

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 4th November 2010 at 7.00 pm

PRESENT: Councillors A Killeya (Chair), R Austin, R Bickford, P Clements, G Ellison, M Gee, Mrs S Hooper MBE, M Killeya, W Phillips, D Yates.

ALSO PRESENT Rev J Howden (Mayors Chaplain), Sgt Dunstan (Community Police), Mr Les Williams (CIC), 4 Members of the public, 2 Members of the press, Mr R Lane (Town Clerk).

APOLOGIES: Councillors C Oakes (Vice-Chair), D Holley, B Reid, C Riches, P Stephens ISM, Bryan Preston (Cornwall Council), Liam Bradley (CIC).

The Chairman made a health and safety announcement in the event of a fire or emergency.

Prior to the commencement of further agenda items the Mayor announced the passing of Albert Richardson and Don Todd who were well known and respected members of the community who had both served Saltash in various roles.

A minute's silence was observed.

PRAYERS

Prayers were led by the Mayor's Chaplain.

CHAIRMAN'S REPORT

1. The Chairman offered congratulations to Debbie Ashton, former temporary Town Clerk, on her appointment as Parish Clerk of St Dominick and advised members that he had e-mailed her expressing congratulations.
2. Report of events attended:

Since the last meeting the Mayor and Mayoress have attended Cllr Mrs. Sue Hooper's presentation to her Mayoral Charities (over £5000 raised, including over £3000 to Help For Heroes – a splendid amount!); the Keep Cornwall Whole rally in Saltash; the Saltash Music and Drama Festival AGM; the Learning for Leadership Graduation and the Saltash Wesley Craft Fair in aid of the 2nd Saltash Scout Group. They further attended a very convivial Saltash Royal Navy Association Dinner; the re-launch of K2 Youth Club as K3; the Royal British Legion Festival of Remembrance and, of course, our own Saltash Civic Service. The Mayor also attended the Sue Hooper Charitable Foundation, Last Night of the Proms Concert, with the splendid Camborne Youth Band; whilst the Mayoress attended a very informative talk and demonstration by a nationally renowned Floral Arrangement expert at the Saltash Floral Arts Society.

The Mayor also took the Town Council staff out to lunch at the Holland Inn, to thank them for their hard work over the last several months, which has been a tricky period for the council. Thanks to Cllr Peter Clements who very kindly covered the desk, to enable to Guildhall to stay open whilst staff were out to lunch.

3. Deputy Mayor and Deputy Mayoress Events Attended:

The Deputy Mayor and Mayoress have not attended any events or functions as the Deputy Mayor has been recovering from an operation.

POLICE REPORT

Sergeant Dunstan gave a verbal report and updated members on crime statistics for the previous month:

- 73 offences in total as against 88 for the same period last year.
- 3 Dwelling offences for which a suspect has been arrested.
- 3 Vehicle break-ins.
- 17 Cases of vandalism to vehicles.

He also reported that, due to proactive work by the Community Police Officers with schools and youth groups, no incidents had taken place over Halloween, which had passed off quietly, and that it was considered Bonfire night would not pose any difficulties, as it is usually less of a problem than Halloween night.

Councillor Phillips referred to anti-social behaviour occurring at Badgers Walk and enquired as to whether this had commenced since the removal of the gates, which had been endorsed by the Town Council. Sergeant Dunstan said he would investigate the matter and notify the Clerk on the outcome of his enquiries, in order that members may consider the situation if necessary.

Councillor Ellison referred to a spate of damaged vehicles as a result of anti-social behaviour on Friday and Saturday nights in North Road. Sergeant Dunstan reported that patrols were monitoring the area and a suspect had been arrested in relation to the acts.

Councillor M Killeya enquired if Police Officers or PCSO'S would be attending organised firework displays. Sergeant Dunstan informed members that there were no organised firework events taking place in Saltash.

The Chairman thanked Sergeant Dunstan for his report.

