

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 7th October 2010 at 7.00 pm

PRESENT: Councillors A Killeya (Chair), C Oakes (Vice-Chair), R Austin, R Bickford, P Clements, D Holley, J Ellison, Mrs S Hooper, M Killeya, W Phillips, C Riches, P Stephens ISM, D Yates

ALSO PRESENT Rev J Howden (Mayor's Chaplain)
Mr L Bradley (CIC)
Mr Simon Swales (Community Network Manager)
Sally Lewis (Community Regeneration Officer)
PC Short (Community Rural Police)
PCSO Cornwell (Community Police)
Two members of the press
27 members of the public
Mr R Lane (Town Clerk)

APOLOGIES: Councillors M Gee, B Reid,
Sgt Dunstan (Community Police)
Councillor Bryan Preston (Cornwall Council)

PRAYERS

Prayers were led by the Mayor's Chaplain.

PRESENTATION ON ACTIVE PARTNERSHIP AND ASSET TRANSFER

Members received a presentation from the Community Regeneration Officer and Community Network Manager (copy on file).

It was **RESOLVED** that the report be noted and that a future meeting with the Cornwall Council Officers be held to explore opportunities.

CHAIRMAN'S REPORT

The Chairman presented his report which included a report from the Town Crier (copy on file). The Council's appreciation and thanks were extended to the Town Crier, Mr Brian Whipp, and his consort, Mrs Monica Whipp, for all their tireless work and dedication in representing and promoting the town. Congratulations were also extended to the Junior Town Crier for a successful result in a recent competition.

The Chairman also welcomed the new Town Clerk, Ray Lane.

Congratulations were offered to:

- i) Caradon Gig Club on their Cornish Championship win.
- ii) Alan Butler on the announcement of his appointment as an Honorary Canon of Truro Cathedral.
- iii) Rifleman Peter Matthews of Saltash, who has been awarded the Queen's Commendation for Bravery for three separate acts in Afghanistan; reminding us

all once again of the efforts our brave servicemen and women are making on our behalf.

During September the Mayor and Mayoress attended several events as part of Making Saltash Greener – the festival to launch Transition within Saltash. They attended the launch – as 100 people marched across the Bridge to bring Green into Saltash; the Fore Street Late Night Opening; the Tree Planting at Tincombe; the Film Night; the Green Fashion Show and the Bring and Share Community Picnic and Art Project on Jubilee Green.

They also attended the Saltash Rugby Club registration day; the Robert Johns Leukaemia Fund walk along the Tamar; the Saltash Camera Club Awards Evening; a leaving party for four long-serving staff at Murray House; the Hatt Youth Sports event at Hatt Playing Fields; the launch of the History of the County of Cornwall Volume II in Bodmin and the Memory Walk in aid of the Alzheimer's Society at saltash.net and Churchtown Farm.

Additionally they were delighted to be asked to open saltash.net's fantastic 'Eat My Goal Fundraiser' at Warfelton, and the Mayor also had the pleasure of playing for the staff team in goal. Finally, the Mayor attended the magnificent Sue Hooper Charitable Foundation 'Last Night of the Proms' Event, and of course the Saltash Civic Service. Thanks were extended to all involved in organising both fantastic events.

The Deputy Mayor reported that he had attended a reception earlier that day, at Cornwall County Hall in Truro, to receive the troops back from Afghanistan.

It was **RESOLVED** that the report be noted.

POLICE REPORT

The Community Rural Police Officer gave a verbal report and updated members on crime statistics (which will be emailed in detail to members) for the previous month:

2 Burglaries, 1 offender caught.

7 Assaults.

18 Criminal damage (7 to vehicles). 1 Offender caught who was responsible for 6 vehicle break ins.

19 cases of general theft.

The Council extended their thanks to the Officer and those Officers who took part in the Wentworth Fayre.

It was **RESOLVED** that the report be noted.

SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

Members received a report (copy on file) and verbal overview from Mr L Bradley (CIC).

It was **RESOLVED** that the report be noted.

REPORT BY CORNWALL COUNCIL

Members received a report (copy on file) from Councillor R Austin regarding:

- Governments Comprehensive Spending Review

- Empty Property Strategy
- Academy Schools
- New Broadband Service
- Disabilities
- Saltash Sports Fields
- NHS White Paper Highlights

Councillor D Holley gave a verbal update report on car parking fees.

Councillor Holley was thanked by the Chairman for his efforts to mitigate parking charge increases and it was **RESOLVED** that the reports be noted.

QUESTIONS

None.

174/10/11 DECLARATIONS OF INTEREST

Councillor A Killeya declared a prejudicial interest in agenda items 11(a)iii and 14(b).

