



Saltash Town Council

Konsel An Dre Essa

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

10th September 2020

Dear Councillor,

I write to summon you to a meeting of the **Christmas Lights and Town Events Sub Committee** to be held on the virtual Zoom platform on **Wednesday 16th September 2020 at 6:30pm.**

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/85159456627?pwd=VndpQ0dreDZkQU84bUJPCmVpY1BIQT09>

Meeting ID: 851 5945 6627

Password: 375210

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

Yours sincerely

R Lane
Town Clerk

To: Councillors

G Challen	J Peggs	All other Councillors for information
M Fox	A Pinckney	
S Miller	J Rance	
M Parker – Chairman	B Samuels	

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. To appoint a Chairman.
3. To appoint a Vice Chairman.
4. 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.

5. Apologies.
6. 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.
7. 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.
8. Health and Safety.
9. To consider Risk Management reports as may be received.

10. Finance and Budget.

11. To ratify the COVID-19 Delegated Decision Register:

Ref Nr.	Details	Decision Agreed	Committee	Sub Committee
	None			

12. To receive quotes for Christmas lighting at the Guildhall – Councillor Parker.
(Pursuant to CL&TE held on 12.03.20 minute no.28/19/20)

13. To approve the Terms of Reference.
(Pursuant to CL&TE held on 12.03.20 minute no.31/19/20)

14. To receive an update regarding ideas and suggestions for evening entertainment.
(Pursuant to CL&TE held on 12.02.20 minute no.12/19/20 and CL&TE held on 12.03.20 minute no.33/19/20)

15. To receive a report regarding Food outlet options from Councillor Challen and Fox.
(Pursuant to CL&TE held on 12.03.20 minute no.34/19/20)

16. To consider a road closure and appointment of FTaS Group Traffic Management.

17. To consider taking part in the Winter Wonderland celebratory festival.

18. To receive Members list for sponsorship options.
(Pursuant to CL&TE held 12.03.20 minute no. 36/19/20)

19. 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.

20. As required or if necessary.

21. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.

22. Urgent non-financial matters brought forward at the discretion of the Chair.

23. Press and social media releases.

24. Date of next meeting: To be confirmed.

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