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

SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

Members received the following report from Mr Les Williams:

FINANCE REPORT

| | | | |
|------------------|------------------|--------------|--------------------------|
| Balances: | Current account | at 25.10.10 | £10,951.32 |
| | Business account | at 25.10.10 | <u>£ 4,493.37</u> |
| | | TOTAL | <u>£15,444.69</u> |

Cheques not cashed yet:

| | | |
|--|----------------------|---------|
| | Saltash Town Council | £ 28.00 |
|--|----------------------|---------|

NET BALANCE £ 15,116.69

NB: Refunds requested and agreed from 106 funds now received, namely the Space Design 3D model and Town Square work.

Expenditure since September Board Meeting;

| | |
|-------------------------------|--------------------------|
| Payroll / LW /Revenue | £ 1,298.74 |
| Space Design Fore St 3D model | £ 5,287.50 |
| Guildhall Room Hire AGM | <u>£ 28.00</u> |
| TOTAL | <u>£ 6,614.24</u> |

Invoices outstanding payment to CIC: NIL

Other matters:

1. £15K project funding is rolling forward with STC. Requested allocation of some of this fund towards the development of a community network for Health matters considered by P&R sub committee 19th October. Further discussion required to clarify requirements hopefully w/c 8th November.
2. Confirmation received that from 1st August 2010, room hire at the Guildhall will not be invoiced to CIC. Thank you.
3. A further agreed budget of some £1,800 of 106 funds is available for the Public Consultation events / materials / publicity.
4. **Total expenditure for this financial year to date £ 14,565** including £8,106.58 of 106 funded work now reimbursed.

Business Development:

We have continued to explore all possible sources of sustainable income with which to cover our overheads. Les Williams recently met with a Business Advisor to Social Enterprises via one of the Business Link contracted services. As a result, we have a comprehensive report prepared specifically for Gateway CIC relating to the funding sources that we can access for both our projects and infrastructure costs. These will be pursued. We are also continuing to work with Simon Swale to position the CIC at the heart of the new and developing Town Framework Committee and with Town Councillors on a variety of projects. The balance sheet continues to slowly fall however, albeit every opportunity to minimise costs is being taken. It is clear that grant funding is dying out rapidly and a move to service provision is becoming more urgent for sustainability.

Project Work:

We are currently working on the following projects;

- Town Centre Regeneration – preparing for Public Consultation.
- Development of a 106 proposal re TESCO application.
- Seeking the funding for the Community Health Network project.
- Working up a proposal in partnership with Cornwall College Saltash for a High Street ‘incubator’ premises.
- Proposals to improve and re-arrange sports fields in Saltash.
- Attracting funding for a Community Bus.

Town Centre Regeneration

Two meetings have been held regarding the feasibility work around Alexandra Square as a Town Square site on 2nd and 16th October. The options put illustrated and costed by Rob Freer

of Space Design were each evaluated and a SWOT analysis completed. The pressing need to know go out to public consultation was also agreed and the plan is as follows;

A Lower Guildhall display showing A1 size illustrations for Town Square, Fore Street and Markets, plus the components for each and funding information. Also pictures of other successful projects elsewhere. A comprehensive questionnaire will be available at the open events and also distributed to the public inside the local papers and at public venues e.g. the Library, Guildhall, Schools, Health Centres. Further public events will be arranged later in November using the mobile presentation vehicle possibly at the Library site and Waterside. Thereafter the questionnaire data will be processed and a report published before Christmas on the outcome. It is hoped to establish a public mandate for a preferred investment which may or may not support the Steering Groups own thinking. Initial events at the Lower Guildhall are planned for Friday 12th November 6pm until 9pm and Saturday 13th November 1pm till 5pm. Costs will be recovered from agreed 106 funds. Questionnaires are available for Councillors tonight.

REPORT BY CORNWALL COUNCIL

(a) “Proposed Saltash Sports Field Strategy”.

