

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 17th December 2009 at 7.00 pm

PRESENT: Councillors Mrs S Hooper MBE (Chairman), R Bickford, P Clements, M Gee, A Killeya, Mrs Merryn Killeya and C Oakes

ALSO PRESENT PC S Fletcher
Mr L Bradley (Saltash Gateway Community Interest Company)
Mrs M Small (Clerk to the Town Council)

APOLOGIES: Councillors R Austin (CC Planning Meeting), G Ellison (working), D Holley (CC Planning Meeting), B Reid (illness), C Riches (illness), P Stephens (illness), D Yates
Cornwall Councillor B Preston
Reverend A Butler

PRAYERS

Prayers were offered by the Mayor.

CHAIRMAN'S REPORT

Councillor Mrs Hooper began by referring to an incident in May 2008 in which four young people of the town rescued a lady from drowning in the River Tamar. She presented awards for bravery to Brett Watkins, Vincent Lucken and Elizabeth Daniels. Unfortunately, the fourth young person involved, Hannah Hollis, was unable to attend the meeting.

Councillor Mrs Hooper thanked the Town Clerk and staff who had dressed the Christmas tree in the exhibition by St Nicholas and St Faith Church. She had judged the Saltash Festive Christmas window displays, which had been won by Piglets with the runners-up being Barnardos. She had attended the Caradon Swimming Gala at the Leisure Centre, to which the Town Council had made funding available from the Festival Fund; two charity concerts, the Jubilee Close open day, , St Luke's Hospice Light up a Light. Together with the Deputy Mayoress, she had attended the Air Cadets presentation meeting. She had also attended the GCSE presentations at Saltash.net Community School, Bishop Cornish Christmas Bazaar, an early morning visit to the Sorting Office, the Tamar Friendship Group, at which they paid tribute to their volunteers, the Bishop Cornish production, the golden wedding anniversary of Councillor Bruce Reid and his wife, St George's Christmas party, the 100th birthday of George Bulger, the Bishop Cornish Christingle service and St Nicholas and St Faith pre-school nativity. Councillor Mrs Hooper also thanked Councillors A and Mrs Merryn Killeya, other councillors, the Town Clerk and staff, the Air Cadets and the Fire Service Cadets for their work in organising the Christmas Event, which although had been atrocious weather and many of the entertainment events could not take place, the carol service did take place in the Wesley Church.

Councillor Killeya reported that together with the Deputy Mayoress and he had attended the Guides Christmas fair, Age Concern Christmas lunch, Kimberley Day Care Christmas party, the St John service of thanksgiving in Truro and the Guides Christingle service. He had been unable to attend the Citizens Advice Bureau, but had since received information requested and will report later to the Council.

Councillor Killeya reported on the Community Network Area meeting he had attended on behalf of the Council. The main points were:

- (a) an assurance was given that there will be a new CNA manager for the area.
- (b) the CNA is going to ask if it can have an input into Highways and ask if the CNA can look at the list of schemes.
- (c) the make-up of the CNA Board will be eight Cornwall Councillors plus two representatives from Torpoint, Saltash, Rame cluster and PL12 cluster. One Councillor felt that Parish and Town Councils should not be on the Board.

The next meeting will be on Friday 29th January 2010 at 6:30pm. It was felt that the representatives to the CNA meeting for Saltash should be the Mayor and Deputy and, if they are not available, whoever is free to attend.

POLICE REPORT

PC Fletcher reported that there had been 72 recorded crimes during the month, compared with 95 for last year. This had included five thefts from motor vehicles. PC Fletcher returned to the Town Council the oyster plaque from the Waterside pub, which had been taken, and as a result of media publicity had been returned to the Guildhall. Councillor Mrs Hooper thanked PC Fletcher and his colleagues for their efforts to get the plaque returned.

PC Fletcher urged people not to drink and drive. Councillor Killeya asked if the Police could report back next month on how many drink driving offences occurred in Saltash over the festive period.

SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

Mr Bradley referred to the December brief and it was noted that the Fore Street Regeneration Steering Group had met Scott Wilson's project leader to agree the amendments required to the document. Letters will now be sent to the Town Council, the Chamber of Commerce, Cornwall Councillors and the CNA Manager to see how the ten priority projects in the report are to be addressed. Following this it is intended to hold a joint workshop at the end of January to agree individual project priorities.

Mr Bradley stated that the PL12 transport survey had received over 1000 responses and key issues had been identified as lack of transport available to access health and other essential services and a lack of transport for young people to access youth clubs and other leisure activities. A number of potential solutions were identified, including a volunteer car scheme, a taxi voucher scheme and the provision of a community minibus.

