

SALTASH TOWN COUNCIL

Minutes of the Station Property Sub-Committee held at The Guildhall on Thursday 21st June 2018 at 4:30 p.m.

PRESENT: Councillors: R Bickford – Chairman, J Brady – Vice Chairman (Mayor, ex-officio voting), G Challen (Deputy Mayor, ex-officio voting), J Dent, W Phillips, G Taylor, D Yates.

ALSO PRESENT: R Lane – Town Clerk, J Virgo – Grounds & Premises Warden, S Emmett – Finance Officer, S Burrows – Office Manager.

APOLOGIES: Councillors: None.

Councillor Brady in the Chair.

HEALTH AND SAFETY ANNOUNCEMENTS

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

01/18/19 **TO APPOINT A CHAIRMAN**

Following a vote, it was **RESOLVED** that Councillor Bickford be appointed Chairman.

Councillor Bickford in the Chair.

02/18/19 **TO APPOINT A VICE CHAIRMAN**

Following a vote, it was **RESOLVED** that Councillor Brady be appointed Vice Chairman.

03/18/19 **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

None.

04/18/19 **DECLARATIONS OF INTEREST**

- a. Declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
- b. Declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting.
- c. Dispensations required.

Councillor	Agenda Item	Pecuniary/Non-Pecuniary	Reason
None			

05/18/19 To note an on-going dispensation for Councillor Rance to act as Chairman of the Saltash Team for Youth and Commissioning of Youth Work for the municipal year 2018/19.

It was **RESOLVED** to note.

06/18/19 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 for the municipal year 2018/19.

It was **RESOLVED** to note.

07/18/19 **QUESTIONS FROM THE PUBLIC**

None.

08/18/19 **FINANCE**

a. Income and Expenditure Update.

It was **RESOLVED** to note, and that the Chairman liaises with Cornwall Council with regards to drawdown of funding.

09/18/19 **HEALTH AND SAFETY**

The Chairman informed members that the Station gate is now secure and that the platform side panels are in situ.

It was **RESOLVED** to note, and that:

1. The Grounds and Premises Warden carries out regular safety inspections on the installation of the platform side panels and Station gate.
2. The correct PPE be worn when accessing the Station building.

10/18/19 **TO RECEIVE AN UPDATE ON THE PLANNING APPLICATION**

The Chairman informed members that the Planning Application is submitted, and that the determination date is the 2nd August 2018.

It was **RESOLVED** to note.

11/18/19 **TO APPROVE THE NETWORK RAIL BASIC ASSET PROTECTION AGREEMENT AND COSTS**

The Chairman informed members of the terms and conditions of Network Rail Basic Asset Protection Agreement and payment schedule.

It was unanimously **RESOLVED** to approve and sign the Basic Asset Protection Agreement with Network Rail.

12/18/19 **TO APPROVE THE CEM CONSULTANCY FEES**

The Chairman informed members of the CEM Consultancy fees and STC responsibility.

It was unanimously **RESOLVED** that:

1. Jenkins and Potter be appointed as CEM Consultants for the Station Building Project.
2. Jenkins and Potter will fulfil the necessary Health and Safety requirements and declaration to the Health and Safety Executive on behalf of STC.
3. STC will retain overriding responsibility as the Client.

13/18/19 **FUNDING**

- a. To approve Cornwall Council's Legal Agreement.

It was unanimously **RESOLVED** to approve, and sign Cornwall Council's grant funding agreement of £140k.

- b. To receive an update on the Business Space Funding.

The Chairman informed members of possible funding from RIO to assist with delivering business space for the Station Building.

Councillor Brady asked members to consider marketing the Station Building space.

It was **RESOLVED** to note, and that the Chairman liaises with Vickery Holman in marketing the Station Building.

- c. To receive an update on the Plymouth City Council funding.

The Chairman informed members of the possibility of integrated transport funding from Plymouth City Council.

It was **RESOLVED** to note.

14/18/19 **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.

15/18/19 **CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

16/18/19 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**
It was **RESOLVED** that the public and press be re-admitted to the meeting.

17/18/19 **URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

None.

18/18/19 **PRESS RELEASES**

None.

19/18/19 **DATE OF NEXT MEETING**

To be confirmed.

Rising at: 5:30 p.m.

Signed: _____
Chairman

Dated: _____