagues to assign key service contacts to CNPs.	
<b>6.</b>	<p><b>Update from Sector Inspector Julian Morris, Devon and Cornwall Police</b></p> <p>Inspector Morris was welcomed to the meeting. He reported that there has been an 18% increase in recorded crime in the last 12 months. 2908 crimes were reported in the network area (an increase of 8 crimes per week) with 900 occurring in the Saltash area and 570 in the Torpoint area. However, it was explained that this is a national trend and is due to a change introduced by HIMC in 2015 in how historical crimes are recorded.</p> <p>Since 2009, the police force has managed to save £54million and seen a reduction in police officers from 3500 to 2900. However, the force still has to make a further £9million in savings.</p> <p>The Police and Crime Commissioner has released a significant sum from reserves to increase the number of operational officers over the next four years. In addition, there will be a team of police staff who will directly support front line policing e.g. taking witness statements over the telephone. This is expected to free up a significant amount of police officer hours.</p> <p>In order to achieve this, the Chief Constable proposes to make a significant reduction to the number of PCSOs. It is expected that this will be through other employment opportunities in the force and through voluntary redundancies.</p> <p>There are currently 13 PCSOs for the whole of the East Cornwall sector. By the end of November 2017, this will be reduced to 8. There will be 2 PCSOs covering Saltash and 1 for Torpoint. There will be a Sergeant and Neighbourhood Beat Manager for each station and 6 PCs covering the 4 stations (Saltash, Torpoint, Liskeard and Looe).</p> <p>Whilst staff numbers are reducing, there are no plans to close any stations in the 4 towns. Saltash has just undergone a refurbishment, there are plans to redevelop Torpoint, Looe is looking to co-locate with the Fire Service and there is a meeting in the near future to discuss plans for Liskeard.</p> <p>Inspector Morris was thanked for his attendance and valuable input. The Chairman advised that for future meetings the Police item will be moved to be beginning of the agenda.</p>	<b>LG</b>
<b>7.</b>	<p><b>Start time of meetings</b></p> <p>The Chairman advised that a request has been received from a Member for meetings to start at a later time. The network panel considered the request but felt that meetings should continue to start at 6.30pm.</p>	
<b>8.</b>	<p><b>Supporting CNA Parish Council representatives</b></p> <p>The Chairman issued an invitation to the Parish Councils within the network area and asked if they could advise if they would like him to attend any</p>	<b>ALL</b>

	future meetings so that he can introduce himself as the recently appointed Chairman of the CNP. The importance of the network panels would also be highlighted and the value of attendance at meetings.	
<b>9.</b>	<p><b>Neighbourhood Plan Updates – open discussion</b></p> <p><b>Saltash</b> – Plan is in the process of being written and progress is being made.</p> <p><b>Botus Fleming</b> – Nearly completed the evidence gathering. Now looking at drafting policies but feeling under resourced. CT advised that there is an Engagement Officer, based within Cornwall Council's Planning and Sustainable Development Team who can offer support and guidance to groups. CT to arrange contact between Zoe Bernard-John (Engagement Officer) and Councillor Aughey.</p> <p><b>Rame Peninsula</b> – Approved by referendum held on the 4<sup>th</sup> May 2017.</p> <p><b>St Germans</b> – On hold. Awaiting outcome of legislative changes before revisiting.</p> <p><b>Torpoint</b> – Working on feedback received from Cornwall Council following informal submission. Considerable amount still to be done. Zoe Bernard John is assisting the group.</p> <p>Councillor Davis understood there was a review of Central Government assistance available to Neighbourhood Development Plan Groups. SM to follow up and report back.</p> <p><b>Landulph</b> – Progress being made. Looking towards formal submission in 2018.</p>	<p><b>CT</b></p> <p><b>SM</b></p>
<b>10.</b>	<p><b>Notes of the last meeting</b></p> <p>The notes of the last meeting held on Tuesday 27<sup>th</sup> June were agreed as an accurate record.</p>	
<b>11.</b>	<p><b>Urgent Items</b></p> <p><b>Devolution</b> The Chairman referred to delays in progressing devolution projects and asked SM if there were plans to provide additional resources. SM acknowledged there were delays but explained that there were currently 62 'live' projects with varying complexities and only a small team to administer the process. Work was currently being done to develop a prioritisation mechanism and a clear agreed process. Details will be circulated to CNPs. SM advised that he would also be willing to attend the next CNP meeting and provide an update.</p> <p><b>Transport</b> Transport Access People (TAP) arrange door-to-door transport for people who have difficulty accessing other forms of public transport. They specialise in non-emergency healthcare appointments, trips to the library, memory cafes, meeting friends for lunch and shopping excursions. Please see poster attached to these notes for further details.</p> <p><b>Customer Services and Get On Line Week – 2<sup>nd</sup>-8<sup>th</sup> October</b> A variety of events are taking place to interact with customers and</p>	<b>SM</b>

	encourage them to 'try one new thing'. This may be booking a train or bus ticket, looking at a timetable or accessing a council service. The aim being to encourage people to do something different to help them experience the financial, social, entertainment and health benefits the internet offers. Please see poster attached for further details.	
<b>12.</b>	<b>Dates of meetings for 2017</b> <ul style="list-style-type: none"> <li><b>Wednesday 6<sup>th</sup> December</b> - venue to be confirmed.</li> </ul> <u>The meeting closed at 9.05pm</u>	<b>ALL/ LG</b>

**Contact Officers:**  
If you have any queries about the Community Network Panel, please contact:

Name	Role	Telephone	Email
Catherine Thomson	Community Link Officer	07769 724877	<a href="mailto:catherine.thomson@cornwall.gov.uk">catherine.thomson@cornwall.gov.uk</a>
Lisa Grigg	Communities Support Assistant	01726 223604	<a href="mailto:lisa.grigg@cornwall.gov.uk">lisa.grigg@cornwall.gov.uk</a>

**Website:** <http://www.cornwall.gov.uk/community-and-living/communities-and-devolution/community-networks/cornwall-gateway/>

**Agenda No. 11 : Minutes for Approval**

DRAFT Full Town Council Minutes 2<sup>nd</sup> November 2017 – Please see website.

DRAFT Town Council Minutes 21<sup>st</sup> November 2017 – Please see website.

DRAFT Town Council Minutes 5<sup>th</sup> December 2017 – Please note that following the Meeting these Minutes will be on the website.

