

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 3rd February 2011 at 7.00 pm

PRESENT: Councillors: A Killea (Chair), R Austin, R Bickford, P Clements, G Ellison, Mrs H Frank, M Gee, D Holley, Mrs S Hooper MBE, M Killea, C Oakes, W Phillips, B Reid, C Riches, P Stephens ISM.

ALSO PRESENT: Rev J Howden (Mayor's Chaplain), Sergeant Dunstan (Community Police), Mr Les Williams (CIC), Mr Liam Bradley (CIC), four members of the public, two members of the press, Mr R Lane (Town Clerk).

APOLOGIES: Councillor D Yates, B Preston (Cornwall Council), S Foster (CNA Manager).

HEALTH AND SAFETY ANNOUNCEMENTS

The Chairman informed those present of the actions required in the event of a fire or emergency.

Prior to the commencement of the meeting the Mayor held a minutes silence for Mona Tomaszewska-Honywell, twice Mayor and Freeman of Saltash.

PRAYERS

Prayers were led by the Mayor's Chaplain.

CHAIRMAN'S REPORT

The Mayor gave the following report:

"I have now chosen a charity as the main beneficiary for my Mayor's Ball and other fundraising – the Saltash First Responders. This very dedicated group of volunteers are often the first on the scene at a medical emergency, before the ambulance can arrive, giving patients vital extra minutes. They are looking to purchase more equipment, including defibrillators, to enable them to provide 24 hour cover.

A reminder that the Mayor's Charity Ball will be held on 5th March - St Piran's Day. Tickets can still be purchased but are fast selling out!

Also in late March I will be jumping out of a plane attached to a Red Devil. I have a sponsor form on the Guildhall notice board, and all sponsorship offers would be most welcome.

This month Merryn and I have attended the Saltash University of the Third Age (U3A) Showcase at the Guildhall, the Babcock Marine Recognition Evening, the 103rd Birthday of Mrs. Philipps at Marray House, the Opening of the Saltash Music, Speech and Drama Festival and their Mayor's Drama Event and the Community Action Through Sport Awards at St Mellion. I also took the Civic Regalia into saltash.net to speak to the Year 11 Vocational Pathway about being Mayor, the Regalia, and what the council is up to. Finally, I chaired the Second Meeting of the Mayor's Panel of Youth, on the theme of anti-social behaviour, which the police very kindly attended and contributed to."

The Deputy Mayor reported that he had attended a Diamond Wedding Anniversary and a retirement event.

POLICE REPORT

Sergeant Dunstan gave a verbal report and updated Members on crime figures for the previous month.

Incidents for the month included:

A total of 55 offences, which was one offence up on the same month last year and included:

2 domestic burglaries.

5 garage burglaries.

5 Motor thefts.

And some motor vehicle damage.

Sergeant Dunstan informed members of a multi-agency visit to the Tamara Estate to determine a strategy to address anti-social behaviour on the estate. As a result a community event was to be arranged, which Town Councillors were welcome to attend.

Sergeant Dunstan agreed to Councillor M. Killea's request for patrols to be extended to Churchtown Cemetery, to deter any youth gatherings as the light nights arrive.

Sergeant Dunstan informed members that it was likely the front office would close in May, but had no further details on any cost saving measures to be taken.

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

SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

Saltash Gateway CIC Brief to Saltash Town Council 3rd February 2011

FINANCE REPORT

Balances:	Current account at 26.01.11	£ 5,992.27
	Business account at 26.01.11	£ 4,493.93
	TOTAL	<u>£10,486.10</u>

Income January:	Advance of SMP	£ 1,064.70
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Cheques yet to cash:	LK Solutions December	£ 600.00
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NET BALANCE **£10,950.80**

Expenditure since December Board Meeting;

Payroll / LW /Revenue	£ 1,117.17
Bright Solicitors	£ 440.63 **
TOTAL	<u>£ 1,557.80</u>

Invoices awaiting payment :

NIL

Invoices outstanding reimbursement to CIC:

£1,427.94

NB: ** Refunds will be requested for consultation costs above from 106 agreed balance and legal costs from STC.

Other matters:

1. Balance of costs incurred by CIC re Public Consultation to be requested for reimbursement from agreed 106 budget on completion of database (January 2011)
2. Advance payment of statutory maternity pay now received from Inland Revenue and paid into our current account.

