

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 3rd October 2019 at 7.00 p.m.

PRESENT: Councillors: R Bickford, G Challen – Chairman, J Dent, M Fox, S Gillies, S Lennox-Boyd, M Parker, J Peggs, W Phillips, A Pinckney, B Samuels, P Samuels – Vice Chairman, J Rance, D Yates.

ALSO PRESENT: 5 Members of the Public, 1 Member of the Press, Reverend B Anderson, S Tamlin – Cornwall Councillor, J Peck – Cornwall Council Community Protection Team Officer, R Lane - Town Clerk, D Joyce – Administration Officer, S Emmett – Finance Officer.

APOLOGIES: Councillors: S Martin, S Miller.

PRAYERS

Reverend B Anderson led prayers.

HEALTH AND SAFETY ANNOUNCEMENTS

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

173/19/20 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

None.

174/19/20 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	Left the Meeting	No Interest Declared
G Challen	13	Non	Member of WW1 Committee	Y	
A Pinckney	13		Public Question Member of WW1	Y	
J Peggs	15	Pecuniary	Relative of Surveyor	Y	
J Peggs	32	Non-Pecuniary	Relative of Surveyor	Y	
D Yates	32	Pecuniary	Wife is a Property Owner	Y	

c. To consider dispensations required:

None.

175/19/20 CHAIRMAN'S REPORT

The Chair added dates and events the Deputy Mayor attended but which were not recorded on the report:

18th September - Town Crier Auditions
28th September - Macmillan Coffee Morning at Saltash Library
29th September - Civic Service event

It was **RESOLVED** to note.

176/19/20 MONTHLY CRIME FIGURES

It was **RESOLVED** to note.

177/19/20 REPORT BY COMMUNITY ENTERPRISES PL12

Apologies were received from Peter Thistlewaite – Chair of Community Enterprises PL12. Councillor Bickford - Director of CIC spoke on Peter's behalf and informed members of the Annual General Meeting held last week in which two long-serving directors retired - Bob Austin and Rosie Waters.

Councillor Bickford stated the CIC were now looking to recruit into these positions and welcomed anyone with any interest to contact the Chair - Peter Thistlewaite.

It was **RESOLVED** to note the report.

178/19/20 CNA REPORT FOR NOTING OR MATTERS ARISING

None.

179/19/20 QUESTIONS FROM THE PUBLIC

Saltash Great War Commemorative Events Committee – Pebble Sculpture Saltash Memorial Peace Garden

Councillor Challen and Pinckney declared an interest in the next agenda item and left the room.

Councillor P Samuels in the Chair.

We would like to seek permission from Saltash Town Council to recognise the Pebble Sculpture now installed at the Saltash Memorial Peace Garden as a WW1 War Memorial in time for November Service this year; and in perpetuity.

In light of this, may we please go ahead with the Dedication Ceremony on October 27th at the Memorial Peace Garden, where the sculpture is sited which has been in association with the Council throughout.

We have been aiming to prepare the memorial site for the final planting scheme, however, due to the continued inclement weather conditions and the affect on the soil, these soft-works have been unavoidably delayed, and therefore, may not be in place in time for the Dedication and unveiling. That said, we are still aiming to complete that task, weather permitting.

If the Council is agreeable for the Pebble Sculpture to be Dedicated, this would then represent an official WW1 War Memorial dedicated to the Saltash fallen in the Great War, to include those 44 men, whose names, are not on any Saltash War Memorial; and would therefore be honoured annually and during official Remembrance and wreath laying tributes organised by the Saltash Town Council, and/or official Remembrance tributes in the future.

The Pebble Sculpture is Saltash's unique tribute to the 100th Anniversary of the Great War, organised by the Saltash Great War commemorative Events Committee.

Thank you

Sue Hooper
Chair/general Sec
S- GWCEC

Councillor Peggs congratulated S-GWCEC for their continuing work and all members agreed the Pebble Sculpture is a credit to the Memorial Peace Garden.

It was **RESOLVED** to:

1. Approve that the Pebble Sculpture be dedicated as an official WW1 Memorial and to be recognised in future tributes to those fallen by the laying of a commemorative wreath.
 - 2.
 3. A Dedication Ceremony be held on 27th October 2019.
- Councillor Challen and Pinckney were invited and returned to the meeting.

Councillor Challen in the Chair.

180/19/20 **TO APPROVE THE MINUTES OF FULL TOWN COUNCIL HELD 5TH SEPTEMBER 2019**

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

It was **RESOLVED** that the minutes of the Full Town Council meeting held on Thursday 5th September 2019 were confirmed and signed as a correct record.