**Agenda No. 13****INCOME AND EXPENDITURE FOR OCTOBER 2017**

Oct-17

**Income**

Accounts	Details	Net	VAT	Gross	\$106
Allotment income		£9.99	£0.00	£9.99	
Barclay	Loyalty Reward period 14 Aug - 12 Sep 17	£8.12	£0.00	£8.12	
Guildhall Booking		£836.00	£0.00	£836.00	
Mooring income		£920.00	£0.00	£920.00	
Burial Fees	Pendelly Funeral Service	£4,584.00	£0.00	£4,584.00	
Photocopying Fees		£23.09	£0.00	£23.09	
Public Sector Deposit Fund	Interest on investment	£28.80	£0.00	£28.80	

Oct-17

**Payments**

Accounts	Details	Net	VAT	Gross	\$106
Bank charges	Period 14 Aug - 12 Sept 17	£15.43	£0.00	£15.43	
Barclays charges	Commission charges 14/08-12/09/17	£32.47	£0.00	£32.47	
Brandon Hire	Hire of Anti-climb Fence Panels	£39.60	£7.92	£47.52	
British Gas Business	Electric bill for Belle Vue Car park	£83.77	£3.18	£86.95	
British Gas Business	Electric bill for Fore Street	£221.27	£11.06	£232.33	
Business Card Commercial	Card fee - Sept 17	£64.00	£0.00	£64.00	
Business Card Commercial	Books	£126.33	£0.00	£126.33	
Business Card Commercial	Stationery	£8.57	£1.71	£10.28	
Business Card Commercial	DVLA Vehicle tax	£242.50	£0.00	£242.50	
CF Corporate Finance Ltd	Lease Rental -Photocopier	£500.00	£100.00	£600.00	
Consortium	Various Stationery for Guildhall	£210.53	£42.11	£252.64	
Cormac Solution	Maintenance of toilets Aug 17	£439.91	£87.98	£527.89	
Cormac Solution	Traffic management for Remembrance Day	£70.00	£14.00	£84.00	
Corner Stone	Love Saltash November edition	£300.00	£60.00	£360.00	
Cornwall Council	Rates October 17-Guildhall	£739.00	£0.00	£739.00	
Cornwall Council	Rates -Waterside Toilets	£70.00	£0.00	£70.00	
Cornwall Pension Fund	Pension payment October 17	£4,278.53	£0.00	£4,278.53	
Credit Card charge		£4.80	£0.00	£4.80	
Credit Card Payment		£443.11	£0.00	£443.11	
Crown Copiers Ltd	Photocopier Charges	£138.13	£27.63	£165.76	
D.C.Ryland	Watering hanging baskets for 8 weeks @£170	£1,170.00	£0.00	£1,170.00	
Dainton G S Ltd	Anti vandal cabins - Septem 17	£132.87	£26.57	£159.44	
Dainton G S Ltd	24' Anti vandal cabin Octob 17	£132.87	£26.57	£159.44	
DB Autos Ltd	Ford transit YA11SVY & trailer	£10,229.60	£2,045.92	£12,275.52	
DCK Accounting Solution Ltd	Consultancy on 11/09/17	£591.48	£118.30	£709.78	
Diverse Events	Remembrance Sunday paperwork	£50.00	£0.00	£50.00	
DLJ Electrical	Guildhall -replacement of tubes light in reception	£25.00	£0.00	£25.00	
Dorset Devon & Cornwall CRC	Community Payback grass cutting Aug, Sept 17	£746.67	£149.33	£896.00	
EDF-UMS	Unmetered supply	£69.33	£3.47	£72.80	
EE & T-mobile	Mobile Phone Charges	£82.13	£16.43	£98.56	

Efficient Comms Ltd	Business Line Rental Oct 17	£47.09	£9.42	£56.51	
EON	Electricity bill for Guildhall 14/08-14/09/17	£395.31	£79.06	£474.37	
EON	Electricity bill for Cemetery 14/08-14/09/17	£26.33	£1.32	£27.65	
Geoff Peggs	Guildhall external repair & decorating	£2,083.83	£416.77	£2,500.60	
Glendale Grounds Management	Ground maintenance-September 17	£1,403.91	£280.78	£1,684.69	
Hays Recruitment Experts	w/e 13/10/17	£406.00	£81.20	£487.20	
HMRC	PAYE payment for October 17	£3,829.77	£0.00	£3,829.77	
IRQ Systems Ltd	Setting computer & printer at Belle Vue	£1,337.00	£267.40	£1,604.40	
IRQ Systems Ltd	Network maintenance	£306.90	£0.00	£306.90	
Jackman Peckover	Works on Guildhall heating system	£2,107.25	£421.45	£2,528.70	
Micheal Spiers	Repairs to Mayor's chain	£215.00	£0.00	£215.00	
Park Signs	Replacement locks for noticeboards	£399.10	£79.82	£478.92	
Petty cash top up	Bank transfer	£50.03	£0.00	£50.03	
Saltash Chamber of Commerce	Parking Refund Scheme - Christmas Festival	£1,942.90	£0.00	£1,942.90	S106 LIDL
Saltash Community Flood Forum	Refund of booking fees	£144.00	£0.00	£144.00	
Saltash DIY shop	Supply of tools & materials	£600.47	£120.09	£720.56	
Saltash Window Cleaners	Guildhall	£45.00	£0.00	£45.00	
Screwfix	Trimmer line, 96 hooks	£114.98	£23.00	£137.97	
South West Water	Supply for Allotments Fairmead	£87.03	£0.00	£87.03	
South West Water	Water & sewerage charges 26/08-23/09/17 -Guildhall	£128.65	£0.00	£128.65	
South West Water	Belle Vue toilets 17/08-30/09/17	£54.61	£0.00	£54.61	
Staff Salaries	October 2017	£15,527.59	£0.00	£15,527.59	
UK Fuel	Petrol for wardens - Sept bill	£52.98	£10.60	£63.58	
Vaughtons	STC illuminated scroll	£673.35	£134.67	£808.02	
West Country Embroidery	Staff working clothes	£202.25	£40.45	£242.70	
West Country Skip Hire	Skips hire for the Station	£919.70	£183.94	£1,103.64	
Westcare	Stationery	£21.87	£4.37	£26.24	
Western Web Ltd	Adding of Archive to Website	£45.00	£9.00	£54.00	

**Agenda No. 14a**

Dear Mr Lane,

**Making of Definitive Map Modification Order  
Wildlife and Countryside Act 1981 – Section 53**

**The Cornwall Council (Addition of Footpaths at Babis Lane and Town Quay in  
the Parish of Saltash) Modification Order 2017**

The abovementioned Order was made by Cornwall Council on 16 November 2017. As required by Schedule 15 Paragraph 11(1), (2) and (3) to the Wildlife and Countryside Act 1981, Cornwall Council hereby gives notice of the making of the order.

A copy of the required notice and a copy of the Order as made are enclosed. Please note that any representations about or objections to the Order must be submitted to the Council in the manner specified in the notice to be received not later than 5 January 2018.

A Statement of Reasons in respect of the Order that explains the Council's decision to make a Definitive Map Modification Order is enclosed.

Yours sincerely

*Jon Rowell*

Jon Rowell  
Countryside Access Records Officer  
**Environment Service**  
Tel: 0300 1234 202  
Email: [jarowell@cornwall.gov.uk](mailto:jarowell@cornwall.gov.uk)



Cornwall Council, Countryside Service,  
Pydar House, Pydar Street, Truro,  
Cornwall TR1 1XU

Tel: 0300 1234 202 [www.cornwall.gov.uk](http://www.cornwall.gov.uk)





## NOTICE OF MODIFICATION ORDER

## SECTION 53 OF THE WILDLIFE AND COUNTRYSIDE ACT 1981

## CORNWALL COUNCIL

## THE DEFINITIVE MAP AND STATEMENT FOR THE FORMER DISTRICT OF CARADON

## THE CORNWALL COUNCIL (ADDITION OF FOOTPATHS AT BABIS LANE AND TOWN QUAY IN THE PARISH OF SALTASH) MODIFICATION ORDER 2017

To: Mr Raymond Lane

Of: Clerk to Saltash Town Council  
The Guildhall  
12 Lower Fore Street  
Saltash  
Cornwall  
PL12 6JX

The above order made on 16 November 2017 if confirmed as made, will modify the definitive map and statement for the area by:

(i) Adding a length of Public Footpath in the Parish of Saltash commencing at Unclassified Road U6164 Babis Lane approximately 30 metres north-west of '31 Coombe Road' at Ordnance Survey Grid Reference (OSGR) SX 4278/5848 shown as point 'A' on the attached Order map then continuing in a generally southerly then south-easterly direction for a distance of 39 metres terminating at the foreshore approximately 19 metres south-south-west of '31 Coombe Road' at OSGR SX 4280/5845 shown as point 'B' on the attached Order map.