Councillor M Killeya declared a prejudicial interest in agenda item 11(a)iii.

Councillors A Killeya, Bickford, M Killeya and Yates declared a personal interest in any items relating to CIC, as CIC members.

Councillors Bickford and Clements declared a personal interest in items relating to Elwell Woods, as committee members.

Councillors Bickford and Ellison declared a prejudicial interest in planning application E2/10/00032/FUL.

Councillor Hooper declared a prejudicial interest in agenda item 14(b).

175/10/11 MINUTES

It was **RESOLVED** that the Minutes of the meetings held on 2nd and 21st September be confirmed and signed as a correct record.

176/10/11 MATTERS ARISING

(a) (i) The Mayor updated members on the Keep Cornwall Whole Campaign.

Since last meeting, the Mayor has continued to campaign on this very important issue. Most importantly, he took part in a delegation to see the Deputy Prime Minister in London, along with representatives of various political parties in Cornwall. They were given a fair chance to put their case across; though they received no definite promises. However, some opposition amendments have been put down the bill that would protect Cornwall, and they are working to encourage all MPs to support these.

The Mayor reported on a reply to the letter to the boundary commission stating that they will not consider evidence at this time and directing those concerned to the bill before Parliament.

The Mayor has called and attended two meetings of 'Keep Cornwall Whole' – a campaigning group of MPs, Cornwall Councillors, Town Mayors, Cornish Organisations etc of which he has been appointed Convenor – to discuss how to deal with the boundaries bill before Parliament. He has also called and attended two steering group meetings. The steering group is cross party and cross-Cornwall. They are pursuing the issue on many routes, but especially the Parliamentary. Specifically they have also:

- Submitted evidence to House of Commons Parliamentary & Constitutional Reform Committee.
- Sent a second campaigning letter to all MPs and Peers; with several positive responses.
- Sent individual letters to the leaders of the Parliamentary political groups, to all Devonian MPs, and to those MPs who voted against the first reading of the bill.
- Received unanimous support from Cornwall Council.
- Continued to maintain the Facebook group, now with well over 800 members.
- Sent further updates to all Cornish Towns & Parishes for whom we had contact details.
- Done a display in the Marianne's shop window.

They now have the official support of around 25 other Towns & Parishes, the CNA have informed of their official support, all six Cornish MPs and many others.

On Saturday 9th October, the Mayor and a small group of supporters will be parading down the length of the Cornish border, stopping off in several borders towns and parishes to meet local dignitaries and publicise the report. This culminates in Sunday's 'Respect the Tamar' rally in Saltash, at 2pm on Jubilee Green. The Mayor will be arriving by boat, having sailed with a flotilla of yachts and gigs across the Tamar and back! It is hoped to attract regional and possibly national press.

Thanks were extended to all those councillors who have helped with this campaign and this rally.

It was **RESOLVED** that the report be noted.

- (ii) It was **NOTED** the Keep Cornwall Whole Rally would be held on Sunday 10th October at 2pm, Jubilee Green.

Prior to the next item the Chairman vacated the Chair and left the Chamber.

The Vice Chairman took the Chair.

- (iii) Members considered a request for travel expenses incurred by Councillor A Killeya relating to a meeting held with the Deputy Prime Minister.

Members considered the request and unanimously voted in favour of reimbursing the travel expenses which were considered to be a fraction of real term costs incurred.

It was **RESOLVED** that the request for travel expenses be approved and the thanks of the Council be extended to the Chairman for all his efforts in the campaign.

Councillor A Killeya was invited to return to the meeting and took the Chair.

177/10/11 SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

No report.

178/10/11 ISSUES ARISING FROM CORNWALL COUNCIL REPORT

It was noted that a public consultation meeting is being held at the Guildhall on Tuesday 12th October 2010 to consider the comprehensive spending review.

179/10/11 FINANCE

- (a) The following receipts in August/September 2010 were **NOTED**:

	£	p	
Guildhall Hire	1761.90		
Burial Board	1267.00		Burial fees
Cornwall Council	121522.50		Precept 2 nd Instalment 10/11
Cornwall Council	604.00		Footpath grant
Saltash Heritage	1.00		Rent, 17 Lower Fore Street

- (b) The following payments in August/September 2010 were **NOTED**:

	£	p	£	p	Remarks
	<u>Gross</u>		<u>Excl VAT</u>		
Raymac Signs Ltd	61.19		54.63		Grass cutting signs
David Wilson Partnership	1175.00		1000.00		Elwell Woods – project management
Petty cash	250.00				Petty cash
S Dalley	65.00				Guildhall window cleaning
Saltash Town Youth Council	2000.00				Grant
Saltash Town Youth Council	1500.00				Holiday sports scheme
Simon Thomas	2591.18				Celtic Cross, Elwell Woods
David Wilson Partnership	1175.00		1000.00		Elwell Woods – project management

