

## **SALTASH TOWN COUNCIL**

### **Notes of the Business Strategy & Forward Planning Sub-Committee held at The Guildhall on Monday 16<sup>th</sup> April 2018 at 2:30 p.m.**

**PRESENT:** Councillors: R Bickford, J Dent – Chair.

**ALSO PRESENT:** R Lane - Town Clerk, S Emmett – Finance Officer, S Burrows – Administration Officer, J Virgo – Grounds & Premises Warden, K Pierce – Cemetery Groundsman.

**APOLOGIES:** Councillors: J Brady - Vice-Chair, B Phillips, J Rance, D Yates.

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### **HEALTH AND SAFETY ANNOUNCEMENTS**

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

The Chair announced that the meeting was not quorate and deferred the meeting to a future date.

### **DATE OF NEXT MEETING**

To be confirmed.

Rising at: 2:45 p.m.

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

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