Business Development:

We were unsuccessful with the SEIF bid on this occasion. No feedback was provided although enquiries will be made. A formal letter of interest in No4 Fore Street is with Vickery Holman who passed it on to the owner promptly but have not yet had any feedback. Another enterprise has apparently also expressed an interest on a more commercial basis.

A Business Planning meeting has been convened on Saturday 19th February for the Board to discuss and agree the succession plan and the business plan for the next 12 months. A preparatory informal meeting has been arranged for Les and myself to consult with The Mayor and Deputy Mayor on 16th February.

Three potential candidates for the Maternity cover for Kara's post have sent in applications and interviews will be held this month. Kara leaves at the end of February.

Project Work:

The Database of questionnaire responses has been completed and preliminary outcomes have been reported on the numerical data. The full results, including narrative extracted from questionnaires, will be available by 16th February. A simple question sheet has also been passed to Traders, via 'Treasure island' and 'The Bookshop' to collect the thoughts of shoppers over the next few weeks. This was an agreed action at the pre- Christmas meeting with Traders. CIC will collate the results after 19th February.

A revised proposal asking for £2,000 for part funding for the Health Network start up and first year from STC has been submitted following a meeting with the Mayor and Town Clerk. Feedback from P&R is awaited. A private contribution offered will also now be progressed.

A meeting to discuss Community transport projects was held with Colin, Les and Peter on 12th January. Plans for a Community Bus have been progressing and good existing models are being examined.(e.g. Ivybridge). The possibility of a business link with Saltash Mobility for the 'Shopmobility' service is also under discussion.

No further progress has been made on the 'incubator' project given priority has been on the Database and transport.

The Mayor had circulated the following summary of Town Centre Regeneration Questionnaires prior to the meeting:

Statistical Analysis of Town Centre Regeneration Questionnaires - Summary of main points

There were just under 400 responses, slightly weighted towards women, and heavily towards age 40+. Around 5% were from traders and over 90% from Saltash residents.

The three main projects scored (traders only score in brackets):

Improving the look	Yes 85% (88%)	No 3% (0%)	Not sure / no answer 12% (12%)
Holding Markets	Yes 81% (65%)	No 9% (18%)	Not sure / no answer 10% (18%)
Town Square	Yes 55% (41%)	No 23% (35%)	Not sure / no answer 22% (24%)

Markets

Monthly was the most favoured regularity, and Farmers Markets the most popular type. Public were supportive of road closures, but traders were very divided.

Fore St

The options with 60% or more Strongly Support or Support overall were:

	Overall	Traders
1. Options fronted canopies	71%	65%
2. Promotional Signage on Trunk Roads	70%	94%
3. Improved Pavements	68%	71%
4. A Cafe Culture	66%	65%
5. Improved Buildings on Slip Road	65%	65%
6. More Planting	64%	59%
7. Residential Lets in Fore St	62%	35% (41% oppose or strongly oppose)

In addition better signage in the town gained 82% from traders (54% overall) and subsidised shop front refurbishment 71% (49% overall).

No option had more than 30% oppose or strongly oppose overall – the highest were Covered Shopping Areas (26%); Multi-use or Shared Spaces 24% and Traffic Restrictions 21%.

Traders gave four options more than 30% oppose or strongly oppose – Traffic Restrictions 53%, Residential Lets in Fore Street 41%, Rear Entrances to Shops 35%, Covered Shopping Areas 35%.

Town Square

Alexandra Square followed by Regal House were the favoured sites both for Traders and Overall.

Elements with 60% or more Strongly Support or Support overall were:

	Overall	Traders
1. Seating	82%	76%
2. Landscaping	67%	71%
3. Open Multi Use Area	63%	65%
4. Cafe	62%	41%

No other elements gained more than 50% support from traders.

Four Elements had 30% or more oppose or strongly oppose overall: Beer Garden 51%, Big Screen 51%, Covered Car Park 41%, New Retail Building 30%.

Boule Pitch and Beer Garden were the most unpopular elements with traders, both 47% oppose or strongly oppose. Several elements scored just under 30% on this – Big Screen, Cafe, New Retail Building, Covered Car Park, Lock-up Market Stalls.