Optima Projects Ltd	1175.00	1000.00	Celtic Cross, Elwell Woods
Mrs AJ Thomas	35.50		Travel expenses, training course
Mr R Lane	50.00		Interview expenses
Mrs S Hooper	4.60		Travel, CALC meeting
Mrs S Hooper	9.00		Travel, CALC meeting
IRQ Systems Ltd	583.99	497.00	IT support, backup license renewal, mail disclaimer software & anti-spam license
Consortium	63.40	53.96	Cleaning materials
Consortium	59.93	51.00	Shelf for cabinet
Consortium	300.79	255.99	Filing cabinet
Consortium	211.46	179.97	Suspension frame for cabinet
Consortium	63.34	53.90	Files/cleaning materials
Morris Leslie Group	155.10	132.00	Bowser Hire
BT	64.16	55.95	Fax line
BT	225.49	193.25	Telephone
Eclipse Internet	23.44	19.95	Broadband
Sage UK Ltd	77.55	66.00	Support (duplicate payment – being reclaimed)
Cornwall Council	346.61		Uncontested by election – Pill
Otis Ltd	443.43	377.39	Lift maintenance contract
PWS	23.93	20.37	Groundsman - safety equipment
PWS	73.97	62.95	Caretakers – uniform
CALC	52.88	45.00	Larger Councils conference
HMRC	1544.10		PAYE/NIC month 5
Cornwall Council	645.50		Superannuation month 5
SLCC	223.25	190.00	Cemetery management course
Hine Brothers	1000.00		Grounds maintenance 1.8 – 1.9.2010
Hine Brothers	75.00		Watering 5.8 – 11.9.2010
Mr A Killeya	50.00		Reimbursement re Keep Cornwall Whole website
David Wilson Partnership	587.50	500.00	Elwell Woods – project management
David Wilson Partnership	2937.50	2500.00	Elwell Woods – project management & landscape design
Space Design Architecture	1292.50	1100.00	Celtic Cross, Elwell Woods
Space Design Architecture	1292.50	1100.00	Celtic Cross, Elwell Woods
Space Design Architecture	1292.50	1100.00	Celtic Cross, Elwell Woods
Optima Projects Ltd	5875.00	5000.00	Celtic Cross, Elwell Woods
Optima Projects Ltd	564.00	484.00	Celtic Cross, Elwell Woods
Optima Projects Ltd	1175.00	1000.00	Celtic Cross, Elwell Woods
Eclipse Internet	23.44	19.95	Broadband
J&M Garden Machinery	145.31	123.67	Tractor repairs
J&M Garden Machinery	346.78	295.13	Tractor service
Copy-Right Office Centre Ltd	37.93	32.28	Planners & seals
Morris Leslie Group	72.56	61.75	Bowser hire
AM Elliott	100.00		Gate repair, Trematon Pound
South West Water	726.47		Water – Guildhall
Eon	221.55	211.00	Gas bill – Guildhall

Eon	867.00	737.87	Electricity bill – Guildhall
Cornwall Council	489.94	416.97	Road Closure – Xmas event
Armada Glass & Glazing Ltd	95.27	81.25	Window repair, Guildhall
Blachere Illumination UK Ltd	6701.62	5703.50	Christmas lights & tree lights
S Dalley	45.00		Window cleaning – Guildhall
Saltash Rotary Club	500.00		Community Chest grant
Caradon Cobras Swimming Club	700.00		Festival Fund grant
South West Water	102.51		Water – Fairmead Road allotments
WH Bond Ltd	29342.45	24972.30	Cemetery works
Cornwall Council	590.00		Guildhall rates
Staff salaries	6727.15		Staff salaries

(c) No report.

180/10/11 **PLANNING**

(a) It was noted that Cornwall Councillors voted upon the information before them at this meeting, but in the light of subsequent information received at Cornwall Council, Councillors may vote differently at that meeting. Councillor A Killeya did not vote on planning issues.

(b) Applications for consideration:

The Mayor suggested that the two applications with members of the public present be taken first. This was **AGREED**.

Date received	Application no.	Details of application
23.09.2010	PA10/05718	Coral Estates Ltd - Brunel House, Lower Fore Street - advertisement consent to display two internally illuminated fascia signs to front elevation, one internally illuminated fascia sign to rear elevation and one projecting sign. It was RESOLVED to RECOMMEND REFUSAL for the following reason: Excessive number of protruding signs particularly those facing east.

