

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 16<sup>h</sup> July 2009 at 7.00 pm**

**PRESENT:** Councillors Mrs S Hooper MBE (Chairman) R Austin, R Bickford, P Clements, D Holley, A Killeya, Mrs Merryn Killeya, Mrs F Knight, C Oakes, C Riches, D Yates

**ALSO PRESENT** Mr S Besford-Foster (Area Manager East Cornwall Council)  
Mr S Swales (Community Network Manager, Cornwall Council)  
PCSO Yates  
Mr S Tait (Saltash Gateway Community Interest Company)  
Mrs M Small (Town Clerk)

**APOLOGIES:** Councillors N Challen (work commitments), G Ellison (holiday), M Gee (illness), B Reid, P Stephens ISM (work commitments)  
PC Fletcher, Reverend A Butler

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### **PRAYERS**

Prayers were offered by Councillor Holley.

### **CHAIRMAN'S REPORT**

Councillor Mrs Hooper reported that she had attended twenty six engagements during the month, which included the opening of the St Barnabas Hospital summer fete, which raised over £600. She had also entertained the Brownies at the Guildhall, attended the presentation evening of Saltash Junior Football Club 8-12 year olds, opened the Fun Festival for Saltash College and attended their Leavers presentation; the retirement of Miss Ursula Davey from the Duke of Edinburgh awards after 30 years of service; and the Regatta which was an excellent event. She had also attended the Perfect Harmony and Saltash Girls Choir at the Guildhall and thanked the staff for all their help, particularly with seating. She had also attended Bishop Cornish sports day, the May Fair AGM and the diamond wedding of Mr and Mrs Williams.

The Deputy Mayor had attended the Looe Civic Service, after which Councillor Ron Overd planted an Overd Oak; the Burraton fete at which he opened the environmental gardens; Children's Hospice South West Coffee Morning at Saltash Wesley; and the Regatta on the Sunday

### **POLICE REPORT**

PCSO Yates reported that crime for the month was down nearly a half compared with the same period last year and that is 140 down to 79. There had been no dwelling burglaries, theft from motor vehicles 5 and 1 theft of a motor vehicle. Criminal damage was 7 including 2 interference with vehicles.

Councillor Mrs Hooper reported that the Chamber of Commerce had raised concerns regarding bad damage to businesses in Forge Lane and she asked if the businesses on the industrial estate are included within the crime figures. PCSO Yates replied that they were but it does not count as a dwelling burglary. The Police are aware of problems in Forge Lane regarding vandalism.

Councillor Riches reported that he had received some complaints from Plough Green that there is anti-social behaviour and inconsiderate parking therefore making it difficult to access properties and turn cars. PCSO Yates stated that the Police are aware of problems at Plough Green and also at Janeva Court.

Councillor Holley asked if the Police could add to their rounds, the basketball and tennis courts at Longstone Park where anti-social use of the courts is being reported. Councillor Holley also reported anti-social behaviour over weekends from number 33 North Road onwards and he asked that the Police keep an eye on this area.

Councillor Austin reported a worsening situation near the Spar Shop in St Stephens Road and PCSO Yates confirmed that the Police are aware of this. Councillor Austin also stated that the Town Council is discussing moving the bus stop at Windmill Hill down the road as pram owners and the blind are finding problems getting on the bus in the present location. The preferred site is opposite the carpet shop and he asked if this would interfere with the school patrol. PCSO Yates stated that the school patrol crosses at Warfelton Crescent and he felt this would not be a problem providing the stop is not too close to a junction.

Councillor Clements reported boy racers with vehicles having modified exhausts in Castlemead and Fairmead Drives. PCSO Yates stated that the Police are already looking into this problem. Councillor Riches asked whether it was correct that if two people take numbers of vehicles and report them to the Police, then action can be taken. PCSO Yates will take this back to Sgt Dunstan.

Councillor Mrs Knight reported that there are problems with a few of the small bikes around Saltmill area.