CORNWALL COUNCIL REPORT

Councillor Killeya had been asked by Cornwall Councillors to report on their behalf that:

- (a) it seems likely that the Environment and Highways departments might be merging.
- (b) an announcement is expected soon about the future of the dockyard.

- (c) that the Community Network Area meeting had been held. Councillor Killeya had been presented a report earlier in the meeting.
- (d) there is a new Deputy Chief Constable for Devon and Cornwall.

It was **RESOLVED** that the report be noted.

QUESTIONS

- (a) Mrs M Marnell stated that, at the Open Day, it had been suggested that two lights should be installed in Jubilee Close. Councillor Killeya stated that this had been raised at the Civic Amenities meeting, which had recommended that the Town Council adopt both lights.
- (b) Mr Lister asked what is going to happen to the oyster plaque. Councillor Mrs Hooper stated that it would be hoped that, if the Waterside pub is reopened, then it could be reinstated at that location. However, in the meantime it was **RESOLVED** that the plaque be displayed by Saltash Heritage.
- (c) It was reported that a public right of way is blocked at Wearde Quay and the Council was asked if they were aware of this. Councillor Clements stated that the Council was aware and there are several other such paths and this will be raised at a meeting with Linda Holloway, Cornwall Council's Enforcement Officer, when a meeting is held with her in the New Year.
- (d) Mr Miller stated that, with regard to the Christmas Event, he had spoken with some businesses in Fore Street and they were of the opinion that a Saturday is not a good day for the Christmas Event. Councillor Mrs Hooper stated that businesses had originally been contacted regarding a Saturday, but this will be taken back to the next Civic Amenities meeting.

161/09/10 DECLARATIONS OF INTEREST

Councillor Mrs Hooper declared a personal interest in Minute No.165/09/10(b) of payments regarding piano tuning.

Councillors A Killeya, Mrs Merryn Killeya and Clements declared a personal interest in any financial matters relating to the Saltash Gateway Community Interest Company (CIC) report as members of CIC.

Councillor Bickford declared a personal interest in planning application number 09/01406/FUL regarding 40 Culver Road as this is a near neighbour. Councillor Bickford declared a prejudicial interest in any financial matters relating to CIC as he is a Director.

Councillors Gee and Bickford declared prejudicial interest in minute number 175/09/10 as a member and treasurer respectively of Saltash Waterfront Residents' Association. Councillor Clements declared a prejudicial in the same minute No. as he is a member of the Elwell Woods Project Committee.

162/09/10 **MINUTES**

The Minutes of the meeting held on 19th November 2009 were **AGREED** and signed as a correct record.

163/09/10 **MATTERS ARISING**

Questions It was **RESOLVED** to defer this item, regarding the increase in the bridge toll and to appoint a representative to the public enquiry, until Cornwall Councillors arrive.

Cornwall Council It was confirmed that the CNA Manager will attend Town Council meetings when possible, but Torpoint Town Council is also on the same night.

Cornwall Council It was **RESOLVED** to defer schemes for consideration from Cornwall Councillors' budget until Cornwall Councillors arrive.

147/09/10(e) Councillor Killeya reported that he had looked at the development guidelines for Plymouth City Council and it was **RESOLVED** to respond that, whilst there is no objection to the document, the Town Council feel that on major applications the Council should consider the impact on neighbouring towns, and consult those Councils as soon as possible.

153/09/10 It was **RESOLVED** to defer the Big Care debate until Cornwall Councillors are present.

154/09/10 It was **RESOLVED** to defer the Cornish Climate Change declaration until Cornwall Councillors are present.

159/09/10 It was **RESOLVED** to defer approving a tender for the extension to the cemetery until the end of the meeting in Confidential Part II.

148/09/10 Councillor Killeya had circulated a paper on the strategy document for the Town Council and it was **RESOLVED**:

Recommendation (1) - to adopt the priorities as Council's policy, with the proviso that they are not binding. But should be used unless significant and material new information has arisen since they were adopted and the full Council can also add new priorities, not previously considered in the process, as and when appropriate.

Recommendation (2) – Festival funding to be left to the Civic Amenities Committee and Community Chest to Policy and Resources Committee, as these do not require major development work.

Recommendation (3) – as a number of priorities need further work, Councillors take on specific responsibility to lead further investigation of the priority and report to the appropriate Committee. Lead Councillor to be appointed by the relevant Committee, except Crime reduction which will be led by Councillor Austin.

