

## **SALTASH TOWN COUNCIL**

### **Minutes of the Meeting of Saltash Town Council held on the virtual platform Zoom on Thursday 4<sup>th</sup> February 2021 at 7.00p.m.**

**PRESENT:** Councillors: R Bickford, J Dent, M Fox, S Gillies, S Lennox-Boyd, S Martin, S Miller, J Peggs, W Phillips, A Pinckney, J Rance – Vice-Chairman, B Samuels, P Samuels – Chairman, D Yates

**ALSO PRESENT:** Reverend B Anderson, Cornwall Councillors – H Frank, D Holley, J Baskott – Chair of Community Enterprises PL12, R Lane – Town Clerk, S Burrows – Assistant Town Clerk, S Emmett – Finance Officer, N Symons – Mayors Secretary/Receptionist.

**APOLOGIES:** Councillors: G Challen, S Lennox-Boyd (late arrival), Cornwall Councillor H Frank (late arrival).

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### **ANNOUNCEMENTS:**

The Chairman confirmed that all present could hear the proceedings.

The Chairman confirmed all persons present.

The Chairman confirmed the meeting was quorate.

The Chairman informed all attendees of the procedure for the meeting.

**289/20/21    RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF  
YOU ARE INTENDING TO RECORD THIS MEETING**

None.

**290/20/21    PRAYERS**

Reverend Prebendary Brian Anderson led prayers.

**291/20/21     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.

None.

c.    To consider dispensations required.

None.

**292/20/21     CHAIRMAN'S REPORT**

No Report.

**293/20/21     MONTHLY CRIME FIGURES**

It was **RESOLVED** to note.

**294/20/21     REPORT BY COMMUNITY ENTERPRISES PL12**

It was **RESOLVED** to note.

**295/20/21     CNP REPORT FOR NOTING OR MATTERS ARISING**

No Report.

**296/20/21     CNP ACTION POINTS FOR REPORTS**

No Actions.

**297/20/21     TO RECEIVE A REPORT ON BEHALF OF SAFER SALTASH**

It was **RESOLVED** to note.

**298/20/21     TO RECEIVE A REPORT FROM CORNWALL COUNCILLORS**

It was **RESOLVED** to note.

**299/20/21     TO RECEIVE RISK MANAGEMENT REPORTS AS MAY BE RECEIVED**

None.

**300/20/21     QUESTIONS FROM THE PUBLIC**

None.

**301/20/21     TO NOTE AND RECEIVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON THURSDAY 14<sup>th</sup> JANUARY 2021 AS A TRUE AND CORRECT RECORD**

Please see a copy of the minutes on the STC website.

It was proposed by Councillor P Samuels, seconded by Councillor Phillips and **RESOLVED** that the minutes of the Full Town Council Meeting held on Thursday 14<sup>th</sup> January 2021 were confirmed as a true and correct record.

The minutes will be signed upon the return to the Guildhall and made available upon request.

**302/20/21     FINANCE**

- a. To advise the following receipts in:
  - i. December 2020

It was **RESOLVED** to note.

- b. To advise the following payments in:
  - ii. December 2020

It was **RESOLVED** to note.

- c. Urgent and essential works actioned by the Clerk under Financial Regulations.

None.

- d. To note that bank reconciliations up to 31<sup>st</sup> December 2020 were reviewed as correct by the Chairman of Policy and Finance Committee and the Town Clerk.

It was **RESOLVED** to note.

- e. To note that an audit on recent supplier payments was conducted by the Chairman of Policy and Finance in line with the Council's Financial Regulations. It was noted that there are no discrepancies to report.

It was **RESOLVED** to note.

**303/20/21     TO RATIFY THE COVID-19 DELEGATED DECISION REGISTER**

None.

**304/20/21     SALTASH STATION ACCESS IMPROVEMENTS – FUNDING TO NETWORK RAIL AGREEMENT**

It was proposed by Councillor Bickford, seconded by Councillor Phillips and **RESOLVED** to note the solicitor's advice and that delegated authority be given to the Mayor, Chairman and Vice-Chairman of the Station Property Sub-Committee and Town Clerk, to review the solicitor's advice against the risk factors and to sign the new Network Rail heritage railings and associated boundary works agreement if it is in the best interests of STC.

Councillor S Lennox-Boyd and Cornwall Councillor H Frank joined the meeting.

**305/20/21     CORRESPONDENCE**

- a. CORMAC Highways and Environment – Fore Street, Saltash Resurfacing Works.

It was proposed by Councillor Phillips, seconded by Councillor Rance and **RESOLVED** to respond to Cormac with STC recommendations to maintain the existing brick but to be re-laid on a substantial concrete base. If this is not possible, the alternative to be, coloured tarmac to differentiate the road from parking bays.

- b. NHS, Social Care and Frontline Workers Day – 5<sup>th</sup> July 2021.

It was proposed by Councillor Peggs, seconded by Councillor Dent and **RESOLVED** to defer to the next Christmas Lights and Town Events Sub Committee for consideration.

**306/20/21    TO NOTE AND RECEIVE THE MINUTES OF THE FOLLOWING COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:**

- a.    Planning and Licensing Committee held on Tuesday 19<sup>th</sup> January 2021.

Please see a copy of the minutes on the STC website.

It was proposed by Councillor Dent, seconded by Councillor Fox and **RESOLVED** to note and receive the minutes. There were no recommendations.

- b.    Personnel Committee held on Tuesday 26<sup>th</sup> January 2021.

Please see a copy of the minutes on the STC website.