### **COMMUNITY NETWORK AREA**

Councillor Mrs Hooper welcomed Mr Steve Besford Foster the Area Manager East for the Localism Service and Mr Simon Swale Community Network Manager for Saltash and Torpoint and stated that the Council were pleased to welcome them to their new positions. Mr Besford-Foster gave an update of the current position and reported that the Cabinet had agreed a formal review to investigate whether the proposals in the bid to the Government are the right ones in the light of the elections in June and the makeup of the Council, particularly where two Towns are involved. Mr Swales stated that he wants to support elected members and others through a process which the Town Council and the CIC have been through to develop a strategic plan.

Councillor Mrs Hooper stated that the Town Council is anxious to meet with the Mayor of Torpoint and surrounding Parishes and asked Mr Swales how he felt the first meeting should take shape. Mr Swales stated that an informal meeting initially would be beneficial which may be in the form of a cheese and wine evening. Mr Swales stated that he would be willing to organise such a meeting and would liaise with the Town Clerk for dates for a meeting.

Councillor Killea referred to the Council's concern regarding representation on the CNA Panel and asked if this issue will be addressed during the review. Mr Swales confirmed that it would. He also asked if there would be an opportunity for Parishes to feed into the review. Mr Swales said he did not know but expected that there would be.

Councillor Mrs Merryn Killea stated that Saltash felt that a CNA based on the PL12 area would have been advantageous and asked if that would be looked at in the review but

Mr Swales said it was not possible to say at this stage. Councillor Yates asked if the public will have access to the Panels and Mr Swales stated it was the intention to do so.

Councillor Holley stated that whilst Mr Swales felt that it is his duty to support elective members, he asked what sort of help and advice would be given and whether Saltash Town Councillors would be included in mailing, for example minutes and agenda. Mr Swales stated that he will look at possibilities of written agreements with each Parish and Town Council so that support will be written into that. He was also asked how he would envisage his relationship with the Town Council on information and ideas. Mr Swales replied that he had worked with the Town Council and Saltash Partnership before and he hoped to work with Clerks of all areas.

Mr Besford-Foster stated that with reference to support for members, one of the main roles for Network Managers is to have a good relationship with Cornwall Council members and support will be in a more general format to take forward to service delivery areas.

Councillor Killea asked what other CNAs are doing in their areas. Mr Besford-Foster stated that although this area did not have its CNA Manager appointed until recently, other areas are not much further ahead except that the CNA Manager is more embedded as they have been there longer. Councillor Mrs Merryn Killea asked if it was likely Mr Swales would be attending Town Council meetings from time to time and this was confirmed. Mr Besford-Foster stated that pilot schemes are moving forward and would be in place by the end of the year. There will be 25 pilot projects in different states of development. Phase 2 is now being planned and that will go wider and deeper and there will be a menu from which to select. Councillor Bickford asked if Mr Swales had a role to work with the CIC and Mr Swales hoped that this would be the case. Councillor Killea stated that the Town has a plan and asked if there will be a separate plan by the CNA. Mr Swales stated that it is Cornwall's expectation that existing plans will be honoured and they will be made full use of to make up the CNA plan.

Councillor Holley asked Mr Swales to look at correspondence that went to Cornwall and Councillor Killea stated that the Town would like to be involved with Service Sharing. Mr Besford-Foster was asked whether Towns who did not become involved in the first round, be able to become involved in the second round.

Councillor Austin said that meetings are taking place and that requests are going to Cornwall Council. He asked how these requests are going to be prioritised.

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

Mr Tait presented the report for the month which took the form of the Chairman's yearly report to the Annual General Meeting of the CIC. Councillor Killea stated that the Scott Wilson report had slipped in time and asked the current time scale. Mr Tait stated that the report is imminent and the Town Council will be contacted when it is available. Councillor Holley noted that the CIC had met with Torpoint and asked how this is developing. Mr Tait said that both parties are currently looking through each other's plans.

