

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 5th December 2019 at 7.00 p.m.

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

ALSO PRESENT: 7 Members of the Public, Reverend B Anderson, P Thistlethwaite – Chair Community Enterprises pl12, 1 Member of the Press, H Frank – Cornwall Councillor, R Lane - Town Clerk, D Joyce – Administration Officer, S Emmett – Finance Officer.

APOLOGIES: Councillors: M Fox, S Lennox-Boyd, J Peggs, S Tamlin – Cornwall Councillor.

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.

238/19/20 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

Cornwall Councillor H Frank notified the Chairman she would be recording the meeting.

239/19/20 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
B Samuels	23	Non-Pecuniary	Chairman of VE Committee	Yes	
P Samuels	23	Non-Pecuniary	Member of VE75 Committee	Yes	
Dent	23	Non-Pecuniary		Yes	
Challen	25	Non-Pecuniary	Licence Holder Myself	Yes	

- c. To consider dispensations required:

To approve a dispensation to Committee Members to allow setting of budgets and the precept. Without the dispensation the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of the business.

It was **RESOLVED** a dispensation be granted to Committee Members to allow the setting of budgets and the precept.

240/19/20 SALTASH ENVIRONMENTAL ACTION: TO RECEIVE AN UPDATE ON CLIMATE CHANGE

Members received a presentation and were requested by a Member of SEA to show support by declaring a climate emergency.

Councillor Yates suggested a working group be formed to discuss climate change and prevention of visible issues and potential consequences which may occur in the future before any decision is made regarding declaring a climate emergency in Saltash.

It was **RESOLVED** a working party be considered for establishment at the Full Council meeting to be held in January 2020.

241/19/20 CHAIRMAN'S REPORT

It was **RESOLVED** to note.

242/19/20 MONTHLY CRIME FIGURES

It was **RESOLVED** to note.

243/19/20 **REPORT BY COMMUNITY ENTERPRISES PL12**

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

244/19/20 **FULL MEETING NOTES OF THE CNP MEETING FOR NOTING**

No report.

245/19/20 **QUESTIONS FROM THE PUBLIC**

St Barnabas Hospital is listed as a Landmark Building and a Heritage Asset in the Saltash Neighbourhood Plan. I have written to the Town Council about the possibility of leasing the Chapel Tower at St Barnabas from NHS Property Services.

Although the Chapel is beautiful enough in its own right to attract visitors, it could make an ideal permanent home for the Saltash Chronicles Embroidery Project. With this aim in mind for the building, the Council would have a very good chance of attracting Heritage England funding to: install a staircase (on the ground floor of the tower) to gain access to the chapel, close off the entrances (ground and 1st floor) to the hospital (so that any future clinical services are not affected), restore the chapel, and install Saltash Chronicles.

Using the Chapel Tower for this project would give Saltash a superb visitor attraction – within easy walking distance of Alexander Square car park so no on-site parking would be required. The building could be staffed during opening hours by SCEP volunteer embroiderers, as they did when the project was at the Baptist Church. The Town would not need to contribute financially to the project and maintenance costs could be raised by entry fees.

So would the Council please consider the possibility of leasing the Chapel Tower as a heritage asset for the town, future use to be determined thereafter?

It was **RESOLVED** that members would give consideration into leasing the Chapel Tower if it were to become available and contacted by the NHS.

246/19/20 **TO RECEIVE APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON THURSDAY 7TH NOVEMBER 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 7th November 2019 were confirmed and signed as a correct record.

247/19/20 **FINANCE**

- a. To advise receipts in October 2019.

It was **RESOLVED** to note.

- b. To advise payments in October 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 31st October 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.

248/19/20 TO APPROVE THE FEES AND CHARGES FOR 2020/21. THIS WILL BE A RECORDED VOTE.

Following a recorded vote of 12 in favour, 1 abstention and 3 absent:

Bickford	For
Challen	For
Dent	For
Fox	Absent
Gillies	For
Lennox Boyd	Absent
Martin	Abstain
Miller	For
Parker	For
Peggs	Absent
Phillips	For
Pinckney	For
Rance	For
Samuels B	For
Samuels P	For
Yates	For

It was **RESOLVED** to approve the fees and charges for 2020/21.

249/19/20 TO APPROVE THE TOWN COUNCIL BUDGET FOR 2020/21. THIS WILL BE A RECORDED VOTE.