Councillor Austin gave a presentation on “Improving facilities in Saltash” (copy of presentation on file) which covered existing facilities and their associated problems, together with initial feasibility studies and options for improved facility provision at Chapel Field, Moorlands Lane and Warfelton, to enable Cornwall Council to establish a sports field provision strategy in Saltash.

It was **RESOLVED** to receive the report with thanks to Councillor Austin for his work and that Councillor Phillips would provide additional support.

(b) CNA report.

Members received the following report from Councillor Austin.

Cornwall’s Budget

The first viewing of the proposed budget cuts have been put to the cabinet, the details of which will now be put to the scrutiny committees, the last of which is tomorrow. As reported last meeting, the majority of the £110 million has been found, leaving a shortfall of £10 million.

The major headlines for this £10 million are:

- Libraries/one stop shops (11 to go out of 20)
- Leisure centres (Camelford being the major loss)
- Transport subsidies
- Waste recycling bins (Supermarkets etc)
- Cleanliness of streets
- Public conveniences
- Beach Management & lifeguarding
- Parks maintenance and grass cutting
- Maintenance of public rights of way
- Car parking (stop press - now looks like 50p for 1st hour in Saltash)

I could go on. Details of all above are still limited and could be changed during the scrutiny process.

It seems as if all the front line services seem to be saved mainly in adult care and children's services.

Council Tax will probably be a 0% increase for the next two years.

LEP

Some good news the proposals for a Local Enterprise Partnership for Cornwall and the Isles of Scilly have been unconditionally approved. The bid was seen as one of the best submitted, the set up process will now start.

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

QUESTIONS

Mr Anstey, a member of the public, notified members that he had recently paid £30 for a bridge tag and wished to know how soon it would be before it was increased yet again to £40. Members considered the query in relation to the regularity of increased charges and the number of vehicles a tag covered.

It was **AGREED** Councillor Austin would investigate the issue and report his findings to the Clerk, who will in turn respond to Mr Anstey.

207/10/11 DECLARATIONS OF INTEREST

Councillors R Austin & R Bickford declared personal and prejudicial interests, as appropriate, to any items relating to the CIC, as CIC directors.

Councillors P Clements, A Killeya, M Killeya and D Yates declared personal interests, as appropriate, to any items relating to the CIC, as CIC members.

Councillors R Bickford, G Ellison and M Gee declared personal and prejudicial interests, as appropriate, to any items relating to Elwell Woods, as working group members and/or officer of SWRA.

Councillor P Clements declared a personal interest, as appropriate, to any items relating to Elwell Woods, as a working group member.

208/10/11 MINUTES

Councillor Ellison enquired if committee agendas, minutes and reports would be available in document form for all future meetings.

The Clerk confirmed that this arrangement would continue for members, press and public, and that therefore they would not need to bring printed copies with them.

It was **RESOLVED** that the Minutes of the meetings held on 7th, 19th and 28th October be confirmed and signed as a correct record.

209/10/11 **MATTERS ARISING**

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

Since the last Town Council meeting, the Mayor has continued to campaign on this very important issue.

Councillors were aware of the rally held in Saltash on 10th October, which achieved an audience of around 500 and a great deal of media coverage. Thanks were extended to all of those councillors who attended and/or helped with the organisation, with special thanks to Cllr Holley who lent the Mayor his tie! Thanks were also conveyed to several Saltash Organisations and individuals who assisted, particularly Saltash Sailing Club and Caradon Gig Club for their splendid flotilla. The Council were also thanked for their corporate support for the event. The Mayor advised that, thanks to the efforts of Cllr Mrs Sue Hooper and Mr Hooper in selling Flags and other Cornish themed goods, the rally actually raised more money for the Sue Hooper Charitable Foundation than it cost to put on!

As part of this protest and campaign the Mayor has given interviews with BBC2 Daily Politics, BBC Politics Show South West, BBC Spotlight, ITV Westcountry News, BBC Radio Cornwall, BBC Radio Devon, Radio Plymouth, Pirate FM, Heart Devon Radio, The Guardian and Independent on Sunday Newspapers, and a number of local and regional newspapers.