### **CORNWALL COUNCIL REPORT**

Councillor Riches reported that the Executive has been chosen and there is only one of the Cabinet from South East Cornwall. There is no money and therefore work will be done on a priority basis but there will be no Road Traffic Orders. Councillor Riches has met with

Highways, Parks, Legal Services and Planning Officers to discuss Pillmere. Things will progress more rapidly now because the bond can be accessed fairly quickly. However, green spaces are not included in the bond and there is no money for the cutting of these areas. There has been a meeting with residents who were pleased to hear of the progress. Urgent works to deal with the collapse of the road in Taylor Road will be undertaken in this financial year.

Councillor Holley reported that training still continues. Three of the four new Cornwall Councillors are on the Planning East Committee and Councillor Austin is chairing the Regulatory Committee which includes Modification Orders, village greens and children's transport to school.

## **QUESTIONS**

Mrs M Marnell asked if there was any further news of repairs to the car park area in Jubilee Close. Councillor Mrs Merryn Killeya replied that she has been dealing with this but no repairs have yet been carried out and she has now asked Cornwall Councillor Austin to take this up with Highways.

### **69/09/10      DECLARATIONS OF INTEREST**

Councillors A Killeya, Mrs Merryn Killeya, Yates and Clements declared a personal interest in Minute No. 72/09/10 as members of the Saltash Gateway Community Interest Company and Councillor Austin declared a personal interest in the same minute number as a Director of the CIC.

Councillors A Killeya and Holley declared a personal interest in planning application No. 09/00995/FUL regarding land at 19 Higher Port View as several people have made their comments known to them and also Councillor Killeya works with some.

Councillor Clements declared a personal interest in application No. 09/00963/FUL regarding 46 Pondfield Road as he is acquainted with the applicant.

Councillor Mrs Knight declared a personal interest in planning application No. 09/00818/FUL regarding 14 River View as the applicant is a neighbour.

Councillor Oakes declared a prejudicial interest in planning application No. 09/00995/FUL land at 19 Higher Port View as he lives opposite the site and his wife had submitted an objection to the proposal and he will leave the meeting during discussion and voting on this item.

Councillor Oakes and Mrs Hooper declared a prejudicial interest in Minute No. 73/09/10 as they had received payments and did not vote on those particular items.

### **70/09/10      MINUTES**

It was **RESOLVED** that the Minutes of the meetings held on 18<sup>th</sup> June and 14<sup>th</sup> July 2009 be confirmed and signed as a correct record subject to the addition in Minute No. 65/09/10 Declarations of Interest of "Councillor Yates declared a personal interest in Planning Applications 09/00784/FUL Miramar, Trevollard

Lane, Trematon and 09/00858/FUL Longstone Business Centre, Windsor Lane as he is friends with near neighbours of the affected properties.

**(Councillor Austin left the meeting)**

**71/09/10**

**MATTERS ARISING**

County Report      Councillors reported that they had had a meeting with Rebecca Dickson from Cornwall Council, PC S Fletcher and the residents of Taylor Road. The outcome is to make Taylor Road access only and also they will set up a Neighbourhood Watch Scheme and this is being followed through with the Police.

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

57/09/10      Councillor Reid to be asked to circulate a written report on the meeting with Larger Local Councils.

58/09/10      It was noted that no advice regarding the tomb had been received to date.

**72/09/10**

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

There were no issues arising from the CIC report which needed discussion.

**73/09/10**

**FINANCE**

(a) The following receipts in June 2009 were noted:

|                        | £       | p |                    |
|------------------------|---------|---|--------------------|
| 1      Guildhall hire  | 1266.50 |   |                    |
| Burial Board           | 3152.00 |   |                    |
| Allotment tap          | 2.50    |   |                    |
| Beacon Electrical      | 4.69    |   | Overpayment        |
| John Lewis Partnership | 1000.00 |   | Carkeel roundabout |
| Cornwall Council       | 42.76   |   | Refund Garage      |