Following a recorded vote of 12 in favour, 1 abstention and 3 absent:

Bickford	For
Challen	For
Dent	For
Fox	Absent
Gillies	For
Lennox Boyd	Absent
Martin	Abstain
Miller	For
Parker	For
Peggs	Absent
Phillips	For
Pinckney	For
Rance	For
Samuels B	For
Samuels P	For
Yates	For

It was **RESOLVED** to approve the Town Council budget for 2020/21.

250/19/20 TO SET THE PRECEPT FOR 2020/21. THIS WILL BE A RECORDED VOTE.

Any councillor with an outstanding Council tax debt of more than two months is unable to participate in the Precept vote.

Following a recorded vote of 10 in favour, 3 against and 3 absent:

Bickford	Against
Challen	For
Dent	For
Fox	Absent
Gillies	For
Lennox Boyd	Absent
Martin	Against
Miller	Against
Parker	For
Peggs	Absent
Phillips	For
Pinckney	For
Rance	For
Samuels B	For
Samuels P	For
Yates	For

It was **RESOLVED** to set the Precept of £1,304,083 for 2020/21

The Chairman informed members the next two agenda items would be taken together to consolidate the contract.

251/19/20 TO CONSIDER THE RENEWAL OF PERSONNEL CONTRACT (PURSUANT TO POLICY AND FINANCE COMMITTEE MEETING MINUTE NO. 93/19/20)

The Finance Officer informed members of alternative providers to improve efficiency and save costs to the Council.

The Finance officer recommended consolidating both the Personnel and Health and Safety contracts and to include payroll software facilities ensuring a streamlined and efficient service for users.

The Finance Officer stated they are confident in the proposal with the recommended supplier for a 3-year contract.

It was **RESOLVED** to note that due to the consolidation of the contract the decision will be minuted under the next agenda item.

252/19/20 **TO CONSIDER THE RENEWAL OF HEALTH AND SAFETY CONTRACT. (PURSUANT TO POLICY AND FINANCE COMMITTEE MEETING MINUTE NO. 94/19/20)**

It was **RESOLVED** to approve a 3-year contract with the lowest bidder at a cost of £5893.68 per year for both the Personnel and Health and Safety contracts to include payroll software facilities ensuring a streamlined and efficient service for users.

253/19/20 **CORRESPONDENCE**

- a. Power for the People - To consider passing a motion to support the Local Electricity Bill and sign up to the Power for the People Campaign.

It was **RESOLVED** to offer an invitation to Power for the People to attend Full Town Council and offer a presentation to provide further detail.

- b. To receive a letter of thanks on behalf of the Saltash Great War Commemorative Events Committee.

It was **RESOLVED** to note.

254/19/20 **TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:**

- a. Extraordinary Policy and Finance held on Tuesday 2nd July 2019.

It was **RESOLVED** that the minutes of the Policy and Finance Committee held on Tuesday 2nd July 2019 were confirmed and signed as a correct record.

- b. Policy & Finance held on Tuesday 23rd July 2019.

It was **RESOLVED** that the minutes of the Policy and Finance Committee held on Tuesday 23rd July 2019 were confirmed and signed as a correct record.

- c. Services held on Thursday 14th November 2019.

It was **RESOLVED** that the minutes of the Services Committee held on Thursday 14th November 2019 were confirmed and signed as a correct record.

d. Planning & Licensing held on Tuesday 19th November 2019.

It was **RESOLVED** that the minutes of the Planning & Licensing Committee held on Tuesday 19th November 2019 were confirmed and signed as a correct record.

e. Extraordinary Services held on Thursday 21st November 2019

It was **RESOLVED** that the minutes of the Extraordinary Services Committee held on Thursday 21st November 2019 were confirmed and signed as a correct record.

f. Personnel held on Tuesday 26th November 2019.

It was **RESOLVED** that the minutes of the Personnel Committee held on Tuesday 26th November 2019 were confirmed and signed as a correct record.

RECOMMENDATIONS:

76/19/20 STAFFING

Library

It was **RESOLVED** to approve the creation and advertisement for posts of Library Casual Assistants to establish a bank of casual support staff on scale 7 - 9.

Guildhall

It was **RESOLVED** that:

1. The post of Casual Caretaker scale point 5 be uplifted to scale 5 - 6.
2. A Casual Caretaker currently on scale point 5 be uplifted to scale point 6 effective from 1st October 2019.

g. Extraordinary Policy and Finance held on Tuesday 3rd December 2019.

It was **RESOLVED** that the minutes of the Extraordinary Policy and Finance Committee held on Tuesday 3rd December 2019 were confirmed and signed as a correct record.