(ii) Adding a length of Public Footpath in the Parish of Saltash commencing at the foreshore approximately 18 metres south-east of 'The Jetty' at Ordnance Survey Grid Reference (OSGR) SX 4318/5852 shown as point 'C' on the attached Order map then running in a generally north-easterly direction for a distance of 149 metres to a junction with another footpath to be added by this Order approximately 27 metres north-east of 'Waterside Bungalow' at OSGR SX 4327/5864 shown as point 'D' on the attached Order map then running in a north-westerly direction for a distance of 8 metres terminating at the Footway approximately 28 metres north-north-east of 'Waterside Bungalow' at OSGR SX 4326/5864 shown as point 'E' on the attached Order map.

(iii) Adding a length of Public Footpath in the Parish of Saltash commencing at another footpath to be added by this Order approximately 27 metres north-east of 'Waterside Bungalow' at OSGR SX 4327/5864 shown as point 'D' on the attached Order map then running in a generally easterly direction for a distance of 19 metres terminating at the entrance to Saltash Sailing Club approximately 42 metres north-east of 'Waterside Bungalow' at OSGR SX 4329/5863 shown as point 'F' on the attached Order map.

Further copies of the order as made and the order map have been placed and may be seen free of charge at the Offices of Cornwall Council at Saltash Library and One Stop



Shop, Callington Road, Saltash, PL12 6DX from 9.30 am to 5.00 pm on Mondays, Tuesdays and Thursdays and from 10.00 am to 1.00 pm on Saturday and at the Truro Information Service, Pydar House, Pydar Street, Truro, TR1 1XU from 9:00 am to 5:00 pm on Mondays to Fridays inclusive (Public and Bank Holidays excepted). Copies of the Order and map may be bought there, at the price of £5.00.

Any representation about or objection to the Order must be sent in writing to the Countryside Access Team Leader, Cornwall Council, Pydar House, Pydar Street, Truro, TR1 1XU (quoting Reference WCA 436) not later than 5 January 2018, stating the grounds on which they are made. If no representations or objections are duly made to the order, [or to any part of it], or if any so made are withdrawn, the Cornwall Council, instead of submitting the order to the Secretary of State [(or part of it if the authority has by notice to the Secretary of State so elected under paragraph 5 of Schedule 15 to the Wildlife and Countryside Act 1981)] may itself confirm the order [(or that part of the order)]. If the order is submitted to the Secretary of State (in whole or in part) any representations or objections which have not been withdrawn will be sent with it.

Dated: 24 November 2017

**Paul Masters**  
**Strategic Director for Neighbourhoods**

**ENVIRONMENT SERVICE, COUNTRYSIDE ACCESS TEAM****STATEMENT OF REASONS****WILDLIFE & COUNTRYSIDE ACT 1981 SECTION 53****THE CORNWALL COUNCIL (ADDITION OF FOOTPATHS AT BABIS LANE AND TOWN QUAY IN THE PARISH OF SALTASH) MODIFICATION ORDER 2017**

**THIS STATEMENT DOES NOT FORM PART OF THE ORDER**

**FILE REF: WCA 436**

Under the Wildlife & Countryside Act 1981, local authorities have a statutory duty to keep the definitive map and statement under continuous review and under Section 53(2)(b) by Order make such modifications to the definitive map and statement as appear to be requisite in consequence of the occurrence of events.

After assessing the available evidence The Council is satisfied there is sufficient evidence to meet the tests for an event in *Section 53(3)(c)(i)* of the Act and has made an Order to add Public Footpaths in the Parish of Saltash.

Notice of the Order has been advertised on the site in question and in the local press. This provides an opportunity for the public to make representations or objections to the proposed change. This statement has been prepared to explain the Council's grounds for making the Order which are set out below:

**THE COUNCIL'S REASONS FOR MAKING AN ORDER**

***Section 53(3)(c)(i) The discovery of evidence of a hitherto-unrecorded right of way*** Before making an order the surveying authority must have discovered evidence which (when considered with all other relevant evidence available to the authority) shows that a right of way subsists, or has been reasonably alleged to subsist.

- Cornwall Council has discovered evidence of deemed dedication at statute under Section 31 of the Highways Act 1980. This evidence is sufficient to show that public footpaths between points A-B, points C-E and points D-F on the Order map are reasonably alleged to subsist and that the map and statement should be amended accordingly.



**HOW THE EVIDENCE MEETS THE TESTS FOR THE INFERENCE OF DEDICATION AT SECTION 31 OF THE HIGHWAYS ACT 1980:**

*Section 31 sets out a test for the statutory inference of dedication 'where a way over any land, other than a way of such a character that use of it by the public could not give rise at common law to any presumption of dedication, has been actually enjoyed by the public as of right and without interruption for a full period of 20 years, the way is to be deemed to have been dedicated as a highway unless there is sufficient evidence that there was no intention during that period to dedicate it'.*

- In regard to the claim for the footpath shown between points A-B, points C-E and points D-F on the Order map, Cornwall Council as the relevant surveying authority has considered evidence of use on foot against the following required criteria:
  - that the public right of way has been shown to follow a defined route and is not an area over which the public have wandered to establish multiple alternative routes;
  - that 'actual enjoyment' of the way has been shown over a period of 20 years sufficient to demonstrate use by the public;
  - that use has been by the public at large, not simply by a class of people such as employees in exercise of access to a workplace, or customers accessing a business;
  - that use has been 'without interruption' for the full period of 20 years;
  - that use has been 'as of right' without force, secrecy or permission;
  - that for the purposes of calculating a 20 year period retrospectively the submission of an application in 2001 shall be taken as the date when the public's right to use the way was 'brought into question';
  - that there is no relevant evidence of a landowner's negative intention to dedicate represented with an overt contemporaneous act by way of erecting a notice, evidence to show a gate has been locked, or lodging a declaration under Section 31(6) of the Highways Act 1980 to bring to the attention of the public their contrary intention.
- In respect of evidence of use of the route on foot between points A-B, points C-E and points D-F on the Order map the Council has concluded all the tests have been met sufficient to show the way has been used as of right for the relevant 20 year period before rights were brought into question and therefore has been dedicated as a public footpath.
- While the available evidence of use by the public on foot between points B-C on the Order map, which was also included in the application claiming rights in 2001, was no different from use over the sections of path to be added by this Order, on balance the Council considered this was not of a character that public use could give rise under Section 31 of the Highways Act 1980, or at common law, to the presumption of dedication. This was due to the nature of topography over the alleged way. In addition to numerous obstructions in the form of boathouses, boats and mooring ropes, there is no clearly defined path, partly at least, as a consequence of the foreshore being under considerable depth of water and inaccessible for long periods around high tide. With the surface of the foreshore constantly changing over time, there is evidence on the ground that indicates users will have deviated from the path they claimed to have used, but no physical evidence to demonstrate that they used the same path consistently and have not, given the nature of the area and underfoot, wandered at large.

