

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 21<sup>st</sup> May 2009 at 7.00 pm**

**PRESENT:** Councillors Mrs S Hooper MBE (Chairman) R Austin, R Bickford, N Challen, P Clements, G Ellison, M Gee, D Holley, A Killea, Mrs Merryn Killea, C Riches,

**ALSO PRESENT** Sergeant A Dunstan  
Mr L Bradley (Saltash Gateway CIC)  
Mr D Newton, Mrs M Collien, Mr S Ferguson (Balabrook Limited)  
Reverend A Butler (Mayor's Chaplain)  
Mrs M Small (Town Clerk)

**APOLOGIES:** Councillor Mrs F Knight, C Oakes (holiday), B Reid (holiday), P Stephens ISM (holiday)  
Councillor Mrs J Mepsted

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### **PRAYERS**

Prayers were offered by the Mayor's Chaplain.

### **CHAIRMAN'S REPORT**

Councillor Mrs Hooper thanks everyone for their attendance at Mayor Choosing and congratulated the Deputy Mayor on his election. Since her election Councillor Mrs Hooper has attended Launceston Mayor's inauguration, the Saltash Ladies Choir tea party, the Wantage Mail Voice Choir Concert and Liskeard Mayor Choosing. The Deputy Mayor has attended the private viewing of the Students art work at Saltash College and also the Launceston Civic Service.

Councillor Mrs Hooper stated that it is her intention to continue the Saturday morning Meet the People sessions in Fore Street but as this Saturday will be the Beating of the Bounds and many Councillors will be attending that and also it is election time, this will not take place this month but she will commence again in June.

### **POLICE REPORT**

Sgt Dunstan reported that there had been 87 crimes since the last meeting and this had included 1 burglary dwelling, 4 other burglaries, 11 criminal damage to motor vehicles and 5 thefts from motor vehicles.

Sgt Dunstan reported that since the last meeting, Operation Everest proved to be very successful and Councillor Holley had joined the Police on visiting properties in Saltash; a total of 282 were visited during the period. A question had been asked at the last meeting as to whether CCTV had been used to catch the person responsible for breaking Pengelly's window. Sgt Dunstan stated that it had not been necessary to use CCTV as the offender was known. A new PCSO Tom Cornwell has started and will be seen around the town shortly. There is also a new Neighbourhood Watch scheme starting.

Councillor Clements referred to cycling on footpaths and footways. Sgt Dunstan stated that it is an offence and he was asked to look at the footpath at Latchbrook which has no cycling

signs erected. Councillor Killeya asked if any progress had been made about the airgun incident at Alamein. Sgt Dunstan stated that unless the Police receive fresh information, there will be no further progress made. Councillor Holley asked the Police to keep a watching brief on speeding in Glebe Avenue and also people going home late at night in North Road. Councillor Austin stated that there are problems of anti-social behaviour and also cars causing problems in Sunningdale and Sgt Dunstan will arrange for the Police to look at this area.

### **PRESENTATION ON STAGE II OF KEAST MEWS**

Councillor Gee stated that this item should not be on the agenda and he left the meeting. Councillors Ellison and Riches agreed with his sentiments but stayed in the meeting. Councillor Austin explained the reasons why it has come to the Town Council and that the Gateway Community Interest Company had already received a presentation. Councillor Mrs Hooper stated that Mr Newton will be giving a fact finding presentation regarding Phase II of the development at Keast Mews. She stated that the Clerk had received three emails that this was not an appropriate presentation at this time. However the presentation will be made and Councillors should be aware that they should not give any indication on what they feel about the proposal.

Mr Newton outlined what the Co-op had owned and showed pictures of the condition of the building. In the past, two planning applications had been submitted, one in September 2007 for a residential scheme on the site and another more recently for commercial and residential above, both of which had been refused.

#### **(Councillor Holley left the meeting)**

Mr Newton stated that any development at the site will need to have residential accommodation above to make it economically viable. The ground floor will be commercial and include a communal area. He showed an artists impression of what it should look like.

Councillor Mrs Merryn Killeya stated that the site is in need of development and asked had they considered putting in office space. Mr Newton replied that the ground floor space is commercial development and cannot work economically without housing above. Advice has been taken and found that there is not the demand for office space in Saltash and certainly not at the levels which would support the cost of this development.