181/19/20 **FINANCE**

- a. To advise receipts in August 2019.

It was **RESOLVED** to note.

- b. To advise payments in August 2019.

It was **RESOLVED** to note.

- c. Urgent and essential works actioned 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 30th June 2019 were reviewed as correct by the Town Clerk and Chairman of Policy and Finance.

It was **RESOLVED** to note

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

It was **RESOLVED** to note.

182/19/20 **CORRESPONDENCE**

- a. John Willis, High Sheriff of Cornwall – Letter of Thanks

The Chair informed members of the letter received from John Willis the High Sheriff of Cornwall regarding the Civic Event held on 29th September 2019. The Chair requested Councillor Parker take a copy of the letter to the Fire Cadets who volunteered at the event and the Chair forward the letter to the Royal British Legion to circulate to all Cadets involved.

It was **RESOLVED** to note.

- b. Sheryll Murray MP correspondence to Highways England regarding A38 Carkeel Roundabout.

It was **RESOLVED** to note.

183/19/20 **MINUTES**

Councillor Bickford queried minute no.47/19/20 in which it was felt not all proposals were explored in detail by members at the Services Committee meeting regarding the expressions of interest in the use of the Maurice Huggins Room.

All members agreed the proposals were considered with the view of offering alternative options to community organisations once the Council had embarked on a commercial letting of the property.

Councillor Parker – Chair of Services stated minute no 46/19/20 to be changed from **RECOMMENDED** to **RESOLVED**.

It was **RESOLVED** that the minutes of the Services Committee meeting held on 11th September 2019 were confirmed and signed as a correct record.

Councillor Peggs declared an interest in the next agenda item and left the room.

184/19/20 **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)**

The Chair confirmed that all members had received the business plan and surveyors report detailing the capital works needed for the library and all confirmed there were no further questions wished to be asked.

The Chair advised the next stage of consideration for an application for a Public Works Loan Board would be subject to councillors' approval on accurate costs and a full public consultation as part of the necessary process.

Councillor Challen added an email had been received from a member of the public objecting to the proposal for a Public Works Loan due to public consultation not being sought. All members agreed the email be mitigated due to the public consultation having not yet commenced due to the current stage of the process in which Councillors would need to agree on the final cost submission of the application.

It was **RESOLVED** to approve the application for a Public Works Board Loan up to £200,000 subject to approval of accurate costing and that a full Public Consultation to be held at the library.

Councillor Peggs was invited and returned to the meeting.

185/19/20 **TO APPROVE THE MINUTES OF THE FOLLOWING SUB COMMITTEES AND TO CONSIDER ANY RECOMMENDATIONS:**

None.

186/19/20 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED**

None.

187/19/20 **TO CONSIDER THE ESTABLISHMENT OF A TOWN CENTRE VISION SUB COMMITTEE.**

The Chair proposed to members that a Sub Committee be formed to drive forward innovative ideas relating to town centre regeneration.

Councillor Challen stated there was a need to form a Sub Committee with administrative input due to financial decisions requiring recording and a transparent approach for audit purposes and the residents of Saltash.

It was **RESOLVED** a Town Centre Vision Sub Committee be formed with the following membership:

Councillors Bickford, Dent, Fox, Gillies, Parker, Peggs, Phillips, Pinckney, P Samuels, Yates.

Quorum: Six members.

Venue: Guildhall.

Reports to: Full Council.

Meetings/Time: TBC.

188/19/20 **NEW COMMUNITY ENFORCEMENT TOOL FOR TOWN AND PARISH COUNCILS – JAMES PECK CORNWALL COUNCIL COMMUNITY PROTECTION TEAM OFFICER. (PURSUANT TO FTC MEETING HELD ON 5TH SEPTEMBER 2019 MINUTE NO.153/19/20)**

James Peck of Cornwall Council introduced himself and informed members of the current community enforcement scheme and support available to report Environmental Crimes such as Dog Fouling, Littering and Fly Tipping.

James advised members the scheme uses a holistic approach to report these crimes and the reporting card acts as an intelligence tool which would show problem areas in and around Cornwall.

James added these types of environmental crimes can be reported online, quickly and easily and stated he would encourage all residents concerned with any of these issues to use this facility.

It was **RESOLVED** to publicise the online reporting scheme to residents of Saltash on the Town Councils website.

189/19/20 **CORNWALL COUNCIL – TO CONSIDER DOG FOULING, LITTERING AND FLY TIPPING INCIDENT REPORT CARD SCHEME AND TRAINING. (PURSUANT TO FTC MEETING HELD ON 1ST AUGUST 2019 MINUTE NO.138/19/20)**

It was **RESOLVED** to adopt the scheme and approve councillors and staff to use the report card scheme and online reporting services and that training be provided.