Recommendation (4) - A working group consisting of Councillors Riches, Austin, Ellison, Gee and the Clerk be appointed to look into job description for a blue collar worker. The Committee will have no decision making powers, but will report back to the Policy and Resources Committee.

Recommendation (6) – An article to be included in the next Town Messenger explaining the process and current top/high priorities and welcoming feedback.

Recommendations (7) – The priorities to be reviewed by full Council annually in the autumn with the current priorities as a starting point. The priorities should be used as guidance to Committees to set the precept for the following year.

Recommendation (8) – The strategy process to be repeated in full once in the life of each Council, ie in the autumn following the election of a new Council (ie 2013) and should start as a blank sheet.

Recommendation (9) – Every effort should be made to involve the public at an early stage, ie before an annual review and prior to each subsequent Council’s full strategy process.

Recommendation (5) – Fore Street Regeneration – following representations, advice is taken from the Monitoring Officer regarding declarations of interest, and the establishment of a formal meeting is deferred to the January Town Council meeting, but an informal meeting of the Fore Street Regeneration Group be held on Thursday 14th January at 6pm, plus others to attend, and Councillor Killeya to write a paper to report back on the recommendations of the informal meeting for consideration in January.

Councillor A Killeya is thanked for his report.

164/09/10 **GATEWAY COMMUNITY INTEREST COMPANY (CIC)**

There were no issues needing a decision arising from the CIC report to Council.

165/09/10 **FINANCE**

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

£ p

Guildhall	3056.95
Burial Board	3000.00
Allotments	10.00

(Councillor Mrs Merryn Killeya left the meeting.)

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

	£	p	£	p	Remarks
	<u>Gross</u>		<u>Excl VAT</u>		
Lostwithiel Town Band	200.00				Civic Service
2 nd Saltash Scout Group	400.00				Messenger Delivery
R Austin	24.00				Travel to cemetery course
P Clements	44.00				Travel to planning course
Mrs M Small	45.60				Travel to course
Truro & Penwith College	115.00				Clerk's course
Hine Brothers	1400.00				Grounds maintenance
Consortium	63.82		55.49		Cleaning materials
Eclipse Internet	24.09		20.95		Broadband
Viking Direct	70.18		59.34		Ink
Royal British Legion	100.00				Wreath
Saltash Youth Council	3500.00				Donations
St Mellion Flowers	19.55				Carnations:Remembrance
M Campell	70.00				Band
Civic Service	30.00				Band
Post Office Ltd	56.68		49.88		BT
Speedy Hire	85.10		74.00		Barriers – Christmas
Eclipse Internet	24.09		20.95		Broadband
Saltash Town Regatta	40.00				Garage
Saltash Window Cleaning	45.00				Guildhall windows
Cormac	479.52				Road Closure (Christmas)
Cornwall Council	667.00				Guildhall Rates
IRQ Systems Ltd	113.85		99.00		IT maintenance contract
J&M Garden Machinery	9.20				Tractor – air filter
Post Office Ltd	290.32		256.57		Guildhall telephone
PowerLine Technical Services	63.25		55.00		Alarm call out
Alan Maunder	1150.00		1000.00		Remove soil to hedge
Consortium	186.38		162.87		Stationery/cleaning
B Whipp	50.00				Christmas x 2
Viking Direct	149.75		127.66		Ink
Audit Commission	2242.50		1950.00		Audit 08/09
Jackman Peckover	184.00		160.00		Boiler service
KM Roberts Electrical	925.33				Zip boiler
E Pascoe & Son	207.00		180.00		Names:War Memorial
Otis Ltd	418.31		363.75		Lift maintenance
Tartendown Nursery	724.50				Plants Autumn 2009
Sue Hooper Charitable Found	50.00				Piano tuning
SSNF Church Hall	175.00				Refreshments Civic Serv
Cornwall Council	60.00				CNA Cheese & Wine
Atlas Graphics	17.25		15.00		Banner – Christmas
R Elford	200.00				Elfic - Christmas
Cash	270.00				Christmas entertainers
Petty Cash	250.00				Petty cash
Staff salaries	6653.75				Staff salaries

Councillors Mrs Hooper and Clements declared a prejudicial interest in receipt of payments for travel and did not vote on this item. Mrs Small also declared a prejudicial interest in receipt of travel expenses.

166/09/10 **PLANNING**

- (a) It was noted that Cornwall Councillors voted upon the information before them at 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 planning issues.

(Councillor Mrs Merryn Killeya returned to the meeting.)