#### **(Councillor Holley returned to the meeting)**

Councillor Ellison asked if it took the old warehouse into account and Mr Newton confirmed that it did not. Councillor Killeya referred to provision of two commercial sites and nine residential and stated this was similar to before and asked why. Mr Newton replied that without housing the project was not viable. Councillor Yates referred to roof heights and Councillor Austin asked how much higher it would be if there was another floor in the centre of the development. Mr Newton stated that it would be 8-12 feet. Mrs Merryn Killeya referred to the communal area and asked who would be responsible for its maintenance. Mr Newton replied that there would be a service charge to the occupants in order to maintain the communal area. Councillor Ellison enquired if there were plans for the Carpet Warehouse and Mr Newton stated that this will be a Phase III.

Councillor Mrs Hooper then opened questioning to the public and Mr B Carter referred to the Fore Street regeneration project and asked Mr Newton if the shops that are currently at Keast Mews are not giving a good return is it guaranteed that another two shops will be taken up. Mr Carter said it would be beneficial to get everyone concerned with the development to

discuss the proposal as there was some conflict and Mr Newton confirmed he would be willing to do this.

### **SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)**

Mr Bradley stated that the final draft of Fore Street regeneration study is in the process of being prepared and it is hoped that this will be ready by mid June and then CIC will brief the Town Council prior to the formal publications. Following publication it is planned to hold a public consultation event at the Guildhall.

The launch of the loyalty discount Saltash Card has been made with a total of 328 cards sold to date. 25 traders have now joined the scheme and further enquiries are in the pipe line. The CIC leaflet promoting the card has resulted in an increased interest in CIC membership which now stands at 108.

Contact has been made with Torpoint and Rame Peninsula Trust CIC and an informal meeting has been held at which it was agreed to carry out a review of the Saltash and Torpoint Community Action Plans to establish common project areas as a first step in support of the anticipated Community Network Area plans for Saltash, Torpoint and their surrounding parishes. Now that there is a larger membership of CIC it is proposed to setup a Saltash Health Forum. This will form a public consultation route for the Saltash Health Strategy Group which has strong support from the Cornwall and Isles of Scilly Primary Care Trust and local General Practitioners. The Directors have agreed to support the principle of Saltash becoming a Fair Trade Town. A copy of the CIC finances was also circulated.

### **CORNWALL COUNCIL REPORT**

A letter was read from Councillor Mrs Joyce Mepsted stating that she was not standing for election at the new Cornwall Council elections in June and that it had been a privilege to represent Saltash over the last eight years. It was **RESOLVED** that a letter is sent to Councillor Mrs Mepsted expressing the Town Councils gratitude for her work for the Town.

### **QUESTIONS**

- (a) Mrs M Marnell enquired if it was the intention of the developers of Phase II of Keast Mews to block the way through the alleyway to the car park and they confirmed that that would not be necessary on this occasion.
- (b) Mrs Marnell asked Mr Bradley about the discounts obtainable by using the Saltash card. This will be discussed with Mr Bradley outside of the meeting.
- (c) Mrs Marnell asked Councillor Austin if there was any news about the bus going down into Babis Farm and he stated that this had been raised with Mr Newport when he visited the Industry, Commerce, Transportation and Tourism Committee and a reply was awaited.
- (d) On behalf of the May Fair Committee, Mrs Marnell thanked the Town Council for the invitation of the May Fair Queen and Attendants to be present at the Mayor Choosing Ceremony.

**31/09/10**

**DECLARATIONS OF INTEREST**

Councillors A Killeya, Mrs Merryn Killeya, Yates, Holley and Clements declared a personal interest in any financial issues that will be discussed during Minute No. 34/09/10 relating to Saltash Gateway Community Interest Company (CIC) as members. Councillors Austin and Ellison declared a personal interest in the same Minute as Directors of the CIC

Councillor Yates declared a personal interest in planning application number 09/00624/FUL regarding Beech House Nursing Home (now Asheborough House) as the applicant is a friend of a close friend.

Councillors Austin, Holley, Riches and Clements declared a personal interest in planning application number 09/00576/FUL 14 Higher Port View as the applicant is a personal friend. Councillor Mrs Hooper declared a personal interest in the same application as the applicant is known to her.

