



# 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)*

27<sup>th</sup> September 2019

Dear Councillor,

I write to summon you to the meeting of **Saltash Town Council** to be held at the Guildhall on **Thursday 3<sup>rd</sup> October 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)

Members of the public who have registered with the Town Clerk on the evening of the meeting may speak on a Planning or Licensing agenda item at the discretion of the Chairman and with the approval of Members of the Planning and Licensing Committee. Registration must be complete prior to commencement of the meeting.

Yours sincerely,

R Lane  
Town Clerk

To:

<b>Saltash North</b>	<b>Saltash South</b>	<b>Saltash East</b>	<b>Saltash West</b>
S Gillies	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. 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.

11. To receive the Minutes of the Full Council meeting held on Thursday 5<sup>th</sup> September 2019.

12. Finance:
  - a. To advise the following receipts in:
    - i. August 2019.
  - b. To advise the following payments in:
    - ii. August 2019.
  - c. Urgent and essential works actioned by the Clerk under Financial Regulations.
  - d. To note that bank reconciliations up to 31<sup>st</sup> August 2019 were reviewed as correct by the Chairman of Policy & Finance 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.
13. Correspondence.
14. To approve the minutes of the Services Committee held on the 11<sup>th</sup> September 2019 and to consider any recommendations.
15. To consider an application to a Public Works Loan Board for the Capital Works at the Library as recommended by the Services Committee (pursuant to Minute no. 44/19/20)
16. To approve the minutes of the following Sub Committees and to consider any recommendations: None.
17. To consider Risk Management reports as may be received.
18. To consider the establishment of a Town Centre Vision sub committee.
19. New Community Enforcement Tool for Town and Parish Councils – James Peck Cornwall Council Community Protection Team Officer. **(Pursuant to FTC meeting held on 5<sup>th</sup> September 2019 minute no.153/19/20)**
20. Cornwall Council – To consider dog fouling, littering and fly tipping incident report card scheme and training. **(Pursuant to FTC meeting held on 1<sup>st</sup> August 2019 minute no.138/19/20 & FTC meeting held on 5<sup>th</sup> September 2019 minute no.154/19/20)**
21. To consider the extent STC wishes its trained Enforcement Officers to implement enforcement measures. **(Pursuant to FTC meeting held on 5<sup>th</sup> September 2019 minute no.155/19/20)**
22. To receive a report from Cornwall Council – Councillor Frank.
23. To note the annual Localism Summit on Wednesday 6 November in the Pavilion Centre at the Royal Cornwall Showground

24. To note the appointment of the Town Crier.
25. To consider adopting the Mayors Cadet Sash as Civic Regalia.
26. Planning:
  - a. Applications for consideration: None.
  - b. Tree applications/notifications: None.
27. Consideration of License Applications: None.
28. Meet your Councillors:
  - a. Arrangements for future meetings.
29. 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.
30. To consider any items referred from the main part of the agenda.
31. To consider the renewal of insurance proposals
32. To consider a property item.
33. Public Bodies (Admission to Meetings) Act 1960  
To resolve that the public and press be re-admitted to the meeting.
34. To consider urgent non-financial items at the discretion of the Chairman.
35. Press and social media releases.
36. Date of next meeting: Thursday 7<sup>th</sup> November 2019 at 7 p.m.
37. 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 did not Vote</b>	<b>Ongoing Dispensation</b>	<b>Dispensation Requested</b>	<b>No Interest Declared</b>