- (b) Applications for consideration:

Date received	Application no.	Details of application
03.12.2009	09/01406/FUL	Mr Chick - 40 Culver Road - construction of single storey extension and conversion of roof space to provide living accommodation to include dormer window and three roof lights. It was RESOLVED by 6 in favour and 1 abstention (Councillor Mrs Hooper) to RECOMMEND APPROVAL.
20.11.2009	09/01665/TPO	Mr H Furlong - 23 Grassmere Way, Pillmere - consent to prune and remove dead wood from oak tree subject to Tree Preservation Order. It was RESOLVED by 6 in favour and 1 abstention (Councillor Mrs Hooper) to RECOMMEND that the Town Council agrees with the removal of dead wood and any dangerous branches but, because the tree is away from the house, does not agree with the 25% reduction of the crown and suggest that this is unnecessary.
30.11.2009	09/01723/FULR	Mr S Tibbs - Land rear of 43 Homer Park - extension of time for outline application for the construction of two dwellings (application 06/00930/OUT approved 10.11.2006 refers). It was RESOLVED by 6 in favour and 1 abstention (Councillor Mrs Hooper) to RECOMMEND APPROVAL.
25.11.2009	09/01789/FUL	Mr P Gill - Land Pt OS 4364 Trematon Farm, Trematon - change of use of

land from agricultural to domestic cartilage. Construction of garage with gym/studio at first floor level and additional parking facilities to serve The Old Trematon Manor Farmhouse. **7 letters of objection were reported. It was RESOLVED by 6 in favour and 1 abstention (Councillor Mrs Hooper) to RECOMMEND REFUSAL as (a) it is outside the development area and is a change of use from agricultural to domestic use (b) over-development and out of keeping.**

(Councillor Mrs Hooper declared a personal interest as one objector was Miss E Turner, who has helped her in various events)

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| 16.11.2009 | 09/01802/FUL | Mr and Mrs J Lusher - 5 Bluebell Close, Pillmere - conversion of garage into additional living accommodation. It was RESOLVED by 6 in favour and 1 abstention (Councillor Mrs Hooper) to RECOMMEND APPROVAL. |
| 20.11.2009 | 09/01810/FUL | Saltash Bowling Club - Saltash Bowling Club, Glebe Avenue - construction of temporary store for grounds maintenance equipment. It was RESOLVED by 6 in favour and 1 abstention (Councillor Mrs Hooper) to RECOMMEND APPROVAL. |
| 23.11.2009 | 09/01834/FUL | Mr and Mrs J Blake - Wayside, Bennetts Lane, North Road - conversion of existing garage to workshop/utility/wc and construction of single storey extension. It was RESOLVED by 6 in favour and 1 abstention (Councillor Mrs Hooper) that the Town Council would like the Planning Office to do a fuller consultation prior to this application being considered. |
| 30.11.2009 | 09/01882/FUL | Mr and Mrs Purcil - 1 Pollard Close, St Stephens - construction of conservatory. It was RESOLVED by 6 in favour and 1 abstention (Councillor Mrs Hooper) to RECOMMEND APPROVAL. |

- 07.12.2009 09/01894/FUL Balabrook Ltd - **Building R/O 23 – 29 Fore Street** - construction of seven flats with commercial space at ground floor level (demolition of existing redundant building). **It was RESOLVED by 4 in favour, 2 against and 1 abstention (Councillor Mrs Hooper) to RECOMMEND REFUSAL as it is a lost opportunity for commerce and office space.**
- (Councillor A Killeya declared a personal interest as he had met with the company)**
- 03.12.2009 09/01902/FUL Mr S Carter - **Land at Berry Park, Berry Park** - construction of double garage (to replace timber carport) on Plot 1 **(revision to application 06/00878/FUL approved 24.09.2007). It was RESOLVED by 6 in favour and 1 abstention (Councillor Mrs Hooper) to RECOMMEND APPROVAL.**
- (c) An appeal against Planning Application No. 09/00480/FUL by **Miss A Bloodworth regarding the site at 426 New Road** – construction of dwelling and formation of new vehicular/pedestrian access was noted.
- (d) The Town Clerk reported on decisions taken by Cornwall Council where the decisions reached were contrary to the recommendations made at the Town Council Meeting as follows:
- (i) **09/01521/FUL - Saltash Scouts, Windsor Lane** – the Town Council recommended refusal, but it was approved by Cornwall Council. However, the Planning Office is behind in issuing approval notices and the reasons are not available.
 - (ii) **09/01655/FUL – retention of garage/workshop/wood store, Little Trevollard, Trevollard Lane, Trematon** – the Town Council recommended refusal, but it was approved by Cornwall Council, subject to a condition that the outbuilding approved shall be used as a garage/workshop/wood store, ancillary to the main dwelling house only, and for no other purposes.
 - (iii) **09/01033/TPO – permission to thin crown of tree by 30% at 28 The Brook** – the Town Council recommended refusal, but it was approved by Cornwall Council to ensure the continued health of the protected tree, in the interest of the visual amenities of the locality.