**(Councillor Yates left the meeting)**

**32/09/10**

**MINUTES**

It was **RESOLVED** that the Minutes of the meetings held on 16<sup>th</sup> April, 5<sup>th</sup> and 12<sup>th</sup> May 2009 be confirmed and signed as a correct record subject to the addition of Councillor Riches name to the list of those present in the Minutes of 5<sup>th</sup> April and in the Minutes of 12<sup>th</sup> May delete page number 2014 and insert page number 2143.

**(Councillor Yates returned to the meeting)**

**33/09/10**

**MATTERS ARISING**

Minute 146/08/09(d) Councillor Riches apologised that he had no report on the unlock democracy document but would prepare this for the next meeting.

Minute 235/08/09(a) Councillor Riches reported that he had read the annual minerals and waste monitoring report for 2007/2008 and saw nothing as a threat to Saltash but he will prepare a fuller report for the next meeting.

Minute 240/08/09 Councillor Holley stated that he had discussed the updating of Town plans with Mary Cooper at their last meeting and it is the wish of Cornwall to produce new economic development plans by the end of the year.

County Report The Clerk reported that she had spoken with Councillor Mrs Mepsted regarding a meeting with the Taylor Road residents and she had said that Rebecca Dickson had already met with Town Councillors and therefore she had not pursued this further. It was **RESOLVED** that the Town Clerk arranges a meeting direct with Councillors and residents with Rebecca Dickson.

34/09/10

**SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)**

There were no issues that needed to be raised from the CIC report.

35/09/10

**FINANCE**

(a) The following receipts in April 2009 were noted.

	£	
Guildhall Hire	506.00	
Burial Board	1304.00	
Mrs M Smith	53.30	Freedom of Information
Caradon District Council	11375.00	Community Fund Grant
Cornwall Council	114500.00	Precept
Cornwall Council	15018.00	Contribution to cemetery

(b) The following payments in April 2009 were noted.

	£	p	£	p	
	Gross		Excl VAT		Remarks
H3G	50.15		44.00		Mobile phone
Cornwall Council	665.75				Guildhall rates
Saltash Town Regatta	2525.00				Festival fund
Saltash Girls Choir	800.00				Community Chest
CALC	1767.00		1635.05		Subscription
Cornwall Council	120.00				Grenfell Avenue allotments
Consortium	242.58		211.81		Stationery & cleaning mats
Mnt Edgecumbe Scouts	10.00				Badges
Mrs S Hooper	4.00				Travel
Saltash Observer	100.00				Advert May Fair
Petty cash	250.00				Petty cash
TAVATA	45.00				Subscription
Eclipse Internet	23.95		20.83		Broadband
Inland Revenue	1465.79				Tax & NI
Cornwall Council	1616.50				Superannuation
Staff salaries	6104.97				Staff salaries

36/09/10

**PLANNING**

(a) It was noted that Councillor Austin voted upon the information before him at this meeting but in the light of subsequent information received at the Interim Planning Committee, he might vote differently at that meeting. Councillor Mrs Hooper did not vote on any planning applications.

(b) Applications for consideration:

Date received	Application no.	Details of application
01.05.2009	09/00526/FUL	Mrs A Nicholas - <b>22 Beatrice Avenue</b> - loft extension, construction of conservatory and single garage. <b>It was unanimously RESOLVED to RECOMMEND APPROVAL subject to no neighbour objection.</b>

15.05.2009	09/00569/FUL	Mr R Fursier - <b>Butts Park House, Longlands, St Stephens</b> - construction of two storey extension and provision of dormer to NW elevation. <b>It was unanimously RESOLVED to RECOMMEND APPROVAL</b> subject to no neighbour objection.
01.05.2009	09/00576/FUL	Mr R Cartwright – <b>14 Higher Port View</b> - repositioning of garage to side of house. <b>It was unanimously RESOLVED to RECOMMEND APPROVAL</b> subject to no neighbour objection.
01.05.2009	09/00624/FUL	Beech House Nursing Home - <b>St Stephens Road</b> - construction of two storey extension to the south of nursing home (revised design to application no 90/00226/LB to include alteration to footprint to avoid root system of tree protected by TPO and alterations to internal layout to accommodate current nursing standards.) <b>It was unanimously RESOLVED to RECOMMEND APPROVAL</b> subject to no neighbour objection providing that the Tree Warden is asked to confirm that there is actually enough space remaining to protect the root system of the tree on which there is a TPO.
11.05.2009	09/00660/FUL	Mr D Allison - <b>77 Fore Street</b> – installation of replacement shop front. <b>It was unanimously RESOLVED to RECOMMEND APPROVAL</b> subject to no neighbour objection.
15.05.2009	09/00684/FUL	Mr Wills – <b>5 Wood Close, Latchbrook</b> - construction of porch. <b>It was unanimously RESOLVED to RECOMMEND APPROVAL</b> subject to no neighbour objection.
15.05.2009	09/00707/FUL	Mr D Prinn - <b>15 Pollards Way</b> - construction of first floor extension above existing garage. <b>It was unanimously RESOLVED to RECOMMEND APPROVAL</b> subject to no neighbour objection.