(b) The following payments in June 2009 were noted:

|                      | £        | p | £        | p |                                |
|----------------------|----------|---|----------|---|--------------------------------|
|                      | Gross    |   | Excl VAT |   | Remarks                        |
| Petty cash           | 250.00   |   |          |   | Petty cash                     |
| C Oakes              | 67.05    |   |          |   | Materials – War Memorial       |
| Mrs S Hooper         | 18.30    |   |          |   | Travel                         |
| Royal British Legion | 18.00    |   |          |   | Poppy wreath                   |
| Consortium           | 178.37   |   | 155.10   |   | Stationery/cleaning materials  |
| Mr D Greatrex        | 135.00   |   |          |   | Bus shelters/Guildhall windows |
| Cornwall Council     | 300.92   |   |          |   | Newsletter                     |
| Cornwall Council     | 10482.57 |   |          |   | CCTV                           |
| NALC                 | 12.55    |   |          |   | Return of portfolio            |
| Hine Brothers        | 2000.00  |   |          |   | Grounds maintenance            |

|                  |         |       |                 |
|------------------|---------|-------|-----------------|
| H3G              | 54.65   | 47.52 | Mobile phone    |
| Cornwall Council | 667.00  |       | Guildhall rates |
| Eclipse Internet | 24.59   | 21.38 | Broadband       |
| Inland Revenue   | 1450.43 |       | Tax & NI        |
| Cornwall Council | 1604.04 |       | Superannuation  |
| Staff salaries   | 6079.59 |       | Staff salaries  |

74/09/10

## **PLANNING**

(a) It was noted that Cornwall Councillors voted upon the information before this meeting but in the light of subsequent information received at Cornwall Council, Councillors may vote differently at that meeting. Councillor Mrs Hooper did not vote on any planning applications.

(b) Applications for consideration:

| <b>Date received</b> | <b>Application no.</b> | <b>Details of application</b>  |
|----------------------|------------------------|--|
| 03.07.2009           | 09/00818/FUL           | Mr Mitchell - <b>14 River View, Moorland View</b> - formation of hardstanding to front of dwelling. <b>It was unanimously RESOLVED by 10 in favour with 1 abstention (Councillor Mrs Hooper) to RECOMMEND APPROVAL subject to no neighbour objection.</b>  |
| 26.06.2009           | 09/00963/FUL           | S Lacey - <b>46 Pondfield Road, Latchbrook</b> - construction of single storey extension and alterations to parking area. <b>It was unanimously RESOLVED by 10 in favour and 1 abstention (Councillor Mrs Hooper) to RECOMMEND APPROVAL subject to no neighbour objection.</b>   |
| 03.07.2009           | 09/00995/FUL           | Mr A Jones - <b>land at 19 Higher Port View</b> - construction of dwelling with garage. <b>Eight letters of objection were reported. It was unanimously RESOLVED by 9 in favour 1 refusal and 1 abstention (Councillor Mrs Hooper) to RECOMMEND REFUSAL subject to:(a) overlooking, loss of privacy and light(b) out of keeping with the street scene and character of the area as described in the 2005 "Saltash, Historic Characterisation for Regeneration"(c) drainage concerns – request that a report is obtained(d) wildlife concerns – request that a report is obtained(e) closeness of</b> |

proposed property to 39 Lower Port View and 21 Higher Port View causing loss of amenity and overshadowing of No. 39. (f) concerns regarding road safety – No. 21 Higher Port View will have its new access onto a single carriageway and therefore vehicles will have to back out. (g) concern regarding fire safety – should the application be considered for approval, attention is drawn to the fact that there is no access to the backs of the terraced houses except through where the development is now proposed

(Councillor Oakes left the meeting for this item having declared a prejudicial interest)

(Councillor Killeya left the meeting)

- (c) The Town Clerk reported that there were no planning decisions contrary to the recommendations made by the Town Council.

(Councillor Killeya returned to the meeting)

- (d) It was **RESOLVED** that a discussion on the addition to planning responses 'subject to no neighbour objection' is held at the Policy and Resources Committee.