- In respect of the route between points B-C on the Order map the Council has concluded all the tests have not been met meaning the evidence is insufficient to show a way has been used as of right for the relevant 20 year period before rights were brought into question and therefore this has not been dedicated as a public footpath.

#### **GROUND ON WHICH REPRESENTATIONS AND OBJECTIONS MAY BE MADE UNDER WILDLIFE & COUNTRYSIDE ACT 1981 SECTION 53**

The right of objection to an order is a statutory right, but it should be exercised in a reasonable manner. Definitive map modification orders do not create new rights. Relevant representations or objections are those based on evidence of the existence or non-existence of rights, evidence that shows a path does or does not exist. Representations or objections to a definitive map modification order adding, upgrading or removing a way to the map which concern privacy, suitability, desirability, damage or the safety of users or landowners, or which claim that new rights are being created are not relevant to the existence of public rights of way.

The order will come into effect only after it has been confirmed. Making and advertising the order simply provides an opportunity for representations or objections to be made.

A report containing the evidence upon which the determination was based is available for consultation under file reference WCA 436 on the Cornwall Council website at the following address:

<http://www.cornwall.gov.uk/environment-and-planning/countryside/public-rights-of-way/definitive-map-and-statement/dmmo-reports/>

Alternatively, a redacted version of the report can be viewed by appointment at Pydar House, Pydar Street, Truro, TR1 1XU. To make an arrangement to view a copy of the report, or to discuss your concerns about this order, please contact Jon Rowell, Countryside Access Records Officer at the address above; Tel: 0300 1234 202; E-mail: 'jarowell@cornwall.gov.uk'

**DATE OF DOCUMENT**  
**24 November 2017**

## CORNWALL COUNCIL

## WILDLIFE AND COUNTRYSIDE ACT 1981

DEFINITIVE MAP AND STATEMENT OF PUBLIC RIGHTS OF WAY FOR THE  
FORMER CARADON DISTRICT AREATHE CORNWALL COUNCIL (ADDITION OF FOOTPATHS AT BABIS LANE AND  
TOWN QUAY IN THE PARISH OF SALTASH) MODIFICATION ORDER 2017

This Order is made by Cornwall Council under section 53(2)(b) of the Wildlife and Countryside Act 1981 ('the Act') because it appears to that authority that the definitive map and statement of public rights of way for the former Caradon District area require modification in consequence of the occurrence of an event specified in Section 53(3)(c)(i) of the Act, namely the discovery of evidence which (when considered with all other relevant available evidence) shows that a right of way which is not shown in the map and statement subsists or is reasonably alleged to subsist over land in the area to which the map relates.

The Cornwall Council hereby order that:

1. For the purposes of this order the relevant date is 06 September 2017.
2. The Definitive Map and Statement of Public Rights of Way for the former Caradon District area shall be modified as described in Part I and Part II of the Schedule and shown on the maps attached to the Order.
3. This order shall take effect on the date it is confirmed and may be cited as, 'The Cornwall Council (Addition of Footpaths at Babis Lane and Town Quay in the Parish of Saltash) Modification Order 2017'.

GIVEN under the Common Seal of The Cornwall Council this 16<sup>th</sup> day of November 2017.

EXECUTED as a Deed by affixing  
THE COMMON SEAL of  
THE CORNWALL COUNCIL  
In the presence of :-



Authorised signatory

Jonathan Steeman  
Senior Legal Officer  
Legal Services  
CORNWALL COUNCIL




050083

I Certify that this is a proper copy  
of the Order as it was:

MADE BY CORNWALL  
COUNCIL

Signed: 

Date: 16<sup>th</sup> November 2017 



**SCHEDULE****PART I**

## Modification of Definitive Map

## Description of Path or Ways to be Added

A length of Public Footpath in the Parish of Saltash commencing at Unclassified Road U6164 Babis Lane approximately 30 metres north-west of '31 Coombe Road' at Ordnance Survey Grid Reference (OSGR) SX 4278/5848 shown as point 'A' on the attached Order map then continuing in a generally southerly then south-easterly direction for a distance of 39 metres terminating at the foreshore approximately 19 metres south-south-west of '31 Coombe Road' at OSGR SX 4280/5845 shown as point 'B' on the attached Order map.

A length of Public Footpath in the Parish of Saltash commencing at the foreshore approximately 18 metres south-east of 'The Jetty' at Ordnance Survey Grid Reference (OSGR) SX 4318/5852 shown as point 'C' on the attached Order map then running in a generally north-easterly direction for a distance of 149 metres to a junction with another footpath to be added by this Order approximately 27 metres north-east of 'Waterside Bungalow' at OSGR SX 4327/5864 shown as point 'D' on the attached Order map then running in a north-westerly direction for a distance of 8 metres terminating at the Footway approximately 28 metres north-north-east of 'Waterside Bungalow' at OSGR SX 4326/5864 shown as point 'E' on the attached Order map.

A length of Public Footpath in the Parish of Saltash commencing at another footpath to be added by this Order approximately 27 metres north-east of 'Waterside Bungalow' at OSGR SX 4327/5864 shown as point 'D' on the attached Order map then running in a generally easterly direction for a distance of 19 metres terminating at the entrance to Saltash Sailing Club approximately 42 metres north-east of 'Waterside Bungalow' at OSGR SX 4329/5863 shown as point 'F' on the attached Order map.

