



Saltash Town Council

Konsel An Dre Essa

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

28th February 2020

Dear Councillor

I write to summon you to the meeting of **Saltash Town Council** to be held at the Guildhall on **Thursday 5th March 2020 upon the rising of the Annual Meeting with Parishioners of Saltash.**

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.

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

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:

Saltash North	Saltash South	Saltash East	Saltash West
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. CNP action points for reports.
10. CNP report for noting or matters arising.
11. 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.

12. To receive the Minutes of the Full Town Council Meetings held on Thursday 6th February 2020.

13. Finance:
 - a. To advise the following receipts in:
 - i. January 2020.
 - b. To advise the following payments in:
 - ii. January 2020.
 - c. Urgent and essential works actioned by the Clerk under Financial Regulations.
 - d. To note that bank reconciliations up to 31st January 2020 were reviewed as correct by the Chairman of Policy & Finance Committee 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.
14. To consider Risk Management reports as may be received.
15. Correspondence:
 - a. Saltash VE75 – Thank You Letter
 - b. Cornwall Council – Community Governance Review Public Consultation Update
 - c. Cornwall Council – Climate Change Development Plan Document
 - d. Cornwall Council – Waste Management – Removal of recycling banks
16. To receive the minutes of the following Committees:
 - a. Joint Burial Board held on Tuesday 11th February 2020
 - b. Planning and Licensing held on Tuesday 18th February 2020
 - c. Extraordinary Personnel held on Tuesday 25th February 2020
 - d. Policy and Finance held on Tuesday 25th February 2020
17. To receive the minutes of the following Sub Committees:
 - a. Christmas Lights and Town Events held on 12th February 2020
 - b. Town Centre Vision held on 27th February 2020
18. The Mayor to announce the call for written nominations for the Office of Mayor and Deputy Mayor 2020/21. An Extraordinary meeting of the Council, to elect the Mayor elect and Deputy Mayor elect, is set for Thursday 2nd April 2020 at 6.30 p.m.
19. Planning:
 - a. Applications for consideration: None.
 - b. Tree applications/notifications: None.
20. Consideration of License Applications: None.

21. Meet your Councillors:
 - a. Arrangements for future meetings.
22. 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.
23. To consider any items referred from the main part of the agenda.
24. Public Bodies (Admission to Meetings) Act 1960
To resolve that the public and press be re-admitted to the meeting.
25. To consider urgent non-financial items at the discretion of the Chairman.
26. Press and social media releases.
27. Date of next meeting: Thursday 2nd April 2020 upon the rising of the Extraordinary Meeting of Saltash Town Council held at 6:30 p.m.
28. 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.

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