

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 9th January 2020 at 7.00 p.m.

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

ALSO PRESENT: 5 Members of the Public, 1 Member of the Press, Reverend B Anderson, P Thistlethwaite – Chair Community Enterprises PL12, H Frank – Cornwall Councillor, S Tamlin – Cornwall Councillor, R Lane - Town Clerk, D Joyce – Administration Officer.

APOLOGIES: Councillors: J Dent, S Lennox-Boyd, B Samuels.

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.

268/19/20 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.

269/19/20 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
Challen	11	Non-Pecuniary	Wasn't in the Chair at previous meeting	Yes
Yates	15	Non-Pecuniary	Church Member	Yes

c. To consider dispensations required:

None.

270/19/20 **CHAIRMAN'S REPORT**

It was **RESOLVED** to note.

271/19/20 **MONTHLY CRIME FIGURES**

It was **RESOLVED** to note.

272/19/20 **REPORT BY COMMUNITY ENTERPRISES PL12**

Peter Thistlethwaite – Chair of CIC informed Members of the report and added that his term of office is due to end later this year with an election due to take place later in the week and a new Chair appointed.

It was **RESOLVED** to note the report. Members thanked Peter for his hard work and commitment as a Volunteer.

273/19/20 **CNP ACTION POINTS FOR REPORTS**

Members were informed of the action points relating to the Cornwall Gateway CNP meeting held on 4th December 2019:

1. Community Speedwatch

Adrian Foss of Saltash speedwatch provided an update on the sessions undertaken in the town. The Chairman highlighted the importance of speedwatch in educating and raising awareness and asked the towns and parishes to give it further consideration at their next meetings.

Action – can Clerks advise if this matter will be or has been considered further?

It was **RESOLVED** that consideration on this matter is to be discussed by the Road Safety Committee.

2. Climate Change and Plastic Free Cornwall Gateway Community Network Area

Further updates were provided by Saltash, Millbrook and Botus Fleming. It was agreed that Catherine Thompson will write to the panel prior to the next meeting to see if there is any interest in establishing a small sub-group of the CNA to share ideas and best practice around Climate Change and Plastic Free.

It was **RESOLVED** to note.

3. Community Networks Highways Scheme Update

An update was circulated which noted that 18 schemes (utilising 3 years of funding) have been approved, of which 5 schemes have been completed and that 8 TRO's are at an advanced stage.

Work to develop a network wide Mobile Speed Activation Scheme has progressed and feedback had been received from all of the town and parish councils, demonstrating support for a network wide scheme. A detailed proposal will now be brought back to the next meeting in February for further consideration.

It was **RESOLVED** to note.

274/19/20 **CNP REPORT FOR NOTING OR MATTERS ARISING**

It was **RESOLVED** to note.

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

Vice Chairman in the Chair.

275/19/20 **QUESTIONS FROM THE PUBLIC**

A resident of Saltash asked:

What will Council do about the fact that after my question about names missing from our war memorials, the Chair and Councillors present did not act up to the standard of reasonable and competent Councillors in the way the process was managed?

It was **RESOLVED** that a response to the resident's question is to be sent in writing in due course.

Councillor Challen was invited and returned to the meeting.

Chairman in the Chair.

276/19/20 **TO RECEIVE APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON THURSDAY 5TH DECEMBER 2019**

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

Members were informed that the Precept figures presented at Full Town Council on 5th December 2019 were correct however due to a software error on the new accounting system some discrepancies had been evident.

The Chairman of Policy and Finance Councillor Phillips informed Members that glitches in the software package had caused a few issues and assured Members the Precept figures presented at Full Town Council were accurate and correct.

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

277/19/20 **FINANCE**

a. To advise receipts in November 2019.

It was **RESOLVED** to note.

b. To advise payments in November 2019.

It was **RESOLVED** to note.

The Chairman of Policy and Finance Councillor Phillips informed Members on a couple of payments queries which are currently being investigated and resolved.

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 November 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.

278/19/20 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED**

No Report.

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

279/19/20 **CORRESPONDENCE**

Members were informed of a letter received from SS Nicholas and Faith Parish Church to request help or support for refurbishment works.

Members were advised that as a Council Body they are unable to support funding for the refurbishments works of a Parish Church.

Members were encouraged to show support for this request as individuals if they so wished.

It was **RESOLVED** to note.

Councillor Yates was invited and returned to the meeting.

280/19/20 **TO RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:**

a. Policy and Finance held on Tuesday 10th December 2019.

It was **RESOLVED** that the minutes of the Policy and Finance Committee held on Tuesday 10th December 2019 were confirmed and signed as a correct record.

b. Planning and Licensing held on Tuesday 17th December 2019.