- (c) A Tree Preservation Order at 11 Higher View was noted.
- (d) 08/01938/OUT – Mr M and Mrs S Litchfield – **Site adjacent to Curlew House, Anthony Passage** – notice of appeal was noted.
- (e) The Clerk reported the following applications where the decision taken by Cornwall Council was contrary to the recommendations made to the Town Council meeting:

09/00375/FUL for conservatory to rear elevation at 7 Chichester Crescent. The Town Council recommended Approval but it was Refused by Cornwall Council as by reason of its siting, outward projection and height would constitute an un-neighbourly addition to the property having an overbearing impact and resulting in over-shadowing and loss of light.

09/00344/FUL for 1.6 metre high wooden fence at 36 Maybrook Drive. Town Council recommended Approval but Cornwall Council Refused as its height and siting and the materials used would constitute a dominant and discordant feature within the existing street scene which has largely open plan fronted gardens or small natural vegetation hedges.

09/00366/FUL change of use and extension of barn to provide holiday cottage at Cumbletor Farm. It was recommended for Approval by the Town Council but Refused by Cornwall Council as the proposed conversion into holiday accommodation would require substantive levels of new building works and materials due to its current poor condition which would dominate the building and therefore would appear as a new structure rather than as a result of minor conversion works. Councillor Riches reported for information that the applicant will be re-submitting the application but not as holiday accommodation and putting it back as a Victorian cottage.

09/00011/FUL for turning/parking area construction of retaining walls and footbridge over turning area to provide access to existing summer house/boat shed at Heron Cottage, Antony Passage. It was recommended for Approval by the Town Council but Refused by Cornwall Council as substantial excavation resulting in the loss of existing landscaping including an historic bank/wall that contributes significantly to the character and appearance of the area and the introduction of a footbridge that would comprise an incongruous suspended feature in a prominent location and harmful to the visual amenities of the area.

- (f) The Clerk reported that during the last month there had been a change in procedure at Cornwall Council although no formal notification had been received from them. If an Officer is going against the recommendations of the Town Council they now have to come back to the Town Council to ask a further opinion or to confirm that already submitted. In the last month there have been three such applications and a response is required within a couple of days. The Clerk has e-mailed all Councillors and asked Ward Councillors in particular for their comments. It was **RESOLVED** that this action continues for the time being and is monitored and that a letter is sent to Mr Marshall Plumber the Development Manager East regarding this process.

37/09/10

### **CORRESPONDENCE**

- (a) A letter was reported from Cornwall Council advising that the portraits of the former Caradon Chairman are being offered to the individuals concerned or where they are deceased, to their families. The Town Council is being offered one wooden crest with the Caradon crest on it and one of the Caradon past Chairman's badges at no cost but they should be displayed and insured. The Clerk advised that she had already accepted this offer. In addition, Saltash Heritage is being offered some items that relate to the former Council. It was **RESOLVED** that the Clerk's actions be indorsed.
- (b) South Hams District Council had supplied copies of the local development framework, site allocations development plan documents for Dartmouth, Ivybridge, Kingsbridge, Totnes and rural areas. It was **RESOLVED** that Councillors Mrs Merryn Killeya and A Killeya look at the documents and report back.
- (c) A letter was reported from Looe Town Council who had instigated a petition against the proposed toll increase on the Tamar Bridge and asked the Town Council if they would support the petition by getting further names and adding to the government website. It was **RESOLVED** that names are collected on a petition and transferred to the government website.
- (d) A letter was reported from Mrs Vivien Colwill regarding the loss of the green at Church Road.

