

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 4th April 2019 at 7.00 p.m.

PRESENT: R Bickford, J Brady - Chairman, G Challen – Vice Chairman, J Dent, M Fox, S Martin, S Miller, M Parker, J Peggs, W Phillips, J Rance, B Samuels, P Samuels, D Yates.

ALSO PRESENT: 6 Members of the Public, 1 Member of the Press, H Frank and S Tamlin - Cornwall Councillors, R Lane - Town Clerk, J Burge – Administration Officer.

APOLOGIES: Councillor: Lennox-Boyd and Pinckney.

HEALTH AND SAFETY ANNOUNCEMENTS

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

07/19/20 **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

The Administration Officer and Cornwall Councillor H Frank notified the Chairman that they would be recording the meeting.

PRAYERS

Councillor Yates led prayers.

08/19/20 **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:

Councillor	Agenda Item	Pecuniary/Non-pecuniary	Reason
B Samuels	PA19/01739	Non-Pecuniary	Living next door to property.
P Samuels	PA19/01739	Non-Pecuniary	Living adjacent to this property.
D Yates	PA19/01739	Non-Pecuniary	This is the vet we use.

- c. To consider dispensations required.

09/19/20 **CHAIRMAN'S REPORT**

It was **RESOLVED** to note.

10/19/20 **MONTHLY CRIME FIGURES**

It was **RESOLVED** to note no updated figures available from January.

11/19/20 **REPORT BY COMMUNITY ENTERPRISES PL12**

It was **RESOLVED** to note.

12/19/20 **CORNWALL GATEWAY COMMUNITY NETWORK AREA**

It was **RESOLVED** that:

1. Contents were noted.
2. Councillor Martin requested that an invitation be extended to the representative of Devon & Cornwall Police Cybercrime to give a presentation to a future meeting of Full Council.

13/19/20 **QUESTIONS FROM THE PUBLIC**

A resident of Saltash asked for an explanation on why the precept increase was far greater in Saltash than in all other towns in Cornwall.

The Mayor replied stating that the increase in the precept was to replenish the reserves and to fund projects Saltash Town Council are committed to. In addition Ward Councillors are available to respond to public precept questions and a press release will be issued in the April edition of the Observer.

14/19/20 **MINUTES**

Please see a copy of the minutes on the STC website or request to see a copy at the Guildhall.

The Minutes of the Full Town Council Meeting held on Thursday 7th March 2019 were confirmed and signed as a correct record.

The Minutes of the Full Town Council Meeting held on Tuesday 19th March 2019 were confirmed and signed as a correct record.

15/19/20 **FINANCE**

- a. To advise receipts in February 2019.

It was **RESOLVED** to note.

- b. To advise payments in February 2019.

It was **RESOLVED** to note.

- c. Urgent and essential works action by the Clerk under Financial Regulation 3.4 of the Town Council's Standing Orders.

None.

- d. To note that the bank reconciliations up to 28th February 2019 were reviewed as correct by the Chairman of Policy and Resources Committee and the Town Clerk.

It was **RESOLVED** to note.

- e. To note that an audit on recent supplier payments by the Chairman of Policy and Resources in line with the Councils Financial Regulations. It was noted that there are no discrepancies to report.

It was **RESOLVED** to note.

16/19/20

CORRESPONDENCE

- a. Burraton CP School – Board of Governors

It was **RESOLVED** that Councillors will contact Burraton CP School if interested in becoming a Governor.

- b. Cornwall Council – Community Governance Review for Cornwall 2019 (**Pursuant to minute no 455/18/19**)

It was **RESOLVED** that Councillor Yates would complete the Submission on the Community Governance Review for Cornwall 2019.

- c. Cornwall Council – Highways scheme and Approvals Secured for Saltash

It was **RESOLVED** to note.

17/19/20

TO APPROVE THE MINUTES OF THE FOLLOWING COMMITTEES AND TO CONSIDER ANY RECOMMENDATIONS;

- a. The minutes of the Services Committee held on Wednesday 13th March 2019 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

RECOMMENDATIONS:

- i. Minute No 119/18/19 To Consider a Report on Weed Spraying Options

To purchase a multipurpose road registered utility vehicle complete with weed spraying equipment up to a maximum cost of £11000 from the Waterfront Equipment & Vehicles EMF budget.

It was **RESOLVED** that a multipurpose road registered utility vehicle complete with weed spraying equipment up to a maximum cost of £11000 from the Waterfront Equipment & Vehicles EMF budget.

- b. The minutes of the Policy & Resources Committee held on Tuesday 26th March 2019 were confirmed and signed as a correct record.

It was **RESOLVED** to note.

RECOMMENDATIONS:

- i. Minute No 206/18/19 To Receive a Report from the Finance Officer

b. To avoid a possible shortage of £40,000 in funds for the station Building that delegated authority be placed with the Town Clerk and Finance Officer to review the Capital Reserves available at the time and if needed to put a freeze on other capital projects.