He has also continued to lobby groups of MPs and MPs generally, and to raise awareness at all levels. The Facebook group now has over 1,500 members, and the website continues to be updated.

Alas, all of this effort did not result in a positive outcome in the House of Commons, where the Cornish issue was almost not discussed due to lack of time. After the Prime Minister was lobbied by the Cornish MPs there was a debate and vote, but the amendment to protect Cornwall was defeated 315-257. All six Cornish MPs voted for the amendment. The fight continues into the House of Lords.

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

Councillor R Austin extended the thanks of the Members to the Mayor for all his efforts and hard work in the campaign.

210/10/11 **SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)**

- (a) Fore Street Consultation

The Chairman urged all members on an individual basis to complete a copy of the consultation document which had been emailed to them.

It was **RESOLVED** that the Council would submit a collective response following the public consultation.

211/10/11

ISSUES ARISING FROM CORNWALL COUNCIL REPORT

- i) Car parking charges - It was **RESOLVED** that the Mayor will write to Cornwall Council regarding the proposed increase in car park charges.
- ii) Maintenance of public rights of way - It was **RESOLVED** Councillor Clements will write to Cornwall Council regarding any proposed reduction in services.

212/10/11

FINANCE

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

| | £ | p | |
|-----------------|----------|---|-----------------------------|
| Guildhall Hire | 2277.06 | | Guildhall hire |
| Burial Board | 717.00 | | Burial fees |
| Sage UK Ltd | 77.55 | | Refund – duplicated payment |
| WPS Ltd | 484.77 | | Low claims rebate |
| Highways Agency | 16500.00 | | Grounds maintenance |

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

| | £ | p | £ | p | Remarks |
|----------------------------------|--------------|---|-----------------|---|--|
| | <u>Gross</u> | | <u>Excl VAT</u> | | |
| Cornwall Council | 85.00 | | | | Fee to release planning conditions re cemetery |
| Chubb Fire Ltd | 716.23 | | 609.54 | | Rental fees |
| Hine Brothers | 1000.00 | | | | Grounds maintenance |
| Callington & Saltash CATS | 700.00 | | | | Community Chest grant |
| Burraton Community Centre | 1500.00 | | | | Community Chest grant |
| EDF Energy Ltd | 74.90 | | 71.33 | | Unmetered lighting |
| K Abraham | 325.00 | | | | Internal audit services |
| WH Bond & Sons Ltd | 65975.86 | | 56149.67 | | Cemetery works |
| Mrs J Angear | 12.75 | | | | Travel – cemetery course |
| PWS | 52.79 | | 44.93 | | Visor/gloves – groundsman |
| PWS | 25.73 | | 21.90 | | Clothing – groundsman |
| Crown Copiers | 86.95 | | 74.00 | | Maintenance contract – copier |
| Crown Copiers | 98.45 | | 83.79 | | Maintenance – Canon copier |
| Powerline Technical Services Ltd | 96.78 | | 82.37 | | Replacement sensor |
| Consortium | 77.24 | | 65.74 | | Stationery |
| Consortium | 26.20 | | 22.35 | | Safety signs |
| G Ellison | 22.30 | | | | Travel – CALC meeting |
| Cornwall Council | 645.50 | | | | Superannuation month 6 |
| HMRC | 1897.56 | | | | PAYE/NIC month 6 |
| Petty cash | 250.00 | | | | Petty cash |
| Cornwall Council | 65.55 | | | | Black bin bags |
| Cornwall Council | 590.00 | | | | Guildhall rates |
| Staff salaries | 5964.24 | | | | Staff salaries |

- (c) No report.