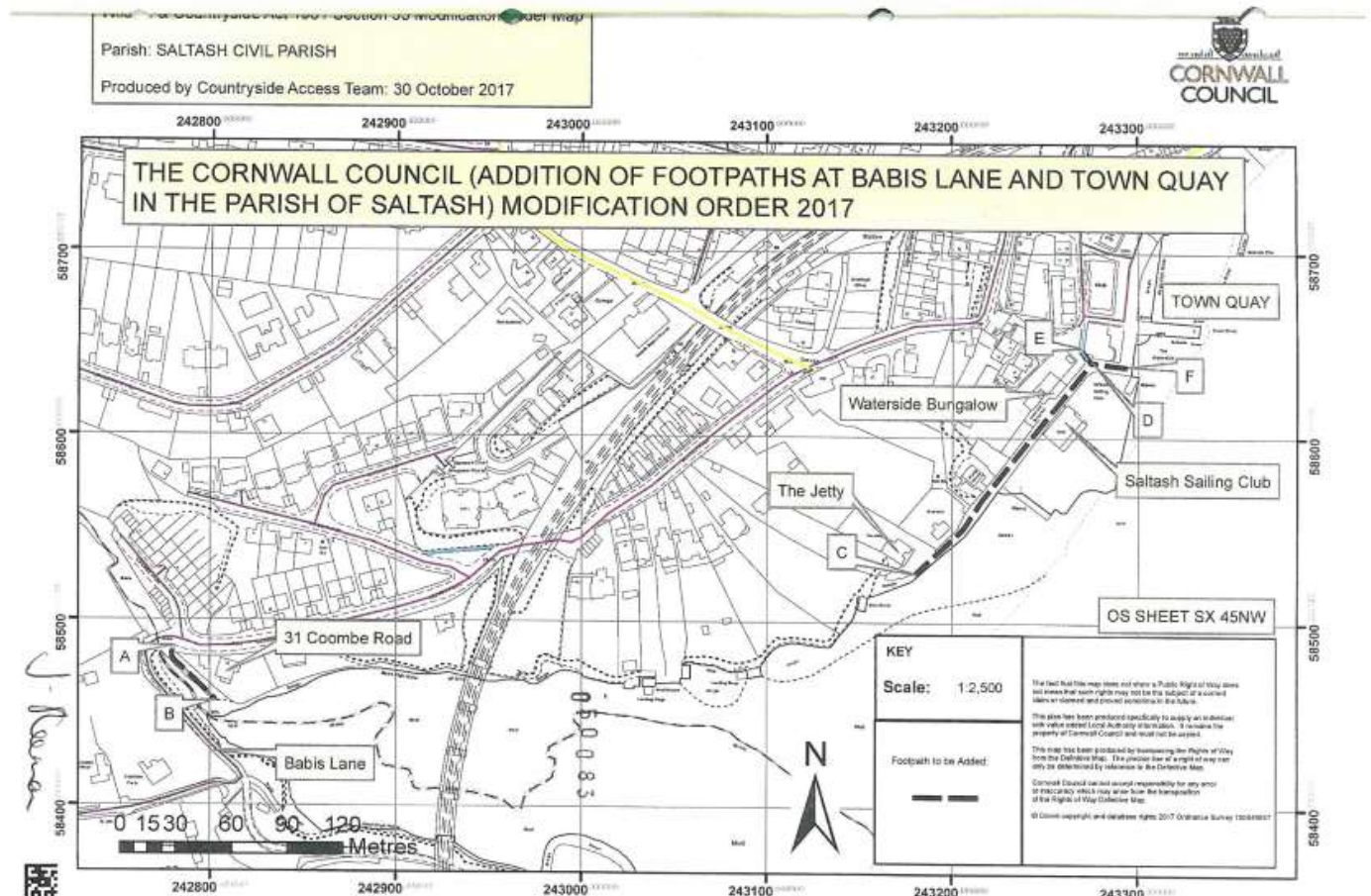
The total length of Public Footpath to be added to the Definitive Map is 215 metres. The width of the lengths of Public Footpath described vary between 2 (two) metres and 5 (five) metres.

## PART II

### Modification of Definitive Statement

## Particulars of Paths or Ways to be Added

In the Definitive Statement for the Parish of Saltash			
Location	Average width	Minimum width	Maximum width
FP from Babis Lane to foreshore		2 metres	2 metres
FP from Footway south of Brooke Close to foreshore		2 metres	5 metres
FP from FP Saltash to Road near Town Quay		5 metres	5 metres





WILDLIFE AND COUNTRYSIDE ACT 1981

DEFINITIVE MAP AND STATEMENT  
OF PUBLIC RIGHTS OF WAY  
FOR THE FORMER  
CARADON DISTRICT AREA

THE CORNWALL COUNCIL  
(ADDITION OF FOOTPATHS AT  
BABIS LANE AND TOWN QUAY  
IN THE PARISH OF SALTASH)  
MODIFICATION ORDER 2017

**Agenda 14b**

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

66 Lynher Drive  
Saltash  
PL12 4PA

26th November 2017

Dear Sir,

**For the attention of the Mayor and Councillors**

I am writing to let you know of my concern about the future of the Saltash Chronicles Embroidery.

You will be aware that it is temporarily on display at the Saltash Baptist Church hall but it needs a permanent home. This ambitious project was initially sponsored and part-funded by Saltash Council Community Chest and Caradon Community Fund. Local historians, artists and embroiderers worked for more than five years to produce a stunning pictorial history of our town. Since its completion eighteen months ago it has been visited by many people from near and far who have all expressed their pleasure and admiration. These have included the Duchess of Gloucester, the Lord Lieutenant of Cornwall and a Japanese mayoral delegation.

A previous Town Council suggested that should the Saltash Station Building be acquired by the town, that part of the refurbished premises would make an ideal location for the Embroidery to be permanently displayed. Could you reassure me that the present Council is aware of the situation and is actively pursuing this possibility?

I know the Town Council is eager to promote Saltash as a thriving gateway to Cornwall by backing initiatives such as the Celtic Cross and the Blue Plaque Trail. The Saltash Chronicles Embroidery is listed as one of the attractions on the Town Trail leaflet.

It would be a great pity as well as a lost opportunity if this amazing work of art has to be dismantled and stored in a cupboard!

I look forward to hearing positive news from you.

Yours faithfully,

S. E. Scott (MRS)

**Agenda No. 14c**

**From:** Hayhurst Neil [mailto:nhayhurst@cornwall.gov.uk] **On Behalf Of** EP&E Local Plan  
**Sent:** Monday, November 27, 2017 2:09 PM  
**Subject:** Minerals Safeguarding Development Plan Document - Notice of Examination Hearing

**Minerals Safeguarding  
Development Plan  
Document - Notice of  
Examination Hearing.**

• 27<sup>th</sup> November 2017 •



## Notice of Examination Hearings

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### Regulation 24 of the Town and Country Planning (Local Planning) (England) Regulations 2012

Notice is hereby given that Cornwall Council submitted the Cornwall Minerals Safeguarding Development Plan Document to the Secretary of State for Examination on 26<sup>th</sup> October 2017.

The Examination Public Hearing will commence at 10:00am on Wednesday 10<sup>th</sup> January 2018 in The Oak Suite at St Austell Conference Centre, St Austell Business Park, Cornwall PL25 4FD.

The Secretary of State has appointed Inspector Brian Sims BSc CEng MICE MRTPI to conduct the examination. Inspector Thomas Bristow BA MSc MRTPI has been appointed to assist Inspector Brian Sims.

The Council has appointed Mr David Coulthard as the Programme Officer assisted by Mrs Jo McCabe. They are independent officers of the examination and work on the Inspector's behalf, organising and managing the administrative and procedural matters of the examination process.

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Any queries about the examination or any correspondence to the Inspector should be sent to:

Programme Officer  
C/O Cornwall Council,  
Room 105  
39 Penwinnick Road  
St Austell  
PL25 5DR  
Email: [programmeofficer@cornwall.gov.uk](mailto:programmeofficer@cornwall.gov.uk)  
Tel: 01726 223445 or 01872 224248

Participation in the Hearing session is by invitation only, however the Hearing session is open to members of the public who are welcome to attend to listen to the debate.

All up-to-date information about the progress of the examination including the latest timetable, document library and any further information requested by the Inspector, can be found on the Council's website at [www.cornwall.gov.uk/mineralsdpdexamination](http://www.cornwall.gov.uk/mineralsdpdexamination)

[www.cornwall.gov.uk](http://www.cornwall.gov.uk)



**Agenda No. 14d**

24/11/2017 13:20

Brader Kevin

FW: PSPOs

Good afternoon

I have been asked to review the current antisocial behaviour crime and policing act to provide central government with possible amendments to aid devolution. One of the suggestions is to allow town/parish councils the ability to make their own orders without the need to go through Cornwall Council. Is this something that you would welcome?

If you could get back to me asap so that I can put it in my report.