167/09/10 **CORRESPONDENCE**

The Adopted Caradon Local Plan First Alteration Proposals Maps was received from Cornwall Council and noted.

168/09/10 **INDUSTRY, COMMERCE, TRANSPORTATION AND TOURISM COMMITTEE**

It was **RESOLVED** that the Minutes of the Industry, Commerce, Transportation and Tourism Committee held on the 23rd November 2009 be confirmed and signed as a correct record and that the recommendations contained therein be endorsed, subject to “family bereavement” being added after Councillor Mrs Hooper’s apologies.

169/09/10 **BURIAL BOARD**

It was **RESOLVED** that the Minutes of the Burial Board held on the 30th November 2009 be confirmed and signed as a correct record and that the recommendations contained therein be endorsed.

170/09/10 **POLICY AND RESOURCES COMMITTEE**

With reference to Minute No. 128/09/10(ii) of the recommendation, Councillor Killeya reported that, although he was unable to attend the Cornwall Citizen Advice Bureau, he had e-mailed them for a report and they had confirmed that they were still happy to provide details of how money is spent within the Saltash area. They had thanked the Town Council for their donation, which had been very welcome. CAB for the whole of Cornwall is to set up consultative groups locally in areas, and representatives from Town and Parish Councils will be welcomed as members of those groups. Councillor Killeya will forward the CAB annual report to all Councillors for information.

It was unanimously **RESOLVED** that:

- (a) the Precept for 2010/2011 is set at £243,045, which will be an increase of 8%.
- (b) money from Cornwall Council with regard to grant assisted expenses was deferred until Cornwall Councillors are present.
- (c) Councillor Clements is appointed as the Town Council’s representative to the Citizens Advice Bureau’s consultative group covering Saltash.
- (d) subject to the foregoing, the Minutes of the Policy and Resources Committee meetings held on 1st and 8th December 2009 be confirmed and signed as a correct record and the recommendations contained therein be endorsed.

171/09/10 **CIVIC AMENITIES COMMITTEE**

It was **RESOLVED** that:

- (a) Minute No. 157/09./10(c) relating to Elwell Woods is deferred to the end of the meeting.
- (b) Subject to the foregoing, the Minutes of the Civic Amenities Committee held on 2nd December 2009 be confirmed and signed as a correct record and the recommendations contained therein endorsed, subject to the following amendments:-
 - (i) add (Civic engagement) after the apologies of Councillor Mrs Hooper
 - (ii) in Minute No. 154/09/10(e), add “(x) B Melling for operation of sound equipment £50
 - (iii) in Minute No. 158/09/10, ‘Mr Bond’ is changed to ‘Mr Pearce’

172/09/10 **MEET THE PEOPLE**

- (a) There was nothing to report back which needed attention from the last Meet the People as the weather had been very bad.
- (b) It was **RESOLVED** that the Meet the People for December is cancelled.
- (c) Councillor Mrs Hooper welcomed Hilary Frank who had assisted Plymouth with their bid for the World Cup Town status. She outlined the background to the bid and stated that there would be teams looking for training grounds and Saltash, with its Saltmill ground, could be well placed for such a team. It was **RESOLVED** that the Town Council write to formally support the bid and that Mrs Frank will supply details of where to write.

173/09/10 **PRESS RELEASES**

It was **RESOLVED** to write a press release welcoming the news of the winning bid for Plymouth to be a selected town.

174/09/10 **CONFIDENTIAL PART II**

It was unanimously **RESOLVED** to move into Confidential Part II to receive information on tenders for the cemetery extension and Elwell Lane.

175/09/10 **EXTENSION TO CEMETERY/ELWELL WOODS**

In Confidential Part II information was received on the three tenders regarding the extension to the cemetery.

It was **RESOLVED** to move back into Part I open meeting.

In Part I, it was **RESOLVED** that an extra-ordinary meeting is called by Councillors to discuss two items, Elwell Lane (Part I), extension to cemetery (Part II) as there was insufficient information to make a deliberation. Date of meeting, Wednesday 23rd December at 7pm.