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

213/10/11 **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:

| Date received | Application no. | Details of application |
|----------------------|------------------------|--|
| 29.10.2010 | PA10/05737 | Mr T Turner-Boutle - 7 Westbourne Terrace - installation of Cabrio Velux windows to provide additional living space in loft (a 3-pane unit, incorporating, in the centre pane only, when fully opened, a standing-only balcony for occasional use. Change of description. It was RESOLVED TO RECOMMEND APPROVAL. |
| 18.10.2010 | PA10/06074 | Mr D Phillips - Appleby Westward Ltd, Moorlands Trading Estate, Callington Road - construction of storage building (removal of temporary store). It was RESOLVED TO RECOMMEND APPROVAL SUBJECT TO: Footpath no 10 diversion be considered and resolved in order to ensure it is not prejudiced by the application. |
| 14.10.2010 | PA10/06319 | Mrs S Taylor - 2 The Moorings, Babis Lane - installation of pedestrian access door into garage. It was RESOLVED TO RECOMMEND APPROVAL. |
| 18.10.2010 | PA10/06498 | Mr and Mrs A Coade - The Boatman, 3 Old Ferry Road - listed building consent for removal of store, reduce height of boundary wall and enlargement of existing beer garden. It was RESOLVED TO RECOMMEND APPROVAL. |
| 18.10.2010 | PA10/06499 | Mr and Mrs A Coade - The Boatman, 3 Old Ferry Road - removal of store, reduce height of boundary wall and enlargement of existing beer garden. It |

was **RESOLVED TO RECOMMEND APPROVAL.**

- 18.10.2010 PA10/06511 Mr A Johnstone - **19 Hardings Close** - formation of hardstanding and construction of wall (removal of boundary hedge). **It was RESOLVED TO RECOMMEND APPROVAL.**
- 26.10.2010 PA10/06664 Groundwork South West - **Wood Acre Parkway Industrial Estate** - construction of 8 industrial units for B1, B2 and B8 use including associated hard and soft landscaping. **It was RESOLVED TO RECOMMEND APPROVAL SUBJECT TO: satisfactory outcomes of: bat, dormouse, tree and gas mains surveys and that the flood plain routes not be affected and that the highways and environment agencies have no objections.**
- 26.10.2010 PA10/06713 Mrs G Davidson - **11 Mulberry Road, St Stephens** - construction of rear extension (demolition of existing extension). **It was RESOLVED TO RECOMMEND APPROVAL.**

- (c) Land at Mount Claire, 172 – 174 Fore Street – Notice of confirmation of Tree Preservation Order 2010.
It was **RESOLVED** to note the report.
- (d) The Town Clerk had no report on decisions taken by Cornwall Council where the decisions reached were contrary to the recommendations made at the Town Council meeting.

214/10/11 CORRESPONDENCE

- (a) Cornwall Fire and Rescue Service – Community Safety Service Plan Consultation

It was **RESOLVED** that Councillor D Yates will research and report back to the next meeting.

The meeting was interrupted for an unannounced Fire Drill.

The meeting resumed following this drill.

- (b) CALC – invitation to nominate a representative for one seat on the proposed Fisheries Local Action Group (FLAG)

It was **RESOLVED** that no representative be appointed.

(c) Plymouth City Council – Central Park Draft Masterplan Consultation

It was **RESOLVED** that a nil return with thanks be sent.

(d) Cornwall Council – Draft Sex Establishment Licensing Policy

It was **RESOLVED** to note.

(e) Cornwall Council, Planning and Regeneration – Revision of the Local Validation List

It was **RESOLVED** that the Chairman will research and report back to a future meeting.

(f) Plymouth's Third Local Transport Plan Consultation

It was **RESOLVED** that members consider the document for consideration at the next meeting.

(g) CALC Publicity Code Consultation

It was **RESOLVED** that the Clerk respond expressing the Council's concern.

(h) Saltash Town Framework Steering Group

It was **RESOLVED** that the Mayor will attend together with other members wishing to, however, it was requested voting members of the Civic Amenities Committee do not attend, due to the clash of meetings.

