



Saltash Town Council

Konsel An Dre Essa



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

29th October 2020

Dear Councillor

I write to summon you to a meeting of the **Station Property Sub Committee** to be held on the virtual Zoom Platform on **Tuesday 3rd November 2020 at 4:00 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/81856504440?pwd=TmdPejFPV1RUWHVEYUJ3QWZCWnhWdz09>

Meeting ID: 818 5650 4440

Password: 822001

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:

R Bickford - Chairman	All other Councillors for Information
G Challen	
J Dent	
J Peggs	
W Phillips – Vice Chairman	
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. 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: Questions must be submitted in writing to the Guildhall 24 hours before the meeting and that responses may be in writing at a later date.

8. Finance:
 - a. Budget update
 - b. To review and consider funding offers:
 - i. Community Rail Development Fund (CRDF)
 - ii. Railway Heritage Trust (RHT)
9. To consider Network Rail agreement for fencing works.
10. Building works update.

11. To consider extension works funding and future fit out.

12. Building usage:

- a. Library temporary relocation
- b. Waiting space
- c. Other options.

13. To ratify the COVID-19 Delegated Decision Register.

Ref Nr.	Details	Decision Agreed	Committee	Sub Committee
	None			

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

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

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 – 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 <u>did not</u> Vote	Ongoing Dispensation	Dispensation Requested	No Interest Declared