It was **RESOLVED** that a response is sent to Mrs Colwill pointing out that there are some inaccuracies in her letter as the District Council owned the land and it was not sold but donated for affordable housing and permission for this was granted some four to five months ago.

38/09/10

### **INDUSTRY, COMMERCE, TRANSPORTATION AND TOURISM**

It was **RESOLVED** that the Minutes of the Industry, Commerce, Transportation and Tourism Committee held on the 27<sup>th</sup> April and 18<sup>th</sup> May be confirmed and signed as a correct record and that the recommendations contained therein be endorsed.

39/09/10

### **POLICY AND RESOURCES COMMITTEE**

It was **RESOLVED** that the Minutes of the Policy and Resources Committee held on the 5<sup>th</sup> May 2009 be confirmed and signed as a correct record subject to the addition of Councillor Holley's name in the meeting with Chairman in Minute No. 22/09/10 and that the recommendations contained therein be endorsed.

40/09/10

### **CIVIC AMENITIES**

Councillor Ellison reported that the timescale for the awards of grant funding is January 2010. He has been advised to upscale the project to £500,000 and to include the celtic cross. It was also suggested that a 'high profile champion' is



recruited to act as a referee. The plan would be for Councillor Ellison to lead the project through Saltash Waterfront Residents Association. Councillor Mrs Hooper thanked Councillor Ellison for his work on the project.

It was **RESOLVED** that:-

- (a) the Mayor should arrange a meeting with Mr Lavery at Cornwall Council to try to get Cornwall Council's support and also for their structural engineer to give advice.
- (b) the Minutes of the Civic Amenities Committee held on the 6<sup>th</sup> May 2009 be confirmed and signed as a correct record and that the recommendations contained therein be endorsed.

**41/09/10**

**APPOINTMENTS TO COMMITTEES**

**Policy & Resources Committee**

Meets on the 1<sup>st</sup> Tuesday

Councillors:-

- 1. N Challen
- 2. P Clements
- 3. M Gee
- 4. D Holley
- 5. Mrs Merryn Killeya
- 6. Mrs F Knight
- 7. C Riches
- 8. P Stephens
- 9. D Yates
- 10. The Mayor
- 11. The Deputy Mayor

**Civic Amenities Committee**

Meets on the 1<sup>st</sup> Wednesday

Councillors:-

- 1. R Bickford
- 2. N Challen
- 3. P Clements
- 4. G Ellison
- 5. M Gee
- 6. C Oakes
- 7. C Riches
- 8. P Stephens
- 9. The Mayor
- 10. The Deputy Mayor

**Industry Commerce Transportation  
& Tourism Committee**

Meets on 4<sup>th</sup> Monday

Councillors:-

- 1. R Austin
- 2. R Bickford
- 3. G Ellison
- 4. D Holley
- 5. Mrs F Knight
- 6. Mrs Merryn Killeya
- 7. B Reid
- 8. D Yates
- 9. The Mayor
- 10. The Deputy Mayor

**Burial Board**

Meet 4 times a year

Councillors:-

- 1. R Austin
- 2. P Stephens
- 3. The Mayor
- 4. The Deputy Mayor

42/09/10

**APPOINTMENTS TO OUTSIDE BODIES**

It was **RESOLVED** that the following appointments be made:-

Age Concern	Councillor Mrs Merryn Killea
K2	Councillor Austin
Road Safety	Councillor Stephens
Saltash Heritage	Councillor Mrs Knight
CPRE	No longer to be represented
Live Wire	Councillor Riches
SE Cornwall Victim Support	Councillor Austin
Youth Council	Councillor Mrs Hooper
May Fair Committee	Councillor Gee
Cornwall Assoc of Local Councils	Councillor Gee
Larger Local Councils	The Mayor or Deputy Mayor or Cllr Holley
Saltash Gateway CIC Review Board	Councillor Yates

43/09/10

**PRESS RELEASES**

It was **RESOLVED** that press releases are issued on the petition against toll increases on the Tamar Bridge; voting stations for the elections and allotments.

44/09/10

**COMMON SEAL**

It was unanimously **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.

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

Dated: 18<sup>th</sup> June 2009