(i) Town Centre CCTV Consultation

It was **RESOLVED** that Councillors Austin and Oakes (if available) attend and report back to Civic Amenities.

(j) Cornwall Council Parking Consultation

It was **RESOLVED** that the Mayor will respond as part of his letter to Cornwall Council resolve above.

(k) Request by Burraton Community Centre for use of the Town Seal on a Plaque.

It was **RESOLVED** that the seals may be used.

(l) Request by Cornish Guardian to use the Town Seal.

It was **RESOLVED** that the logo may be used.

215/10/11

CIVIC AMENITIES COMMITTEE 13TH OCTOBER 2010

It was **RESOLVED** that the Minutes of the Civic Amenities Committee held

on 13th October 2010 be confirmed and signed as a correct record and the recommendations therein be endorsed.

216/10/11 **STAFFING COMMITTEE 21ST OCTOBER 2010**

It was **RESOLVED** that the Minutes of the Staffing Committee held on 21st October 2010 be confirmed and signed as a correct record and the recommendations therein be endorsed, subject to agreed policy changes (copy on file).

217/10/11 **POLICY AND RESOURCES COMMITTEE 19TH OCTOBER 2010**

It was **RESOLVED** that the Minutes of the Policy and Resources Committee held on 19th October 2010 be confirmed and signed as a correct record and the recommendations therein be endorsed.

218/10/11 **INDUSTRY, COMMERCE, TRANSPORTATION AND TOURISM COMMITTEE 25TH OCTOBER 2010**

AMENDMENT:

Minute 102/10/11 (b) third paragraph to read:

“Recommendation be made to Full Council that, in principle, the Council be involved in the event, but that specific proposals with regard to [item relating to second homes owners] be put to the full council before implementation.”

It was **RESOLVED** that the Minutes of the Industry, Commerce, Transportation and Tourism Committee held on 25th October 2010 be confirmed and signed as a correct record and the recommendations therein be endorsed, subject to the amendments above.

219/10/11 **ELWELL WOODS**

Councillor Ellison reported:

- (i) That it is considered there is a variation in budget expenditure to date between the Elwell Woods Project Team and the Town Council account records.
- (ii) Cornwall Council is now considered to be the accountable body for the project.
- (iii) That the Committee have been seeking a meeting to progress the project with Cornwall Council for three and half months to no avail.

It was **RESOLVED** that:

- (i) The Clerk will meet with Councillor Ellison to agree the accounts.
- (ii) The Mayor sends a letter to Cornwall Council to urge a meeting be convened as soon as possible.

220/10/11 **LATCHBROOK COMMUNITY CENTRE**

Members considered the potential for the asset transfer of the community centre to the Town Council.

It was noted that there were difficulties relating to lease agreements. Members felt that there was not a useful role for the Town Council to take on at this stage.

It was **RESOLVED** no further action be taken.

221/10/11 **REQUEST FOR EXPENDITURE ON TRAINING**

The Clerk requested members consider Local Authority specific training for the newly appointed Finance Officer and Office Staff up to the value of £300.

It was **RESOLVED** that the training be approved and that any future training cost requests will be subject to a review of delegated authority to the Town Clerk.

222/10/11 **MEET THE PEOPLE**

- (a) No report.
- (b) The Mayor will continue to seek agreement for a location prior to Christmas at Lidl's.
- (c) Councillor Yates will attend the Fore Street meeting on Saturday 6th November 2010.

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

223/10/11 **URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

No report.

224/10/11 **PRESS RELEASES**

It was **RESOLVED** that a press release be issued by the Mayor regarding the proposed car parking fee increases by Cornwall Council.

225/10/11 **COMMON SEAL**

It was **RESOLVED** that the Common Seal of the Council be affixed to all Deeds and Documents necessary to give effect to the foregoing Acts and Proceedings.

Rising at 9.28 pm.

Signed: _____
Chairman

Dated: _____ 2nd December 2010