It was **RESOLVED** that:

1. Interested Members would attend the Steering Group meetings.
2. The Town Council policy be not to consider The Town Square as a priority at this time, given current information.
3. The thanks of the Town Council be extended to CIC for carrying out the survey.

REPORT BY CORNWALL COUNCIL

Cornwall's Budget

The budget settlement is now becoming clearer, although it is still very complex, as you will probably appreciate. In December the council decided that, with the information received from Government, they wanted to come up with a pre budget plan so that we could judge the amount of savings that had to be made over the next four years. In my last report I stated that we had to save around £170 million over the next 4 years.

Most of you will appreciate that the majority of the Council's income is from the Government Formula Grant Relative Needs e.g. population, road length, child & adult care, housing + Council Tax and it is the Formula Grant that is very complicated, but now we have much more information it is becoming more obvious that the council was quite close with its pre budget estimate over the next two years of a reduction of 16.4% compared to last year's income.

Formula Grant £192M + Council Tax £241M (No increase for the next 2 years).

As part of the devolution arrangements the unitary council is also being asked to take on extra responsibilities e.g. Inshore fisheries, new lead in flooding, carbon reduction tax - also we have lost the coast line protection grant amongst others.

Rubbish Collections

The council has been working hard trying to rationalise the amalgamation of the six district's ways of collecting rubbish to a unified plan which will make it more efficient. This, as you would imagine, is a mammoth task - six districts all with different contractors, different collection frequencies, bags, bins etc etc.

The officers also had to take into consideration the cost of the landfill tax which in future is increasing at a horrendous rate and the amount of recycling. This is one thing that Cornwall is getting really good at and now we are recycling more than we are putting into landfill (I noticed that Saltash's figure was 56.4% when I went to the recycling centre last weekend) therefore the tide is turning and we need to put more of an effort into collecting recycling than landfill collection. The officers have produced several options which will be presented to Cabinet. There will be a consultation form probably coming with your next council tax bill to give you the opportunity to have you say on the alternatives.

Library service cuts

The council has to reduce the current library opening hours to achieve a £47,000 saving between February and April 2011. Libraries are required to operate from a significantly reduced budget in 2011-12. The net library budget will be reduced from £4.264 million 2010/11 to £3.526 million (2011-2012). This will mean that all the libraries in the same banding as Saltash will have to reduce their opening hours by 9.5 hours per week. The finer details are yet to be decided on how and when these hours will be cut, but it will probably mean that it will have to close for one day a week as well as Sundays.

Carbon Monoxide Poisoning, Report to Saltash Town Council by Cllr Bob Austin

Saltash Town Council requested a report for the people of Saltash since the death of two men in Moorlands Lane 2010 due to Carbon Monoxide poisoning.

At the time of writing this incident is still under review, it is thought that the reason for the carbon monoxide poisoning was due to a grill on the oven being incorrectly used by shutting the door when in grill mode. This would then stop the gas flame from burning correctly.

Information provided by Environmental services Cornwall Council.

What is Carbon Monoxide?

Is a highly poisonous gas (CO) produced by the incomplete burning of gas and liquid petroleum gas (LPG)

Symptoms

- Headaches, dizziness, nausea, breathlessness, collapse, loss of consciousness.
- Similar to flu, food poisoning, viral infections and simply tiredness.
- Only occur when you are home and disappear when you leave.
- Others in your household experiencing the same symptoms including pets.

What to do

- Turn off gas supply at mains and get fresh air immediately.
- Contact your doctor/hospital and tell them you suspect carbon monoxide poisoning.
- Call the gas emergency helpline or call a "Gas Safe" registered engineer (was Corgi registered).

How do I avoid a carbon monoxide leak in my home?

- The flame on your cooker should be crisp and blue. Lazy yellow or orange flames mean you need to get your cooker checked.
- Soot or yellow/brown staining around or on appliances.
- Pilot lights that frequently blow out.
- Increased condensation inside windows.

Why should I get a carbon monoxide alarm?

- Because carbon monoxide has no taste, smell or colour, "Gas Safe" recommends you fit an audible carbon monoxide alarm in your home.