Thanks

Kev

**Kevin Brader**

Senior Environmental Health Officer

**Public Protection**

Cornwall Council

**Agenda No. 14e**

**From:** WILLIAMS Josephine 13608  
**Sent:** Monday, November 6, 2017 1:47 PM  
**To:** Townclerk

**Subject:** FW: Crime Figures

Dear Ray,

Unfortunately, I do not provide the monthly crime figures the Town Council looks at during their regular meetings and speaking from experience, police HQ will not change the format unless there is a widespread issue with the data. However, I can tell you that from 010417 until 311017 Saltash has only once Arson crime recorded and that was an Arson with intent to endanger life where three males were arrested and all are currently in prison.

I hope this is of some assistance to you

Anything else I can do please let me know

Sgt Jo

**Sgt Jo Williams**  
**Neighbourhood Team Leader**  
**SOUTH EAST CORNWALL**

**Ext. 309867**

**Email the teams:-**

**[liskeard@devonandcornwall.pnn.police.uk](mailto:liskeard@devonandcornwall.pnn.police.uk)**

**[looe@devonandcornwall.pnn.police.uk](mailto:looe@devonandcornwall.pnn.police.uk)**

**[saltash@devonandcornwall.pnn.police.uk](mailto:saltash@devonandcornwall.pnn.police.uk)**

**[torpoint@devonandcornwall.pnn.police.uk](mailto:torpoint@devonandcornwall.pnn.police.uk)**

**visit us on social media on facebook and twitter as, (town) police**

**Agenda No. 15 : Sub-committee Minutes for approval**

Business Strategy & Forward Planning Sub-committee 15<sup>th</sup> November 2017 – Please see website.

**Agenda No. 16****SALTASH TOWN COUNCIL****Notes of the Civic Regalia Review Working Party held at The Guildhall on Tuesday 21<sup>st</sup> November 2017 at 11.00am**

**PRESENT:** Councillors: G Challen (Chairman) J Dent, M Parker (Vice-Chairman), D Yates

**ALSO PRESENT:** Mrs A-J Thomas - Senior Administration Officer

**APOLOGIES:** None

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**HEALTH AND SAFETY ANNOUNCEMENTS**

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

**07/17/18 VELVET COLLARS**

It was **AGREED** that the Senior Administration will obtain full costs (including delivery) for the mounting of the Mayor's Consort medallion and the Deputy Mayor's medallion on velvet collars.

It was **AGREED** that the mounting of the Mayoral Chain on a velvet collar is not progressed at this time.

**08/17/18 CIVIC REGALIA**

- a. Robes and accessories.  
The Civic Robes and accessories were inspected by the Members.  
It was **AGREED** that:
  - i. Costs would be obtained for:
    - Mayoral Robe – clean and repair.
    - Mayoral Robe – cost and timescale to replace.
    - Deputy Mayor Robe – new clasp, addition of a chain to front of robe.
    - Mayor's hats – replacement costs.
    - Deputy Mayors hat – replacement costs.
    - Mace Bearers cloaks – cleaning and replacement of braid.
  - ii. Councillor Dent will wash the two jabot and the gloves.



- b. Display of the retired Mayoresses Chain.

It was **AGREED** that the Senior Administration Officer will contact the Town Council insurers regarding the security implications of permanent display.

**09/17/18**     **MACE STANDS**

Councillor Yates expressed concern that the Mace Bearers were having difficulties with the securing clips on the Mace Stands.

It was **AGREED** that Councillor Parker will look at the fittings and find a solution

**10/17/18**     **DATE OF NEXT MEETING**

The Chairman confirmed that the next meeting will be held in the New Year

Rising at 12.15pm

**Agenda No. 17 – Committee Minutes for approval**

Services Committee 8<sup>th</sup> November 2017

Staffing Committee 21<sup>st</sup> November 2017

Burial Board 23<sup>rd</sup> November 2017

Burial Authority 23<sup>rd</sup> November 2017

Policy & Resources Committee 28<sup>th</sup> November 2017

- Please see website.
- Please see website.
- Please see website.
- Please see website.
- Please see website.

**Agenda No. 18**Client: Saltash Town Council  
Report Date: 29/11/2017

Cover Sheet - Budget Report - October 2017 - Precept

Budget Report as at 31st October 2017											
	Received 2016/2017	Budgeted Income 2017/2018	From/to reserves	Received YTD 2017/18	Yet to Receive		Proposed Estimated Y/E Income	Proposed Budgeted Income 2018/2019	Forecast 2019/2020	Forecast 2020/2021	
<b>Income</b>											
Burial Board - St. Stephen's	£ 8,850	£ 8,180	£ -	£ 9,301	£ -		£ 8,331	£ 12,000	£ 12,240	£ 12,488	
Burial Authority - Churchtown	£ 8,595	£ 10,000	£ -	£ 7,519	£ 2,181		£ 10,000	£ 10,000	£ 10,200	£ 10,404	
Services Committee	£ 4,555	£ 18,578	£ -	£ 9,114	£ 5,461		£ 18,578	£ 18,578	£ 18,547	£ 18,529	
P&R Property	£ 7,632	£ 9,220	£ -	£ 8,178	£ 3,042		£ 9,245	£ 10,345	£ 10,565	£ 10,548	
P&R General	£ 4,124	£ 2,900	£ -	£ 1,318	£ 1,584		£ 2,900	£ 3,000	£ 3,072	£ 3,146	
P&R Office	£ -	£ -	£ -	£ -	£ -		£ -	£ -	£ -	£ -	
Staffing	£ -	£ -	£ -	£ -	£ -		£ -	£ -	£ -	£ -	
<b>Total</b>	<b>£ 34,156</b>	<b>£ 48,878</b>	<b>£ -</b>	<b>£ 35,728</b>	<b>£ 16,270</b>		<b>£ 86,921</b>	<b>£ 83,926</b>	<b>£ 85,662</b>	<b>£ 86,267</b>	
<b>Expenditure</b>											
	Spend 2016/2017	Budget 2017/2018	From/to reserves	Actual Spend YTD 2017/18	Actual Funds Available to date	Funds Available after Planned Spend	Proposed Estimated Y/E Spend	Proposed Budget 2018/2019	Forecast 2019/2020	Forecast 2020/2021	
Burial Board - St. Stephen's	£ 1,144	£ 8,340	£ -	£ 1,290	£ 5,000	£ 5,000	£ 8,340	£ 6,482	£ 6,648	£ 6,808	
Burial Authority - Churchtown	£ 23,480	£ 24,730	£ -	£ 11,219	£ 13,511	£ 13,511	£ 24,774	£ 24,897	£ 24,888	£ 24,958	
Services Committee	£ 73,249	£ 111,838	£ 10,000	£ 40,621	£ 81,014	£ 81,014	£ 83,380	£ 74,480	£ 75,940	£ 77,468	
P&R Property	£ 18,806	£ 29,278	£ 4,000	£ 15,467	£ 14,508	£ 14,508	£ 33,182	£ 34,288	£ 35,108	£ 35,951	
P&R General	£ 53,362	£ 109,067	£ -	£ 44,509	£ 81,754	£ 81,754	£ 108,811	£ 118,642	£ 121,664	£ 124,818	
P&R Office	£ 15,141	£ 18,960	£ -	£ 10,878	£ 8,405	£ 8,405	£ 18,380	£ 30,857	£ 31,165	£ 31,901	
Staffing	£ 202,898	£ 247,852	£ 49,831	£ 174,719	£ 117,044	£ 117,044	£ 288,418	£ 421,885	£ 440,315	£ 469,125	
<b>Total</b>	<b>£ 417,871</b>	<b>£ 536,949</b>	<b>£ 63,831</b>	<b>£ 391,154</b>	<b>£ 299,626</b>	<b>£ 299,626</b>	<b>£ 565,355</b>	<b>£ 711,225</b>	<b>£ 725,759</b>	<b>£ 740,585</b>	
<b>EMF expenditure</b>											
	EMF bM 2016/17	Budget 2017/2018	From/to reserves	Spend YTD 2017/18	Actual Funds Available to date	Funds Available after Planned Spend	Proposed Estimated Y/E Balance	Proposed Budget 2018/2019	Forecast 2019/2020	Forecast 2020/2021	
Burial Board - St. Stephen's	£ 10,500	£ 50,260	£ 39,860	£ 250	£ 25,040	£ 25,040	£ 25,040	£ 35,110	£ -	£ -	
Burial Authority - Churchtown	£ 18,084	£ 2,800	£ 3,000	£ 226	£ 15,338	£ 15,338	£ 15,338	£ -	£ -	£ -	
Services Committee	£ 178,237	£ 38,660	£ 42,364	£ 24,542	£ 147,091	£ 147,091	£ 147,991	£ -	£ -	£ -	
P&R Property	£ 90,086	£ 34,200	£ 140,830	£ 207,479	£ 23,412	£ 23,412	£ 23,412	£ 66,000	£ -	£ -	
P&R General	£ 50,344	£ 21,000	£ -	£ 11,145	£ 90,201	£ 90,201	£ 80,201	£ 26,000	£ -	£ -	
P&R Office	£ 1,781	£ 2,500	£ -	£ 678	£ 3,580	£ 3,580	£ 3,588	£ 7,500	£ -	£ -	
Staffing	£ 14,051	£ -	£ 7,550	£ 1,421	£ 8,250	£ 8,250	£ 8,290	£ 64,713	£ -	£ -	
<b>Total EMF expenditure</b>	<b>£ 327,729</b>	<b>£ 147,180</b>	<b>£ 53,346</b>	<b>£ 245,719</b>	<b>£ 292,459</b>	<b>£ 292,459</b>	<b>£ 362,458</b>	<b>£ 187,343</b>	<b>£ -</b>	<b>£ -</b>	
<b>Grant total</b>	<b>£ 745,603</b>	<b>£ 684,128</b>	<b>£ 117,677</b>	<b>£ 585,868</b>	<b>£ 882,084</b>	<b>£ 882,084</b>	<b>£ 881,763</b>	<b>£ 898,591</b>	<b>£ 725,759</b>	<b>£ 740,585</b>	
<b>ETC Funds @ 31st October 2017</b>											
							BALANCE	ESTIMATED INTEREST	MATURITY DATE		
Barclays Current Account							£ 150,611				
Barclays Active Saver							£ 400,000				
Lloyds Current Account							£ 90				
Lloyds Investment - 6 months - 0.26%							£ 100,000	£ 181	25/01/2018		
Lloyds Investment - 12 months - 0.55%							£ 100,000	£ 1,070	01/08/2018		
Publics Sector Deposit Fund - CCLA							£ 200,000	£ -			
<b>Total</b>							<b>£ 850,701</b>	<b>£ 1,251</b>			