It was noted that a further application had been received on this site and missed off the agenda. It was agreed that this would be taken in a planning meeting before a future committee, and that Dr. Parsons, Saltash Heritage, would be informed of the date.

22.09.2010	PA10/05778	Mr and Mrs D Bennetts - land at 17 Essa Road - construction of two detached dwellings with integral garages and new vehicular/pedestrian access to highway. It was
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RESOLVED to RECOMMEND REFUSAL for the following reasons: 1. Overdevelopment of the area. 2. Not in keeping with the street scene. 3. Not in keeping with the historic nature of the street. 4. Loss of green space. 5. Impact on the highway. 6. Impact on the western facade of the property. 7. Proximity to road junction. 8. Impact on parking due to increased vehicles.

30.09.2010	PA10/05056	Mr J Harrison - Tor Linhay Barn, Longlands Lane - installation of solar panels. It was RESOLVED to RECOMMEND APPROVAL.
17.09.2010	PA10/05088	Mrs M Gregory - Sola Wetsuits, Saltash Parkway Industrial Estate, Burraton Road, Carkeel – change of use from B1, B2, B8 use to B1, B2, D2 leisure use. It was RESOLVED to RECOMMEND APPROVAL.
17.09.2010	PA10/05545	Mr and Mrs Partridge - 204 St Stephens Road - construction of first floor extension. It was RESOLVED to RECOMMEND APPROVAL.
17.09.2010	PA10/05591	Mrs S Taylor - 2 The Moorings, Babis Lane, St Stephens - consent to remove five branches from one Monterey Pine tree (T2) subject to Tree Preservation Order. It was RESOLVED to RECOMMEND REFUSAL for the following reason: It is an important feature tree within its waterside environment.
20.09.2010	PA10/05643	Mr and Mrs L Burt - 49 Meadow Drive - loft conversion with installation of roof windows on front and rear elevations. It was RESOLVED to RECOMMEND REFUSAL for the following reason: The development will result in the property

overlooking the neighbour to the immediate rear due to the slope.

- 23.09.2010 PA10/05732 Mrs S Taylor - **2 The Moorings, Babis Lane, St Stephens** - alterations to windows and external door. **It was RESOLVED to RECOMMEND APPROVAL: Subject to the glass matching the existing.**
- 22.09.2010 PA10/05741 Mrs S Taylor - **2 The Moorings, Babis Lane, St Stephens** - construction of wooden boat store. **It was RESOLVED to RECOMMEND APPROVAL.**
- 27.09.2010 PA10/05898 Mr and Mrs C Worden - **219 Callington Road** - construction of new vehicular access. **It was RESOLVED to RECOMMEND APPROVAL.**

Prior to the next item Councillors R Bickford and G Ellison left the Chamber.

- (c) E2/10/00032/FUL – **Elwell Wood, Elwell Lane**
Construction of a 20m Celtic Cross with associated ground works -
Change of description.

It was RESOLVED to note and make it known that the Council wish to keep the original statement the same.

Councillors R Bickford and G Ellison returned to the Chamber.

- (d) Members **NOTED** the Town Clerk's report on the decisions taken by Cornwall Council where the decisions reached were contrary to the recommendations made at the Town Council meeting:

181/10/11

CORRESPONDENCE

- (a) Invitation for one Councillor to attend the Plougastel Forum meeting on Wednesday 15th December at 4pm at St Anne's

It was **RESOLVED** that Councillor Holley attend.

- (b) Cornwall Council Empty Property Strategy

It was **RESOLVED** that the report be noted.

- (c) Cornwall Council – Umbrella CRB Service

It was **RESOLVED** that the report be noted.

- (d) Cornwall Air Ambulance Trust - Request for grant

It was **RESOLVED** that the trust be informed of the Town Council policy and procedure for grant aid.

- (e) Cornwall Strategic Partnership - Refreshed Sustainable Community Strategy – consultation document for completion by 16th October 2010

It was **RESOLVED** that members wishing to respond should send their comments to the Mayor and Town Clerk who will co-ordinate a response.

- (f) Cornwall Community Action Week – 31st October to 6th November 2010

It was **RESOLVED** that Cornwall Council be contacted to ask what is happening in Saltash.

- (g) The Royal British Legion (Saltash & District Branch) Festival of Remembrance Friday 29th October 2010.

It was **RESOLVED** that this be noted.

- (h) Saltash Shop Mobility

It was **RESOLVED** that this be noted.

Prior to the next item Councillors Stephens and Yates declared a prejudicial interest and left the Chamber.

