



Saltash Town Council

Konsel An Dre Essa



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

Wednesday 3 February 2021

Dear Councillor

I write to summon you to the meeting of **Services Committee** to be held on the Virtual Zoom Platform on **Wednesday 10th February 2021 at 6.30 pm.**

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:

XXXX

Meeting ID: XXXX

Password: XXXX

Dial by your location: XXX 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

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. To appoint a Chairman.
3. 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.
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.
6. 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.
7. To note and receive the minutes of the Extraordinary Services Committee held on Thursday 12th November 2020 and Thursday 9th December 2020 as a true and correct record.
8. To receive and note the minutes of the Road Safety Committee held on Tuesday 2nd February 2021.
9. Finance
 - a. To receive the current Committee budget statement.
10. To ratify the following during the COVID-19 isolation period:

Ref Nr.	Details	Decision Agreed	Committee	Sub Committee
Ref 82	To appoint a company to carry out all fire risk assessments for all STC buildings and assets	APPROVED	SERVICES	N/A
REF83	To appoint DCW to collect Recycling waste	APPROVED	SERVICES	N/A

11. To consider Risk Management reports as may be received
12. Correspondence:
 - a. Cornwall Council – Woodland Management Plans 2020-21 survey.
 - b. To receive and consider letters from residents to erect a new war memorial.
13. To receive a report from the Service Delivery Department
14. To receive a report on the future use of the trailer - Cllr Phillips.
15. To consider the purchase of fabric bunting to be placed at various town council sites for future events.
(Pursuant to Services held on 14.10.20 minute no 41/20/21 and Services held on 9.12.20 minute no. 68/20/21)
16. Other areas that the Services Committee is responsible for:
 - a. Allotments:
17. 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.
18. To consider any items referred from the main part of the agenda
19. Public Bodies (Admission to Meetings) Act 1960:
 To resolve that the public and press be re-admitted to the meeting.

20. Urgent non-financial matters brought forward at the discretion of the Chairman

21. Press and social media releases

Date of next meeting: Wednesday 14 April 2021 at 6.30 pm