<b>Saltash Town Council Fees and Charges</b>		
All prices inclusive of VAT where applicable		
Description		2018/2019 charge
<b>Room Hire (min of 2 hour booking from 01/04/2014)</b>		
<b>Guildhall</b>	Casual ph - weekdays (Community Rate)	£16.00
	Casual ph - weekends (Community Rate)	£21.00
	Regular ph - weekdays (Community Rate)	£15.00
	Regular ph weekends (Community Rate)	£18.00
	Casual ph - weekdays (Commercial Rate)	£19.20
	Casual ph - weekends (Commercial Rate)	£25.20
	Regular ph - weekdays (Commercial Rate)	£18.00
	Regular ph weekends (Commercial Rate)	£21.60
<b>Council Chamber</b>	Casual ph - weekdays (Community Rate)	£11.00
	Casual ph - weekends (Community Rate)	£15.00
	Regular ph - weekdays (Community Rate)	£10.00
	Regular ph weekends (Community Rate)	£14.00
	Casual ph - weekdays (Commercial Rate)	£13.20
	Casual ph - weekends (Commercial Rate)	£18.00
	Regular ph - weekdays (Commercial Rate)	£12.00
	Regular ph weekends (Commercial Rate)	£16.80
<b>Mayor's Parlour</b>	Casual ph - weekdays (Community Rate)	£11.00
	Casual ph - weekends (Community Rate)	£15.00
	Regular ph - weekdays (Community Rate)	£10.00
	Regular ph weekends (Community Rate)	£14.00
	Casual ph - weekdays (Commercial Rate)	£13.20
	Casual ph - weekends (Commercial Rate)	£18.00
	Regular ph - weekdays (Commercial Rate)	£12.00
	Regular ph weekends (Commercial Rate)	£16.80
<b>Room Hire Extras</b>	Piano (Community Rate)	£10.00 per session
	Piano (Commercial Rate)	£12.00 per session
	Tea/Coffee per cup (Community Rate)	£0.30
	Tea/coffee per cup with biscuits (Community)	£0.50
	Tea/Coffee per cup (Commercial Rate)	£0.36
	Tea/coffee per cup with biscuits (Commercial)	£0.60
	Photocopying (Community Rate)	10p - black 20p - colour
	Photocopying (Commercial Rate)	12p - black 24p - colour
<b>Allotments</b>	Grenfell Avenue pa	£25.00
<b>2018/19 Charges</b>	Fairmead Road pa	£35.00
<b>Effective For</b>	Churchtown pa	£35.00
<b>1st January 2019</b>	Grenfell Avenue New Site pa	£25.00
	Water pa	£5.00

<b>Trailer Hire (per day + VATable)</b>	
Saltash Community Groups	£25.00
Other Councils and Non-Profit Organisations	£100.00
Outside of Saltash	
Commercial Organisations or Hirers	£150.00
<b>Other Charges (VATable)</b>	
Freedom of Information Charge (charged in 15 minute units)	£20.00 per hour
<b>Mooring Fees (VATable)</b>	
Pontoon (Berth) - permanent users, charge per annum, minimum £700	£158.40
Visiting boats - (2 hours free); charge for 24 h	£24.00
Trusted boated scheme - (casual users); charge per annum	£0.00

