



Saltash Town Council

Konsel An Dre Essa



The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk

5th September 2019

Dear Councillor,

I write to summon you to a meeting of the **Services Committee** to be held at the Guildhall on **Wednesday 11th September 2019 at 6:30 p.m.**

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

Yours sincerely,

R Lane
Town Clerk

To:

| Saltash North | Saltash South | Saltash East | Saltash West |
|----------------------|----------------------|---------------------|--------------------------|
| S Gillies | M Fox | R Bickford | G Challen |
| J Peggs | S Lennox-Boyd | M Parker - Chairman | J Dent |
| W Phillips | S Martin | J Rance | S Miller – Vice Chairman |
| B Samuels | A Pinckney | P Samuels | 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. Apologies.
4. 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.
5. 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.

6. To consider Risk Management reports as may be received.
7. To approve the Minutes of the Services Committee held on Thursday 16th May 2019 and Wednesday 10th July 2019.
8. To approve the minutes of the following Sub-Committees and to consider any recommendations:
 - a. Property Maintenance held on Wednesday 29th May 2019.
 - b. Library held on Tuesday 27th August 2019.
9. Finance:
 - a. To receive the current Committee budget statement.
10. Correspondence:
 - a. Chamber of Commerce – To consider the Christmas lights switch on.
11. To consider options for the Maurice Huggins Room.

12. To receive the minutes of the Coastal Community Team.
13. To receive the minutes of the Road Safety Team.
14. Other areas that the Services Committee is responsible for:
 - a. Allotments:
 - i. To consider the use of the spare land adjacent to Churchtown allotment for further allotments.
 - ii. To consider a request from (SEA) Saltash Wildlife for the use of allotment land at Grenfell Avenue.
15. 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.
16. To consider any items referred from the main part of the agenda.
17. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
18. Urgent non-financial matters brought forward at the discretion of the Chairman.
19. Press and social media releases.
20. Date of next meeting: Wednesday 13th November 2019

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:

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- 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.

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