



Saltash Town Council

Konsel An Dre Essa

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

27th November 2020

Dear Councillor

I write to summon you to the meeting of **Saltash Town Council** to be held on the virtual Zoom platform on **Thursday 3rd December 2020 at 7:00 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/81023191165?pwd=TFhwL1I0NmZzdGVqWkZNSzRrRXh3dz09>

Meeting ID: 810 2319 1165

Password: 844816

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	J Dent
W Phillips	S Martin	J Rance – Vice Chairman	S Miller
B Samuels	A Pinckney	P Samuels – Chairman	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. Prayers.
4. Apologies.
5. 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.

To approve a dispensation to Committee Members to allow setting of budgets and the precept. Without the dispensation the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of the business.

6. Chairman's Report.
7. Monthly Crime Figures.
8. Report by Community Enterprises PL12.
9. CNP report for noting or matters arising.
10. CNP action points for reports.
11. To receive a report on behalf of Safer Saltash.

- 12. To receive a report from Cornwall Councillors.
- 13. To consider Risk Management reports as may be received.
- 14. 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.

- 15. To note and receive the minutes of the Full Town Council Meeting held on Thursday 5th November 2020 as a true and correct record.

16. Finance:

- a. To advise the following receipts in:
 - i. October 2020.
- b. To advise the following payments in:
 - ii. October 2020.
- c. Urgent and essential works actioned by the Clerk under Financial Regulations.
- d. To note that bank reconciliations up to 31st October 2020 were reviewed as correct by the Chairman of Policy & Finance Committee and the Town Clerk.
- e. To note that an audit on recent supplier payments was conducted by the Chairman of Policy & Finance in line with the Councils Financial Regulations. It was noted that there are no discrepancies to report.

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

Ref Nr.	Details	Decision Agreed	Committee	Sub Committee
	None.			

18. Correspondence.

19. To note and receive the minutes of the following Committees and consider recommendations:

- a. Extraordinary Services held on Thursday 12th November 2020
- b. Extraordinary Joint Burial Board held on Thursday 19th November 2020
- c. Personnel held on Tuesday 24th November 2020
- d. Extraordinary Policy and Finance held on Thursday 26th November 2020.

20. To note and receive the minutes of the Devolution Sub Committee held on Wednesday 18th November 2020 and consider recommendations.
 21. To appoint a Member to the following Sub Committees:
 - a. Town Centre Vision
(composition 10. Currently 9 Members in place)
 - b. Devolution
(composition 10. Currently 9 Members in place)
 22. To consider COVID-19 updates.
 23. To review STC Services and Operational Recovery Plan - Phase 3 Version 1.1.
 24. To approve the Fees and Charges for 2021/22. **This will be a recorded vote.**
 25. To approve the Town Council Budget for 2021/22. **This will be a recorded vote.**
- Any Councillor that has an outstanding Council Tax debt of more than two months is unable to participate in the Precept vote.**
26. To set the Precept for 2021/22. **This will be a recorded vote.**
 27. To consider the draft Precept Information Leaflet 2021/22.
 28. To consider Plymouth City Council's Transforming Cities Fund (TCF) Workplace Travel Grants Scheme.
 29. To receive the first draft proposed response to the Neighbourhood Plan Reg 14 Consultation – Councillor Yates.
 30. To receive an update on Plastic Free – Councillor Peggs.
 31. Planning:
 - a. Applications for consideration:
 - b. Tree applications/notifications:
 32. Consideration of License Applications:
 33. 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.
 34. To consider any items referred from the main part of the agenda.
 35. Public Bodies (Admission to Meetings) Act 1960
To resolve that the public and press be re-admitted to the meeting.

36. To consider urgent non-financial items at the discretion of the Chairman.
37. Press and social media releases.
38. Date of next meeting: The Extraordinary Meeting of Saltash Town Council
Tuesday 22nd December 2020 at 7:00 p.m.
39. Common Seal:
To Order that the Common Seal of the Council be affixed to all Deeds and Documents necessary to give effect to the foregoing Acts and Proceeding.