A carbon monoxide alarm looks similar to a smoke alarm and is very easy to fit at a cost of under £20 from your local DIY store.

http://www.gassaferegister.co.uk/learn/carbon_monoxide_kills.aspx

Councillor Holley also reported on potential changes to refuse collections being considered by Cornwall Council.

It was **RESOLVED** that:

1. The reports be noted.
2. The Mayor and Clerk distribute Carbon Monoxide Poisoning literature as appropriate.

QUESTIONS

None.

274/10/11 DECLARATIONS OF INTEREST

The Mayor announced declarations of interest received from Councillors, related to the agenda.

<u>Councillor</u>	<u>Agenda Item</u>	<u>Personal/Prejudicial</u>	<u>Reason</u>
Ellison	24	Prejudicial	Elwell Woods Project Leader
Gee	24	Prejudicial	Elwell Woods
	All items	Prejudicial	Councillors' Expenses/ Allowances
Bickford	PA10/08802	Prejudicial	Next door neighbour's wife's parents
	24	Prejudicial	Elwell Woods
Phillips	11 ix	Prejudicial	Current member of Rotary Club
Clements	24 & 25	Personal	
A Killeya	CIC Items	Personal	Member
	PA11/00430	Personal	Referee for Funding Applications as Mayor
M Killeya	CIC Items	Personal	Member
Bickford	CIC Items	Prejudicial	Director
Austin	CIC Items	Prejudicial	Director
Stephens	Moorland View	Prejudicial	Relative of Householder

275/10/11 MINUTES

It was **RESOLVED** that the Minutes of the meetings held on 6th January 2011 and 18th January 2011 be confirmed and signed as a correct record.

276/10/11 MATTERS ARISING

(i) Keep Cornwall Whole Campaign update from the Mayor

The Mayor gave a verbal update on progress and requested Members keep posting the campaign cards to maintain and influence the cause.

It was **RESOLVED** that the report be noted and thanks be extended to the Mayor for his hard work.

(ii) Cornwall Fire and Rescue Community Safety Plan report from Councillor R Austin

Councillor Austin gave a verbal report on the plan.

It was **RESOLVED** that the Mayor write a response highlighting the Council's desire:

1. To maintain the level of service it currently enjoys.
2. That retained fire fighters be retained on the shift rota.

(iii) University of Plymouth – Free Seminar on Planning and Localism in the South West report from Councillor D Holley

Councillor Holley reported that he would email a resume of the seminar to all members.

It was **RESOLVED** to note the report.

(iv) Cornwall Council – Community Events on the Highway in 2011 – Traffic Management Training report from Councillor G Ellison

Councillor Ellison reported that the training was taking place in March.

It was **RESOLVED** that the item be referred to Full Council in April.

(v) Plymouth's Third Local Transport Plan Consultation report from Councillor R Bickford

Councillor Bickford reported that he had now concluded the item.

It was **RESOLVED** that the item come off the agenda.

(vi) Rural Housing Alliance report from Councillor C Riches

Councillor Riches reported no further action was required.

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

(vii) Cornwall Health & Social Care report from Councillor M Killeya

Councillor M Killeya reported that although this was an interesting report there was nothing relevant for the Council to respond to.

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

(viii) Station Building report from the Mayor

The Mayor reported that the issue was not suitable for Council action at this stage and that he would be establishing an independent group with Councillor Bickford to progress via other possibilities.

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

(ix) Rotary Club of Saltash Rotary Club Floral Planting Agreement

Members considered a letter from Rotary Club of Saltash asking for a delay on any decisions with regard to floral planting agreements until a meeting could be held.

It was **RESOLVED** that no action be taken until a meeting is held between the Council and Rotary Club.

277/10/11 SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

(i) Town Council response to initial feedback for Fore St Regeneration consultation

It was **RESOLVED** that the item had been addressed.

(ii) Other matters arising

None.

278/10/11 ISSUES ARISING FROM CORNWALL COUNCIL REPORT

None.