It was proposed by Councillor B Samuels, seconded by Councillor Dent and **RESOLVED** to note and receive the minutes with the following recommendation:

**RECOMMENDATION 1:**

**91/20/21 STAFFING**

- a.    To consider the Christmas shutdown period for the year 2021.

It was proposed by Councillor B Samuels, seconded by Councillor Dent and **RECOMMENDED** that the Saltash Day be awarded to all staff on the 24<sup>th</sup> December 2021 and that the Christmas shutdown period commence on 24<sup>th</sup> December 2021 reopening on the 4<sup>th</sup> January 2022 subject to operational cover requirements to be determined by Line Managers.

It was proposed by Councillor Dent, seconded by Councillor Fox and **RESOLVED** to approve

**307/20/21     TO NOTE AND RECEIVE THE MINUTES OF THE FOLLOWING SUB COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:**

- a.    Christmas Lights and Town Events Sub Committee held on Thursday 21<sup>st</sup> January 2021.

Please see a copy of the minutes on the STC website.

It was proposed by Councillor Peggs, seconded by Councillor B Samuels and **RESOLVED** to note and receive the minutes. There were no recommendations.

- b.    Town Centre Vision Sub Committee held on Thursday 28<sup>th</sup> January 2021.

Please see a copy of the minutes on the STC website.

It was proposed by Councillor Gillies, seconded by Councillor Peggs and **RESOLVED** to note and receive the minutes. There were no recommendations.

**308/20/21     TO CONSIDER COVID-19 UPDATES**

No further updates.

**309/20/21     TO REVIEW GUIDHALL RECOVERY PLAN – PHASE 4 VERSION 1.1**

No further updates.

**310/20/21     TO APPOINT A MEMBER TO THE FOLLOWING SUB COMMITTEES**

- a.    Christmas Lights and Town Events  
**(Composition 8. Currently 7 Members in place)**

It was proposed by Councillor Rance, seconded by Councillor Martin and **RESOLVED** to appoint Councillor P Samuels to the Christmas Lights and Town Events Sub Committee.

- b.    Devolution  
**(Composition 9. Currently 8 Members in place)**

It was proposed by Councillor P Samuels, seconded by Councillor Bickford and **RESOLVED** to reduce the composition to 8 to fall in line with standard Sub Committee membership.

**311/20/21     TO APPOINT A MEMBER TO THE SALTASH TEAM FOR YOUTH WORKING PARTY**  
**(Composition 4. Currently 3 Members in place)**

It was proposed by Councillor Pinckney, seconded by Councillor B Samuels and **RESOLVED** to appoint Councillor Pinckney to the Saltash Team for Youth Working Party.

**312/20/21     TO RECEIVE AN UPDATE ON PLASTIC FREE – COUNCILLOR PEGGS**

It was proposed by Councillor Peggs, seconded by Councillor Martin and **RESOLVED** to approve that:

1. STC application be submitted to Surfers Against Sewage for STC to receive their single plastic free award.

It was proposed by Councillor Peggs, seconded by Councillor Yates and **RESOLVED** that:

2. STC agree to support Plastic Free initiatives in our area, whenever possible.

It was proposed by Councillor Yates, seconded by Councillor Dent and **RESOLVED** that

3. STC pledge to remove single use plastic items wherever this is possible and not detrimental to the services offered by the Council.

Councillor Rance lost connection.

The Chairman announced a five-minute break. The meeting reconvened at 8 20 p.m.

Councillor Rance returned to the meeting.

**313/20/21     TO CONSIDER PROMOTION OF A MINI-EVENT – VALENTINE WINDOWS – COUNCILLOR MARTIN**

It was proposed by Councillor P Samuels, seconded by Councillor Lennox-Boyd and **RESOLVED** that STC promote the Valentine Wanderland Window event.

**314/20/21     TO CONSIDER A REQUEST FROM THE CLIMATE CHANGE WORKING PARTY TO DECLARE A CLIMATE EMERGENCY – COUNCILLOR MARTIN**

It was proposed by Councillor Martin, seconded by Councillor Gilles and **RESOLVED** to approve that:

1. STC acknowledge that there is a climate and Ecological Emergency which is having damaging effects both locally and globally.
2. STC commit to consider climate and ecological implications wherever relevant.
3. STC try to the best of their abilities to lead by example.

**315/20/21     PLANNING**

- a. Applications for consideration: None.
- b. Tree applications/notifications: None.

**316/20/21     CONSIDERATION OF LICENSE APPLICATIONS**

None.

**317/20/21     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.

**318/20/21     AS REQUIRED OR IF NECESSARY**

None.

**319/20/21     PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

To resolve that the public and press be re-admitted to the meeting.



**320/20/21     URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN**

Highways England - A38 Trerulefoot to Carkeel Safety Package

It was proposed by Councillor P Samuels, seconded by Councillor Peggs and **RESOLVED** to approve a A38 Working Party to comprise of Councillors Lennox-Boyd, Martin, Miller, and Yates reporting back to Full Council with any updates.

**321/20/21     PRESS AND SOCIAL MEDIA RELEASES**

It was **RESOLVED** to issue the following Press and Social Media releases:

1.     Acknowledge a Climate and Ecological Emergency
2.     To promote the Valentine Window Wanderland event – social media only
3.     A38 Trerulefoot to Carkeel Safety Working Party
4.     STC ongoing commitment to receive their single plastic free award.

**322/20/21     DATE OF NEXT MEETING**

Thursday 4<sup>th</sup> March 2021 at 7.00pm following the Annual Meeting with Parishioners at 6:30 p.m.

**323/20/21     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 8.42 p.m.

Signed: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_