



# Saltash Town Council

*Konsel An Dre Essa*

*The Guildhall  
12 Lower Fore Street  
Saltash  
PL12 6JX  
Telephone: 01752 844846  
[www.saltash.gov.uk](http://www.saltash.gov.uk)*

31<sup>st</sup> May 2019

Dear Councillor,

I write to summon you to the meeting of **Saltash Town Council** to be held at the Guildhall on **Thursday 6<sup>th</sup> June 2019 at 7:00 p.m.**

Planning applications can be viewed by Members of the Council immediately prior to the meeting or by arrangement with the Town Clerk. Please note that the applications may also be seen on the Cornwall Council's website [www.cornwall.gov.uk](http://www.cornwall.gov.uk).

Members of the public may view planning applications during normal working hours of 9:30 a.m. – 4:30 p.m. daily at the Guildhall or online at Saltash Library.

Any member of the public requiring to put a question to the Council must do so 24 hours prior to the meeting by writing or email [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk)

Yours sincerely,

R Lane  
Town Clerk

To:

<b>Saltash North</b>	<b>Saltash South</b>	<b>Saltash East</b>	<b>Saltash West</b>
Vacancy	M Fox	R Bickford	G Challen - Chairman
J Peggs	S Lennox-Boyd	M Parker	J Dent
W Phillips	S Martin	J Rance	S Miller
B Samuels	A Pinckney	P Samuels – Vice Chairman	D Yates

## Agenda

1. Health and safety announcements.
2. Recording of meetings – please notify the Chairman if you are intending to record this meeting.

Please note: All meetings are open to the public and could be filmed or recorded by broadcasters, the media, council members, the Council, or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this especially if you are speaking or taking an active role.

3. Prayers.
4. Apologies.
5. Declarations of Interest:
  - a. To receive any 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. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting.
  - c. To consider dispensations required.
6. Chairman's Report.
7. Monthly Crime Figures.
8. Report by Community Enterprises PL12.
9. CNA report for noting or matters arising.
10. To receive Cornwall Council Annual Report 2018/19 and report from Councillor Sam Tamlin.
11. Questions - A 15-minute period when members of the public may ask questions of Members of the Council.

Please note: Any member of the public requiring to put a question to the Council must do so 24 hours prior to the meeting by writing or email.

12. To approve the Minutes of the Annual Meeting of Saltash Town Council held on Thursday 2<sup>nd</sup> May 2019 and the Minutes of the Planning and Licensing Committee held on Tuesday 21<sup>st</sup> May 2019.

13. Finance:
  - a. To advise the following receipts in:
    - i. April 2019
  - b. To advise the following payments in:
    - ii. April 2019
  - c. Urgent and essential works actioned by the Clerk under Financial Regulations.
  - d. To note that bank reconciliations up to 30<sup>th</sup> April 2019 were reviewed as correct by the Chairman of Policy & Finance Committee and the Town Clerk.
  - e. To note that an audit on recent supplier payments was conducted by the Chairman of Policy & Finance in line with the Councils Financial Regulations. It was noted that there are no discrepancies to report.
14. Annual Governance and Accountability Return Statements 2018/19:
  - a. To approve and sign section 1 Annual Governance Statement 2018/19
15. Annual Governance and Accountability Return Statements 2018/19:
  - a. To approve and sign section 2 Annual Governance Statement 2018/19.
16. To consider Risk Management reports as may be received.
17. S106 Applications:
  - a. Community Enterprises PL12 – Relaunch of the Saltash Card.
18. Correspondence:
  - a. Chair of Great War Committee - A request for a Civic Service at St Stephens Church to mark the end of WW1 with the signing of the Peace Treaty in Versailles on 28<sup>th</sup> June 1919.
  - b. Regatta Committee – A request for a Civic Parade and the Mayor to announce the event as open at the Regatta held on 22<sup>nd</sup> June 2019.
  - c. Ms Harrington – To consider supporting suicide prevention barriers at the Tamar Bridge.
  - d. Italian National Rowing Club Federation – To consider hosting a welcome evening.
  - e. Cornwall Council – Saltash S106 Panel Update.
  - f. Cornwall Council – Plastic Free.
  - g. Community Enterprise PL12 – To consider the use of the Crest Town Seal on the Saltash Card marketing material.
  - h. Audrey Miller Freeman of the Town – Note of thanks.

19. To approve the minutes of the following Committees and to consider any recommendations:
  - a. Extraordinary Personnel Committee held on Thursday 2<sup>nd</sup> May 2019.
  - b. Services held on Wednesday 8<sup>th</sup> May 2019 – **To note that the meeting was cancelled due to being inquorate.**
  - c. Policy & Finance held on Tuesday 14<sup>th</sup> May 2019.
  - d. Services held on Thursday 16<sup>th</sup> May 2019.
  - e. Burial Authority held on Tuesday 4<sup>th</sup> June 2019.
20. Planning:
  - a. Applications for consideration: None.
  - b. Tree applications/notifications: None.
21. Consideration of License Applications: None.
22. Meet your Councillors:
  - a. Arrangements for future meetings.
23. Public Bodies (Admission to Meetings) Act 1960  
To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.
24. To consider any items referred from the main part of the agenda.
25. Public Bodies (Admission to Meetings) Act 1960  
To resolve that the public and press be re-admitted to the meeting.
26. To consider urgent non-financial items at the discretion of the Chairman.
27. Press and social media releases:
  - a. To consider a monthly 'Meet Your Councillor' article in the Town Messenger.
28. Date of next meeting: Thursday 4<sup>th</sup> July 2019 at 7:00 p.m.
29. Common Seal:  
To Order that the Common Seal of the Council be affixed to all Deeds and Documents necessary to give effect to the foregoing Acts and Proceedings.

**Please note: It is Members responsibility to disclose a non-registerable interest or a disclosable pecuniary interest in any matter being considered or to be considered at the meeting.**

**Please leave the form in your folder provided for the Administration Officer to collect at the end of the meeting.**

Councillor: \_\_\_\_\_

Committee: \_\_\_\_\_

Date of Meeting: \_\_\_\_\_

Declarations of Interest:

- a. To receive any 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. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at the meeting.
- c. To consider dispensations required.

<b>Agenda Item</b>	<b>Pecuniary/Non-Pecuniary</b>	<b>Reason</b>	<b>Left the Meeting</b>	<b>Remained at Meeting and <u>did not</u> Vote</b>	<b>Ongoing Dispensation</b>	<b>Dispensation Requested</b>	<b>No Interest Declared</b>