279/10/11 FINANCE

(a) The following receipts in December 2010/January 2011 were **NOTED:**

	£	p	
Guildhall Hire	345.50		Guildhall hire
Burial Board	2534.00		Burial fees
Allotment Hire	190.00		
Photocopying	5.50		

(b) The following payments in December 2010/January 2011 were **NOTED:**

	£	p	£	p	Remarks
	Gross		Excl	VAT	
Cornwall Council	590	.00			Guildhall rates
Cornwall Council	734	.55			Superannuation month 9
Staff salaries	7332	.89			Staff salaries
Eclipse Internet	23	.44	19	.95	Broadband
HMRC	2440	.85			PAYE/NIC month 8
HMRC	3278	.78			PAYE/NIC month 9
Petty cash	250	.00			Petty cash
Saltash Window Cleaning	45	.00			Window cleaning
Hine Brothers	380	.00			Cut back hedges at cemetery
Hine Brothers	1000	.00			Grounds maintenance Dec.
Hine Brothers	400	.00			General cutting work
Hine Brothers	1442	.00			Footpaths 2 nd cut
Viking Direct	50	.51	42	.99	9m cable protector

Excel	24	.63	20	.96	Chart track
Stylus Engravers	11	.00	9	.36	Freeman badge – engraving
Mr Sticker	176	.25	150	.00	Banners – free parking
J&M Garden	16	.00	13	.62	Road salt
Machinery					
J&M Garden	165	.91	141	.20	Repairs
Machinery					
WPS Insurance	206	.19			Fidelity Insurance
St John Ambulance	43	.55	37	.06	First Aid Cover – Rally 10.10.2010
St John Ambulance	149	.11	126	.90	First Aid Cover – Christmas event
CALC	39	.00			Conference
EDF Energy	74	.90			Unmetered lighting
David Wilson	1175	.00			Project management – Elwell Woods
Partnership					
B Whipp	100	.00			Junior Town Criers event
Morris Leslie Group	86	.95			Barriers – Christmas event
E Keith-Hill	250	.00			Select 4 – Christmas event
J Howells	100	.00			Keep Cornwall Whole postcards
IRQ Systems Ltd	116	.33			IT support
EDF Energy	2	.18			Christmas lights supply pt6
WH Bond & Sons	43487	.95	37011	.02	Churchtown Cemetery application 4
Ltd					
JEB Supplies Ltd	13	.80	11	.50	Security key
Mr Sticker	88	.13	75	.00	Banner
Cornish Farm	115	.15	98	.00	Christmas trees
Produce					
K Abraham	110	.00			Internal auditor – training
EDF	1	.46	1	.39	Christmas lights
SEC	2004	.26	1673	.84	Christmas lights

(c) Urgent and essential works actioned by the Clerk under Financial Regulation 3.4 of the Town Council's Standing Orders:

None.

280/10/11 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
19.01.2011	PA10/08854	Mr and Mrs ME and J Best - Trematon Court Farm, Broad Lane, Trematon - reserved matters application for construction of farmhouse for occupation

by agricultural worker (details following outline application PA10/04705 approved 08.10.2010).

Ward: Burraton

It was RESOLVED to RECOMMEND APPROVAL.

21.01.2011 PA10/08802

Mr and Mrs L Manuel - **97 Lower Fore Street** – raising of roof to front (provision of bedroom in roof), removal of rear pitched roof and replacement with flat roof with access onto from bedroom.

Ward: Pill

It was RESOLVED to RECOMMEND APPROVAL SUBJECT TO:

1. Access only to roof for repair and maintenance.

2. Planning Officer to check any light issues.

26.01.2011 PA11/00354

Ms K Leafe, Specsavers Optical Superstores - **25 – 27 Fore Street** - advertisement consent to display 1 internally illuminated fascia sign and 1 internally illuminated hanging sign.

Ward: Pill

It was RESOLVED to RECOMMEND APPROVAL.

26.01.2011 PA11/00363

Coral Estates Ltd - **Brunel House, Lower Fore Street** - replacement of existing shopfront.

Ward: Pill

It was RESOLVED to RECOMMEND APPROVAL.

26.01.2011 PA11/00430

Mrs M Buckland, St John Ambulance - **St John Ambulance, R/O Fore Street** - proposed new ground floor door to western elevation to provide wheelchair access and improved fire exit.

Ward: Pill

It was RESOLVED to RECOMMEND APPROVAL.

(c) PA10/05378 – Mr and Mrs K Wasley - **136 Callington Road** – notice of appeal.

