



# 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)

2<sup>nd</sup> July 2020

Dear Councillor,

I write to summon you to the meeting of the Services Committee to be held on the virtual Zoom platform on **Wednesday 8<sup>th</sup> July at 6:30 p.m.**

The meeting is open to members of the public and press. Members of the public and press wishing to attend the meeting require the following details:

**Web link:**

<https://us02web.zoom.us/j/84219697418?pwd=RnFla2RIQjkvZlVWRFlrcDV4aE9zdz09>

**Meeting ID:** 842 1969 7418

**Password:** 206696

**Dial by your location:** 0131 460 1196 United Kingdom

Any member of the public requiring to put a question to the Town Council must do so 24 hours prior to the meeting by email [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk)

Yours sincerely,

R Lane  
Town Clerk

To:

Saltash North	Saltash South	Saltash East	Saltash West
S Gillies	M Fox	R Bickford	G Challen
J Peggs	S Lennox-Boyd	M Parker - Chairman	J Dent
W Phillips	S Martin	J Rance	S Miller – Vice Chairman
B Samuels	A Pinckney	P Samuels	D Yates

## **AGENDA**

1. Announcements:
  - a. To confirm that all present can hear the proceedings.
  - b. Roll call of Members, Public and Press present.
  - c. To confirm the meeting is quorate.
  - d. Meeting procedure.
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. Apologies.
4. 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.
5. 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 email.

6. To consider Risk Management reports as may be received.

7. To ratify the following during the COVID-19 isolation period:

Ref Nr.	Details	Decision Agreed	Committee	Sub Committee
REF 20	Agreed to cancel all Guildhall bookings up to the end of June	APPROVED	SERVICES	N/A
REF 43	To extend Guildhall Cancellation up until the 31st July 20	APPROVED	SERVICES	N/A
REF 44	Approved to hire & insurance two vans for Service Delivery usage for Staff Welfare	APPROVED	SERVICES	N/A

8. Finance:

a. To receive the current Committee budget statement.

9. To receive a report from the Acting Service Delivery Manager.

10. To consider the current use of land at Dartmoor View Pillmere.

**(Pursuant to minute no. 68/15/16 Services Committee held on 11.11.15 and minute no.93/15/16 Services Committee meeting held 9.3.16 and minute no.78/16/17 Services Committee meeting held on 9.11.16 and minute no. 104/16/17 Services Committee meeting held on 11.01.17 and minute no. 119/16/17 Services Committee meeting held on 8.03.17 and minute no. 5/17/18 Services Committee meeting held on 14.06.17)**

11. To receive an update on the Meadow banks project on St Stephens Road – Councillor Fox.

12. To review the Committee Terms of Reference **(Pursuant to P&F held on 25.02.20 minute no. 157/19/20)**

13. To receive and note the Saltash Area Road Safety Minutes from the 13<sup>th</sup> January 2020.

14. Correspondence.

15. Other areas that the Services Committee is responsible for:

a. Allotments

16. 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.

17. To consider any items referred from the main part of the agenda.

18. Public Bodies (Admission to Meetings) Act 1960:

To resolve that the public and press be re-admitted to the meeting.

19. Urgent non-financial matters brought forward at the discretion of the Chairman.

20. Press and social media releases.

21. Date of next meeting:        Wednesday 14<sup>th</sup> October 2020 subject to sufficient business.

**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>