It was **RESOLVED** that the minutes of the Planning and Licensing Committee held on Tuesday 17th December 2019 were confirmed and signed as a correct record.

281/19/20 **TO APPROVE THE MINUTES OF THE FOLLOWING SUB COMMITTEES AND TO CONSIDER ANY RECOMMENDATIONS:**

None.

282/19/20 **TO APPOINT A REPLACEMENT TOWN COUNCIL REPRESENTATIVE FOR SALTASH ENVIRONMENTAL ACTION GROUP**

The Chairman reminded all Members of the Role of Council Representatives on Outside Bodies and stated that any Member who is already a member of SEA with voting rights cannot be an STC Representative.

Councillor Bickford informed Members that he is no longer available to act as a Reserve for SEA.

It was **RESOLVED** to appoint Councillor Martin as a Representative and Councillor Gillies as a Reserve.

283/19/20 **TO ESTABLISH A CLIMATE CHANGE WORKING PARTY (PURSUANT TO FULL TOWN COUNCIL MINUTE NUMBER 240/19/20)**

It was **RESOLVED** to:

1. Form a Working Party comprising of the following Members:

Councillors Bickford, Gillies, Martin, Miller, Peggs and Yates.

2. To discuss climate change and prevention of visible issues and potential consequences and report to Full Town Council.

284/19/20 **TO APPROVE THE PRECEPT 2020/21 INFORMATION LEAFLET AND APPOINT A DISTRIBUTOR**

Members were advised that Cornwall Council do not have the facility to distribute the leaflet with their Council tax bills for Saltash.

Members all agreed the distribution should coincide with delivery of the Cornwall Council precept notice.

Members were advised to thoroughly review the leaflet and any edits they wish to be made to be sent to the Administration Officer.

It was **RESOLVED** to approve subject to:

1. Editorial amendments.
2. Resubmission to members for approval.
3. Final approval and date for distribution to be determined by Mayor and Deputy Mayor.
4. Head of Administration and Library Services and Chair of Policy and Finance to establish and implement the best means of distribution.

285/19/20 **TO CONSIDER THE CHRISTMAS LIGHT SWITCH ON**

Members discussed the option of the STC conducting the Christmas Light Switch on Event for 2020.

The Chairman advised Members this was not in place of the Christmas Festival run by the Chamber of Commerce.

It was **RESOLVED** to approve STC conducting the Christmas Light Switch on Event and that the organisation be delegated to the Services Committee to be considered in further detail on Wednesday 15th January 2020.

286/19/20 **TO REVIEW THE OPTIONS FOR THE MAURICE HUGGINS ROOM (PURSUANT TO SERVICES MINUTE NO 44/19/20)**

Members were informed that the Maurice Huggins Room had commercial interest through an Estate Agent but no conclusive take up on the building.

Councillor Pinckney updated Members on the success of the Warm Coat Initiative conducted over the Christmas period in the MHR and the community support received.

Members felt Councillor Pinckney had set a precedent for the potential use of the MHR for community projects requiring a space for a short period of time.

It was **RESOLVED** to:

1. Remove the Maurice Huggins room from the commercial market
2. Refer the potential community use of the MHR to the Policy and Finance meeting to be held on 25th February 2020 for further discussions.

287/19/20 **TO APPROVE THE SCHEDULE OF MEETINGS FOR 2020/21**

Members received a copy of the Schedule of Meetings for 2020/2021.

It was **RESOLVED** to:

1. Re-send the edited Schedule of Meetings to Councillors
2. Approve subject to Councillors comments with any additional issues referred to Policy and Finance on 25th February 2020
3. All dates to be scheduled into the Calendar to avoid any clashes with Working Parties and SNP.

288/19/20 **PLANNING**

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

289/19/20 **CONSIDERATION OF LICENSE APPLICATIONS**

None.

290/19/20 **MEET YOUR COUNCILLORS**

a. Arrangements for future meetings.

It was **RESOLVED** that Councillors B Samuels, P Samuels, Rance, Peggs and Martin will attend the next meeting held in Fore Street and Yates in the Library on Saturday 11th January 2020.

291/19/20 **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.

292/19/20 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

293/19/20 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

294/19/20 **TO CONSIDER URGENT NON-FINANCIAL ITEMS**

None.

295/19/20 **PRESS AND SOCIAL MEDIA RELEASES**

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

1. Maurice Huggins Room to be available for use of Community Projects.
2. Warm Coat Initiative success and continual work to be held at the MHR.
3. Reminder of the Community Bunting Project.
4. Climate Change Working Party is formed and welcomes interest from those who wish to be involved.

296/19/20 **DATE OF NEXT MEETING**

Thursday 6th February 2020 at 7p.m.

297/19/20 **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: 8:15 p.m.

Signed: _____
Chairman

Dated: _____