- (i) Plymouth City Council – The Case for Devonport

It was **RESOLVED** that the Town Clerk respond, highlighting the potential impact on Saltash to the Secretary of State, with copies to Commodore Plymouth Naval Base, Mr P Jones (M.D. Babcock) and Plymouth City Council.

Councillors Stephens and Yates were invited to return to the Chamber and rejoin the meeting.

182/10/11 **CIVIC AMENITIES COMMITTEE 8TH SEPTEMBER 2010**

It was **RESOLVED** that the Minutes of the Civic Amenities Committee held on 8th September 2010 be confirmed and signed as a correct record and the recommendations therein be endorsed.

183/10/11 **BURIAL BOARD 13TH SEPTEMBER 2010**

AMENDMENTS:

1. Councillor Holley to be added to the list of apologies.
2. Minute 24/10/11 (b) now not applicable.

It was **RESOLVED** that the Minutes of the Burial Board held on 13th September 2010 be confirmed and signed as a correct record and the recommendations therein be endorsed subject to the amendments above.

184/10/11 **STAFFING COMMITTEE 22ND SEPTEMBER 2010**

It was **RESOLVED** that the Minutes of the Staffing Committee held on 22nd September 2010 be confirmed and signed as a correct record and the recommendations therein be endorsed. It was further **RESOLVED** to move the report on staffing structure to the confidential part of the meeting.

185/10/11 **POLICY AND RESOURCES COMMITTEE 21ST SEPTEMBER 2010**

AMENDMENT:

Minute 91/10/11(i) Recommendation to read:

“Full Council constitute a working group consisting of the Mayor, Deputy Mayor, Chairman and Vice Chairman of Policy and Resources, Councillors W Phillips and D Yates. The Working Group to report back to Policy and Resources budget meeting in two months and that the Town Clerk be delegated to procure surveys necessary up to a value of £2,500, in consultation and agreement with the working group to be appointed.”

It was **RESOLVED** that the Minutes of the Policy and Resources Committee held on 21st September 2010 be confirmed and signed as a correct record and the recommendations therein be endorsed subject to the amendments above.

186/10/11 **INDUSTRY, COMMERCE, TRANSPORTATION AND TOURISM COMMITTEE 27TH SEPTEMBER 2010**

It was **RESOLVED** that the Minutes of the Industry, Commerce, Transportation and Tourism Committee held on 27th September 2010 be confirmed and signed as a correct record and the recommendations therein be endorsed, excepting that the recommendation regarding industrial estate signage be moved to the confidential part of the meeting to allow consideration of commercial confidential quotes.

187/10/11 **ELWELL WOODS**

Members received a verbal report of the Town Clerk on recent matters to date.

It was **RESOLVED** that the report be noted.

188/10/11 **REVIEW OF TOWN COUNCIL PRIORITIES FROM 2009**

Members considered a review of Town Council priorities from 2009.

It was **RESOLVED** that Members email the Chairman with any responses.

189/10/11 **MEET THE PEOPLE**

(a) It was **AGREED** that Members will progress any individual issues.

- (b) It was **AGREED** that Councillors Oakes (if available), Phillips and Yates will attend the next session in Fore Street on Saturday 9th October 2010.
- (c) It was **AGREED** that the Chairman will contact Lidl to ascertain if a date is available to hold the next session there prior to Christmas.

190/10/11 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, it was **RESOLVED** that the press/public be excluded from the meeting for the following item of business.

191/10/11 STAFFING

Members considered the report of the Town Clerk (copy on file).

It was **RESOLVED** that:

1. Lieu time owing to the caretakers (subject to audit and scrutiny) of approximately £3845.40 be paid off when an accurate figure has been calculated.
2. Caretakers contracted hours be increased from 25 to 37 per Caretaker.
3. The Clerk and Chairman of Staffing Committee to appoint a casual Caretaking Assistant on Scale 6.
4. The Caretaker's, Groundsman and any future employees be paid on a calendar monthly cycle as soon as is feasible on a mutually agreeable date to suit both the Council and employees.
5. The Administration Officer be employed up to 9 further hours per week until the appointment of a Part Time Finance Officer.
6. The Clerk and Chairman of Staffing Committee to appoint a Part Time Finance Officer up until the 31st March 2010 as may be recruited.
7. The Receptionist continues covering the vacant Secretary post for 15 hours per week up until a full staff review takes place.

192/10/11 AVERY WAY SIGNAGE

Councillor Austin presented for member's consideration three quotes for the proposed signage.

It was considered the quote from Eagle Signs to the value of £2675.00 represented best value and was duly selected.

It was **RESOLVED** that the sign for Avery Way be procured from Eagle Signs at the cost of £2675.00.

