



Saltash Town Council

Konsel An Dre Essa

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

8th October 2020

Dear Councillor,

I write to summon you to a meeting of the **Services Committee** to be held on the virtual Zoom platform on **Wednesday 14th October 2020 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/89403218699?pwd=dFNkMVpSTmt2bDFIZTlwaExhblgrdz09>

Meeting ID: 894 0321 8699

Password: 207910

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:

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– Vice Chairman	S Martin	J Rance	S Miller
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 writing or email.

6. Finance:
 - a. To receive the current Committee budget statement.

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 31 st August 2020	APPROVED	SERVICES	N/A
STC64	To stop handling Payments via the Library & Information Service relating to Cornwall Council Services	APPROVED	SERVICES	LIBRARY
STC67	To extend Guildhall Booking Cancellations up until the 30th September20	APPROVED	SERVICES	N/A
STC68	To approve a subscription to Libraries Connected CILIP for the Community Hub Team Leader	APPROVED	SERVICES	LIBRARY
STC71	To extend the amnesty for Library overdue charges until the end of 2020	APPROVED	SERVICES	LIBRARY
STC72	To approve the Library Phase 2 service and costings.	APPROVED	SERVICES	LIBRARY
STC73	To approve the purchase of a PC for the Community Hub Team Leader situated at the Library.	APPROVED	SERVICES	LIBRARY

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

9. Correspondence:

a. To receive and consider a request to install permanent outdoor tennis tables at Saltash park(s).

(Pursuant to FTC held on 1.10.20 minute no. 120/20/21)

b. To receive a request for financial support towards the cost of a street light located at Oaklands Community Centre.

c. To receive and consider a request to allow a fitness class to be held on Pillmere Green.

10. To receive the minutes of the following Sub Committees and consider any recommendations:

a. Property Maintenance held on Tuesday 22nd September 2020.

b. Christmas Lights and Town Events held on Wednesday 7th October 2020

11. To receive and consider a report regarding the use of the Maurice Huggins Room.
12. To receive a report from the Service Delivery Manager.
13. To receive a recommendation from the Service Delivery Manager regarding the Pontoon facilities and operations.
(Pursuant to the Extraordinary Services meeting held on 2.09.20 minute no. 23/20/21)
14. To consider repair and replacement of town noticeboards.
(Pursuant to TCV Sub Committee held 27.03.2020 minute nr.35/19/20)
15. To consider fabric bunting to be placed at various Town Council sites for future events.
16. To consider appointments to the following Working Parties:

Working Party	Current Councillor Representatives
Christmas Lights	Cllr Parker - STC Liaison, Cllr Miller, Traders & Volunteers
Green Infrastructure for Growth (GI4G)	Cllrs Dent & Yates
Waterfront Management (from a Sub-Committee Minute 29/18/19 of Services Committee 16.07.18)	Cllr Bickford - Chairman, Dent, Cllr Rance - Vice-Chairman, Cllrs Philips, P. Samuels & Yates.

17. Other areas that the Services Committee is responsible for:
 - a. Allotments.
18. 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.
19. To consider any items referred from the main part of the agenda.
20. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
21. Urgent non-financial matters brought forward at the discretion of the Chairman.
22. Press and social media releases.
23. Date of next meeting: Extraordinary Services Committee Thursday 12th November (**Precept Meeting**) and Wednesday 9th December 2020

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