It was **RESOLVED** to **NOTE** the appeal.

- (d) Decisions taken by Cornwall Council where the decisions reached were contrary to the recommendations made at the Town Council meeting:

None.

281/10/11 CORRESPONDENCE

- (a) **Cornwall Council
Planning and Regeneration Service – annual satisfaction questionnaire**

It was **RESOLVED** that:

1. Council tick the overall satisfaction box for planning as good.
2. The response of the Council be delegated to the Mayor and Clerk.

- (b) **Cornwall Council
Revised procedure for public speaking at Planning Committees**

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

- (c) **Cornwall & Isles of Scilly Primary Care Trust
Exempt application for full consent to open for at least 100 hours per week for the provision of Pharmaceutical Services: VCL Limited at 6 Regal House, Saltash – invitation to make written representations**

It was **RESOLVED** that a letter of support be submitted by the Clerk.

- (d) **Environment Agency
Community Flood Planning**

It was **RESOLVED** that Councillor Riches consider the document and report back if necessary.

- (e) **Department of Health
Healthy Lives, Healthy People: consultation on the funding and commissioning routes for public health**

It was **RESOLVED** that Councillors A Killea and Oakes will review.

- (f) **Cornwall Council
Public Convenience Review**

It was **RESOLVED** that Councillor Austin will review and report back to the next meeting.

- (g) **Tamar Valley Area of Outstanding Natural Beauty
Tamar Valley Gateway Signage**

It was **RESOLVED** that the item be referred to the next meeting of the ICTT committee.

**(h) AD Health & Safety
Saltash Salute Event, Hatt**

It was **RESOLVED** that:

1. The Mayor write a letter of support.
2. Councillor Mrs Hooper MBE be appointed the Town Council's official representative for the event.

282/10/11 CIVIC AMENITIES COMMITTEE 12TH JANUARY 2011

It was **RESOLVED** that the Minutes of the Civic Amenities Committee held on 12th January 2011 be confirmed and signed as a correct record and the recommendations therein be endorsed, subject to:

Councillor P Stephens ISM being recorded as apologies and not as present.

Prior to minute 179/10/11 (a) Councillors Ellison, Bickford and Gee declared a prejudicial interest and left the meeting.

Minute Number 179/10/11 Festival Fund Application by Saltash Regatta.

It was **RESOLVED** that:

The application be approved with payment of £1000 from this year's (2010/11) fund and £1860 being paid from next year's (2011/12) fund.

Councillors Ellison, Bickford and Gee returned to the meeting.

Minute Number 182/10/11 Highway Maintenance Phase IV and V.

It was **RESOLVED** that be deferred and no action be taken until a meeting is held between the Council and Rotary Club.

Minute Number 185/10/11 High Street Furniture

It was **RESOLVED** that £300 be allocated to refurbish the two benches outside the National Westminster Bank in Fore Street.

Minute Number 193/10/11 Royal Wedding

It was **RESOLVED** that:

1. Councillor M Killea will organise a bring and share picnic, reporting back to the Civic Amenities Committee, and that the budget be delegated to Councillor M Killea and the Clerk.
2. Councillor Mrs Hooper MBE will investigate whether a concert arranged for the following day can be rescheduled to be held on the evening of the royal wedding.

283/10/11 INDUSTRY, COMMERCE, TRANSPORTATION AND TOURISM COMMITTEE 24TH JANUARY 2011

It was **RESOLVED** that the Minutes of the ICTT Committee held on 24th January 2011 be confirmed and signed as a correct record and the recommendations therein be endorsed, subject to:

Minute Number 133/10/11

It was **RESOLVED** that the requests of Saltash Heritage be acceded to and any development on the town council owned land be denied, but that the Town Council should seek to resolve a mutually agreeable solution with Coral and Saltash Heritage.

284/10/11 STAFFING COMMITTEE 17TH JANUARY 2011

It was **RESOLVED** that the Minutes of the Staffing Committee held on 17th January 2011 be confirmed and signed as a correct record and the recommendations therein be endorsed.

285/10/11 POLICY AND RESOURCES COMMITTEE 5TH, 18TH AND 27TH JANUARY 2011

It was **RESOLVED** that the Minutes of the Policy and Resources Committee held on 5th and 18th 2011 be confirmed and signed as a correct record and the recommendations therein be endorsed, and the minutes of 27th January 2011 be deferred to PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 agenda item for consideration.