It was **RESOLVED** to approve.

- i. Minute No 214/18/19 To Approve and Recommend to Full Council the Following Library Policies:

- a. Customer Feedback Policy
- b. Computer Access and Usage Policy
- c. Information Security Policy
- d. Information Storage Policy
- e. Stock Management Policy
- f. Unreasonable Customer Behaviour
- g. Wi-Fi Acceptable Use Policy

It was **RESOLVED** to approve and adopt the policies.

- ii. Minute no 215/18/19 To Approve and Recommend to Full Council the Following Policies:

- a. Annual Statement on Internal Control 2019-20
- b. Anti-Bribery Statement 2019-20
- c. Business Continuity Plan 2019-20
- d. Investment Strategy 2019-20
- e. Reserves Policy 2019-20
- f. Risks Management Plan Statement 2019-20

It was **RESOLVED** to approve and adopt the policies.

- c. The minutes of the Staffing Committee held on Thursday 28th March 2019 were confirmed and signed as a correct record.

18/19/20 **TO APPROVE THE MINUTES OF THE FOLLOWING SUB-COMMITTEES AND TO CONSIDER ANY RECOMMENDATIONS:**

- a. The minutes of the library Sub-Committee held on Wednesday 6th March were confirmed and signed as a correct record.

It was **RESOLVED** to note.

19/19/20 **TO APPROVE THE ANNUAL GOVERNANCE STATEMENT FOR 2019-2020.**

It was **RESOLVED** to approve.

20/19/20 **PLANNING**

- a. Applications for consideration

PA19/01247

Mr Venables – The Cardinals Hatt, Hatt, Saltash, PL12 6PJ
Outline planning permission with some matters reserved for the construction of a hotel comprising of 56 hotel rooms and leisure facilities, including associated parking with appearance and landscaping reserved.

Ward: Botus Fleming Parish Council (BFC) - STC as Consultees

It was resolved to **DEFER RECOMMENDATION** awaiting:

1. **The outcome of the BFC Extraordinary meeting to be held Monday 15th April.**
2. **STC would collate their response via an online survey and send their results, to BFC, on Tuesday 16th April.**

Councillors B Samuels, P Samuels and D Yates left the meeting.

PA19/01739

Mr Allan Leigh Independent Vetcare Ltd – **66 Liskeard Road, Saltash, PL12 4HG**

New signs to enhance the visibility of the veterinary practice and help way-finding.

Ward: North

It was resolved to **RECOMMEND APPROVAL.**

Councillor B Samuels, P Samuels and D Yates were invited to return to the meeting.

PA19/01900

Mr Patrick Eugene Flannery – **Apple Folding, Elmgate, Saltash, PL12 4QY**

Construction of replacement dwelling including driveway and two car carport. Demolition of existing dwelling

Ward: West

It was resolved to RECOMMEND REFUSAL subject to:

- 1 The site area is too large.**
- 2 Out of keeping for the area.**

PA19/01947

Mr Eugene Flannery – **Apple Folding, Elmgate, Saltash, PL12 4QY**

New agricultural building to shelter livestock.

Ward: West

It was resolved to RECOMMEND REFUSAL subject to:

- 1 Change of use to a livery yard from agricultural.**
- 2 Increase in traffic.**

b. Tree applications/notifications: None.

21/19/20 **CONSIDERATION OF LICENSE APPLICATIONS**

None.

22/19/20 **MEET YOUR COUNCILLORS**

a. Arrangements for future meetings.

It was **RESOLVED** that Councillors Yates, Martin, B Samuels and P Samuels attend the next meeting in Fore Street to be held on Saturday 6th April 2019.

Councillor Yates proposed to add the library as an additional venue for meet your councillors.

It was **RESOLVED** to review the proposal considering dates and times at the next Policy & Finances Committee meeting to be held on Tuesday, 14th May 2019.

23/19/20 **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.

24/19/20 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

25/19/20 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

It was **RESOLVED** that the public and press be re-admitted to the Meeting.

26/19/20 **TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.**

Councillor Bickford provided an update on the Station Project.

It was **RESOLVED** to note that:

1. The Contractors were working well on site and within budget on Phase I. Work was progressing towards securing funding towards Phase II.
2. It was requested that photographs were taken during the development of the project to provide a photographic record of the works completed at each stage.
3. Councillor Dent on behalf of the Council acknowledged and thanked Councillor Bickford for the work he had committed to the Station project.

27/19/20 **PRESS AND SOCIAL MEDIA RELEASES**

No press and social media releases.

28/19/20 **DATE OF NEXT MEETING**

Tuesday, 16th April 2019 at 6.30 p.m.

29/19/20

COMMON SEAL

It was **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.

Rising at: 8.01 p.m.

Signed: _____

Chairman

Dated: _____

DRAFT