75/09/10

#### **CORRESPONDENCE**

- (a) It was **RESOLVED** that Councillor A Killeya look at the consultative document from Plymouth City Council Locality Working Survey and reports back to the next meeting.
- (b) A letter was reported from Cornwall Council about a Community Cash Back Scheme which is available for making neighbourhoods safer, reducing crime and strengthening communities. It was **RESOLVED** that this is referred to the Anti Social Working Group and also to the Gateway Community Interest Company.
- (c) The National Association of Local Councils is organising a Leadership Academy from the 15<sup>th</sup> to 18<sup>th</sup> September. It was **RESOLVED** that if any notes are available from the Academy it was asked that these are forwarded to the Town Council but that they are not represented at the Academy.
- (d) A letter was received from the Mabbett Hayward and United Charities of Saltash seeking a nomination as a Trustee. It was **RESOLVED** that Councillor Mrs Knight is nominated for the appointment.
- (e) In view of the timescale Councillor Mrs Hooper asked that a letter from Mrs B Lawson is reported regarding the Morley Tamblyn Lodge.

Mrs Lawson was seeking the Town Council's support to attend an open meeting regarding the proposed closure of the Morley Tamblyn Lodge at Liskeard on the 20<sup>th</sup> July. It was **RESOLVED** that the Town Council is represented by Councillor Mrs Merryn Killeya and that Councillor Holley also attends as both a Town Councillor and Cornwall Councillor.

**(Councillor Mrs Merryn Killeya left the meeting)**

**76/09/10**

**INDUSTRY COMMERCE TRANSPORTATION AND TOURISM**

It was **RESOLVED** that the Minutes of the Industry, Commerce, Transportation and Tourism Committee held on the 22<sup>nd</sup> June 2009 be confirmed and signed as a correct record and that the recommendations contained therein be endorsed subject to:-

- (a) in Minute No. 26/09/10(e) regarding the bus stop at St Stephens Road, adding "(iii) consult with St Stephens and Brunel Schools"
- (b) amending the spelling of Sarah in Minute No. 27/09/10(e) to 'Sara'

**(Councillor Mrs Merryn Killeya returned to the meeting)**

**77/09/10**

**CIVIC AMENITIES**

With reference to Minute No. 65/09/10 Councillor Holley reported that about 20 households were represented at the meeting regarding Tincombe Nature Reserve together with children from St Stephens Primary School and the Cornwall Wildlife Trust. There will be a Cornwall Wildlife work day on 19<sup>th</sup> September and the residents who were present agreed to form a Neighbourhood Watch Scheme. The Mayor thanked Councillor Holley for his work in getting everyone together.

It was **RESOLVED** that the Minutes of the Civic Amenities Committee held on the 1<sup>st</sup> July 2009 be confirmed and signed as a correct record and that the recommendations contained therein be endorsed.

**78/09/10**

**POLICY AND RESOURCES**

With reference to Minute No. 50/09/10 regarding the extension to the cemetery, Councillor Austin reported that planning permission had now been granted. The Mayor thanked Councillor Austin for the work he had undertaken on the planning application.

With reference to Minute No. 56/09/10 regarding incremental pay rises, the Clerk reported that one of the staff to receive a rise had subsequently submitted her resignation. It was **RESOLVED** that:

- (a) the post of one receptionist is advertised.
- (b) subject to the foregoing the Minutes of the Policy and Resources Committee held on the 7th July 2009 be confirmed and signed as a correct record and that the recommendations contained therein be endorsed.



**79/09/10      MEET THE PEOPLE**

Arrangements were made for Councillors to attend the Meet the People on Saturday 18<sup>th</sup> July. It was noted that Councillors Clements, Riches, Austin, Mrs Knight and either Councillors Oakes or Reid will attend for part of the day.

**80/09/10      PRESS RELEASES**

It was **RESOLVED** that Councillor Austin issue a press release on obtaining planning permission.

**81/09/10      CONFIDENTIAL PART II**

It was unanimously **RESOLVED** to move into Confidential Part II to discuss commercial in confidence issues relating to land and property.

**82/09/10      LAND AND PROPERTY**

It was reported that the Council had discussed commercially confidential information regarding land and property issues.

**83/09/10      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.