286/10/11 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.

287/10/11 MINUTES OF THE POLICY AND RESOURCES COMMITTEE HELD ON 27TH JANUARY 2011

It was **RESOLVED** that the Minutes of the Policy and Resources Committee held on 27th January 2011 be confirmed and signed as a correct record and the recommendations therein be endorsed subject to:

It was **RESOLVED** that

1. No funding be approved for CCTV.
2. A budget for 2011/12 of £296,095 be set to consist of £255,197 precept and a draw down from general reserves of £40,898.
3. The Council adopt the principle of a medium term plan to equalise net revenue budget and precept, and reduced unallocated reserves to zero over a 6-7 year period.

288/10/11 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

It was **RESOLVED** that the public and press be re-admitted to the Meeting.

289/10/11 MEET THE PEOPLE

(a) Feedback from Last Meeting

The Mayor reported on the success of previous events and that the next one was this Saturday, to which himself and Councillors Riches, Oakes, and Yates would attend if available.

(b) Arrangements for Future Meetings

The Mayor proposed to move to a regular quarterly Meet the People event in Waitrose - in January, April, July and October, two weeks after the Fore St Meet the People for that month. Due to Easter weekend this would mean rearranging for April commencing Saturday 23rd July and 22nd October 2011.

It was **RESOLVED** that the reports be noted and, if agreeable with Waitrose, these dates be adopted in addition to the regular Fore Street Meet The People event.

290/10/11 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

Proposed Plymouth Incinerator

Councillor Bickford reported on the proposed incinerator in Plymouth and the possible effects it may or may not have on Saltash.

It was **RESOLVED** that Waste Partnership Group be contacted to request an information roadshow in Saltash to raise awareness in the Community.

Draft Tamar River Transportation Study

Members considered a letter from Cornwall Council (copy on file).

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

Cornwall Core Strategy

Members considered a letter regarding a consultation for the core strategy.

It was **RESOLVED** that the letter be referred to the next meeting of Policy and Resources Committee.

St Piran's Flags in Fore Street

The Mayor informed members that the cost of providing the flags would be in the region of £380, which was in excess of the budget allocated of £200.

It was **RESOLVED** that, in view of the urgent nature of establishing the flags in time for St Piran's Day, the Clerk action the work under the Clerk's delegated authority to spend on urgent items.

291/10/11 POLICY ON THE USE OF THE TOWN SEALS AND TOWN LOGO (APPENDIX 1)

Members considered the policy of the Mayor for the use of the Town Seals and Town Logo (copy on file).

It was **RESOLVED** that the policy be adopted.

292/10/11 ELWELL WOODS

(a) Report from Councillor Ellison

Councillor Ellison reported that all documents were now in place, bar two minor awaited from Cornwall Council, but he was confident everything would be in place and progress will take place to draw down the funds from Community Spaces to enable work to commence.

(b) Deed of Dedication

Councillor Ellison reported that the Deed of Dedication was now in place.

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

293/10/11 SALTASH HERITAGE DEVELOPMENT ISSUE – REPORT FROM COUNCILLOR CLEMENTS

No report item - dealt with under previous minute.

294/10/11 FESTIVAL FUND – REPORT FROM THE CLERK ON THE CURRENT STATUS OF THE FUND

No report item - dealt with under previous minute.

295/10/11 NOMINATION OF MAYOR ELECT 2011/2012

Councillor A Killea proposed Councillor Colin Oakes and asked for any other nominations, there being none.

It was **RESOLVED** unanimously that Councillor Colin Oakes be nominated as Mayor Elect for the ensuing year.

296/10/11 NOMINATION OF DEPUTY MAYOR ELECT 2011/12

Councillor A Killea proposed Councillor Martin Gee and asked for any other nominations, there being none.

It was **RESOLVED** unanimously that Councillor Martin Gee be nominated as Deputy Mayor Elect for the ensuing year.

297/10/11 PRESS RELEASES AND FUTURE ARTICLES

It was **RESOLVED** that the Mayor issue a press release relating to the reduction in library services.

298/10/11 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 10.18 p.m.

DRAFT