255/19/20 **TO APPROVE THE MINUTES OF THE FOLLOWING SUB COMMITTEES AND TO CONSIDER ANY RECOMMENDATIONS:**

a. Station Sub Committee held on Wednesday 16th October 2019.

It was **RESOLVED** to note that the minutes of the Station Sub Committee held on Wednesday 16th October 2019 had previously been approved.

b. Town Centre Vision held on Tuesday 12th November 2019.

It was **RESOLVED** that the Town Centre Vision Sub Committee held on Tuesday 12th November 2019 were confirmed and signed as a correct record.

256/19/20 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED**

None.

Councillors B Samuels, P Samuels and Dent declared an interest in the next agenda item and left the room.

257/19/20 **TO CONSIDER AN S106 APPLICATION FOR SALTASH VE75 DAY**

Members discussed the application and asked questions to a member of the public co-organising the Saltash VE75 day event.

It was **RESOLVED** to recommend the Saltash VE75 Day application to the S106 Committee for consideration in granting the requested funds of £7058.00.

Councillor B Samuels, P Samuels and Dent were invited and returned to the meeting.

258/19/20 **PLANNING**

a. Applications for consideration:

None.

- b. Tree applications/notifications: None.

PA19/10015

Mr Michael Burns Treewise **14 Lower Fore Street Saltash Cornwall PL12 6JX**

Proposal to reduce/pollard main crown of Lucombe Oak (T1) Crown lift Yew tree (T2). Remove overhanging branches from Yew tree (T3).

Ward: East

Date Received: 25/11/19

It was **RESOLVED** this application be deferred to the Planning and Licensing Committee to be held on Tuesday 17th December 2019 as an extension had been obtained.

The Chair declared an interest in the next agenda item and left the room.

Vice Chair in the Chair.

259/19/20 **CONSIDERATION OF LICENSE APPLICATIONS**

LI19_007276

Krupnikoz, **Unit 1, Plot 7, Gilston Road, Saltash, PL12 6TW**

Application Type: Krupnikoz Limited

Licensable Activities: Sale by retail of alcohol

Application Accepted: 12/11/2019

Representations Deadline: 10/12/2019

Case Officer: Terianne Findlay, Bodmin

Ward: North

It was **RESOLVED** to **RECOMMEND APPROVAL**.

The Chair was invited back into the meeting and retook the chair.

260/19/20 **MEET YOUR COUNCILLORS**

- a. Arrangements for future meetings.

It was **RESOLVED** that

1. Councillors will not attend the Meet Your Councillors in Fore Street on Saturday 7th December 2019 due to Christmas events being held.
2. Councillor Yates will be attending the library on Saturday 7th December as part of Meet Your Councillors.

261/19/20 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.

262/19/20 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

None.

263/19/20 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

264/19/20 TO CONSIDER URGENT NON-FINANCIAL ITEMS

Maurice Huggins Room

The Chair of Property Maintenance – Councillor Dent requested permission from members to allow the use of the Maurice Huggins room as a space for the Warm Coat initiative in which anyone in need could acquire one.

It was **RESOLVED** to approve the warm coats initiative starting on the 26th January 2020 with any donated coats to be delivered to Councillor Pinckney.

Letter from Lisa Vango, Office of the Police and Crime Commissioner, re Business Crime Prevention Assessment

Members were informed of correspondence received from the Office of the Police and Crime Commissioner in which businesses can request a business crime prevention assessment to highlight any areas in the community that may need further policing support

It was **RESOLVED** to participate in a business crime prevention assessment with the Chair to lead the consultation and needs with the Town Centre community.

Residents Correspondence for Reinstatement and Refurbishment of the Cobbles

Members were informed of a resident's complaint to Cornwall Council and request for Saltash Town Councils support to address the refurbishment and reinstatement of the cobbles to rear of the Wheatsheaf pub.

It was noted Cornwall Councillor Holley has been pursuing this issue until now and members agreed that as the site does not pose a safety concern, as there is a pathway adjacent to the other side of the buildings the issue is not for Saltash Town Council at present.

It was **RESOLVED** that the Council would communicate with Cornwall Councillor Holley to pursue the matter on behalf of the resident.

265/19/20 **PRESS AND SOCIAL MEDIA RELEASES**

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

1. Warm Coat Initiative
2. Meet Your Councillors will not be on Fore Street Councillor Yates to attend the Library.

266/19/20 **DATE OF NEXT MEETING**

Thursday 9th January 2020 at 7p.m.

267/19/20 **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: 8:38 p.m.

Signed: _____
Chairman

Dated: _____