190/19/20 TO CONSIDER THE EXTENT STC WISHES ITS TRAINED ENFORCEMENT OFFICERS TO IMPLEMENT ENFORCEMENT MEASURES

Members discussed their previous wishes for staff to educate the public and to not issue on the spot fines.

All members agreed due to the safety and welfare of staff and associated equipment costs the Council would incur the online and reporting card system would be a sufficient deterrent for these types of environmental crimes.

It was **RESOLVED** to not implement fixed penalty notices but give staff authority to use Cornwall Councils online reporting system and/or the report cards to report such issues.

191/19/20 TO RECEIVE A REPORT FROM CORNWALL COUNCIL – COUNCILLOR FRANK.

It was **RESOLVED** to request that Councillor Frank provide details of where the proposed trees will be planted at the launch of a Forest for Cornwall Programme.

192/19/20 TO NOTE THE ANNUAL LOCALISM SUMMIT ON WEDNESDAY 6 NOVEMBER IN THE PAVILION CENTRE AT THE ROYAL CORNWALL SHOWGROUND.

It was **RESOLVED** to note.

193/19/20 TO NOTE THE APPOINTMENT OF THE TOWN CRIER

It was **RESOLVED** to defer.

194/19/20 TO CONSIDER ADOPTING THE MAYORS CADET SASH AS CIVIC REGALIA.

The Chair requested members to adopt the Mayors' Cadet Sash which was made by a local businessperson using recycled material from the Scrap Store on Fore Street that has no cost attached as Civic Regalia.

The Chair added that the Town Council Seals have not yet been included.

It was **RESOLVED** to adopt the Mayors Cadet Sash as Civic Regalia.

195/19/20 PLANNING

- a. Applications for consideration: None
- b. Tree applications/notifications: None.

196/19/20 **CONSIDERATION OF LICENSE APPLICATIONS**

None.

197/19/20 **MEET YOUR COUNCILLORS**

a. Arrangements for future meetings.

It was **RESOLVED** that Councillors Gillies, Dent and Fox will attend the next meeting in Fore Street on Saturday 5th October 2019.

198/19/20 **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.

Renewal of Insurance

Members considered insurance quotes for the council for a renewal period of three years and selected the company representing best value.

It was **RESOLVED** to appoint Zurich as the Saltash Town Council insurers for a three-year period.

Councillors Peggs and Yates declared an interest in the next agenda item and left the room.

To Consider a Property Item

Councillor Phillips informed members of the opportunity for a property investment.

It was **RESOLVED** to approve in principle the purchase of the property subject to review of council finances conducted by the Chair and Vice Chair of Policy and Finance reporting back to Full Council for a final decision.

Councillors Peggs and Yates were invited back and returned to the meeting.

199/19/20 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

200/19/20 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

201/19/20 **TO CONSIDER URGENT NON-FINANCIAL ITEMS**

Cornwall Council Free One Day Car-Parking for Christmas Shopping

It was proposed that the Chair of Services liaise and agree with Saltash Chamber of Commerce which day in the Christmas period would be most suitable to offer the town free parking.

It was **RESOLVED** that Councillor Parker agrees a date with all parties involved and respond to Cornwall Council by the 15th November 2019.

Past Mayors Group Photos

The Chair asked why group photos with previous Mayors were not displayed in the Guildhall lobby as it had been mentioned by a previous Saltash Mayor their picture was not displayed. Previous Mayor's W Phillips, D Yates and J Dent all agreed their own pictures were not displayed at the Guildhall due to the pictures being unable to be taken.

It was **RESOLVED** to note.

Publicity Banners

Councillor B Samuels updated members of the publicity banners now situated above the lower end of Fore Street and the ambition that further S106 money will be released in order to purchase further designs.

The Chair thanked Councillors B Samuels and Pinckney for their work on delivering this project.

It was **RESOLVED** to note.

202/19/20 **PRESS AND SOCIAL MEDIA RELEASES**

It was **RESOLVED** to issue the following Press and Social Media Releases:

1. Councillor Yates attendance at the Library on Saturday mornings regarding proposals for the Neighbourhood Plan.
2. Forest for Cornwall Launch.
3. Report cards and online reporting.

203/19/20 **DATE OF NEXT MEETING**

Thursday 7th November 2019 at 7p.m.

204/19/20 **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: 9:02pm

Signed: _____
Chairman

Dated: _____

DRAFT