### Churchtown Cemetery Fees and Charges

Description	2017/2018 (As of 1st April 2017)	2018/2019 (As of 1st April 2017)
<b><u>Interment Fees</u></b>		
Interment under the age of 18 years - (Saltash residents only)	No Charge	No Charge
1st Interment over the age of 18 years - (triple depth plot inc 10 years ERB)	£958.00	£958.00
2nd & 3rd Interment over the age of 18 years - (ERB determined)	£849.00	£849.00
1st Interment of ashes in a casket - (double depth plot inc 10 years ERB)	£412.00	£412.00
2nd Interment of ashes in a casket - (ERB determined)	£309.00	£309.00
1st Interment of loose ashes - (double depth plot inc 10 years ERB)	£258.00	£258.00
2nd Interment of loose ashes - (ERB determined)	£155.00	£155.00
Interment of ashes in Garden of Remembrance	£309.00	£309.00
Service Men and Emergency Service Personnel killed in active service - Saltash Residents Only.	No Charge	No Charge
<b><u>Memorial Permissions</u></b>		
Grant of Right to Erect a Memorial	10 years	10 years
Permission to erect headstone including first inscription	£103.00	£103.00
Additional inscriptions	£52.00	£52.00
Permission to place cremated remains tablet	£52.00	£52.00
Renewal of Grant of Right to Erect a Memorial	£26.00	£26.00
Permission to erect/place monument CWG/MOD	No Charge	No Charge
Cremation foundation slab and tablet to be supplied by ERB owner		
<b><u>Renewal of Exclusive Rights of Burial</u></b>		
Length of Exclusive Rights of Burial	10 years	10 years
Single grave for the interment under the age of 18 years - (Saltash resident only)	No Charge	No Charge
Second and third interment admin fee (ERB must be determined)	£26.00	£26.00
Renewal of Exclusive Rights of Burial	£26.00	£26.00
Renewal of Exclusive Rights of Cremated Remains	£26.00	£26.00
Issue & registration of duplicate deed of grant of grave space	£26.00	£26.00
Inspection of Burial Register	£26.00	£26.00
Transfer of ERB certificate by assignment	£26.00	£26.00
Transfer of ERB certificate by Statutory Declaration	£78.00	£78.00
Permission of right to CWG Commission or MOD	No Charge	No Charge
Exhumations of coffins or cremated remains casket/loose ashes	Price on Application	Price on Application
Search of Registers by our staff (per search)	£26.00	£26.00
Search of Registers by our staff (non resident)	£52.00	£52.00
<b><u>Benches</u></b>		
Low maintenance benches per 5 year renewable license	£103.00	£103.00
Plus the cost of the bench and installation	Price on Application	Price on Application
Double standard fees apply to non Saltash residents, except those who were resident until 2 years prior to their death.	All Fees Double	All Fees Double

**St. Stephens Cemetery**  
**Fees and Charges**

Description	2017/2018 <small>(As of 1st April 2017)</small>	2018/2019 <small>(As of 1st April 2017)</small>
<b><u>Interment Fees</u></b>		
Re-opening / Interment of a body (Saltash residents)	£849.00	£849.00
Re-opening / Burial of cremated remains (Saltash residents)	£309.00	£309.00
Double standard fees apply to non Saltash residents, except those who were resident until 2 years prior to their death.	All Fees Double	All Fees Double
<b><u>Benches</u></b>		
Low maintenance benches per 5 year renewable license Plus the cost of the bench and installation	£103.00 Price on Application	£103.00 Price on Application

**Agenda No. 19**

**SALTASH TOWN COUNCIL  
SUMMARY OF EXPENDITURE PLANNED FOR 2018/2019**

	2017/2018	2018/2019	Percentage increase/ decrease
	£	£	%
Burial Board : St Stephen's	56,715	41,602	-26.6
Burial Authority : Churchtown	27,355	24,807	-9.3
Services	148,285	74,460	-49.8
Policy & Resources: Office	19,480	28,157	44.5
Policy & Resources: General	127,057	143,842	13.2
Policy & Resources: Property	63,565	89,285	40.5
Staffing	241,682	496,438	105.4
<b>TOTAL EXPENDITURE</b>	<b>684,139</b>	<b>898,591</b>	<b>31.3</b>
Less Income, Refunds, Grants	46,875	53,920	15.0
Planned Budget	637,264	844,671	32.5
<b>Less Central Government Council Tax Support Funding</b>	<b>28,591</b>	<b>22,867</b>	
<b>Less funding available from the Capital Works arising (General Reserves)</b>	<b>-</b>	<b>-</b>	
<b>Precept</b>	<b>608,673</b>	<b>821,804</b>	<b>35.02</b>
Amount per Band D Dwelling:	115.99	153.79	32.59
Tax Base : 5343.51			
<b><u>Capital &amp; Reserves (Est 2018/19)</u></b>			
Capital Works arising from Assets and Services Required (General Reserves)	154,331	150,000	
Earmarked Reserve	388,385	282,458	
S106 (LIDL)	149,009	86,032	
S106 (Waitrose)	18,917	-	
Statutory Contingency	90,000	90,000	
Station Fund	15,000	-	
<b>Estimated Reserves at 31st March 2018:</b>	<b>795,642</b>	<b>608,490</b>	
<b>Employees at 31st March 2018:</b>	<b>8 FTE</b>	<b>13.6 FTE</b>	



**Agenda No. 20****NICHOLLS & SAINSBURY****- Solicitors -**

131 - 135 Fore Street Saltash Cornwall PL12 6AB  
Tel. + 44 (0) 1752 846116 Fax. + 44 (0) 1752 844007  
DX. 82350 Saltash  
Email: n\_and\_s\_uk@yahoo.co.uk

R. Lane, Esq.,  
Town Clerk,  
Saltash Town Council,  
The Guildhall,  
Lower Fore Street,  
Saltash, PL12 6JX.

Your Ref:

Our Ref: CEN.CT.SALT0001-13/0001-14

Date: 18<sup>th</sup> August 2017

Dear Ray,

**Re: Leases for Public Conveniences at Belle Vue Road and Longstone Park**

These Leases are almost in identical terms the only difference being the description of the properties and their locations.

I am therefore enclosing a copy of the approved Lease for the Belle Vue Road premises and have the following observations:-

The term of the Lease is for 99 years and Cornwall Council will insure the building and I enclose a copy of the property module with the information about the risks covered.

The annual rent of a peppercorn will not be collected and is a legal device to denote the relationship of Landlord and Tenant between the two Councils.

There are rights for the supply of utilities and other services both to and from the property and the Council will be obliged to keep the property clean and tidy and in a state of repair no worse than at the beginning of the Lease.

I understand that there is a schedule as to the present condition of both premises.

In case I have not provided it before I enclose a copy of Public Conveniences Standards which contains guidance as to the Town Council's obligations that will arise under the Lease.

The Town Council must maintain public liability and third party insurance policies of at least £5,000,000.00.

The Council would be able to break the Lease by serving a Break Notice on the Landlord.

PARTNERS: CHRISTOPHER E. NICHOLLS, JANET L. SAINSBURY, B.A. (HONS) 1  
Authorised and Regulated by the Solicitors Regulation Authority - SRA No. 68465

1 Resolution Accredited Specialist



This is the notice in Schedule 1 of the Lease. At least 6 months' notice must be given by the Council and the Town Council would be liable to remedy any breaches existing at the time of service of the Break Notice.

The Lease being a commercial Lease will not have the protection of Sections 24-28 of The Landlord and Tenant Act 1954.

This is not unusual and merely preserves for Cornwall Council the flexibility of not having to renew the Lease with the Town Council at the end of the initial contractual term. A Statutory Declaration will need to be signed by the Council to acknowledge this and those formalities will be completed at the same time as the Lease.

The County Council are putting the requirement for a Fire Risk Assessment for the premises onto the Town Council so can you organise this for both premises.

I've advised the County Council that the Leases are approved and I'll contact you shortly as to the signing of the documents and declaration.

Yours sincerely

**C E NICHOLLS**

Enc:

**PARTNERS: CHRISTOPHER E. NICHOLLS, JANET L. SAINSBURY, B.A. (HONS) 1**  
Authorised and Regulated by the Solicitors Regulation Authority - SRA No. 66465

1 Resolution Accredited Specialist

